The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 7 on Wednesday, March 17, 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 (arrived at 6:07 p.m.)
Ms. Berlinda Brown
Dr. Anthony Fellow
Dr. Jeanette Mann
Mr. John Martin (arrived at 6:08 p.m.)
Mr. Brian Abadia, Student Trustee

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 Mr. Dale Pittman.

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 §54957.6  Labor Negotiations (PCCFA; CSEA 777; ISSU; POA; Confidential; Management Association); Engeldinger

Government Code §54957  Public Employee Evaluation (Superintendent/President)

Government Code §54957  Public Employee Appointment: Medical Assisting (1); Supervisor, Payroll

III. OPEN SESSION

Dr. Bradbury-Huang reconvened the Open Session at 7:08 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
Ms. Brown led the Pledge of Allegiance.

B. INTRODUCTIONS
Dr. Sugimoto introduced Michael Lance, Chief Justice, Associated Students Board and Jason Herbert, Vice President for Academic Affairs, Associated Students Board who are coordinating the Pasadena Collegiate Field Tournament event scheduled on April 3, 2010 at the Rose Bowl.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Juan Diego Ashton, George Engers, Ashley Jackson and Tiffany Keys, PCC students, spoke on the media broadcasting of the Board of Trustees meetings. PCC students Antoinette Artokovich, Brett Shears, Eric Recchia, Sustainability Committee member, and Ling O’Connor, Natural Sciences Division faculty, spoke about sustainability on campus. Dennis McCoy, a resident of Tujunga, spoke on KPCC programming.

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

Mr. William Thomson, Trustee
- Reported that the Ad Hoc Board of Trustees Presidential Search Liaison Committee conferred with Dr. R. Stanton Hales, Senior Consultant, Academic Search, Inc. Fifteen applications have been received and the committee is anticipating that another 10-15 applications will be received by the closing date of March 24, 2010. The Presidential Search Screening Committee will meet on March 26, 2010 to review the applications.
- Reported that at the recently held Foundation Executive Committee meeting, members discussed the importance of the committee’s role in fundraising.
- Announced that the Parent Teacher Student Association’s Golden Oaks Service Award was given to Dr. Sugimoto at the PCC Parent Teacher Student Association (PTSA) Founders Day luncheon today.

Mr. Geoffrey Baum, Trustee
- Announced Southern California Public Radio (SCPR) is celebrating the grand opening of its new facility at 474 South Raymond Avenue, Pasadena on Sunday, March 21, 2010.
- Thanked Juan Gutierrez, Director, Public Relations for the programming plans for PCC-TV.
- Congratulated James Kuk, the head football coach, on the birth of his new baby.

Dr. Jeanette Mann, Trustee
- Reported that on March 14, 2010 she attended Super Education Sunday at the Friendship Baptist Church in Pasadena with Dr. Sugimoto.
Reported that the Mission Statement Committee continues its work on the revision of the College Mission Statement.

Reported that the City Conversations community group is looking at the issue of student dropouts. Dr. Mann recognized Dina Chase, Director, Outreach, Degree and Transfer Services, for her work and the creation of a document with all the programs PCC has for high school students, students who are not in school and college students.

Reported that the Ad Hoc Budget Committee met and is continuing to refine the budget preparation assumptions that will be used to provide the final budget recommendations to the Board.

**Dr. Anthony Fellow, Trustee**

Reported that he has engaged in several meetings with faculty and students and has been impressed with the caliber of the people he has encountered. The meetings were very enjoyable with great dialogue.

**Ms. Berlinda Brown, Trustee**

Attended the PUSD Board of Trustees meeting in support of Superintendent Diaz’s vision for Career and Technical Education at John Muir High School and secondary education in general on March 9, 2010.

Attended the PUSD High School Dropout Task Force meeting on March 10, 2010 to identify the reasons why students drop out. The goal is to reduce the PUSD dropout rate by 50%.

Attended the PCC Upward Bound meeting for the middle schools and the Educational Master Plan roundtables on March 15, 2010.

**Mr. Brian Abadia, Student Trustee**

Reported that the Associated Students Lobby Committee is organizing PCC students to participate in the scheduled rally in Sacramento on March 22, 2010.

**Mr. Allen Tsay, Associated Students**

Reported that the Associated Students Board voted today against the $15,400 for the media broadcasting of the Board of Trustees meetings. The AS Board feels the $15,400 would be better spent on classroom supplies.

**Mr. John Lindemann, Classified Senate**

Reported that plans are proceeding for Classified Days scheduled for April 28-29, 2010.

**Dr. James Bickley, Academic Senate**

Distributed two sets of Nanoseconds.

Reported that the Academic Senate Board has edited and approved as edited the Mission Statement Committee draft of the Mission Statement.

Reported that out of the Educational Policies Committee, the Academic Senate Board has approved for forwarding a modified Student Add Procedure that includes the use of a sequential, unpaid wait list.

Reported that out of the Distance Education Committee, the Academic Senate Board has approved for forwarding the recommendations that online class sizes be capped at 30 students and that those full-time faculty teaching online classes be given an option to conduct a portion of office hours online.

**Mr. Dale Pittman, Management Association**

Reported that an ad hoc group continues to meet to formalize a Managers’ Code of Ethics.

Announced that the Annual Management Retirement Breakfast is scheduled for June 17, 2010 at 7:30 a.m. at the Brookside Golf Course.

**Dr. Lisa Sugimoto, Superintendent/President**

Reported that the Accreditation Follow-Up Report has been received by the Accrediting Commission for Community and Junior Colleges. The Accreditation team follow-up visit is scheduled for April 8, 2010.

Reported that the annual piano recital honoring two retired faculty members, Ms. Betty Oka and Ms. Mary Hense, took place on March 13, 2010. The piano lab in the Center for the Arts will be named for them.
- Attended the Leadership Breakfast sponsored by Senator Carol Liu to discuss the 2010 Census on March 13, 2010. Attention to the Census in schools is scheduled for March 23, 2010.
- Thanked the President’s African American Advisory Committee for the newly established African American Outreach Initiative with members who organized Super Education Sundays. Thanked Dr. Mann for attending the Super Education Sunday event at Friendship Baptist Church in Pasadena on March 14, 2010.
- Announced that Gary Panter is this year’s artist in residence.
- Thanked Mr. and Mrs. Gene Masuda for their generous support of the play *Dawn’s Light: The Journey of Gordon Hirabayashi* which will be performed in Creveling Lounge on March 29, 2010 as part of the AB 37 California Nisei Diploma Project.
- Announced that UCLA Chancellor Dr. Gene Block will be visiting PCC on March 29, 2010. Thanked Dina Chase, Director, Outreach, Degree and Transfer Services, for coordinating the visit.
- Enrollment numbers: 104.3% seats filled; .60% over FTEs from last year; 15% over the target number.

**Dr. Hilary Bradbury-Huang, Trustee**

- Announced that she was handing the report from Dr. Richard Garcia, Chair of the Presidential Search Screening Committee, to Dr. Sugimoto for dissemination.
- Announced that the draft of the Proposed Schedule for the Final Stages of the Presidential Search Screening Committee should be reviewed by the Board.

Dr. Bradbury-Huang announced that agenda item G would be heard out of order.

**G. PUSD PARCEL TAX: DISCUSSION WITH POSSIBLE ACTION**

George Brumder, Chair of the “Yes on CC Campaign Committee”, Edwin Diaz, Superintendent of PUSD and Ed Honowitz, a member of the PUSD Board of Trustees spoke in support of Measure CC. Dr. Ross S. Selvidge, a member of “NOonCC”, spoke against Measure CC. Hart Fischer and Chris Koerber, residents of Sierra Madre, provided public comment on the PUSD parcel tax issue both speaking in opposition to the measure.

**MOTION:** ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by five affirmative votes [Bradbury-Huang, Brown, Fellow, Mann, Thomson] and two negative votes [Baum, Martin] to endorse Measure CC, the PUSD parcel tax.

Advisory Vote: Abstain

**E. APPROVAL OF MINUTES**

Meeting No. 6, Regular Business Meeting, March 3, 2010

**MOTION:** ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by six affirmative votes to approve the Minutes of Meeting No. 6, Regular Business Meeting, held on March 3, 2010. Mr. Martin abstained.

Advisory Vote: Aye

**F. APPROVAL OF CONSENT ITEMS**

Large Group Instruction, have been revised and Consent Item 106-P, Employment of Classified Supervisor: Supervisor, Payroll, has been withdrawn.

130-B: Approve/Ratify/Amend Contracts
Dr. Mann asked about Contract No. B-97726-0 for Michael Harnar. Dr. Sugimoto responded that this contract is for the re-design of the planning and program review process database consistent with the recommendations within the Accreditation Report #1 and is not a part of the Enterprise Resource Program currently under consideration.

134-B: Budget Augmentation
Mr. Baum asked whether there was additional federal funding in the Pell Grants. Dr. van Pelt responded that it is a needs-driven program so the augmentation covers the expenditures. Dr. Wilcox added that in July of each year, the State makes a best guess estimate as to what the funds should be (the College receives 95% of the estimate). The College provides the actual numbers to the State in December. If the College has allocated more funds than estimated, the State increases the amount accordingly.

138-B: Award Bid 872: Measure P, Miscellaneous Remodeling Projects, Time and Material
Mr. Martin said he was under the impression that when the College goes out for bids, the District and Measure P bids are collected simultaneously. He questioned if this was accurate in relation to Bid 872. Dr. van Pelt stated that this Consent Item comprises the Measure P bids; the College is about to go out for the District bids. Mr. Martin asked what would stop a builder from arbitrarily dropping his estimate on the sample project in order to better position himself for making it into the top two for future projects. Dr. van Pelt responded that the builders have to state their overhead and profit rates. Once the estimates are procured from the top two companies, the companies are locked into the overhead and profit rates provided. The profit rates are based on prevailing wage prices. Wages, overhead and profit are set forth in the bids and are the basis for cost projections on all jobs for the duration of the bid period.

Dr. Mann acknowledged the years of service of William Mitacek, Laraine Stivers and Emy Lu Weller and complimented them on their dedication and loyalty to the College.

102-P: Salary Compensation Factors – Large Group Instruction
Mr. Baum asked about the recommendations for the load ratios. Dr. Sugimoto responded that Consent Item 102-P was one of the revised consent items and that a typographical error was corrected.

MOTION: ON MOTION OF Dr. Fellow and seconded by Mr. Baum, the Board voted by a unanimous vote of the seven members present to approve Consent Items 9-I through 13-I; 130-B through 138-B; and 97-P through 105-P, as revised, with Consent Item 106-P withdrawn.
Advisory Vote: Aye

H. EDUCATIONAL MASTER PLAN UPDATE (MIG): PRESENTATION AND DISCUSSION
Ms. Mindy Flynn Craig, Project Manager, MIG, provided a report on the Environmental Scan and Community Survey elements of the Educational Master Plan process.
I. BUDGET UPDATE: PRESENTATION AND DISCUSSION
Dr. van Pelt provided a budget update.

J. FUTURE BOARD MEETING DATES
Wednesday, April 7, 2010 (Regular Board meeting) – 6:00 p.m. (Evaluation of the Superintendent/President)
Wednesday, April 21, 2010 (Regular Board meeting) – 6:00 p.m. (Begin Evaluation of Board of Trustees)

K. FUTURE AGENDA ITEMS
Dr. Mann requested the following:
• Policy 2530: Naming of District Facilities.

Mr. Baum requested the following:
• Osher challenge grant opportunity.

IV. ADJOURNMENT
Dr. Bradbury-Huang adjourned Meeting No. 7 at 10:17 p.m.
1. Approval to support Measure CC, the PUSD parcel tax.

2. Approval of the Minutes of Meeting No. 6, Regular Business Meeting, held on March 3, 2010.

3. Approval of Consent Items 9-I through 13-I; 130-B through 138-B; and 97-P through 105-P, as revised, with Consent Item 106-P withdrawn.

Submitted by:
Lisa Sugimoto, Secretary
Board of Trustees