



## Maricopa County Community College District Governing Board Minutes September 10, 2013

Agenda Review and a Work Session of the Maricopa County Community College District Governing Board were scheduled to be held beginning at 3:00 p.m. at the District Support Services Center, 2411 West 14th Street, Tempe, Arizona, pursuant to A.R.S. Section 38-431.02, notice having been duly given.

### GOVERNING BOARD

- Doyle Burke, President
- Dana Saar, Secretary
- Randolph Lumm, Member
- Ben Miranda, Member
- Debra Pearson, Member (Absent)

### ADMINISTRATION (AGENDA REVIEW)

Rufus Glasper  
Maria Harper-Marinick  
Kim Granio for Debra Thompson  
James Bowers  
Lee Combs

### ADMINISTRATION (WORK SESSION)

Rufus Glasper  
Maria Harper-Marinick  
Kim Granio for Debra Thompson  
James Bowers  
Lee Combs  
Gene Giovannini

### AGENDA REVIEW

Agenda Review began at 3:07 p.m. Board President Doyle Burke took the assembly through the proposed agenda for the September 24, 2013 Regular Board Meeting.

### CONSENT AGENDA

- IV.C.1—IV.C.4 (Hiring and Separations)
  - Is it cost efficient to have service faculty (i.e., counselors, librarians) on a 9-month contract and then pay them overload or another contract for work in the summer? Why not put them on a 12-month calendar schedule instead?
  - MCCCCD will do an assessment for the Board on the staffing levels at the colleges for service faculty, especially in the summer.
  - What are the implications regarding the Affordable Care Act (ACA) and temporary workers?
  - MCCCCD is able to track hours across the district; temporary workers may work up to 1,300 hours per fiscal year; if they do not work 12-months, they can work more than the average 25 hours per week and still meet ACA standards.
- IV.D.1 Curriculum
  - Can the Board be notified when new computer (technology) curriculum is added? Dr. Harper-Marinick will send the Board a link to the curriculum website and search function.
  - Does MCCCCD have classes where software is used to teach the curriculum even though it's an in-person class with an instructor in the room? (Yes; the format of content delivery is determined by the faculty member teaching the course—academic freedom—delivery of content is not standardized as long as competencies are met.)
  - Sue Kater and Eddie Genna are preparing a special study session(s) with faculty for the Board to cover such topics as academic

freedom, faculty evaluations, etc.

- Schedule in fall; will work with Mr. Burke on the timing.
  - Prepare materials for the Board's review prior to the meeting (summary of topics and content to be shared); no more than 2-3 topics per study session
- IV.D.2 and IV.D.3 Charter High School Declaration of Curricular and Instructional Alignment to Arizona State Standards
  - Does MCCCDC track students in terms of higher ed? Students who come to MCCCDC are tracked. Many of the charter high school students are concurrently enrolled in courses at MCCCDC.
  - Dr. Harper-Marinick will send a sample report to the Board for review.
- IV.D.5 MCC Geospatial Connections Grant
  - What kind of geospatial careers are out there? Dr. Harper-Marinick will send information to the Board.
- IV.D.6 Walmart Brighter Future Grant
  - Dr. Harper-Marinick will send the Board a list of the careers involved in project.
- IV.E.1 and IV.E.2 Charter High School Annual Financial Report to the Arizona Department of Education FY12-13
  - Show how tuition is paid for the charter high school students.

#### **NON-CONSENT AGENDA**

- V.A.1 Bid Protest Appeal Final Decision
  - Place recommendations on the Agenda; item needs to be discussed with General Counsel in Executive Session.
- V.A.2 Authorization for Legal Fees
  - Anticipate contract amount threshold set by the Board will be exceeded. Firm was retained on emergency basis to investigate and assess the district's IT data security following a potential breach, to advise concerning the District's legal responsibilities based on that assessment, to assist with implementation of recommended actions, and to represent District if necessary in external fora. Firm selected because of unique, specialized focus on IT security regulation as a practice area and its exceptional qualifications and experience in that field.
  - Item needs to be discussed with General Counsel in Executive Session. Add item to Executive Session agenda.
- V.B.1 Fee Increase for MCC Student Portal Architect
  - Expanded scope of area affected and added to architect's work:
    - Original \$7M budget was very tight; could not get what Mesa One Stop needed in original design.
    - Part of original scheme was to relocate the bookstore to another existing building; that didn't work. Building needed to be renovated to suit the bookstore.
    - Includes better pedestrian access and a pedestrian drop-off plus additional storm water retention areas.

- Costs reflect late stage architectural redesign.
- VI.B Proposed Revision to Staff Policy Manual (CEC/Skill Center)
  - Continuing effort to unify the staff manual.
  - Policy A-1, Item C-2, change the word “establish” to “implement.”
  - Add a description of the repeal of the CEC policy manual to the Action Item Recommendation.

#### OTHER AGENDA ITEMS

- Eliminate the Secretary’s Report (the Board reserves the right to add it to a future agenda if there ever is a need for it).

#### ADJOURNMENT

Agenda Review was adjourned at 4:18 p.m.

#### CALL TO ORDER

The Work Session was called to order a 6:00 p.m.

#### PROPOSED POLICY REVISIONS

President Burke took the assembly through recommended Board Policy revisions for final discussion. Items in **RED** were original recommendations; items in **GREEN** were generated in this work session.

- Outcomes
  - 1.0 Global Ends / Broadest Outcomes Statement
    - As an educational institution devoted to learning, Maricopa Community Colleges exist in order that the **DIVERSE** communities served have effective, innovative, learner-centered, flexible, and affordable life-long educational opportunities, with outcomes optimizing use of available resources.
  - 1.1 University Transfer Education and General Education
    - Recommended changes accepted as written.
  - 1.2 Workforce and Economic Development
    - Recommended changes accepted as written with one exception: item B.ii “**FROM 2010 TO 2020, THE PERCENT AND NUMBER OF STUDENTS EARNING CERTIFICATES OF COMPLETION AND ASSOCIATE OF APPLIED SCIENCE DEGREES WILL INCREASE.**”
    - Every six months, the Board would like administration to assess the market re: job availability.
  - 1.3 Developmental Education
    - Recommended changes accepted as written.
  - 1.4 Community Development and Civic and Global Engagement
    - Recommended changes accepted as written with one addition: item A “Maricopa County residents will have access to, **AND AWARENESS OF**, college programs, activities and events, and facilities as appropriate **TO MEET DIVERSE NEEDS.**”
    - Additionally, Dr. Harper-Marinick and Dr. Glasper will work to devise a new item E that addresses diversity.
- Chancellor Limitations and Interpretations
  - Interpretations will be addressed after the Board approves

the Limitations policy language. The Board will then decide if the interpretations and evidence provided by the chancellor are reasonable and provide the proof the Board requires.

- Recommended changes accepted as written for each section (2.0-2.12).
- Board-Staff Relations
  - Recommended changes accepted as written for each section (3.0-3.6).
- Governance Process
  - Recommended changes accepted as written for each section (4.0-4.12).
  - The Board requested that any time the title “Secretary” was used, the words “Vice-Chair” be added for clarity in defining the role; the same for “President” and “Chair.”
  - The Board recommends it conduct a self-evaluation twice a year as part of the ongoing review of sections 3.0/4.0 as recommended by the Manager, Office of Public Stewardship.

**POLICY HOUSEKEEPING**

Policy housekeeping was addressed during the previous discussion; only one technical change regarding an outdated ARS was needed.

**MONITORING REPORT  
EVALUATION FORM  
AND CALENDAR**

The monitoring report form will be amended to reflect the stage of the process the Board is in regarding adopting policy language and chancellor interpretations.

The calendar in section 3.4 is still a work in progress and will be approved by the Board as the interpretations are brought forward. It may need to be amended as the year progresses.

**ADJOURNMENT**

The Work Session was adjourned at 7:15 p.m.

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Dana G. Saar  
Governing Board Secretary