The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 4 on Wednesday, February 3, 2010, in Creveling Lounge of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS

The meeting was called to order at 6:01 p.m. by Dr. Hilary Bradbury-Huang, President.

ROLL CALL

Trustees Present
Dr. Hilary Bradbury-Huang, President
Mr. William Thomson, Vice-President
Mr. Geoffrey L. Baum, Clerk
Ms. Berlinda Brown
Dr. Jeanette Mann
Mr. John Martin (arrived at 6:10 p.m.)
Mr. Brian Abadia, Student Trustee

Trustees Absent
Dr. Anthony Fellow

Administrative Officers in Attendance
Dr. Lisa Sugimoto, Superintendent/President
Dr. Richard van Pelt, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Stuart Wilcox, Interim Vice President, Student and Learning Services
Mr. Lyle K. Engeldinger, Dean, Human Resources
Ms. Crystal A. Kollross, Interim Dean, Institutional Planning and Research
Mrs. Elaine Chapman, Interim Dean, External Relations
Mr. Robert Miller, Interim Dean, Educational Services

The Academic Senate was represented by Dr. James Bickley.
The Classified Senate was represented by Mr. John Lindemann.
The Associated Students Board was represented by Mr. Allen Tsay.
The Management Association was represented by Ms. Ellen Ligons.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment on closed session items.

Dr. Bradbury-Huang adjourned the Board to Closed Session at 6:02 p.m.
II. CLOSED SESSION

Government Code §54957 Public Employee Discipline, Dismissal, Release
Government Code §54957.6 Labor Negotiations (PCCFA; CSEA 777; ISSU; POA; Confidentials; Management Association); Engeldinger

Closed Session was adjourned at 6:59 p.m.

III. OPEN SESSION

Dr. Bradbury-Huang reconvened the Open Session at 7:01 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE

Mr. Baum led the Pledge of Allegiance.

B. INTRODUCTIONS

Yuny Parada, a member of the Pasadena Latino Forum and Roberta Martinez, a member of the President’s Latino Advisory Committee, spoke about the proposed Chihuahuita School monument to be placed at the Community Education Center. The item will be placed on the February 17, 2010 Board of Trustees agenda for discussion with possible action.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

Vanessa Gomez, a PCC student, stated her concerns about the tutoring labs. Her concerns were directed to the administration to address. Jimmy Recinos and Marco Valadez, members of the Associated Students Lobby Committee, gave an update on the Committee’s lobbying activities.

D. REPORTS BY MEMBERS OF THE BOARD/BOARD SUBCOMMITTEES, SUPERINTENDENT/PRESIDENT AND SHARED GOVERNANCE REPRESENTATIVES

Mr. Thomson, Trustee
- Reported that a primary function of the Contracts and Policy Subcommittee is to review contracts that come before the College and the Board of Trustees.
- Reported that policy review activity continues.

Mr. Baum, Trustee
- Reported on the Basic Skills Initiative as discussed at the recent California Community College's Board of Governors' meeting.
- Recognized Dr. Lynn Wright’s leadership and participation in the development of a statewide plan and thanked Dr. Wright for her efforts on behalf of the College and students.

Ms. Brown, Trustee
- Attended the Community College League of California’s Effective Trustee Workshop in Sacramento on January 22-24, 2010.
- Attended the PUSD Citizens for Quality Schools meeting on January 25, 2010.
- Attended the College’s Citizens Oversight Committee meeting on January 27, 2010.
- Attended the President’s African American Advisory Committee meeting on January 28, 2010 and was impressed with the Outreach Committee’s efforts in support of student retention and success.

Dr. Mann, Trustee
- Along with Dr. Sugimoto, attended the Community College League of California’s Legislative Conference in Sacramento on January 22-26, 2010.
Attended the SanFACC (San Gabriel/Foothill Association of Community Colleges) legislative meeting on January 25, 2010. Met with two senators and eight assembly members. The six SanFACC colleges (Chaffey, Citrus, Glendale, Mt. SAC, PCC, Rio Hondo) are 8,000 students over cap. 8,000 students is the size of many California community colleges.

Along with Mr. Baum, met with the Associated Students Lobby Committee.

Mr. Lindemann, Classified Senate
- Reported that planning is under way for the April Classified Days activities.
- Thanked Ms. Kollross for her presentation on the planning process.

Dr. Bickley, Academic Senate
- Reported that the Academic Senate is working to streamline the costs of conference attendance. However, the Senate recognizes the importance of professional development and cited a member who will attend the statewide Academic Senate Accreditation Institute and two faculty members who will attend the Student Learning Outcomes (SLO) Institute.

Dr. Sugimoto, Superintendent/President
- Congratulated Ms. Nicki Harmon, Director, Child Development Center (CDC), on the CDC’s attainment of accreditation by the National Association for the Education of Young Children.

Dr. Bradbury-Huang, Trustee
- Acknowledged the Measure P Oversight Committee’s report that indicates the Center for the Arts is coming in on time and under budget.

E. APPROVAL OF MINUTES
Meeting No. 3, Regular Business Meeting, January 20, 2010

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted by a unanimous vote of the six members present to approve the Minutes of Meeting No. 3, Regular Business Meeting, held on January 20, 2010. Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS
5-S: Approval of Potential Commencement Speaker List – Commencement Speaker Selection Committee Commencement Exercises – June 18, 2010
Mr. Baum asked if there was a priority for selecting the speakers. Dr. Scott Thayer, Assistant Dean, Student Affairs, responded that the list of possible speakers is developed by the Commencement Speaker Selection Committee and the priority for actually selecting the speaker is based on availability and who will work well as a speaker.

110-B: Approve/Ratify Contracts
Mr. Baum asked for more information on the Glendale Community College District project, Contract Number B-97699-0. Dr. Jacobs explained that the project is a joint venture with PCC and this particular career path contract is for biotech.

112-B: Approve Professional Conference Attendance
Mr. Baum stated that the Association of Community College Trustees National Legislative Summit travel request has been revised as his employer will underwrite a portion of the trip.

115-B: Approve Purchasing Transactions
Mr. Thomson asked why the purchase order approval list began with P10-01711 whereas the list of purchase orders started with P10-01712. Dr. van Pelt said he would inquire and bring purchase order P10-01711 back to the Board if warranted.
116-B: Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings
Mr. Baum asked for additional information on the change orders. Dr. van Pelt responded that there would be one final change order coming to the Board associated with this project indicating a zero contingency fund balance or a credit back to the District. Mr. Baum asked to have this consent item held for a separate vote.

73-P: Approve/Ratify Stipends for Academic Personnel
Ms. Brown asked for additional information on the status of faculty who receive stipends. Dr. Jacobs replied that most are full-time faculty and some are adjunct. If faculty have extra responsibilities or a special project to complete, they receive a stipend.

80-P: Sabbatical Leaves, 2010-2011
Dr. Mann appreciated the spreadsheet distributed to the Board as background to the sabbatical leaves. She stated that if the sabbatical leaves are approved the District can save money.

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted by a unanimous vote of the six members present to approve Consent Items 5-S, 110-B through 116-B; and 73-P through 80-P, as amended, with Consent Item 116-B, Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings, held for a separate vote.
Advisory Vote: Aye

MOTION: ON MOTION OF Mr. Martin and seconded by Mr. Thomson, the Board voted by five affirmative votes [Bradbury-Huang, Brown, Mann, Martin, Thomson] and one negative vote [Baum] to approve Consent Item 116-B, Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings.
Advisory Vote: Aye

G. RECEIPT OF 2008-2009 DISTRICT FINANCIAL AUDIT: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Mr. Martin and seconded by Mr. Baum, the Board voted by a unanimous vote of the six members present to receive the 2008-2009 District Financial Audit.
Advisory Vote: Aye

H. AUTHORIZATION TO TRANSMIT SECOND QUARTERLY FINANCIAL STATUS REPORT: DISCUSSION WITH POSSIBLE ACTION
Mr. Baum stated that the projected general fund revenues are less than the projected general fund expenditures. He reminded the Board that the current budget is balanced as a result of the Board’s approval to draw funds from District reserves.

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to approve the Authorization to Transmit the Second Quarterly Financial Status Report.
Advisory Vote: Aye
I. PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION

a. Contract with Academic Search, Inc.

MOTION: ON MOTION OF Mr. Thomson and seconded by Ms. Brown, the Board voted by five affirmative votes [Baum, Bradbury-Huang, Brown, Martin, Thomson] and one negative vote [Mann] to approve the Contract with Academic Search, Inc. Advisory Vote: Aye

b. Ethics sign off

Mr. Thomson presented the Presidential Screening Committee and the Board of Trustees Presidential Search Confidentiality Agreement to the Board. Dr. R. Stanton Hales, Senior Consultant, Academic Search, Inc. will be the custodian of the executed agreements.

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted by a unanimous vote of the six members present to approve the endorsement of the Presidential Screening Committee and the Board of Trustees Presidential Search Confidentiality Agreement. Advisory Vote: Aye

c. Chair of Committee

MOTION: ON MOTION OF Mr. Thomson and seconded by Mr. Baum, the Board voted by a unanimous vote of the six members present to accept the appointments of Dr. Richard Garcia, as Chair, and Ms. Annie Yu, as Vice Chair of the Presidential Screening Committee. Advisory Vote: Aye

J. PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU): DISCUSSION WITH POSSIBLE ACTION

Dr. Bradbury-Huang opened the hearing. Since no one wished to address the Board on the item, the hearing was closed.

K. UPDATE ON INTEGRATION OF EDUCATIONAL MASTER PLAN (EMP) WITH ACCREDITATION AND THE PLANNING PROCESS: PRESENTATION AND DISCUSSION

Ms. Kollross and Mr. Miller provided an update on the integration of the Educational Master Plan with accreditation and the planning process.

L. BUDGET UPDATE: PRESENTATION AND DISCUSSION

Dr. van Pelt provided an update on the impact of the Governor’s proposed budget on PCC’s 2010-2011 budget. Dr. Mann requested that a simplified version of Dr. van Pelt’s budget be posted on the PCC website.

M. BOARD PROCESSES AND OBJECTIVES III: DISCUSSION WITH POSSIBLE ACTION

Mr. Baum introduced the Board Processes and Objectives III. This item focused on setting shared expectations for brevity/efficiency without loss of effectiveness; seating arrangements; student trustee; signaling to speak; reports; educating the campus/Board of Trustees as a new president comes on board; values statement updated for use in closed and open sessions; and external communications. The Board members discussed the items.
N. FUTURE BOARD MEETING DATES

Wednesday, February 17, 2010 (Regular Board meeting) – 6:00 p.m.
Wednesday, March 3, 2010 (Regular Board meeting) – 6:00 p.m.

O. FUTURE AGENDA ITEMS

Dr. Mann requested that the Chihuahuita commemorative monument be placed on the February 17, 2010 agenda for discussion and possible action.

Dr. Mann requested that the Evaluation of the Superintendent/President be placed on a future agenda for discussion and possible action.

IV. ADJOURNMENT

Dr. Bradbury-Huang asked for a moment of silence in honor of Yves Magloe, Assistant Professor, Languages Division; Mia Adriano, Financial Aid Technician, Scholarships and Financial Aid; and Dr. Paulette J. Perfumo’s mother.

Dr. Bradbury-Huang adjourned Meeting No. 4 at 8:57 p.m.
MOTIONS CARRIED AT MEETING NO. 4 – February 3, 2010

1. Approval of the Minutes of Meeting No. 3, Regular Business Meeting, held on January 20, 2010.

2. Approval of Consent Items 5-S, 110-B through 116-B; and 73-P through 80-P, as amended, with Consent Item 116-B. Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings, held for a separate vote.


5. Approval of the Authorization to Transmit the Second Quarterly Financial Status Report.

6. Approval of the Contract with Academic Search, Inc.

7. Approval of the endorsement of the Presidential Screening Committee and the Board of Trustees Presidential Search Confidentiality Agreement.

8. Approval to accept the appointments of Dr. Richard Garcia, as Chair, and Ms. Annie Yu, as Vice Chair of the Presidential Screening Committee.

Submitted by:

Lisa Sugimoto, Secretary
Board of Trustees