The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 8 on Wednesday, April 7, 2010, in Creveling Lounge of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER AND ROLL CALL
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. Anthony Fellow
Dr. Jeanette Mann
Mr. John Martin (arrived at 6:06 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 Ms. Ellen Ligons.

II. OPEN SESSION

A. PLEDGE OF ALLEGIANCE
Dr. Fellow led the Pledge of Allegiance.
B. EVALUATION OF THE PERFORMANCE OF THE SUPERINTENDENT/PRESIDENT: DISCUSSION WITH POSSIBLE ACTION
Dr. Bradbury-Huang stated that due to the special nature of Dr. Sugimoto’s tenure as Superintendent/President, the Board has decided to modify the evaluation process that would normally occur during an academic year which begins in an odd year, i.e. Fall 2009-2010. Instead, a confidential evaluation by the Board of Trustees of the performance of the Superintendent/President will take place in closed session. The Board will receive a written and verbal report on the state of the District from Dr. Sugimoto. Dr. Sugimoto will also provide this report to the community in open session.

III. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
There was no public comment on closed session items.

Dr. Bradbury-Huang adjourned the Board to Closed Session at 6:12 p.m.

IV. CLOSED SESSION

Government Code §54957 Public Employee Evaluation (Superintendent/President)
Government Code §54957 Public Employee Appointments: Supervisor, Payroll; Supervisor, Community Business Center
Government Code §54957.6 Labor Negotiations (PCCFA; CSEA 777; ISSU; POA; Confidentials; Management Association); Engeldinger

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

C. INTRODUCTIONS
Dr. Sugimoto introduced:

- Deanna O’Bryan, First Team U.S.A. Today All-USA Academic Team Member and Coca-Cola All State Academic Team Bronze Scholar who received a $1,000 scholarship, a special medallion and will be featured in the April 19, 2010 issue of USA Today.
- students who participated in the First Annual MESA (Math, Engineering, Science and Technology) Math Challenge: Helen Lopez (1st place), Luis Campos (2nd place), and Ernesto Jimenez (3rd place).
- Melva Alvarez, MESA Program Coordinator and Coordinator of the Outreach and Recruitment Program for the Teaching and Learning Center (TLC), who was recognized as one of the 30 remarkable southern California Latinas by La Opinión, the Spanish-language daily newspaper published in Los Angeles, and received an award.
- Michael Lance, Associated Students Chief Justice, who spearheaded the Metro bus pass program and was present at the Metro I-Pass press conference on March 30, 2010 announcing PCC’s participation in the program.
- Michael Lance and Jason Herbert, members of the Associated Students Board, and the PCC Lancer Field Tournament team members who participated in the first Pasadena Collegiate Field Tournament event on April 3, 2010 at the Rose Bowl.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS
Dr. Susie Ling, Social Sciences Division, spoke on the current Presidential search.
E. REPORT BY SUPERINTENDENT/PRESIDENT ON STATE OF THE DISTRICT: PRESENTATION
Dr. Sugimoto presented a report on the State of the District.

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

Mr. William Thomson, Trustee
- Reported that the Presidential Search Screening Committee has been reviewing the applications and that the work of the committee is going well.
- Attended the Pasadena Collegiate Field Tournament event on April 3, 2010 at the Rose Bowl.
- Reported that on March 21, 2010 he attended PCC’s Super Education Sunday at the First AME Church in Pasadena with Dr. Sugimoto.

Mr. Geoffrey Baum, Trustee
- Thanked Dr. Sugimoto for the State of the District address and praised her leadership since last summer.
- Thanked Dr. Wilcox for the transfer report.
- Was contacted by two students in Area 1 who praised the PCC counselors who worked with them on special needs and transfer from another institution.
- Attended the Pasadena Collegiate Field Tournament event on April 3, 2010 at the Rose Bowl.

Dr. Anthony Fellow, Trustee
- Thanked Dr. Sugimoto for her leadership of the College.

Ms. Berlinda Brown, Trustee
- Attended PCC’s Super Education Sunday month and received several phone calls in appreciation of PCC’s outreach efforts.
- Attended the Green Opening and Dedication Event sponsored by the Seeds of Change and the Associated Students, Pasadena City College (ASPCC) Sustainability Committee. Congratulated Dr. Ling O’Connor and her staff for a great event.

Mr. Brian Abadia, Student Trustee
- Announced that the Model United Nations team will be at UCLA to compete in the Model United Nations Conference.
- Announced that Alpha Gamma Sigma will be attending the spring convention in San Jose.
- Reported that the Associated Students have sponsored international students under the International Student Mentor Program.
- Reported that Jason Herbert, Associated Students Vice President for Academic Affairs, has been accepted at UC. San Diego.
- Thanked Dr. Sugimoto for the State of the District address.

Mr. Allen Tsay, Associated Students
- Thanked Dr. Sugimoto for her leadership of the College and for being an inspiring president.

Mr. John Lindemann, Classified Senate
- Reported that plans are proceeding for Classified Days scheduled for April 28-29, 2010.
- Announced that the Classified Senate general meeting is scheduled for May 20, 2010.
- Announced that the proceeds from the fundraiser at Panda Express, scheduled for April 13, 2010, will go to the Classified Senate Scholarship Fund.

Dr. James Bickley, Academic Senate
- Reported that the Academic Senate is working on the accreditation response to planning and program review.
• Reported that the Distance Education Committee of the Academic Senate has been putting forth recommendations to improve the quality and integrity of the Distance Education program.

• Announced that the Board of Trustees and Academic Senate Faculty Lecture Award performances are scheduled for Tuesday, May 4, 2010 at noon in Harbeson Hall (Richard Kuller, Performing and Communication Arts) and Tuesday, May 11, 2010 at noon in R-122 (Rebecca Morris, Visual Arts and Media Studies).

• Reported that the Academic Senate elections are in progress; the results will be announced at the next Board meeting.

• Announced that faculty nominations for the Ralph Story Service Award and classified employee nominations for the Unsung Hero Award are due in the Academic Senate office by noon on April 15, 2010.

• Announced that two faculty members are being sent to the statewide Academic Senate Spring Plenary Session scheduled for the weekend of April 15-17, 2010 in San Francisco.

**Ms. Ellen Ligons, Management Association**

• Thanked Dr. Sugimoto for working with the Management Association to resolve issues.

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

• Thanked community members Ernestine Moore and Dale Yarborough for their involvement in the African American Outreach Initiative which organized Super Education Sundays, as well as Kim Miles, Assistant Dean, Scholarships and Financial Aid; Chiara Thomas, Counselor, Counseling and Career Services; Tameka Alexander, Counselor, Outreach, Degree and Transfer Services; Kathy Rodarte, Assistant Dean, Extended Opportunity Programs and Services; and Heba Griffiths, Director, Upward Bound Programs.

• Appreciated the support of the Board of Trustees in attending Super Education Sunday events at Friendship Baptist Church, Victory Bible Church, First AME Church, Metropolitan Baptist Church and Scott United Methodist Church in Pasadena. Thanked Dr. Jacobs and Crystal Kollross for their support and participation at events at Metropolitan Baptist Church and Scott United Methodist Church.

• Attended the African American High School Conference on March 26, 2010 where 250 Pasadena Unified School District and Monrovia High School students participated.

• Attended the Young African American Women’s Conference on March 27, 2010 which was attended by 200 young women who participated in workshops on college and personal growth.

• Reported that UCLA Chancellor Dr. Gene Block visited PCC on March 29, 2010 to discuss the vital role community colleges play in higher education and to meet with PCC students.

• Thanked Mr. and Mrs. Gene Masuda for their generous support of the play *Dawn’s Light: The Journey of Gordon Hirabayashi* which was performed in Creveling Lounge on March 29, 2010 as part of PCC’s participation in the AB 37, the California Nisei Diploma Project.

• Reported that nearly 1,000 students were assisted by the Community and High School Outreach staff at in-District high schools to apply using the online application on the first day applications for the summer and fall 2010 were accepted.

• Congratulated Sarah Flores, Supervisor, Facilities, for the commendation received from the California Department of Resources Recycling and Recovery (CalRecycle). PCC is in the top five in Southern California waste management recycling and waste diversion and first in waste diversion in the immediate area.
Dr. Hilary Bradbury-Huang, Trustee
• Attended the MTA I-Pass press conference on March 30, 2010. The MTA CEO, Mr. Art Leahy, offered to be a participant in a poster representing people who had benefited from the community college system.
• Announced that she would be attending the Associated Students Board meeting on Wednesday, April 14, 2010.

G. APPROVAL OF MINUTES
Meeting No. 7, Regular Business Meeting, March 17, 2010

MOTION: ON MOTION OF Ms. Brown and seconded by Dr. Fellow, the Board voted by a unanimous vote of the seven members present to approve the Minutes of Meeting No. 7, Regular Business Meeting, held on March 17, 2010.
Advisory Vote: Aye

H. APPROVAL OF CONSENT ITEMS
Glenna Watterson, President of the Instructional Support Services Unit (ISSU), spoke on Consent Item 112-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees.

11-S: Approval of Student Travel – ASPCC Lobby Committee, Washington D.C., April 19-22, 2010
Mr. Baum asked if the Lobby Committee was traveling to an organized event in Washington D.C. Dr. Wilcox responded that there was no organized event during this visit which will occur during the spring break, but the ASPCC Lobby Committee will be lobbying several legislators in support of maintaining funding for community colleges under the Federal Green Act and for veterans in higher education.

141-B: Budget Augmentation
Mr. Baum asked if the costs charged to the District were customary when issuing similar bonds. Dr. van Pelt responded in the affirmative. He further stated that the College’s auditing firm requested that the College post the bond’s total funds received rather than only the proceeds net of premium expenses.

144-B: Approve Purchasing Transactions
Dr. Mann commented that purchase order P10-02408, Registrar-Recorder County of Los Angeles in the amount of $431,860.46 was the cost the College is legally obligated to pay to the County for the November 2009 Board of Trustees elections.

Mr. Baum stated the College achieved a savings since four elections were budgeted for but only three elections needed to be funded since Dr. Bradbury-Huang ran unopposed.

111-P: Employment of Classified Supervisors: Supervisor, Payroll; Supervisor, Community Business Center (CLOSED SESSION)
Dr. Mann said she would like Consent Item 111-P held for a separate vote.

112-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
In response to Glenna Watterson’s comments, Mr. Engeldinger explained that the District made the appointment of one interim and one acting position under an emergency provision. Regarding the salary grade, the traditional practice of the District has been to apply a 5% increase in salary when an employee moves from one classified position to another on an interim assignment. In this situation, the increases for both employees would have been minimal and therefore not commensurate with the new duties and responsibilities. Therefore,
the District decided that moving both employees to the higher pay levels as indicated in Consent Item 112-P was appropriate and did not violate District policy. Mr. Engeldinger further stated that he appreciated the concerns raised by the ISSU unit as stated by Ms. Watterson and that the District should have communicated more clearly with ISSU about the change in positions. He indicated the District would endeavor to do so in future.

**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 11-S through 12-S; 14-I through 15-I; 139-B through 145-B; and 107-P through 112-P, with Consent Item 111-P held for a separate vote.

Advisory Vote: Aye

**MOTION:** ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted by six affirmative votes [Baum, Bradbury-Huang, Brown, Fellow, Martin, Thomson] and one negative vote [Mann] to approve Consent Item 111-P, the Employment of the Supervisor, Community Business Center.

Advisory Vote: Aye

**MOTION:** ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted by a unanimous vote of the seven members present to approve Consent Item 111-P, the Employment of the Supervisor, Payroll.

Advisory Vote: Aye

I. **ANNUAL REPORT OF THE FOUNDATION: PRESENTATION AND DISCUSSION WITH POSSIBLE ACTION**

Ms. Chapman and Ms. Heidi White, CPA, Vavrinek, Trine, Day & Co., LLP, presented the annual report of the PCC Foundation.

J. **NOMINATIONS TO CCCT BOARD: DISCUSSION WITH POSSIBLE ACTION**

A slate of candidates was recommended by Dr. Mann. Dr. Bradbury-Huang requested that the nomination of candidate Donald L. Singer be held for a separate vote based on the method by which Dr. Singer may have funded his campaign materials.

**MOTION:** ON MOTION OF Dr. Mann and seconded by Mr. Thomson, the Board voted by a unanimous vote of the seven members present to nominate the following candidates to the California Community College Trustees (CCCT) Board: Louise Jaffe, Nancy Chadwick, Cy Gulassa, Isabel Barreras, Jerry Hart and Walter G. Howald.

Advisory Vote: Aye

**MOTION:** ON MOTION OF Dr. Mann and seconded by Mr. Thomson, the Board voted by a unanimous vote of the seven members present to nominate the following candidate to the CCCT Board: Donald L. Singer.

Advisory Vote: Aye

K. **PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION**

a. **Recommendation to continue Superintendent-President selection process**

**MOTION:** ON MOTION OF Dr. Fellow and seconded by Mr. Thomson, the Board voted by a unanimous vote of the seven members present to gratefully accept the recommendation of the Screening Committee that the
search process go forward; to additionally thank each member of the Screening Committee for their diligence with respect to all aspects of the search.

Advisory Vote: Aye

b. Schedule

Dr. Bradbury-Huang recommended amending draft two of the Sample Campus Forum Schedule for Finalists, as follows:

“6:00 p.m. Arrive; welcome reception and dinner with trustees subcommittee.”

Mr. Thomson accepted the recommendation as a friendly amendment to his motion.

MOTION: ON MOTION OF Mr. Thomson and seconded by Ms. Brown, the Board voted by five affirmative votes [Bradbury-Huang, Brown, Fellow, Mann, Thomson] and one negative vote [Baum] to approve Draft Two of the Presidential Search Sample Campus Forum Schedule for Finalists, as amended. Mr. Martin abstained.

Advisory Vote: Aye

L. BUDGET UPDATE: PRESENTATION AND DISCUSSION

Dr. van Pelt provided a budget update.

M. REPORT ON MID-YEAR INSTITUTIONAL GOALS AND STRATEGIC PLANNING UPDATE: PRESENTATION AND DISCUSSION

Ms. Kollross presented the report on the mid-year institutional goals and an update on strategic planning.

N. ACCEPTANCE OF COMMENCEMENT SPEAKER: DISCUSSION WITH POSSIBLE ACTION

Dr. Thayer, Assistant Dean for Student Affairs, presented background information on the California Nisei Diploma Project and the rationale for recommending the commencement speaker to the Board of Trustees for approval.

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted by a unanimous vote of the seven members present to approve the acceptance of Assemblymember Warren Furutani as the commencement speaker on June 18, 2010.

Advisory Vote: Aye

O. BOARD SELF-ASSESSMENT: DISCUSSION WITH POSSIBLE ACTION

Dr. Mann recommended adding the sub-topics from the 2008-2009 Board of Trustees Self Evaluation document as definitions on the new Board of Trustees Self-Assessment document.

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted by a unanimous vote of the seven members present to approve the Board of Trustees Self-Assessment document, as revised.

Advisory Vote: Aye

P. BYLAW 1250: MEETINGS: RECOMMENDED ORDER OF BUSINESS: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Mr. Thomson and seconded by Dr. Fellow, the Board voted by six affirmative votes [Bradbury-Huang, Brown, Fellow,
Mann, Martin, Thomson] and one negative vote [Baum] to approve Bylaw No. 1250: Meetings: Recommended Order of Business, as revised.
   Advisory Vote: Aye

Q. FUTURE BOARD MEETING DATES
   Wednesday, April 21, 2010 (Regular Board meeting) – 6:00 p.m. (Begin Evaluation of Board of Trustees)
   Thursday, May 6, 2010 (Regular Board meeting) – 10:45 a.m.
   Wednesday, May 19, 2010 (Regular Board meeting) – 6:00 p.m.

MOTION: ON MOTION OF Dr. Fellow and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to schedule a Board of Trustees meeting for Presidential search interviews on Saturday, May 8, 2010, convening at 9:00 a.m.
   Advisory Vote: Aye

R. FUTURE AGENDA ITEMS
   Mr. Baum requested the following:
   ● Osher Challenge Grant opportunity.

VI. ADJOURNMENT
   Dr. Bradbury-Huang adjourned Meeting No. 8 at 10:30 p.m.
MOTIONS CARRIED AT MEETING NO. 8 – April 7, 2010

1. Approval of the Minutes of Meeting No. 7, Regular Business Meeting, held on March 17, 2010.

2. Approval of Consent Items 11-S through 12-S; 14-I through 15-I; 139-B through 145-B; and 107-P through 112-P, with Consent Item 111-P held for a separate vote.

3. Approval of Consent Item 111-P, the Employment of the Supervisor, Community Business Center.

4. Approval of Consent Item 111-P, the Employment of the Supervisor, Payroll.

5. Approval to nominate the following candidates to the California Community College Trustees (CCCT) Board: Louise Jaffe, Nancy Chadwick, Cy Gulassa, Isabel Barreras, Jerry Hart and Walter G. Howald.

6. Approval to nominate the following candidate to the CCCT Board: Donald L. Singer.

7. Approval to gratefully accept the recommendation of the Screening Committee that the search process go forward; to additionally thank each member of the Screening Committee for their diligence with respect to all aspects of the search.

8. Approval of Draft Two of the Presidential Search Sample Campus Forum Schedule for Finalists, as amended.

9. Approval of the acceptance of Assemblymember Warren Furutani as the commencement speaker on June 18, 2010.

10. Approval of the Board of Trustees Self-Assessment document, as revised.

11. Approval of Bylaw No. 1250: Meetings: Recommended Order of Business, as revised.

12. Approval to schedule a Board of Trustees meeting for Presidential search interviews on Saturday, May 8, 2010, convening at 9:00 a.m.

Submitted by:

Lisa Sugimoto, Secretary
Board of Trustees