



# Maricopa County Community College District Governing Board Minutes September 23, 2014

An executive session and a regular meeting of the Maricopa County Community College District Governing Board were scheduled to be held beginning at 5:30 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

Dana Saar, President  
Randolph Lumm, Secretary  
Doyle Burke, Member  
Alfredo Gutierrez, Member  
Debra Pearson, Member (Absent)

### ADMINISTRATION (REGULAR BOARD MEETING)

Rufus Glasper  
Maria Harper-Marinick  
Debra Thompson  
LaCoya Shelton-Johnson  
Steve Helfgot  
Lee Combs  
Linda Lujan  
Ernie Lara  
Steven Gonzales  
Irene Kovala  
Patrick Burkhart for Shouan Pan  
Paul Dale  
Anna Solley  
Todd Simmons for Chris Bustamante  
Daniel Corr for Jan Gehler  
Shari Olson  
Gene Giovannini

### EXECUTIVE SESSION

Executive Session was called to order at 5:30 p.m.

### MOTION

#### Motion 10225

Board Member Gutierrez made a motion to go into Executive Session. Board Member Burke seconded. Motion passed 4-0 (Pearson absent).

### CALL TO ORDER

The regular board meeting was re-called to order at 6:33 p.m.

### SUBSTITUTIONS

There were three substitutions for members of the CEC.

### PLEDGE OF ALLEGIANCE

The assembly pledged allegiance to the United States of America led by Mr. Gutierrez.

### CLASS ACKNOWLEDGEMENTS

There were no classes present.

### STUDENT LIFE REPORTS

Marli Mayon, Chair of Scottsdale’s Student Life Forum (SLF) presented an overview of events planned for the year. SCC’s Student Life Forum is overseen by the Center for Civic and Global Engagement so they plan to promote civic engagement and global awareness on campus. SLF sponsors voter registration initiatives at most events including their recent Constitution Day Celebration. Their goal was to exceed the number of students registered to vote compared to previous events and they met their goal. They are adding a democracy wall to the campus and will be participating in the At-Large Candidate Forum on the 26<sup>th</sup>. They help with the college’s Internal Education Week, usually scheduled during the third week in November, and this year have three international students in SLF. SLF will participate in the AIDS Walk on October 26<sup>th</sup> and SCC’s Artichokes Homecoming Kickoff on October 8<sup>th</sup>, “Rise of Artie!” SCC’s team is currently ranked 12<sup>th</sup> in the nation! Ms. Mayon then had the members of SLF introduce themselves to the Board.

SLF Members: Marli Mayon, Chair; Maia Fruchthandler, Special Events Co-Manager; Thulisa Sigwabe, Special Events Co-Manager; Savannah Haymart, PR Co-Chair; Rohina Bano, PR Co-Chair; Bruce Merrill, Artie; Yasmin Acosta, Student-at-Large; Ivan Iñaki Aparicio Molina, Student-at-Large; Diego Leal, Student-at-Large; José Rodriguez, Student-at-Large; Michelle Sasonov, Student-at-Large; and Chris Simmons, Student-at-Large.

### EMERITUS, AWARDS, AND RECOGNITION

Dr. Daniel Corr, Vice President of Academic Affairs at Scottsdale Community College, thanked the Board and presented an Emeritus award for Ms. Pat Serrano. Ms. Serrano served Scottsdale Community College (SCC) and thousands of its students for more than twenty-six years before

retiring in May of 2013. During the course of her remarkable career at SCC, she taught face-to-face, open entry, and online classes in the CIS Department. In addition, she served in a number of leadership positions including CIS Evening Chair, CIS Online Coordinator, CIS Day Chair, and the Business and Information Systems Division Chair. Ms. Serrano also served on numerous SCC and district committees including SCC Faculty Senate, College Leadership Team, and iSTAC, the team that planned SCC's Innovation of the Year Award winning *SCCTechTalks 2013*. She was a committed EDUCATOR—dedicated to being an outstanding faculty member and she ALWAYS put students first. She was passionate and committed to student learning and each semester she strived to hone her craft. She was the consummate professional—always prepared, engaged, and enthusiastic about teaching her students. Her students (and her colleagues) loved her! She was a PIONEER. Years ago, she pioneered online course offerings at SCC in the CIS Department. To this day, she continues to teach online. To ensure the highest quality online instruction, Ms. Serrano was the first faculty member at SCC to become a Certified Quality Matters (QM) Peer Reviewer. She completed the rigorous QM certification process for several online courses. In addition, she earned her QM Master Reviewer Certification and she served as a college and district QM representative. Ms. Serrano was a dedicated student ADVISOR. For the past six years, Pat served SCC students as the CIS in-department advisor. Her organization skills, attention to detail, and genuine care for student success helped hundreds of CIS students plan and achieve their educational goals. She was a participatory LEADER. By her nature, Ms. Serrano was a collaborative leader. She valued her colleagues' opinions and included them in the decision-making process. She led by example and she inspired her colleagues to "stick their necks out" and do their best. She was the perfect combination of a leader and coach. She made you better for working with her. Ms. Serrano was a valued TEAMMATE. She was always the person you wanted on your committee or your taskforce. She was the definition of a contributor. Her action items were always done to the utmost professionalism—the highest quality output, on time, and under budget. She was an ARTICHOKE. Ms. Serrano loved SCC and it showed in everything she did. She genuinely enjoyed helping students EVERYDAY. Whenever the call went out for volunteers for campus events, tours, or community service, she stepped up.

Ms. Serrano thanked the Board and remarked that it had been a privilege to part of Maricopa since 1984. She noted she remembered when SCC was a sea of temporary buildings from PC and how much it had grown since then. She said it had been a wonderful experience with a great group of people to work with.

Dr. Linda Lujan, President of Chandler-Gilbert Community College, thanked the Board and asked Dr. Bill Guerriero to help her present an Emeritus award for Dr. Ana Jarvis. First, Dr. Lujan remarked she would break tradition by presenting Dr. Jarvis with a special certificate from the college, *La Reina de la Machina Escriba!* Dr. Guerriero then shared that Ana Jarvis was one of the first instructors hired at Chandler-Gilbert when it was still an education center in 1987, and she was CGCC's first Spanish faculty. During those early years when CGCC was emerging as an accredited institution, Ana taught a variety of Spanish classes and worked on developing a strong foreign language program. As the years went by, other languages were added to the department. Ana was instrumental in starting CGCC's Spanish honor society, Sigma Delta Mu, and an annual Foreign Language Night. For many years she helped plan International Student Week activities with CGCC's International Student Office. Ana was a key contributor to CGCC's Marketing Committee and the International / Intercultural Education Committee. She is a gifted and prolific author whose *Como Se Dice* books are used by colleges and universities locally and nationally. Most of all, Ana has been a strong advocate for her students and her profession. She is known for mentoring and tutoring students and for introducing the beauty of the Spanish language and culture of thousands over the years. Ana has a sharp wit and a great sense of humor. She will be fondly remembered for her valiant resistance to the onslaught of technology, defiantly tapping on her typewriter long after those around her converted to computers, email, and online student information systems. She will be remembered as a dear friend and supportive colleague to many faculty and staff at CGCC.

Dr. Jarvis remarked she had been teaching since she was 17 years old. She laughingly informed everyone she still had her typewriter. She thanked the Board and her family and her colleagues at the college. She noted she is still writing text books and is working on the 11<sup>th</sup> edition. She is keeping herself busy writing novels, poems, and short stories.

President Saar thanked all the awardees and expressed appreciation to them for their service. He

said they will be missed. He then took a moment to acknowledge the Student Public Policy Forum (SPPF) students present that night. He asked Ms. Deanna Villanueva-Saucedo to give a brief description of SPPF before having the students introduce themselves. Ms. Villanueva-Saucedo reported the SPPF students will spend the year studying public policy and learning how to affect positive change in their community.

SPPF Students: Amylya Brice, SCC; Jordan Cortez, PC; Matthew DePaul, CGCC; Belinda Escalante, PC; Kiana Flores, SCC; Kathleen Friedlander, RSC; Marli Mayon, SCC; Victoria Moreno, GCC; Aika Nelson, GCC; Kira Olsen-Medina, PC; Keeran Panesar, SCC; Jerry Raburn, PVCC; Jason Russon, PVCC; Gilberto Sosa, PC; Jonathan Talos, MCC; and Luis Velasquez-Reyes, GCC.

#### CITIZEN'S INTERIM

There were no requests to address the Board.

#### CHANCELLOR

Chancellor Rufus Glasper reported in 2011-12 he was asked to be a member on a commission on attainment with the American Association of Community Colleges (AACC). At the same time, the MCCC Board resolved to support the completion agenda (to increase the number of certificates/degrees/transfers by 50% by 2020). AACC started a commission focused on the future called the 21<sup>st</sup> Century Commission. Dr. Diaz-Lefebre asked why there were no faculty representation on those commissions so he was asked to participate. Dr. Glasper noted Dr. Rene Diaz-Lefebre had been with Maricopa for 30 years. Copies of the articles noted by Dr. Diaz-Lefebre can be found at <http://www2.gccaz.edu/news/employee-news/insight-role-faculty-aacc-report> and <http://www2.gccaz.edu/news/employee-news/well-connected-or-stressed-out>.

Dr. Diaz-Lefebre introduced himself as psychology faculty at GCC North. He reported that AACC asked him to serve on the 21<sup>st</sup> Century Commission on the Future of Community Colleges two years ago because, if community colleges are to contribute to 21<sup>st</sup> century students and economy, education leaders must reimagine what the institutions are capable of becoming. In addition to the goals of the completion agenda, community colleges must enhance access and increase the quality of education. The 21<sup>st</sup> Century initiative provided guidelines and seven recommendations to promote student success. Community colleges cannot be strong by being the same—instead they must be bold and make big changes. The AACC convened nine teams to work to implement recommended changes. The teams looked at research and work already under way across the nation. MCCC was well represented on the teams: Dr. Glasper was on the Policy and Advocacy Agenda team, Dr. Solley was on Community Colleges/K-12 Collaboration for College Readiness team, Dr. Bustamante was on Team Seven, and Dr. Pan was on Team Eight. Five of the nine teams had MCCC participants. MCCC is highlighted in the AACC implementation guide as a model of exemplary programs: 1) collaboration with K-12 partners (ACE++ Program), 2) incorporating ingenious use of technology (Rio Salado College), 3) investing in collaborative support structures (PVCC at Black Mountain), 4) targeting public and private investments strategically, 5) implementing policies and practices that promote rigor and accountability (VFA metrics), and 6) increasing faculty leadership and engagement. As a seasoned faculty working in the trenches, he listened and provided insight in faculty implementation of strategies and ideas how to increase faculty engagement and leadership involvement. Faculty are the academic gatekeepers of the academic experience. Community colleges also need to position themselves to serve the rapidly growing Latino student population. As more Maricopa colleges become Hispanic Serving Institutions, Latino outreach and transfer becomes an attainable goal. He said being a part of this commission has been one of the highlights of his career and he was proud to represent MCCC.

#### FACULTY

Mr. Keith Heffner, President of the Faculty Executive Council, thanked the Board for agreeing to shift the agenda so the Faculty Executive Council and Employee Group reports preceded the business portion of the agenda. He reported that FEC are involved in many discussions across the district and working hand-in-hand with administration on policy—the outcomes of which would be shared as policy updates to the Board. He said his goal this year is to increase communication across groups. He is visiting faculty senates and college presidents and chatting with vice presidents of academic affairs and retirees in strategies to engage them in activities. He will continue the burgeoning relationship with the Adjunct Faculty Association begun last year as they work toward common interests and common goals. He is taking time to build social networks to break down barriers to progress among the different groups. FEC wants to

be partners with the District. He stressed that they do not take these relationships lightly.

**EMPLOYEE GROUP**

Ms. Lysia Hand, President of the Adjunct Faculty Association, provided the following. "President Saar, Members of the Board, Dr. Glasper, Members of the CEC, and guests, my name is Lysia Hand, Adjunct Faculty Employee Group President. Thank you for the continued opportunity to speak on behalf of the Adjunct Faculty. It has been a pleasure to serve the Adjunct Faculty Employee Group and the Adjunct Faculty Association. I am grateful for having had this privilege. I am pleased to announce that the AFA has a new president, Leo Valverde. Leo will be presenting at the Governing Board meetings moving forward. I will continue to help as Past President. Leo served as the College Representative for South Mountain Community College. He teaches at South Mountain and Chandler-Gilbert. His core courses include: Introduction to Criminal Justice, Ethics and Administration of Justice, and Constitutional Law. Moving forward the Adjunct Faculty Employee Group plans to continue collaboration with the Faculty Association. Thank you for this opportunity to speak at the Governing Board meeting, I am grateful for having had this privilege." Ms. Hand also provided a link to the AFA Board meeting schedule ([www.myafa.org/calendar.html](http://www.myafa.org/calendar.html)). Mr. Valverde thanked everyone who has provided support to him and the group, saying it was an honor to stand before the Board.

**APPROVAL OF THE ORDER OF THE AGENDA**

President Saar then requested a motion to approve the Order of the Agenda.

**MOTION**

**Motion 10226**

Board Member Lumm made a motion to approve the Order of the Agenda. Board Member Gutierrez seconded. Motion passed 4-0 (Pearson absent).

**APPROVAL OF CONSENT AGENDA**

President Saar asked if anyone wanted to remove any items from the consent agenda. No items were removed.

The following items were included in the Consent Agenda:

**9.1 APPROVAL OF THE MINUTES OF THE AUGUST 26, 2014 REGULAR BOARD MEETING AND SEPTEMBER 9, 2014 AGENDA REVIEW AND WORK SESSION**

**10.1 CONSIDERATION OF EMPLOYMENTS**—approve the personnel actions as proposed. Budget approvals have been granted and are on file for the recommended personnel actions in this item.

**10.2 CONSIDERATION OF SPECIALLY FUNDED EMPLOYMENTS**—approve the personnel actions as proposed. Budget approvals have been granted and are on file for the recommended personnel actions in this item.

**10.3 CONSIDERATION OF SHORT TERM EMPLOYMENTS**—approve the personnel actions as proposed. Budget approvals have been granted and are on file for the recommended personnel actions in this item.

**10.4 CONSIDERATION OF SEPARATIONS**—approve the personnel actions as proposed.

**11.1 APPROVAL OF STUDENT SUPPORT SERVICES PROGRAM PHOENIX COLLEGE**—accept an award for year five of funding from the U.S. Department of Education in the amount of \$280,528.00 to Phoenix College for the Student Support Services Program. Year five project funding will be for the period September 1, 2014 through August 31, 2015.

**11.2 APPROVAL OF SOUTH MOUNTAIN COMMUNITY COLLEGE TITLE III GRANT**—accept the grant award of \$394,622 for Year 4 of 5 for South Mountain Community College's Title III *Strengthening Institutions Program*. The year 4 award period is from October 1, 2014 through September 30, 2015.

**11.3 APPROVAL OF GATEWAY COMMUNITY COLLEGE SCIENCE WITHOUT BORDERS PROGRAM**—accept this grant award agreement to GateWay Community College in the amount of \$180,960 for a grant period beginning upon acceptance and effective until May 31, 2015.

**11.4 APPROVAL OF SUBAWARD AGREEMENT AMENDMENT BETWEEN PENNSYLVANIA STATE UNIVERSITY AND MCCC**—accept the subaward agreement from Pennsylvania State University to the Maricopa Advanced Technology Education Center (MATEC) of the Academic and Student Affairs Division in the amount of \$246,263 for year 3 of this three-year project with effective dates of September 1, 2014 through August 31, 2015. This funding amount is the third year

increment of the three year total of \$519,381.

**11.5 APPROVAL OF MARICOPA SKILL CENTER AND WESTERN MARICOPA EDUCATION CENTER INTERGOVERNMENTAL AGREEMENT**—approve the renewal of an Intergovernmental Agreement (IGA) between the Maricopa Skill Center (MSC) and Western Maricopa Education Center (West-MEC).

**12.1 APPROVAL OF GATEWAY EARLY COLLEGE HIGH SCHOOL SUBMISSION OF ANNUAL FINANCIAL REPORT TO THE ARIZONA DEPARTMENT OF EDUCATION FOR FY2013-14**—approve the 2013-2014 Annual Financial Report for GateWay Early College High School for submission to the Arizona Department of Education.

**12.2 APPROVAL OF PHOENIX COLLEGE PREPARATORY ACADEMY SUBMISSION OF ANNUAL FINANCIAL REPORT TO THE ARIZONA DEPARTMENT OF EDUCATION FOR FY2013-14**—approve the 2013-2014 Annual Financial Report for Phoenix College Preparatory Academy for submission to the Arizona Department of Education.

**12.3 APPROVAL OF INCREASE TO FAMILY CARE CENTER FEES PHOENIX COLLEGE**—approve the following increase to the childcare fees for the Phoenix College Family Care Center located at the Osborn site just off the Phoenix College main campus.

**12.4 APPROVAL OF UTILITY EASEMENT FOR SALT RIVER PROJECT FOR THE LDS INSTITUTE AT ASU POLYTECHNIC CHANDLER-GILBERT COMMUNITY COLLEGE WILLIAMS CAMPUS**—grant a utility easement to the Salt River Project (SRP) to provide new electrical facilities to serve an LDS Studies Institute at ASU Polytechnic.

**12.5 APPROVAL OF PHOENIX COLLEGE PREPARATORY ACADEMY DEPARTMENT OF HEALTH CONTRACT**—approve the Department of Public Health contract between Phoenix College Preparatory Academy and the Department of Health that provides \$2,000 to the Academy.

**MOTION**

**Motion 10227**

Board Member Burke moved for approval of the Consent Agenda. Board Member Lumm seconded. Motion passed 4-0.

**13.1 APPROVAL OF FINAL CONTRACT AWARD FOR THE REMODELING OF THE ALLIED HEALTH AND DENTAL PROGRAM BUILDINGS AT 3144 N 7<sup>TH</sup> AVENUE PHOENIX, AZ FOR PHOENIX COLLEGE**—approve a final construction contract award for a Guaranteed Maximum Price (GMP) in the amount of Nine Million One Hundred Ninety-One Thousand, One Hundred Eight and 51/100ths Dollars (\$9,191,108.51) to Okland Construction for the Allied Health and Dental project at Phoenix College. This is the last of the three GMP awards to Okland Construction for the construction of this project.

**MOTION**

**Motion 10228**

Board Member Lumm moved for approval of Item 13.1. Board Member Gutierrez seconded. Motion passed 4-0.

**13.2 APPROVAL OF 2014-15 DISTRICT PROPERTY AND CASUALTY INSURANCE PROGRAM RENEWAL**—approve the renewal of our property and casualty insurance policies for all lines per the attached schedule for the period of October 1, 2014 to October 1, 2015.

**MOTION**

**Motion 10229**

Board Member Gutierrez moved for approval of Item 13.2. Board Member Burke seconded. Motion passed 4-0.

**13.3 APPROVAL OF PROPOSED COURSE FEE CHANGES FY2014-15**—approve the varied fee changes detailed on the attached. These changes relate to both common fees and course fees at several colleges across the District, detailed by college.

**MOTION**

**Motion 10230**

Board Member Lumm moved for approval of Item 13.3. Board Member Gutierrez seconded. Motion passed 4-0.

**14.1 APPROVAL TO APPOINT HEARING OFFICER TO CONSIDER APPEAL FOR TERMINATION RECOMMENDATION**—approve the attached procedure, and authorize the Chancellor to appoint a hearing officer to consider the appeal of George Kahkedjian from the Chancellor's

recommendation for termination.

**MOTION****Motion 10231**

Board Member Lumm moved for approval of Item 14.1. Board Member Burke seconded. Motion passed 4-0.

Item **14.2 APPROVAL OF SETTLEMENT OF CLAIMS** was removed from the agenda.

**FIRST READ /  
INFORMATION ITEM**

**15.1 REVIEW OF PROPOSED CHANGES TO 4.9 BOARD COMMITTEE STRUCTURE**—review the proposed changes to Board Policy 4.9 to include the scope of the three Board committees: Board Policy, Budget and Finance, and Charter Schools.

Board members were satisfied with the language as presented.

**MONITORING REPORTS**

**16.1 BUDGET ANALYSIS REPORT, FUND 1—GENERAL UNRESTRICTED FUND FOR THE TWO MONTHS ENDING AUGUST 31, 2014**—Expenditure analysis indicates 10.1% of the budget has been expended this year as compared to 12.3% expended at this same point last year. 47.2% of the budget remained unexpended or unencumbered compared to 43.3% in the prior year. Revenue analysis indicated that 23.5% of the budget has been recognized as compared to 20.4% in the prior year. The projected fund balance will increase by ~\$3.4M this fiscal year and the projected ending fund balance for June 2015 is \$167.6M. The District should meet its financial stability requirements.

**BOARD MEMBERS**

Mr. Burke reported he attended the demonstration of the remodel of the Phoenix College Bulpitt Auditorium and was very pleased with the additions to the structure. He attended a Chandler Chamber of Commerce breakfast featuring Dr. Glasper and the three state university presidents. Dr. Glasper did a splendid job. He attended an Audit and Finance Committee meeting at Paradise Valley Community College (committee members asked to see more of the District). He attended a budget committee meeting last week and heard the colleges present plans and share the work they are doing.

Mr. Gutierrez reported he had had an accident and so was down for much of the month recovering. He was able to attend a demonstration of the Center for Entrepreneurial Innovation (CEI) at GateWay Community College (also called the incubator). The CEI is a public-private partnership—a cutting-edge space for innovative entrepreneurs. It is designed to house and develop early stage companies by providing a multitude of business and professional resources, such as guidance and mentoring, and exposure to a network of local business resources and professionals, among others. Mr. Gutierrez said it was an impressive tour and he highly recommended it.

Mr. Lumm reported he attended a Victoria Foundation fundraiser and participated in the Minority Male Initiative (MMI) event at GateWay Community College. The MMI event had a great presentation and stressed the need to understand the different motivations that students come in with in order to understand students better. Not all minority groups have the same motivations for attaining an education.

Mr. Saar reported he has visited all ten colleges attending various events and that it was great to see things happening at the campuses with the return of students this fall. He also attended a Greater Phoenix Economic Council (GPEC) meeting where the CEI came up as a topic of discussion. It is one of the top two incubators in the State.

**VICE CHANCELLOR**

Dr. Steven Helfgot, CEO of the Maricopa Foundation, provided the following. “President Saar, members of the Board. At your places you will see invitations to the kickoff reception for the 2015 Heroes of Education event. The reception will be held right across the way at the Rio Conference Center on Thursday, October 16, starting at 5:30 p.m. We hope that you will be able to join us. At the event we will have the pleasure of formally introducing our 2015 honoree, Linda Mazon Gutierrez, the President and CEO of the Hispanic Women’s Corporation. Linda, HWC, the Maricopa Community Colleges Foundation, and the District’s ACE Program have shared a wonderful partnership for a number of years. Each year at the luncheon which is part of the HWC’s huge conference in downtown Phoenix (which is incidentally this Friday), ten students in our ACE programs are awarded \$1,000 scholarships by HWC and each is matched with another \$1,000 from the Foundation. Our students are introduced to the crowd and are the first in a long line of scholarship recipients—ranging on up to medical students—introduced

at the occasion. So Linda is truly a Hero of Education, both for her organization's particular support of Maricopa Community College students and their general support to college students across our state. When I asked Linda if she would accept the award, her response was—"I'm just a girl from the hood who went to Phoenix College." She is proudly that an much more and we look forward to having you join us on October 16 as we introduce Linda as our 10<sup>th</sup> anniversary Hero of Education."

**COLLEGE**

There were no reports.

**AADGB**

Mr. Burke reported the group would be meeting on the 25<sup>th</sup> and would be discussing plans to bring ACCT's Governance Institute on Student Success (GISS) to Phoenix.

**ASBA**

Mr. Lumm reported he was not able to attend the Law Conference and asked Mr. Saar to provide some information about it. Mr. Saar said it was the best conference for educators to learn all about law and education. It also gives some insight into what the Arizona Legislature might do next year and to prepare for those discussions.

**ACCT**

Mr. Saar reported planning has been ongoing to make sure the ACCT Leadership Congress in October will be an excellent event.

**GOVERNMENT RELATIONS**

There was no report.

**NEXT BOARD MEETINGS**

President Saar announced the following future meetings.

- October 14, 2014, 4:30 p.m., Agenda Review, Governing Board Room
- October 14, 2014, 6:00 p.m., Work Session, Governing Board Room
- October 28, 2014, 6:30 p.m., Regular Board Meeting, Governing Board Room

**ADJOURNMENT**

President Saar adjourned the regular board meeting at 7:33 p.m.

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Randolph Elias Lumm  
Governing Board Secretary