Enclosed is the Agenda for Meeting No. 5, a Regular Business Meeting. The Open Session will begin at 6:00 P.M. with the Call to Order, Roll Call, and Public Comments on Closed Session items. Closed Session will follow. Open Session will resume at 7:00 P.M. The Board will meet in Creveling Lounge at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
AGENDA

Notice: Members of the public may request the opportunity to address the Board regarding any item on the agenda. To do so, please complete a "Request to Address the Board" form and give it to the Board Secretary prior to the deliberation of the agenda item. Individual speakers are limited to five minutes; total audience participation on any agenda item is limited to thirty minutes.

I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS (6:00 p.m.)

II. CLOSED SESSION

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

III. OPEN SESSION (7:00 p.m.)

   A. PLEDGE OF ALLEGIANCE
   B. INTRODUCTIONS
   C. PUBLIC COMMENT ON NON-AGENDA ITEMS
      The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda, but members may make a brief comment or ask questions in response to public comments.
   D. REPORTS BY MEMBERS OF THE BOARD/BOARD SUBCOMMITTEES, SUPERINTENDENT/PRESIDENT AND SHARED GOVERNANCE REPRESENTATIVES
   E. APPROVAL OF MINUTES
      Meeting No. 4, Regular Business Meeting, February 3, 2010
   F. APPROVAL OF CONSENT ITEMS (see page 3, attached)
   G. CHIHUAHUITA COMMEMORATIVE MONUMENT: DISCUSSION WITH POSSIBLE ACTION
   H. BUDGET UPDATE: PRESENTATION AND DISCUSSION
   I. AUTHORIZATION TO NEGOTIATE AND ENTER INTO AGREEMENT WITH THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (LACMTA): DISCUSSION WITH POSSIBLE ACTION
J. CAREER AND TECHNICAL EDUCATION ANNUAL REPORT: PRESENTATION AND DISCUSSION

K. MEDIA BROADCASTING OF BOARD MEETINGS: PRESENTATION AND DISCUSSION

L. OSHER GRANT -- BAUM: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

M. METHOD BY WHICH ENROLLMENT NUMBERS ARE COMPUTED AND REPORTED TO THE STATE -- BAUM: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

N. FUTURE BOARD MEETING DATES and ITEMS

   Wednesday, March 3, 2010 (Regular Board meeting) – 6:00 p.m.
   Wednesday, March 17, 2010 (Regular Board meeting) – 6:00 p.m. (Begin Evaluation of Superintendent/President)
   Wednesday, April 7, 2010 (Regular Board meeting) – 6:00 p.m.
   Wednesday, April 14, 2010 (Regular Board meeting) – 6:00 p.m. (Begin Evaluation of Board of Trustees)

O. FUTURE AGENDA ITEMS

IV. ADJOURNMENT
CONSENT ITEMS

6-S Approval of Student Travel – PCC Cross-Cultural Center, Manzanar, CA – April 24, 2010
7-S Approval of Student Travel – ASPCC Lobby Committee, Sacramento, CA – March 22, 2010
8-S Approval of Student Travel – Upward Bound Math/Science Program (Tours), California and Oregon –
    July 29 - August 3, 2010
9-S Approval of Student Travel for Ujima Program, Atlanta, GA – April 26-30, 2010

7-I Approval of Instructional Trip for English 35, 135, August 7-14, 2010
8-I Approval for Instructional Activities for the Natural Sciences Division, February 18 through June 30, 2010

117-B Approve Purchasing Transactions
118-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
119-B Budget Augmentation
120-B Reporting and Approval of Revolving Fund Reimbursement
121-B Approve/Amend Contracts
122-B Approve Career and Technical Education Activity
123-B Ratify Grant Application, Center for Applied Biological Technologies

81-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
82-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2009-2010
83-P Approve/Ratify Stipends for Classified and Unclassified Personnel
84-P Approve/Ratify Stipends for Academic Personnel
85-P Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2010
86-P Employment of Hourly Credit Teachers and Substitute Teachers, Spring 2010
87-P Employee Discipline (1) – CLOSED SESSION
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
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR BUSINESS MEETING NO. 4
Wednesday, February 3, 2010
6:00 P.M. Closed Session
7:00 P.M. Open Session
Pasadena City College
Crevling Lounge
1570 East Colorado Boulevard, Pasadena, California 91106

AGENDA

Notice: Members of the public may request the opportunity to address the Board regarding any item on the agenda. To do so, please complete a "Request to Address the Board" form and give it to the Board Secretary prior to the deliberation of the agenda item. Individual speakers are limited to five minutes; total audience participation on any agenda item is limited to thirty minutes.

I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS (6:00 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

III. OPEN SESSION (7:00 p.m.)

A. PLEDGE OF ALLEGIANCE

B. INTRODUCTIONS
   • Yuny Parada, Chihuahuita Commemorative Monument

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
   The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda, but members may make a brief comment or ask questions in response to public comments.

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

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

F. APPROVAL OF CONSENT ITEMS (see page 3, attached)

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

H. AUTHORIZATION TO TRANSMIT SECOND QUARTERLY FINANCIAL STATUS REPORT: DISCUSSION WITH POSSIBLE ACTION

I. PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION
   a. Contract with Academic Search, Inc.
   b. Ethics sign off
   c. Chair of Committee
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

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

L. BUDGET UPDATE: PRESENTATION AND DISCUSSION

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

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

IV. ADJOURNMENT
CONSENT ITEMS

5-S Approval of Potential Commencement Speaker List – Commencement Speaker Selection Committee Commencement Exercises – June 18, 2010

110-B Approve/Ratify Contracts
111-B Receive and Reject Claim – Veronica Gama

Revised 112-B Approve Professional Conference Attendance

113-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
114-B Budget Augmentation
115-B Approve Purchasing Transactions
116-B Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings

Revised 73-P Approve/Ratify Stipends for Academic Personnel
74-P Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2010
75-P Employment of Hourly Credit Teachers and Substitute Teachers, Spring 2010
76-P Approve/Ratify Stipends for Classified and Unclassified Personnel
77-P Quarterly Report of Hourly Unclassified Employees, Student Workers, and Volunteers Hired for Fiscal Year 2009-2010
78-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2009-2010
79-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
80-P Sabbatical Leaves, 2010-2011
<table>
<thead>
<tr>
<th>Topic</th>
<th>Tab</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIHUAHUITA COMMEMORATIVE MONUMENT</td>
<td>G</td>
</tr>
<tr>
<td>BUDGET UPDATE</td>
<td>H</td>
</tr>
<tr>
<td>AUTHORIZATION TO NEGOTIATE AGREEMENT WITH LACMTA</td>
<td>I</td>
</tr>
<tr>
<td>MEDIA BROADCASTING OF BOARD MEETINGS</td>
<td>K</td>
</tr>
<tr>
<td>FUTURE BOARD MEETING DATES AND ITEMS</td>
<td>N</td>
</tr>
</tbody>
</table>
Board Agenda Item G:  Authorization of Chihuahuita Commemorative Monument

Board Meeting:  February 17, 2010

Recommendation:  It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, authorize the Chihuahuita Commemorative Monument, consisting of a monument with two brass plaques, to be placed on the campus of the Community Education Center.

Fiscal Implications:  There will be no cost to the District.
The Los Angeles County Office of Education (LACOE) recently held a workshop to present the latest information regarding Tax Revenue Anticipation Notes (TRANs). This year (FY 2009-10) Pasadena Area Community College District participated in the TRANs program for the first time—by borrowing $10M.

The purpose for TRANs is to allow public agencies to borrow against future tax-based revenues in order to smooth out cash flow shortfalls. This is done by utilizing very low interest rates and allowing the agencies to invest the proceeds at a typically higher rate until they actually need the cash to bridge their cash shortfalls. The bottom-line cost is very low, sometimes even bringing the agency positive cash flow as a result of arbitrage proceeds.

The need for TRANs has become more acute for many agencies due to the State’s deferral of apportionment payments—essentially borrowing money from the Districts interest free. The State has signaled its intention to increase its levels of apportionment deferrals through the next fiscal year (2010-11). Most agencies are planning now for their next TRANs participation as the process takes several months and requires contractual execution during the month of June. Of course that creates a challenge in that the state budget is often not adopted until the latter part of July—or even later. The primary analysis determining whether an agency qualifies for TRANs participation is a cash-flow projection. It must show at least one period of negative cash balances in the General Fund—often narrowed to only include the Unrestricted General Fund.

All indications are that the State’s budget will be significantly late this year, which could have a very negative effect on our cash balances, as already-delayed apportionment payments would likely be further delayed. The District is anticipating the 2009-10 apportionment deferrals in the amount of $16M will not be paid to us until October. It is, therefore, not unreasonable to expect that the District will have a zero cash balance before the apportionment payment stream is restored.

It takes some time to make all the arrangements to potentially participate in a TRANs program. In the past, the District has completed all the required steps short of actually borrowing the money. Only last year did the District actually execute the contracts to participate.

In light of the potential cash flow problems, the Administration is recommending the District again begin the process of participating in the 2010-11 TRANs program. In the event that the projections show the need to actually enter into the agreements, the Board will be notified and asked for formal approval.

Respectfully submitted by,

Richard P. van Pelt, Ph.D.
Interim Vice President, Administrative Services
Authorization to Negotiate and Enter Into Agreement with the Los Angeles County Metropolitan Transportation Authority (LACMTA)

February 17, 2010

It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, authorize the Interim Vice President for Administrative Services to negotiate, enter into and execute a contract with LACMTA to participate in a new mass-transit program for full-time students.

The Sustainability Committee, the Associated Students, and the Administration have been working with the Los Angeles County Metropolitan Transportation Authority (LACMTA) to have Pasadena City College full-time students participate in a program that would encourage the use of mass-transit.

The current system allows students and staff to buy modestly-discounted monthly passes, and allows the public to purchase regularly-priced passes. Those services would still be offered in addition to the new semester passes for full-time students.

The Associated Students and Institutional Planning and Research conducted a survey of the student body to measure interest in using mass-transit. Based on the results of that survey, LACMTA made a proposal to PCC to participate in the program already being used by a number of community colleges, including Rio Hondo and Los Angeles. The program would initially charge PCC a fee (estimated to be about $175,000) to buy one semester-long pass for each of more than 8,700 full-time students. The District would then sell the passes at a highly-discounted price that would be attractive to students. The subsidy during the start-up semester could be as high as $80,000.

In order to begin the program, the District would subsidize the program using revenues from campus parking funds (03-5820-3305-5000). The program is renewable on a semester-by-semester basis. As the program develops and grows, alternate funding sources would be identified—hopefully to the point that the passes would cost students only a nominal fee. The passes would be valid each calendar day through the end of the semester, including Spring Break, and could be used on any MTA transportation system, including the Gold Line.

It is expected that use of alternative transportation methods other than single-person vehicles would rise dramatically thereby fostering a more sustainable future.
Media Broadcasting

Board of Trustee Meetings
Pasadena Area Community College District

Report to the Board of Trustees
Bob Miller
2/17/10

Option 1 – Live or Tape Delayed Webcasting and Cable

• Install Fixed Video Production Capacity
  • Video Production Equipment: $28,000.00
  • Outcast Encoder Server and Software: $2,700.00
  • Osprey 230 Video Capture Card: $600.00
  • Lighting: $5,000.00
  • Facilities Modification $5,000.00

• Total: $41,300.00
  Additional Annual Staffing Cost: $3,500 (22 meetings)
Video Facilities

Option 2 – Pasadena Community Access Cable Corporation (PCAC) Remote Facilities

Webcasting and Cable

- Annual PCAC Production Truck/Staffing: $15,400 ($700 x 22) - includes non-indexed internet streaming media file. **NOTE: Min. 24 HOUR DELAY Cable/Web**
- Outcast Encoder Server and Software: $2,700.00**
- Osprey 230 Video Capture Card: $600.00**
- Lighting: $5,000.00* **
- Facilities: $2,500.00* **

**Total: $22,400.00 or **$26,200.00

* Delayed Cable and Webcasting ** Live Webcasting

Granicus Webcasting Media Manager

- Granicus Media Manager™ establishes an online repository of webcasts and documents – all cross-linked, keyword-searchable, and accessible on-demand. Staff can index in real time and take advantage of automated web publishing. Media Manager is a web-based application – all digital media and documents are managed and securely stored at the Granicus MediaCenter™. Staff from different departments and locations can easily control their own content, while sharing hardware, software, storage, and bandwidth resources from a single system.

**Hardware/Software Cost: $ 14,000.00**
Managed Service Overview:

- Agenda Parser Support & Maintenance
- OutCast Encoder Support & Maintenance
- Web Integration Support & Maintenance
- MediaManager Custom Support & Maintenance
- Continuous Product Upgrades and Unlimited Access to Online Training for Certified Granicus Users
- Proactive Relationship and Success Management

Cost: $1,300/mo. -- $15,600/yr.

Distribution

- Live and On-demand Webcasting – PCC Website

- Cable
  - Pasadena – PCC Channel 96 – Live and Tape Delayed
  - District Community Cable Operators – Live and Tape Delayed
Closed Captioning

- **Archive Captioning** – $11,550/yr. *(3.5 hrs/mtg x $150/hr x 22 mtgs)*

- **Live Captioning for live Webcast** - $8,470/yr. *(3.5 hrs/mtg x $110/hr x 22 mtgs)*

- **Equipment** - $6,000
  - Two telephone lines
  - Audio Coupler
  - Caption Encoder w/modem

Cost Summary

- **Video Facilities**
  - Option 1 (Live/Tape Delayed) - $41,300 one time; $3,500/yr.
  - Option 2 (PCAC) - $10,800 one time; $15,400.00/yr.
- Granicus MediaManager - $14,000 one time
- Granicus Managed Services - $15,600/yr.
- **Closed Captioning**
  - Archive - $11,550/yr.
  - Live - $8,470/yr.
  - Equipment - $6,000 one time

**One Time Costs**: $55,300 +$6,000 w/captioning
**Recurring Costs**: $19,100 (Granicus MS/Crew); w/captioning $39,120
**PCAC Costs**: One Time $10,800; recurring $15,400 plus $20,020 w/captioning
**Live/Tape - Cost w/o Granicus and w/o caption** - $41,300 + $3,500/yr
**Live/Tape - Cost w/o Granicus and w/ caption** - $47,330 + $3,500/yr + $20,020/yr
**PCAC - Cost w/o Granicus and w/o caption** - $10,800 + $15,400/yr
**PCAC - Cost w/o Granicus and w/ caption** - $19,300 + $15,400/yr
PASADENA CITY COLLEGE
BOARD OF TRUSTEES
PROPOSED ANNUAL CALENDAR OF MEETINGS
2010

JANUARY
1st Wed  Win  Jan 6  Winter Board Retreat/Budget Study Session
3rd Wed  Win  Jan 20 Regular Business Meeting

FEBRUARY
1st Wed  Win  Feb 3 Regular Business Meeting
3rd Wed  Win  Feb 17 Regular Business Meeting

MARCH
1st Wed  Spr  Mar 3 Regular Business Meeting
3rd Wed  Spr  Mar 17 Regular Business Meeting  Begin Evaluation of President

APRIL
1st Wed  Spr  Apr 7 Regular Business Meeting  Begin Board of Trustees Self-Evaluation
2nd Wed  Spr  Apr 14 Regular Business Meeting  Distribute Board Self-Evaluation
3rd Wed  Spr  Apr 21 Spring Board Retreat  Likely to be moved to May for Presidential Interviews

MAY
1st Thu  Spr  May 6  Regular Business Meeting  Day Meeting
3rd Wed  Spr  May 19 Regular Business Meeting
3rd Fri  Spr  May 21 Spring Board Retreat  Likely for Presidential Interviews

JUNE
1st Wed  Spr  Jun 2  Regular Business Meeting  Daylong Meeting – Selection of the President
3rd Wed  Spr  Jun 16 Regular Business Meeting  Management Contracts
Spr  Jun 18 85th Annual Commencement  Tentative Budget

JULY
1st Wed  Sum  Jul 7  DARK
3rd Wed  Sum  Jul 21 Regular Business Meeting

AUGUST
1st Wed  Sum  Aug 4  Regular Business Meeting  Meeting with District K-12 Supt./Pres.
3rd Wed  Sum  Aug 18 Regular Business Meeting

SEPTEMBER
1st Wed  Fall  Sep 1  Regular Business Meeting  Board and President’s Annual Goals
3rd Wed  Fall  Sep 15  Regular Business Meeting  Approve Board Self Evaluation

OCTOBER
1st Wed  Fall  Oct 6  Regular Business Meeting  Annual Budget Review/Adopt Annual Budget
3rd Wed  Fall  Oct 20  Regular Business Meeting
4th Wed  Fall  Oct 27 Fall Board Retreat  (at Community Education Center)
<table>
<thead>
<tr>
<th>NOVEMBER</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Wed</td>
<td>Fall</td>
<td>Nov 3</td>
<td>Regular Business Meeting</td>
<td></td>
</tr>
<tr>
<td>3&lt;sup&gt;rd&lt;/sup&gt; Wed</td>
<td>Fall</td>
<td>Nov 17</td>
<td>Regular Business Meeting</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DECEMBER</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Wed</td>
<td>Fall</td>
<td>Dec 1</td>
<td>DARK</td>
<td>Changed to conform with Board Bylaw 1205</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Wed</td>
<td>Fall</td>
<td>Dec 8</td>
<td>Regular Business Meeting</td>
<td>Annual Organizational Meeting</td>
</tr>
</tbody>
</table>
# PASADENA CITY COLLEGE BOARD OF TRUSTEES

## PROPOSED ANNUAL CALENDAR OF MEETINGS

### 2010

<table>
<thead>
<tr>
<th>JANUARY</th>
<th>4th Wed</th>
<th>Win</th>
<th>Jan 6</th>
<th>Winter Board Retreat/Budget Study Session</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Win</td>
<td>Jan 20</td>
<td>Regular Business Meeting</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FEBRUARY</th>
<th>1st Wed</th>
<th>Win</th>
<th>Feb 3</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Win</td>
<td>Feb 17</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Annual-Budget-Review</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MARCH</th>
<th>1st Wed</th>
<th>Spr</th>
<th>Mar 3</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Spr</td>
<td>Mar 17</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Begin Evaluation of President</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>APRIL</th>
<th>1st Wed</th>
<th>Spr</th>
<th>Apr 7</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2nd Wed</td>
<td>Spr</td>
<td>Apr 14</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Spr</td>
<td>Apr 21</td>
<td>Spring Board Retreat</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Likely to be moved to May for Presidential Interviews</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MAY</th>
<th>4th Tue</th>
<th>Spr</th>
<th>May 4</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1st Thu</td>
<td>Spr</td>
<td>May 6</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Spr</td>
<td>May 19</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td>3rd Fri</td>
<td>Spr</td>
<td>May 21</td>
<td>Spring Board Retreat</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>JUNE</th>
<th>1st Wed</th>
<th>Spr</th>
<th>Jun 2</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Spr</td>
<td>Jun 16</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Jun 18</td>
<td>68th Annual Commencement</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>JULY</th>
<th>4th Wed</th>
<th>Sum</th>
<th>Jul 7</th>
<th>DARK</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Sum</td>
<td>Jul 21</td>
<td>Regular Business Meeting</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AUGUST</th>
<th>4th Wed</th>
<th>Sum</th>
<th>Aug 4</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Sum</td>
<td>Aug 18</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Meeting with District K-12 Supt./Pres.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEPTEMBER</th>
<th>1st Wed</th>
<th>Fall</th>
<th>Sep 1</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Fall</td>
<td>Sep 15</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Board and President's Annual Goals</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Approve Board Self Evaluation</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Budget Review/Adopt Annual Budget</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OCTOBER</th>
<th>1st Wed</th>
<th>Fall</th>
<th>Oct 6</th>
<th>Regular Business Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3rd Wed</td>
<td>Fall</td>
<td>Oct 20</td>
<td>Regular Business Meeting</td>
</tr>
<tr>
<td></td>
<td>4th Wed</td>
<td>Fall</td>
<td>Oct 27</td>
<td>Fall Board Retreat</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(at Community Education Center)</td>
<td></td>
</tr>
<tr>
<td>NOVEMBER</td>
<td>Date</td>
<td>Event</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>---------</td>
<td>------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1\textsuperscript{st} Wed</td>
<td>Fall</td>
<td>Nov 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3\textsuperscript{rd} Wed</td>
<td>Fall</td>
<td>Nov 17</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DECEMBER</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>1\textsuperscript{st} Wed</td>
<td>Fall</td>
<td>Dec 1</td>
</tr>
<tr>
<td>2\textsuperscript{nd} Wed</td>
<td>Fall</td>
<td>Dec 8</td>
</tr>
<tr>
<td>3\textsuperscript{rd} Wed</td>
<td>Fall</td>
<td>Dec 16</td>
</tr>
</tbody>
</table>

Changed to conform with Board Bylaw 1205

Annual Organizational Meeting
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel – PCC Cross-Cultural Center
Manzanar, California April 24, 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following student travel:

GROUP: PCC Cross-Cultural Center
NUMBER: 145 (140 Students and 5 Advisors)
DATE(S): April 24, 2010
TIME(S): 6:00 a.m. to 7:00 p.m.
DESTINATION(S): Manzanar National Park
Owens Valley, CA
EVENT: Tours
TRANSPORTATION: District-arranged buses (all day, to and from destination)
ADVISOR(S): Office of Student Affairs Staff and Social Sciences Staff
NOT TO EXCEED: $8,231.00

FISCAL IMPLICATIONS: Funds for this activity are provided by the 2009-2010 Student Service Fund Board of Directors Annual Budget, 2009-2010 Flea Market Board of Directors Annual Budget, and participants. Cost categories and amounts include: $6,495.00 [$2,165.00 x 3 buses (all day trip)], transportation; $1,300.00, supplies; $100.00 ($100.00 x 1 speaker), honorarium; and $336.00 [$24.00 x 8 hours and $36.00 (overtime) x 4 hours x 1 staff], salary.

BACKGROUND: This activity involves travel to the Manzanar Japanese-American Internment Camp National Historical Park for students to understand the history of the Japanese-American experience. The trip includes a tour of the actual grounds of the internment camp and the Manzanar Visitor Center.

Submitted by

[Signature]
Assistant Dean, Student Affairs

Recommended for Approval:

[Signature]
Interim Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel – ASPCC Lobby Committee
Sacramento, California March 22, 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following student travel:

GROUP: Associated Students of Pasadena City College (ASPCC) Lobby Committee
NUMBER: 55 (50 Students and 5 Advisors)
DATE(S): March 22, 2010
TIME(S): Various
DESTINATION(S): State Capitol Building
Sacramento, CA
EVENT: Sacramento Lobby Day
TRANSPORTATION: Air and shuttle
ADVISOR(S): Office of Student Affairs Staff
NOT TO EXCEED: $15,455.00

FISCAL IMPLICATIONS: Funds for this activity are provided by the 2009-2010 Associated Students Lobby Fee Finance Committee. Cost categories and amounts include: Airfare, $11,605.00 ($211.00 x 55 participants); meals, $1,100.00 ($20.00 x 55 participants); ground transportation, $2,000.00 ($500.00 x 4 airport shuttles); and supplies, $750.00 ($15.00 x 50 participants).

BACKGROUND: This activity involves travel for lobbying on state legislative matters as identified by the Associated Students of Pasadena City College Lobby Committee. The students will participate in the Student Senate For California Community College annual “March in March”, a student advocacy event. Community College students from around California will join with California State University students on the steps of the state Capitol in support of higher education in California.
CONSENT ITEM TITLE:
Approval of Student Travel -
Upward Bound Math/Science Program (Tours)
California and Oregon  July 29 – August 3, 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following student travel:

GROUP: Upward Bound Math/Science Program
NUMBER: 34 (27 students, 6 staff and 1 bus driver)
DATE(S) and DESTINATION(S):
  - July 29, 2010 Travel Day to Oregon
  - July 30, 2010 Tours: Portland State University and Lewis & Clark College
  - July 31, 2010 Tours: Oregon State University and University of Oregon
  - August 1, 2010 Tours: Crater Lake Field Trip and Boat Tour
  - August 2, 2010 Tours: Oregon Institute of Technology
  - August 3, 2010 Tours: UC Davis and Sacramento State University
EVENT(S):
  - Oregon and Northern California College Tours and Activities
TRANSPORTATION:
  - Air Travel and District Arranged Vehicle
ADVISOR(S):
  - Upward Bound Math/Science Program staff
NOT TO EXCEED: $29,254.32

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2009-2010 (to include the months of July and August) Upward Bound Math/Science Program cost center: 03-5301 and 01-5301, Accountability Reporting for the Community Colleges (ARCC). Cost categories and amounts include: Transportation, $16,315.80 ($312.60 airfare x 33 = $10,315.80, Burbank to Portland and Sacramento to Burbank, $1,200.00 x 1 charter bus x 5 days = $6,000.00); meals, $4,026.00 ($10.00 lunches x 33 x 5 days = $1,650.00, $10.00 dinners x 33 x 5 days = $1,650.00 and $22.00 dinners x 33 x 1 day = $726.00); lodging, $7,222.52 includes one room for driver ($133.88 x 9 rooms x 1 night = $1,204.92, $119.90 x 10 rooms x 1 night = $1,199.00, $157.68 x 10 rooms x 2 nights = $3,153.60 and $166.50 x 10 rooms x 1 night = $1,665.00); activity fees, $1,190.00 (Crater Lake Boat Tour, $30.00 x 33 = $990.00 and Crater Lake National Park excursion, $200.00 flat fee) and $500.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federally funded TRIO program. The program is designed to provide comprehensive academic, recreational, social, and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment and success in higher education, particularly in the areas of mathematics and the sciences. This activity is a component of the Upward Bound Math/Science Summer Program. These college and science related tours give the Upward Bound Math/Science students the opportunity to compare university resources, including science labs, college costs, scholarship and financial aid opportunities and to enhance their summer science coursework by learning about the differences in regional ecosystems.

Submitted by:
Assistant Dean of EOP&S
Recommended for Approval:
Interim Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel for Ujima Program
Atlanta, Georgia April 26-30, 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following event:

GROUP: Ujima Program
NUMBER: 12 (10 Students, 2 Faculty Advisors)
DATE(S): April 26-30, 2010
TIME(S): Depart Monday, April 26, 2010 at approximately 6:00 a.m. Return Friday, April 30, 2010 at approximately 11:00 p.m.
DESTINATION(S): Atlanta, GA
EVENT(S): The College Board: A Dream Deferred Conference
TRANSPORTATION: Airfare (LAX to Atlanta International Airport); MARTA (travel to Lodging and through Atlanta, GA)
ADVISOR(S): Chiara Thomas, Ujima Program Director Gabrielle Pina, Ujima Program English Instructor
NOT TO EXCEED: $15,612.00

FISCAL IMPLICATIONS: The costs associated with this trip are funded by the 2009-2010 Student Services Fund Board of Directors Annual Budget line-item ($1,920.00) and the Ujima Program Accountability Reporting for the Community Colleges (ARCC) Grant (01-5250-2300-2234) ($13,692.00). Cost categories and amounts are: airfare: $6,000.00 ($500.00 x 12 people); transportation: $186.00 (MARTA $15.50 x 12 people); lodging: $3,905.76 ($81.37 per person x 12 people x 4 nights); meals: $1,920.00 ($32.00 per day x 12 people x 5 days) and Conference fee - A Dream Deferred: $3,600.00 ($300.00 x 12 people).

BACKGROUND: The Ujima Coordinator was selected to present at this national conference and this will provide eligible Ujima students with the opportunity to familiarize themselves with Historically Black Colleges and Universities (HBCU’s). This academic excursion will serve to empower student leaders of African ancestry to better understand the world of academia and collegiality. In line with the Pasadena City College mission, vision and institutional core values, the Ujima Program College Tour supports student success, academic self-efficacy, and personal development. Also, participation in the Ujima College Tour allows students to develop their own commitment to integrity, diversity and lifelong learning.

Submitted by:

Associate Dean,
Counseling and Student Success Services

Recommended for Approval:

Interim Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for English 35, 135, August 7-14, 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following instructional trip:

GROUP: English 35, 135 students
NUMBER: 35 students; 2 faculty
DATE: August 7-14, 2010
DESTINATION: Southern Oregon University
1250 Siskiyou Blvd., Ashland, Oregon
EVENT: Oregon Shakespeare Festival
TRANSPORTATION: Private automobiles
ADVISOR: English Division: Dustin Hanvey, Instructor; Christopher McCabe, Assistant Professor
NOT TO EXCEED: No cost to district

Expenses for meals, lodging and transportation are paid for by the participants.

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: None.

BACKGROUND: This instructional field trip is requested by the Division Dean, English.

Submitted by:

Division Dean, English

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:
Approval for Instructional Activities for the Natural Sciences Division, February 18 thru June 30, 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following Instructional Activities:

February 18 through June 30, 2010 – Biotechnology Hub Advisory Meetings at PCC and various other community locations. Anticipated expenses not to exceed a total of $500 including materials and refreshments for approximately 10 people per meeting.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2009-2010 Biotechnology Hub Grant budget.

BACKGROUND: This instructional activity is to develop strategies for implementing the Southern California Hub directives of marketing. This instructional activity is requested by the division dean, Natural Sciences

Submitted by:
Division Dean, Natural Sciences

Recommended for Approval:
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchasing Transactions

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve purchasing transactions P10-01889 through P10-01996.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2009-2010 District Budget in the fund indicated and charged to the cost center.

BACKGROUND: Orders have been issued in accordance with legal requirements and with Purchasing Policies revised by the Board of Trustees on July 16, 2008, Bylaw No. 1600. The purchase orders listed on the attached report include orders that are $500 or more.

Submitted by:

Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P10-01890</td>
<td>PORTABLE STORAGE CORP.</td>
<td>SAFETY &amp; FIRE SUP. &amp; EQUIP.</td>
<td>POLICE</td>
<td>01</td>
<td>5,467.50</td>
</tr>
<tr>
<td>P10-01889</td>
<td>UNITED INTERIORS</td>
<td>DATA PROC./COMPUTER SUP.</td>
<td>VISUAL ARTS &amp; MEDIA STUDIES</td>
<td>01</td>
<td>1,510.93</td>
</tr>
<tr>
<td>P10-01892</td>
<td>MCMASTER-CARR SUPPLY CO.</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
<td>01</td>
<td>665.72</td>
</tr>
<tr>
<td>P10-01895</td>
<td>DAIGGER</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>NATURAL SCIENCE</td>
<td>03</td>
<td>1,615.79</td>
</tr>
<tr>
<td>P10-01896</td>
<td>ENVISIONWARE, INC.</td>
<td>MAINTENANCE/SERVICE AGREEMENT</td>
<td>LIBRARY</td>
<td>01</td>
<td>1,283.50</td>
</tr>
<tr>
<td>P10-01903</td>
<td>* OFFICE DEPOT</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>CEC</td>
<td>03</td>
<td>776.35</td>
</tr>
<tr>
<td>P10-01906</td>
<td>SEHI COMPUTER PRODUCTS, INC.</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>CEC</td>
<td>01,03</td>
<td>9,038.22</td>
</tr>
<tr>
<td>P10-01909</td>
<td>STOKES CONSTRUCTION</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>03</td>
<td>14,772.00</td>
</tr>
<tr>
<td>P10-01911</td>
<td>* FRAZEE PAINT &amp; WALLCOVERING</td>
<td>PAINT AND SUP.</td>
<td>FACILITIES</td>
<td>01</td>
<td>804.23</td>
</tr>
<tr>
<td>P10-01913</td>
<td>KODI KLIP CORPORATION</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
<td>01</td>
<td>1,509.06</td>
</tr>
<tr>
<td>P10-01916</td>
<td>* FERGUSON ENTERPRISES</td>
<td>PLUMBING SUP.</td>
<td>FACILITIES</td>
<td>01</td>
<td>870.66</td>
</tr>
<tr>
<td>P10-01920</td>
<td>LUCHER DIRECT MAIL, INC.</td>
<td>PRINTING SERVICES</td>
<td>PUBLIC RELATIONS</td>
<td>01</td>
<td>3,391.28</td>
</tr>
<tr>
<td>P10-01923</td>
<td>KILGORE INTERNATIONAL, INC.</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>HEALTH SCI</td>
<td>01</td>
<td>1,640.00</td>
</tr>
<tr>
<td>P10-01928</td>
<td>HU-FRIEDY</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>HEALTH SCI</td>
<td>03</td>
<td>2,785.37</td>
</tr>
<tr>
<td>P10-01929</td>
<td>* CONSOLIDATED ELEC. DIST.(CED)</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>02</td>
<td>511.54</td>
</tr>
<tr>
<td>P10-01932</td>
<td>INPRO CORPORATION</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
<td>01</td>
<td>2,371.37</td>
</tr>
<tr>
<td>P10-01935</td>
<td>KEEGAN &amp; ASSOCIATES</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>BUSINESS SERVICES</td>
<td>01</td>
<td>27,269.89</td>
</tr>
<tr>
<td>P10-01936</td>
<td>GALE GROUP: THE</td>
<td>BOOKS</td>
<td>LIBRARY</td>
<td>03</td>
<td>1,742.36</td>
</tr>
<tr>
<td>P10-01942</td>
<td>TURNING TECHNOLOGIES, LLC.</td>
<td>COMPUTER EQUIP.</td>
<td>TITLE V</td>
<td>03</td>
<td>1,111.53</td>
</tr>
<tr>
<td>P10-01944</td>
<td>BAKER &amp; TAYLOR CO.</td>
<td>BOOKS</td>
<td>LIBRARY</td>
<td>03</td>
<td>22,960.89</td>
</tr>
<tr>
<td>P10-01948</td>
<td>LIBERTY CLIMATE CONTROL, INC.</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>01</td>
<td>1,168.75</td>
</tr>
<tr>
<td>P10-01949</td>
<td>DATA2INFO, INC.</td>
<td>SOFTWARE-WORD PROCESSING</td>
<td>STUDENT ACTIVITIES</td>
<td>01</td>
<td>1,000.00</td>
</tr>
<tr>
<td>P10-01950</td>
<td>SEHI COMPUTER PRODUCTS, INC.</td>
<td>REPAIRS</td>
<td>FACILITIES</td>
<td>01</td>
<td>536.08</td>
</tr>
<tr>
<td>P10-01955</td>
<td>COMPLETE OFFICE</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>CAREER</td>
<td>01</td>
<td>546.49</td>
</tr>
<tr>
<td>P10-01961</td>
<td>RIC HOMER AMERICAN CORPORATION</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>OFFICE SVS</td>
<td>01</td>
<td>1,097.50</td>
</tr>
<tr>
<td>P10-01962</td>
<td>ULTRADENT PRODUCTS, INC.</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>HEALTH SCI</td>
<td>03</td>
<td>680.75</td>
</tr>
<tr>
<td>P10-01964</td>
<td>TIME WARNER CABLE</td>
<td>ADVERTISING</td>
<td>PUBLIC RELATIONS</td>
<td>03</td>
<td>9,000.00</td>
</tr>
<tr>
<td>P10-01967</td>
<td>HIRSCH PIPE AND SUPPLY</td>
<td>PLUMBING SUP.</td>
<td>FACILITIES</td>
<td>42</td>
<td>990.93</td>
</tr>
<tr>
<td>P10-01968</td>
<td>* CONSOLIDATED ELEC. DIST.(CED)</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>01</td>
<td>521.81</td>
</tr>
<tr>
<td>P10-01969</td>
<td>* ASAP WELDING</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>01</td>
<td>500.00</td>
</tr>
<tr>
<td>P10-01973</td>
<td>TRI-BEST CHALKBOARD COMPANY</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
<td>01</td>
<td>2,565.52</td>
</tr>
<tr>
<td>P10-01974</td>
<td>CAL-TERM Corp.</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>01</td>
<td>3,180.00</td>
</tr>
<tr>
<td>P10-01975</td>
<td>FARWEST INSULATION CONTRACTING</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>01</td>
<td>3,727.00</td>
</tr>
<tr>
<td>P10-01976</td>
<td>SAN GABRIEL VALLEY TRIBUNE</td>
<td>ADVERTISING</td>
<td>PUBLIC RELATIONS</td>
<td>03</td>
<td>650.00</td>
</tr>
<tr>
<td>P10-01977</td>
<td>CLEAR CHANNEL RADIO</td>
<td>ADVERTISING</td>
<td>PUBLIC RELATIONS</td>
<td>03</td>
<td>4,500.00</td>
</tr>
<tr>
<td>P10-01979</td>
<td>RANDOM HOUSE, INC.</td>
<td>BOOKS</td>
<td>LIBRARY</td>
<td>03</td>
<td>845.08</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College.

> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P10-01981</td>
<td>CAROLINA BIOLOGICAL SUPPLY CO</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>NATURAL SCIENCE</td>
<td>03</td>
<td></td>
<td>1,175.74</td>
</tr>
<tr>
<td>P10-01982</td>
<td>BIO-RAD LABORATORIES</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>NATURAL SCIENCE</td>
<td>03</td>
<td></td>
<td>1,074.99</td>
</tr>
<tr>
<td>P10-01984</td>
<td>FULL COMPASS SYSTEMS, LTD.</td>
<td>THEATER/STAGE SUP. &amp; EQUIP.</td>
<td>PERFORMING AND COMM ARTS</td>
<td>01</td>
<td></td>
<td>1,214.47</td>
</tr>
<tr>
<td>P10-01989</td>
<td>CCLC/COA PUBLICATIONS</td>
<td>INSTRUCTIONAL/EDUCATIONAL MATL.</td>
<td>INSTRUCTIONAL ADMIN</td>
<td>03</td>
<td></td>
<td>3,795.98</td>
</tr>
<tr>
<td>P10-01993</td>
<td>EDVOTEK</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>NATURAL SCIENCE</td>
<td>03</td>
<td></td>
<td>1,239.75</td>
</tr>
<tr>
<td>P10-01996</td>
<td>SPX CORPORATION</td>
<td>AUTO BODY SUP. &amp; EQUIP.</td>
<td>CAREER AND TECHNICAL EDU</td>
<td>03</td>
<td></td>
<td>4,273.67</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>165,119.11</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Inc/Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>P08-Q1137</td>
<td>ANDERSON BUSINESS TECHNOLOGY</td>
<td>Increase PO per Dept.</td>
<td>Office Svs</td>
<td>01</td>
<td>800.00</td>
</tr>
<tr>
<td>P10-00026</td>
<td>ENVIRONMENTAL MANAGEMENT TECH</td>
<td>Increase PO per Dept.</td>
<td>Police</td>
<td>01</td>
<td>25,000.00</td>
</tr>
<tr>
<td>P10-00047</td>
<td>UNITED RENTALS</td>
<td>Increase PO per Dept.</td>
<td>Facilities</td>
<td>01, 41</td>
<td>10,000.00</td>
</tr>
<tr>
<td>P10-00048</td>
<td>AIRGAS DUARTE</td>
<td>Increase PO per Dept.</td>
<td>Facilities</td>
<td>01</td>
<td>5,000.00</td>
</tr>
<tr>
<td>P10-00203</td>
<td>BIG O TIRE</td>
<td>Increase PO per Dept.</td>
<td>Police</td>
<td>01</td>
<td>5,000.00</td>
</tr>
<tr>
<td>P10-00209</td>
<td>Foothill Smog &amp; Auto Repair</td>
<td>Increase PO per Dept.</td>
<td>Police</td>
<td>01</td>
<td>4,000.00</td>
</tr>
<tr>
<td>P10-00276</td>
<td>CONCRETE CORING COMPANY</td>
<td>Increase PO per Dept.</td>
<td>Facilities</td>
<td>42</td>
<td>3,500.00</td>
</tr>
<tr>
<td>P10-00852</td>
<td>PCC BOOKSTORE</td>
<td>Increase PO per Dept.</td>
<td>Fin Aid</td>
<td>03</td>
<td>5,000.00</td>
</tr>
<tr>
<td>P10-01598</td>
<td>COLORADO TIME SYSTEMS</td>
<td>Increase PO per Dept.</td>
<td>Phys Ed</td>
<td>01</td>
<td>501.00</td>
</tr>
</tbody>
</table>
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the reimbursement of the Workers’ Compensation Self-Insurance Fund Bank account in the amount of $22,854.87.

FISCAL IMPLICATIONS: The funds were expended for Medical, Travel, Legal, and Benefit Payments.

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>01-22-10</td>
<td>17777221</td>
<td>$22,854.87</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>=============</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td>Medical</td>
<td>$16,040.69</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Benefit Payments</td>
<td>$4,342.42</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td>$2,375.14</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mileage</td>
<td>$96.62</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$22,854.87</td>
<td>=============</td>
<td>---</td>
</tr>
</tbody>
</table>

BACKGROUND: Effective April 1, 1988, Keenan and Associates handles Claims Administration for our Self-Insurance Fund Workers’ Compensation program per action by the Board of Trustees on March 17, 1988. The fund is administered by the District.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following augmentation to the 2009-10 Adopted Budget for the grants listed below:

FISCAL IMPLICATIONS:

**Basic Skills:**
- 2009-2010 Adopted Budget: $193,233
- Increase: $7,046
- 2009-2010 Revised Budget: $200,279

**Model Approach to Partnership in Parenting (MAPP):**
- 2009-2010 Adopted Budget: $8,716
- 1st Increase: $5,865
- 2nd Increase: $235
- 2009-2010 Revised Budget: $14,816

**Math, Engineering, Science Achievement Program (M.E.S.A.):**
- 2009-2010 Adopted Budget: $48,623
- Increase: $48,623
- 2009-2010 Revised Budget: $48,623

**Child Development Center:**
- 2009-2010 Adopted Budget: $-0-
- Increase: $1,229
- 2009-2010 Revised Budget: $1,229

BACKGROUND: These increases are based upon the most recent information available from the Chancellor's Office and the California Department of Education. Revenue was increased; therefore, expenses were increased commensurately.

Submitted by:

[Signature]
Director, Fiscal Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Service

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the reimbursement of the Pasadena Area Community College District Revolving Cash Fund in the amount of $1,697.03.

FISCAL IMPLICATIONS: The funds were expended for refunds, materials or services.

DATE: 01-15-10
WARRANT NUMBER: 17761078
AMOUNT: $1,697.03

BACKGROUND: The Board of Trustees originally established the Revolving Fund by resolution in January 1971. Subsequent resolutions have been adopted by the Board in October 1977, October 1980 and November 1981. The current resolution authorizing the fund was adopted by the Board on November 5, 1981, Board Report 168-B. The amount of the fund is $30,000 entrusted to the Director of Fiscal Services.
## REVOLVING FUND REIMBURSEMENT
### FEBRUARY 2010 EXPENSE SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/15/2010</td>
<td>17761078</td>
<td>$1,697.03</td>
</tr>
</tbody>
</table>

- Supplies: $1,344.92
- Postage: $57.92
- Fuel: $19.19
- Enrollment refunds: $193.00
- ASB refund: $3.00
- Health fee refunds: $39.00
- Parking refunds: $40.00

Total: $1,697.03
CONSENT ITEM TITLE: Approve/Amend Contracts

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/amend the contracts listed on the attached pages.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the cost centers shown.

BACKGROUND: The contracts have been requested by the area cost center manager and reviewed for compliance with legal requirements and with District policies.

Submitted by:
Sherry Hess
Director, Business Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
## REVIEW OF TRANSACTIONS AND CONTRACTS

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Approve</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97703-0</td>
<td>Regency Park Astoria Assisted Living</td>
<td>No cost to the District</td>
<td>To provide classroom space for noncredit classes 2/22/10 until terminated</td>
<td>Community Education Center</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97704-0</td>
<td>Interactive Mobile Solutions</td>
<td>$5,000.00</td>
<td>Provide services to create and maintain up to seven instances of AcademicConnect for Spring 2010 semester for Visual Arts and Media Studies Division 2/22/10 thru 6/19/10</td>
<td>CTE: Curriculum Development 5141-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td><strong>Amend</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97268-8</td>
<td>Apple One Employment Services</td>
<td>$26,000.00</td>
<td>To increase amount of agreement for temporary clerical assistance for an amount not-to-exceed $102,000.00</td>
<td>President's Office 4000-0000</td>
<td>01-5150</td>
</tr>
<tr>
<td>B-97472-9</td>
<td>Brain Works Consulting</td>
<td>N/A</td>
<td>To extend agreement from 9/30/09 to 6/30/10 as requested by the Chancellor's Office</td>
<td>Student Services Automated Reporting for Community Colleges (SSARCC) (Fiscal Agent)</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97666-0</td>
<td>Debera Penman</td>
<td>$3,000.00</td>
<td>To increase amount of agreement for additional services as trainer for Foster Care Education for an amount not-to-exceed $5,000.00</td>
<td>Foster Care Education 5212-0000</td>
<td>03-5140</td>
</tr>
</tbody>
</table>

Consent Item No. 121-B
February 17, 2010
CONSENT ITEM TITLE: Approve Career and Technical Education Activity

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the Career and Technical Education activity listed below:

Approve:

February 29, 2010 – Television and Radio Program Advisory Committee Meeting at PCC. Anticipated expenses not-to-exceed $400.00 for materials, supplies and refreshments for approximately 15 participants. Cost Center: 03-5210-5109-0000, CTE: Radio, Motion Picture & TV Grant

FISCAL IMPLICATIONS: Funds for this activity are budgeted in the cost center listed.

BACKGROUND: These activities are intended to promote Career and Technical Education programs.

Submitted by:

Director, Business Services

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify the submittal of a grant application by the Vice President for Instruction to the California Community Colleges Chancellor's Office to renew the Los Angeles/Orange County Biotechnology Center in order to continue to offer technical assistance, training and marketing services, as well as its role as a regional point of contact for colleges, universities, economic development groups and industry.

FISCAL IMPLICATIONS: Each regional center applicant in the Economic and Workforce Development (EWD) Program can request a maximum of $205,000 for Fiscal Year 2010-2011. The budget presented herein is very similar to previous grant budgets for the Applied Biological Technologies Grant over the past 10 years, and the District In-Kind Match covers the same costs as in the grant budgets for the last five years. With this renewal, the Chancellor's Office has not specified a geographic region for each proposed center; therefore, this proposal has increased the number of dollars allocated to Personal Service Agreements in case the Los Angeles/Orange County Center is asked to support EWD-related projects in neighboring areas outside its current delivery regions.

BACKGROUND: The EWD Program is a statewide program whose purpose is to support community colleges that serve communities who embrace the challenge to develop, sustain and advance their role in a global economy. Regional centers are the program's long-term delivery infrastructure, providing a foundation for sustained relationships with businesses, labor, workforce entities and other colleges in the region. The program's Applied Biological Technologies Initiative supports biotechnology training at California Community Colleges, aids in the development of innovative and relevant training programs, helps provide professional development experiences for faculty, and aids in increasing the capacity of the colleges to provide training aligned with modern industry practice.

Submitted by:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
This proposal requests a grant to continue the LA/Orange County Biotechnology Center, which was established in 1997 to develop a workforce for the biotechnology industry in Los Angeles and Orange Counties by developing projects, curriculum, partnerships, training, career ladders and internships with industry, economic development and educational venues at all levels. The Center is currently mandated to serve 28 community colleges in LA/OC, assist with service delivery to the Central Coast (Ventura to Santa Maria), and assist the San Diego Biotechnology Center in the Inland Empire and San Bernardino areas. Project objectives include: 1) Providing high quality education and services focusing on continuous workforce improvement, technology deployment, and business development; 2) Maximizing and leveraging the resources of the California Community Colleges to fulfill its role as the primary provider in fulfilling the vocational education and training needs of California business; 3) Working with representatives of business, labor, and professional trade associations to explore and develop new alternatives for assisting incumbent workers to become more competitive in their region's labor market, increase competency, and identify career paths to labor market; 4) Collaborating with other state and local agencies, including partners under the federal Workforce Investment Act to deliver services that meet statewide and regional workforce, business development, technology transfer, and trade needs that attract, retain and expand businesses; 5) Developing local economic development projects, with the private sector, and labor and community groups, using innovative solutions, as needed; 6) Identifying, acquiring, and leveraging community college and other vocational training resources; 7) Creating effective logistical, technical, and marketing infrastructure support for economic development activities within the California Community Colleges; 8) Optimizing access to community colleges’ economic development services; and 9) Developing strategic public and private sector partnerships.
### Budget Summary (FY 2010-2011)

#### Direct Costs

<table>
<thead>
<tr>
<th>Project Funded</th>
<th>District Inkind Match*</th>
<th>Other Cash Match **</th>
<th>Project Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Certificated Salaries</td>
<td>*** 47,100</td>
<td>65,580 (1)</td>
<td>-0-</td>
</tr>
<tr>
<td>2000 Classified Salaries</td>
<td>*** 34,000</td>
<td>-0-</td>
<td>-0-</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>15,000</td>
<td>15,310 (1)</td>
<td>-0-</td>
</tr>
<tr>
<td>4000 Materials/Supplies</td>
<td>16,800</td>
<td>-0-</td>
<td>-0-</td>
</tr>
<tr>
<td>5000 Other Operating</td>
<td>67,215</td>
<td>-0-</td>
<td>150,000 (1)</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>17,000</td>
<td>-0-</td>
<td>-0-</td>
</tr>
<tr>
<td>7000 Other Outgo</td>
<td>-0-</td>
<td>-0-</td>
<td>-0-</td>
</tr>
<tr>
<td><strong>Total Direct</strong></td>
<td>197,115</td>
<td>80,890 (1)</td>
<td>150,000 (1)</td>
</tr>
</tbody>
</table>

#### Indirect Costs ****

| (Direct Costs x .04) | 7,885 | N/A | N/A | 7,885 |

**Project Totals**

| 205,000 | 80,890 | 150,000 | 435,890 |

---

(1) Cost Center which will provide in-kind or matching funds:
- Cost Centers: 1501 (Natural Sciences: Biological Sciences)

**DISTRICT IN-KIND** refers to items already funded in the college budget, but which will be used in support of this project. In-Kind support for this project consists of the Grant Director's salary and benefits.

**OTHER CASH MATCH** refers to rent and utilities provided by community partnerships in support of this project, as follows:
- **Oak Crest Institute of Science** - $36,000 providing a media kitchen and space for training and workshops;
- **Pasadena Bioscience Collaborative** - $36,000 providing the LA/OC Biotechnology Center office and space for training and workshops;
- **Caltech Pre-College Science Institute (CAPSI at Caltech)** - $60,000 providing training and meeting space and the facility housing the Amgen Bruce Wallace Biotechnology HS Program; and
- **Inscent, Inc.** - $18,000 providing space for workshops in their lab in Irvine.

***Certificated Salaries funded by this grant include non-instructional assignments ($25,000), replacement costs ($22,000), and stipends ($100) for faculty. Classified Salaries paid from grant funds are comprised of stipends ($4,000) and hourly assignments, primarily Student Help ($5,000), Overtime/Relief ($22,000), and Instructional Aides ($3,000). Other Operating costs are primarily used for Personal Service Agreements ($37,000) and Conference/Seminar/Workshop/Retreat costs ($13,965), and also include guest presenters, subsidized internships, Center operating expenses, and advertising. Capital Outlay funds will provide both computers (as needed) and equipment for the Center's lab areas.***

****The Chancellor's Office limits indirect costs for this grant to 4% of direct costs.
CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Classified Employees

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the following changes pertaining to classified employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMPLOYMENT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lambert, Ellen Admissions and Records Clerk II</td>
<td>36A*</td>
<td>100% - 12 mo.</td>
<td>02/18/10</td>
</tr>
<tr>
<td>Replacing: Victoria Giles</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roberson, Rosie Intermediate Clerk I</td>
<td>32D</td>
<td>From: 50% - 11 mo. To: 100% - 11 mo.</td>
<td>01/01/10-06/30/10</td>
</tr>
<tr>
<td>Counseling &amp; Career Services Funded position (Matriculation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wilde, Maria Admissions and Records Clerk II</td>
<td>36A*</td>
<td>100% - 12 mo.</td>
<td>02/22/10</td>
</tr>
<tr>
<td>Replacing: Patricia Maybank</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEAVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rees, Patricia Web Producer</td>
<td></td>
<td>FMLA Leave</td>
<td>02/21/10-03/05/10</td>
</tr>
<tr>
<td>External Relations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SEPARATION</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adriano, Mia Ida Atencio Financial Aid Technician I</td>
<td></td>
<td>Deceased</td>
<td>01/25/10</td>
</tr>
<tr>
<td>Financial Aid</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Includes 5% shift B differential

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources
Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2009-2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the following changes pertaining to academic employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capparelli, Deena</td>
<td>C-21</td>
<td>From: 100%</td>
<td>02/22/10 - 06/18/10</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td>To: 83.37%</td>
<td></td>
</tr>
<tr>
<td>Visual Arts and Media Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources
Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Stipends for Classified and Unclassified Personnel

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the stipends for the persons listed below for the fiscal year 2009-10.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hemphill, Michael</td>
<td>2,750.00</td>
<td>Assistant Baseball Coach 2/18/10 - 6/30/10 (Kinesiology, Health &amp; Athletics)</td>
</tr>
</tbody>
</table>

Amend Consent Item 76-P (February 3, 2010)
Burdine, Tekoa
Increase Stipend
From: 500.00
To: 750.00
Assistant Baseball Coach 2/4/10 - 6/30/10 (Kinesiology, Health & Athletics)

Amend Consent Item 39-P (October 7, 2009)
Gomez, Nicolas
Increase Stipend
From: 1,500.00
To: 2,500.00
Assistant Baseball Coach 10/8/09 - 6/30/10 (Kinesiology, Health & Athletics)

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources
Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:
Approve/Ratify Stipends for Academic Personnel

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the persons on the attached list to be employed in a special project as listed, approved for the College year 2009-2010, unless otherwise indicated, or any portion thereof, as stated in the contract. The length of time of the employment and the assignment shall be determined by College need.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Dean, Human Resources

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andersen, Jill</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a math instructor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Bober, Sharon</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Cannis, Elizabeth</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Dwyer, Janis</td>
<td>7,000.00</td>
<td>Copernicus Grant—assist in the organization and implementation of the Copernicus Science Outreach Project. Identify PCC students who are majoring in math or science for internship opportunities; coordinate with the Dean of Natural Sciences for use of facilities on Saturdays to support the project; other duties as needed, 02-18-10 to 05-28-10</td>
</tr>
<tr>
<td>Estrada-Ceballos, Angela</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Faccuseh, Maria</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Henes, Matthew</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Ingram, Michelle</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Ireland-Galman, Michelle</td>
<td>7,000.00</td>
<td>Copernicus Grant—assist in the organization and implementation of the Copernicus Science Outreach Project. Identify PCC students who are majoring in math or science for internship opportunities; coordinate with the Dean of Natural Sciences for use of facilities on Saturdays to support the project; other duties as needed, 02-18-10 to 05-28-10</td>
</tr>
<tr>
<td>London, Jamar</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Romans, Marina</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a math instructor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Sharobiem, Mary</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
<tr>
<td>Valentine, Jessica</td>
<td>400.00</td>
<td>Credit Basic Skills—team with a counselor to facilitate student success and retention in pre-algebra courses, 02-22-10 to 06-18-10</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE:
Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons listed below to be employed as temporary teachers of credit classes approved for 2009-10. The length of time of the employment and the assignment shall be determined by College need.

It is further recommended Human Resources be authorized to make adjustments in class and step pursuant to established procedures and to adjust rate for contract instructors pursuant to the current labor agreement.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cusick, Tanya</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>7</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Lee, Kange</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>1</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Sarkissian, Anna</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>19</td>
<td>Health Sciences</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

approved for submission to the board of trustees:

Dean, Human Resources

Superintendent/President
CONSENT ITEM TITLE:
Employment of Hourly Credit Teachers and Substitute Teachers, Spring 2010

Board Meeting Date: February 17, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons listed below to be employed as temporary teachers of credit classes approved for 2009-2010. The length of time of the employment and the assignment shall be determined by College need.

It is further recommended Human Resources be authorized to make adjustments in class and step pursuant to established procedures and to adjust overload rate for contract instructors pursuant to the current labor agreement.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baquero, Jayme</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Kinesiology, Health and Athletics</td>
</tr>
<tr>
<td>Clark, Thomas</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Engineering and Technology</td>
</tr>
<tr>
<td>Eastman, Catherine</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Fahstrom, Brian</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Gee, Alison</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Hunsucker, Sara</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Phu, Cindy</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Sarkisian, Amy</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Sims, Hiram</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Smith, Deborah</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Library</td>
</tr>
<tr>
<td>Weigel, Cybil</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Dean, Human Resources
Superintendent/President