NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, May 19, 2010

6:45 P.M. CLOSED SESSION
7:45 P.M. OPEN SESSION

MEETING NO. 14

REGULAR BUSINESS MEETING

Creveling Lounge
Pasadena City College
1570 East Colorado Boulevard
Pasadena, California 91106

Enclosed is the Agenda for Meeting No. 14, a Regular Business Meeting. The Open Session will begin at 6:45 P.M. with the Call to Order, Roll Call and Public Comment on Closed Session items. Closed Session will follow. Open Session will resume at 7:45 P.M. The Board will meet in Creveling Lounge at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES  
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
REGULAR BUSINESS MEETING NO. 14  
Wednesday, May 19, 2010  
6:45 P.M. Closed Session  
7:45 P.M. Open Session  
Pasadena City College  
Creveling 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
   Government Code §54956.9(b)
   Government Code §54957.6
   Public Employee Appointment (College President)
   Pending Litigation
   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. 11, Regular Business Meeting, May 6, 2010
      Meeting No. 12, Regular Meeting, May 8, 2010
      Meeting No. 13, Special Meeting, May 13, 2010
   F. APPROVAL OF CONSENT ITEMS (see page 3, attached)
   G. STATE OF THE COMMUNITY COLLEGE SYSTEM - SCOTT LAY, PRESIDENT AND CEO, COMMUNITY COLLEGE LEAGUE OF CALIFORNIA: PRESENTATION AND DISCUSSION
   H. BUDGET UPDATE: PRESENTATION AND DISCUSSION
   I. PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION
J. RESOLUTION SUPPORTING CLASSIFIED SCHOOL EMPLOYEE WEEK: DISCUSSION WITH POSSIBLE ACTION

K. GOAL SETTING: DISCUSSION WITH POSSIBLE ACTION

L. ARCC REPORT: PRESENTATION AND DISCUSSION WITH POSSIBLE ACTION

M. ACADEMIC CALENDAR 2011-2012: DISCUSSION WITH POSSIBLE ACTION

N. ADOPT RESOLUTION NO. 457 TO AUTHORIZE AND APPROVE THE BORROWING OF FUNDS FOR FISCAL YEAR 2010-2011; THE ISSUANCE AND SALE OF A 2010-2011 TAX AND REVENUE ANTICIPATION NOTE THEREFOR AND PARTICIPATION IN THE LOS ANGELES COUNTY SCHOOLS POOLED FINANCING PROGRAM - TAX AND REVENUE ANTICIPATION NOTES: DISCUSSION WITH POSSIBLE ACTION

O. METHOD BY WHICH ENROLLMENT NUMBERS ARE COMPUTED AND REPORTED TO THE STATE (AUDIT FINDING RESPONSE): PRESENTATION AND DISCUSSION

P. FUTURE BOARD MEETING DATES

Tuesday, May 25, 2010 (Regular Board meeting) – 5:30 p.m.
Wednesday, June 2, 2010 (Regular Board meeting) – 6:00 p.m.
Friday, June 4, 2010 (Regular Board meeting) – 5:30 p.m.
Wednesday, June 16, 2010 (Regular Board meeting) – 6:00 p.m.

Q. FUTURE AGENDA ITEMS

VI. ADJOURNMENT
CONSENT ITEMS

18-I Approval for Instructional Activity for Math, Engineering, Science Achievement (MESA) – Year-end Ceremony, June 4, 2010

162-B Amend Contract
163-B Approve Purchasing Transactions
164-B Reporting and Approval of Revolving Fund Reimbursement
165-B Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2009-2010 Fiscal Year
166-B Approve Staff Development Activities

123-P Approve/Ratify Stipends for Classified and Unclassified Personnel
124-P Approve/Ratify Stipends for Academic Personnel
125-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
126-P Approval of Contracts: Academic Coordinators and Directors, Division, Associate, and Assistant Deans, 2010-2011
127-P Approval of Contract: Vice President for Instruction
128-P Approval of Interim Administrative Contracts
129-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2010-2011
130-P Amend Consent Item 80-P, February 3, 2010 – Sabbatical Leaves, 2010-2011
I. CALL TO ORDER, ROLL CALL
The meeting was called to order at 5:31 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
Mr. John Martin
Mr. Brian Abadia, Student Trustee

Trustee Excused
Dr. Jeanette Mann

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
Mr. Abadia led the Pledge of Allegiance.
B. INTRODUCTIONS
Dr. Sugimoto presented Phi Theta Kappa Honor Society 2010 All USA Academic Team certificates to Deanna O’Bryan and Solomon Abdella.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was no public comment.

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

Mr. William Thomson, Trustee
- Reported that at a meeting of members of the Foundation Executive Committee, recruitment of an interim Executive Director of College Advancement was approved.
- Reported that the Board of Trustees/Academic Senate Lecture-Performance Award was given to Richard Kuller (Performing and Communication Arts, Theater and Dance) on May 4, 2010.
- Attended the Pasadena Bioscience Collaborative open house on May 3, 2010.

Mr. Geoffrey Baum, Trustee
- Attended the May 3-4, 2010 Board of Governors Meeting: received the system budget update from Vice Chancellor Erik Skinner; received the presentation from Chancellor Charles Reed from the California State University system; reported the CSUs and UCs are simplifying the transfer process; discussed a system of pre-requisites required for classes; discussed the legislative proposal that will require funding based on average daily attendance taken upon course completion; received a presentation from Diego Navarro, PCC alumnus, on the Academy for College Excellence program; and discussed the recently-issued Accountability Reporting for Community Colleges (ARCC).
- Reported that at the 2010 Annual Trustees Conference held April 30-May 2, 2010, Dr. Jeanette Mann was elected first vice president of the California Community College Trustees, Community College League of California; attended the presentation by Juan Gutierrez, Director, Public Relations, entitled “Managing the Message of Program Cuts and Access”.
- Reported that at the May 4, 2010 meeting of the West Pasadena Residents Association, David McCabe, Teacher Preparation program director, was thanked. Mr. McCabe and his students have been providing tutoring and other support services at the San Rafael Elementary school.
- Attended a benefit for the mentoring program for youth development at Muir High School with Trustees Brown and Thomson.

Mr. John Martin, Trustee
- Will not be able to attend the Ad Hoc Budget Committee meeting on May 13, 2010 due to a schedule conflict and asked if another board member would be available to attend the meeting.

Ms. Berlinda Brown, Trustee
- Attended the Adelante Mujer Latina Conference on April 24, 2010.
- Attended the 2010 Annual Trustees Conference in Long Beach on April 30, 2010.
- Attended the first Task Force 5 accreditation meeting on May 3, 2010.

Mr. Brian Abadia, Student Trustee
- Reported that the Associated Students Board has applied for a $5,000 Pepsi Cola grant.
- Reported that he participated in the presidential search candidate interviews.
- Introduced Paimon Mohammadian, President of Chicanos/Latinos Advancing in the Values of Education (CLAVE), a President’s Ambassador and a member of Alpha Gamma Sigma (AGS); Mozzam Saleem, a member of the Associated Students (AS) Lobby Committee, AS Finance Committee and...
AGS; and Marco Valadez, former President of CLAVE and a member of AGS.

- Announced that Michael Lance, Associated Students Chief Justice of the Supreme Council, was accepted to the University of Chicago.

**Mr. Allen Tsay, Associated Students**

- Introduced the PCC Forensics team which won eight national championships and three team sweepstakes awards at the 2010 Phi Rho Pi National Championship held in April in New Orleans. Stephanie Fleming, Instructor, Performing and Communication Arts Division and PCC Forensic program co-director, thanked the Board of Trustees and the College for the continued support of the PCC Forensics program.
- Introduced members of the Associated Students Board and the Associated Students Lobby Committee.

**Mr. John Lindemann, Classified Senate**

- Reported that Classified Days held on April 28-29, 2010 were successful and thanked the presenters.
- Reported that the Classified Senate meeting will be held May 19, 2010 at the Community Education Center and the Classified Senate general meeting will be held May 20, 2010, 2:00-3:30 p.m. in C-233, where the scholarship award will be presented.

**Dr. James Bickley, Academic Senate**

- Reported that the Board of Trustees/Academic Senate Lecture-Performance Award was given to Richard Kuller (Performing and Communication Arts, Theater and Dance) on May 4, 2010.
- Reported that Edward Martinez, Counseling and Career Services, will be the 2010-2011 Academic Senate President.
- Reported that faculty are being actively recruited to become more involved in shared governance, Academic Senate leadership and committee roles.

**Ms. Ellen Ligons, Management Association**

- Announced that the Annual Management Retirement breakfast will be held on June 17, 2010 at 7:30 a.m. at the Brookside Golf Course.

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

- Congratulated the Women's Badminton team on capturing the first Southern California Regional championship, defeating San Diego City College, 12-9.
- Thanked PCC Board members, faculty and staff for their support of the College at the Pasadena Bioscience Collaborative open house on May 3, 2010.
- Announced that the Foundation Grants and Mini-Grants reception will be held on May 7, 2010 at 5:00 p.m. in the Circadian.
- Announced that the performance by the composer-in-residence, Morten Lauridsen, will be held on May 7, 2010 at 8:00 p.m. in Harbeson Hall.
- Announced that the General Scholarship awards reception will be held on May 20, 2010 at 6:00 p.m. in Creveling.
- Announced that the Omicron Mu Delta Tapping and Reunion Ceremony will be held on May 21, 2010 at 6:00 p.m. in Creveling.
- Congratulated Brian Abadia on his acceptance to UC Berkeley.

**E. APPROVAL OF MINUTES**

**Meeting No. 9, Regular Business Meeting, April 21, 2010**

Mr. Baum suggested the following corrections:

p.2, Agenda Item D, Report from Dr. Anthony Fellow, Trustee:

"...Congressman David Dreier's staff..."

p. 5, Agenda Item J, Osher Challenge Grant opportunity:

"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, endorse and support Pasadena City College’s efforts to meet the Osher Challenge Grant opportunity goal."

Meeting No. 10, Special Meeting, April 21, 2010

**MOTION:** ON MOTION OF Dr. Fellow and seconded by Ms. Brown, the Board voted by a unanimous vote of the six members present to approve the Minutes of Meeting No. 9, Regular Business Meeting, held on April 21, 2010, as amended; and Minutes of Meeting No. 10, Special Meeting, held on April 21, 2010.

Advisory Vote: Aye

F. **APPROVAL OF CONSENT ITEMS**

14-S: Approval of Student Travel – Upward Bound Classic Program (College Tours), Northern California, August 1-5, 2010

Ms. Brown asked how students are selected for Upward Bound programs. Dr. Sugimoto replied that first generation college students who show potential and meet federal poverty guidelines are eligible for the Upward Bound Classic program.

154-B: Approve Contracts

Mr. Thomson asked about PCC’s role in the North Valley Biotechnology Center, American River College contract. Dr. Jacobs replied that PCC is the fiscal agent.

Mr. Baum asked for a separate vote on Contract Number B-97748-0, Royce Carlton, Inc.

121-P: Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2009-2010

Mr. Baum recognized faculty member Jay Hern’s 49 years of service.

**MOTION:** ON MOTION OF Dr. Fellow and seconded by Mr. Thomson, the Board voted by a unanimous vote of the six members present to approve Consent Items 14-S; 16-I and 17-I; 154-B through 161-B; and 118-P through 121-P, with Consent Item 154-B, Contract Number B-97748-0, Royce Carlton, Inc., withdrawn for a separate vote.

Advisory Vote: Aye

**MOTION:** ON MOTION OF Dr. Fellow and seconded by Ms. Brown, the Board voted by four affirmative votes [Bradbury-Huang, Brown, Fellow, Thomson] and two negative votes [Baum, Martin] to approve Consent Item 154-B, Contract Number B-97748-0, Royce Carlton, Inc.

Advisory Vote: Aye

G. **POLICY 4630: STUDENT SERVICE FUND: PRESENTATION AND DISCUSSION WITH POSSIBLE ACTION**

There was public comment from Mary Ann Laun, Dean, Library; Jimmy Recinos, a PCC student; Glenna Watterson, Natural Sciences Division; and Jamie Hammond, a PCC student.

Allen Tsay, Associated Students President, and Michael Lance, Associated Students Chief Justice of the Supreme Council, gave a presentation on Policy 4630, the Student Service Fund.

Mr. Baum made a motion, seconded by Mr. Thomson, to approve Policy 4630, the Student Service Fund. Mr. Baum made a friendly amendment, accepted by Mr. Thomson, to have a full accounting of the student service fund revenue and
how it is expended to be brought to the Board of Trustees in May 2011.
Mr. Baum acknowledged the work done on the policy by Christina Javier,
Associated Students President (2009-2010) and John Campo, Student Trustee
(2009-2010).

Mr. Martin suggested that the amount of the student activity fee, and percentage
breakdown, could be included on the policy and not on the procedures.

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the
Board voted by five affirmative votes [Baum, Bradbury-Huang, Brown,
Fellow, Thomson] and one negative vote [Martin] to approve Policy
4630, Student Service Fund, with a full accounting of the student
service fund revenue and how it is expended to be brought to the
Board of Trustees in May 2011.
Advisory Vote: Aye

H. UPDATE FROM STUDENTS: PRESENTATION AND DISCUSSION
Erica Liang, Vice President, Student Services, Michael Lance, Chief Justice of
the Supreme Council, and Jason Herbert, Vice President, Academic Affairs, gave
an update on student activities.

I. VETERANS: PRESENTATION
There was public comment from PCC students and veterans Christopher
Villatoro, Magdalena Sanchez, Jorge Zamora, Stephen Soto, Cameron White
and Eric Bardallis.

Ms. Carol Calandra, President of the Veterans Club, gave a presentation on the
veterans at PCC. Dr. Harold Martin, advisor to the Veterans Club, gave a
presentation on veterans' issues.

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 7:37 p.m.

IV. CLOSED SESSION

Government Code §54957 Public Employee Appointment (College
President)
Government Code §54957 Employee Discipline, Dismissal, Release
(One Employee)
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 9:11 p.m.

Consent Item 122-P: Employee Discipline (1) – CLOSED SESSION

MOTION: ON MOTION OF Mr. Martin and seconded by Dr. Fellow, the
Board voted by a unanimous vote of the six members present to
approve Consent Item 122-P, Employee Discipline (1).
Advisory Vote: Aye

J. PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION
Dr. R. Stanton Hales, Senior Consultant, Academic Search, Inc., provided an
update on the progress of the presidential search.
K. **BUDGET UPDATE: PRESENTATION AND DISCUSSION**
Dr. van Pelt presented a budget update.

L. **AUTHORIZATION TO TRANSMIT THIRD QUARTERLY FINANCIAL STATUS REPORT: DISCUSSION WITH POSSIBLE ACTION**

**MOTION:** ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted by a unanimous vote of the six members present to approve the Authorization to Transmit Third Quarterly Financial Status Report.
Advisory Vote: Aye

M. **GOAL SETTING: DISCUSSION WITH POSSIBLE ACTION**
Mr. Baum suggested adding a goal “To recruit and facilitate the transition of a new Pasadena City College president”, and changing 2008-2009 to 2010-2011.

Dr. Bradbury-Huang suggested adding “invites metrics on the issues of efficiency and effectiveness” as an additional goal and amending goal #5 to read “Continue the dialogue regarding the development and implementation of Board protocols and norms extending to work with the campus community and administration”.

Dr. Bradbury-Huang also suggested amending goal #7 to read “Adopt a multi-year balanced budget with a prudent reserve while supporting student success through a sustained fiscal crisis”.

N. **PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE POLICE OFFICERS' ASSOCIATION (PCC/POA) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: DISCUSSION**
Dr. Bradbury-Huang opened the hearing. Since no one wished to address the Board on the item, the hearing was closed.

O. **PUBLIC HEARING REGARDING INITIAL BARGAINING COUNTER PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE POLICE OFFICERS' ASSOCIATION (PCC/POA): DISCUSSION**
Dr. Bradbury-Huang opened the hearing. Since no one wished to address the Board on the item, the hearing was closed.

P. **PUBLIC HEARING AND APPROVAL OF CONTRACT FOR 2008-2009 BETWEEN THE PASADENA CITY COLLEGE FACULTY ASSOCIATION (PCC/FA) AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: 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.

**MOTION:** ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted by a unanimous vote of the six members present to approve the Contract for 2008-2009 between the Pasadena City College Faculty Association (PCC/FA) and the Pasadena Area Community College District.
Advisory Vote: Aye

Q. **FUTURE BOARD MEETING DATES**
Saturday, May 8, 2010 (Board meeting – Presidential interviews) – 9:00 a.m.
Wednesday, May 19, 2010 (Regular Board meeting) – 6:00 p.m.
Mr. Baum requested to join the closed session for the June 2, 2010 regular Board meeting via teleconference as he will be out of the state.

R. FUTURE AGENDA ITEMS

Dr. Fellow requested the following:
- Workshop on board agendas and procedures

Mr. Baum requested the following:
- Recommendations on veterans issues

Mr. Tsay requested that sustainability, veterans and transfers be added to the Board of Trustees' Annual Goals for 2010-2011.

VI. ADJOURNMENT

Dr. Bradbury-Huang adjourned Meeting No. 11 at 9:34 p.m.
1. Approval of the Minutes of Meeting No. 9, Regular Business Meeting, held on April 21, 2010, as amended; and Minutes of Meeting No. 10, Special Meeting, held on April 21, 2010.

2. Approval of Consent Items 14-S; 16-I and 17-I; 154-B through 161-B; and 118-P through 121-P, with Consent Item 154-B, Contract Number B-97748-0, Royce Carlton, Inc., withdrawn for a separate vote.

3. Approval of Consent Item 154-B, Contract Number B-97748-0, Royce Carlton, Inc.

4. Approval of Policy 4630, Student Service Fund, with a full accounting of the student service fund revenue and how it is expended to be brought to the Board of Trustees in May 2011.

5. Approval of Consent Item 122-P, Employee Discipline (1).

6. Approval of the Authorization to Transmit Third Quarterly Financial Status Report.

7. Approval of the Contract for 2008-2009 between the Pasadena City College Faculty Association (PCC/FA) and the Pasadena Area Community College District.

Submitted by:

Lisa Sugimoto, Secretary
Board of Trustees
REVISED AGENDA

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I. CALL TO ORDER AND ROLL CALL (5:30 p.m.)

II. OPEN SESSION

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. 9, Regular Business Meeting, April 21, 2010
   Meeting No. 10, Special Meeting, April 21, 2010

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

G. POLICY 4630: STUDENT SERVICE FUND: PRESENTATION AND DISCUSSION WITH POSSIBLE ACTION

H. UPDATE FROM STUDENTS: PRESENTATION AND DISCUSSION

I. VETERANS: PRESENTATION

III. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

IV. CLOSED SESSION

   Government Code §54957
   Government Code §54957
   Government Code §54957.6
   Public Employee Appointment (College President)
   Employee Discipline, Dismissal, Release (One Employee)
   Labor Negotiations (PCCFA; CSEA 777; ISSU; POA; Confidentials; Management Association); Engeldinger
V. OPEN SESSION

J. PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION

K. BUDGET UPDATE: PRESENTATION AND DISCUSSION

L. AUTHORIZATION TO TRANSMIT THIRD QUARTERLY FINANCIAL STATUS REPORT: DISCUSSION WITH POSSIBLE ACTION

M. GOAL SETTING: DISCUSSION WITH POSSIBLE ACTION

N. PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE POLICE OFFICERS’ ASSOCIATION (PCC/POA) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: DISCUSSION

O. PUBLIC HEARING REGARDING INITIAL BARGAINING COUNTER PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE POLICE OFFICERS’ ASSOCIATION (PCC/POA): DISCUSSION

P. PUBLIC HEARING AND APPROVAL OF CONTRACT FOR 2008-2009 BETWEEN THE PASADENA CITY COLLEGE FACULTY ASSOCIATION (PCC/FA) AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: DISCUSSION WITH POSSIBLE ACTION

Q. FUTURE BOARD MEETING DATES

Saturday, May 8, 2010 (Board meeting – Presidential interviews) – 9:00 a.m.
Wednesday, May 19, 2010 (Regular Board meeting) – 6:00 p.m.

R. FUTURE AGENDA ITEMS

VI. ADJOURNMENT
CONSENT ITEMS

14-S  Approval of Student Travel – Upward Bound Classic Program (College Tours), Northern California, August 1-5, 2010

16-I  Approval of Instructional Trip for Electricity 12, 240ABCD, 248ABCD, May 13-16, 2010

17-I  Ratify and Approve Career and Technical Education Activities

154-B  Approve Contracts
155-B  Approve Staff Development Activities
156-B  Reporting and Approval of Revolving Fund Reimbursement
157-B  Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
158-B  Budget Augmentation
159-B  Accept Notice of Completion, C-2899-8, Douglas E. Barnhart, Inc.
160-B  Approve Purchasing Transactions
161-B  Authorization to Solicit Bids: Video Security Equipment and Installation

118-P  Approve/Ratify Stipends for Classified and Unclassified Personnel
119-P  Quarterly Report of Hourly Unclassified Employees, Student Workers, and Volunteers Hired for Fiscal Year 2009-2010

120-P  Approve/Ratify Stipends for Academic Personnel
121-P  Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2009-2010

122-P  Employee Discipline (1) – CLOSED SESSION
Meeting No. 12
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 12 on Saturday, May 8, 2010, at the Athenaeum at Caltech, 551 South Hill Avenue, Pasadena, California 91106.

I. OPEN SESSION

A. CALL TO ORDER
   The meeting was called to order at 9:01 a.m. by Dr. Hilary Bradbury-Huang, President.

B. 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
   Mr. John Martin
   Mr. Brian Abadia, Student Trustee

   Trustee Excused
   Dr. Jeanette Mann

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

D. PUBLIC COMMENT ON NON-AGENDA ITEMS
   There was no public comment.

E. 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 9:03 a.m.

II. CLOSED SESSION

   Government Code §54957 Appointment or Employment (College President)
III. OPEN SESSION
Dr. Bradbury-Huang reconvened the Open Session at 8:34 p.m. and reported that no action was taken in Closed Session.

F. ADJOURNMENT
Dr. Bradbury-Huang adjourned Meeting No. 12 at 8:35 p.m.
AGENDA

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I. OPEN SESSION (9:00 a.m.)
   A. CALL TO ORDER
   B. ROLL CALL
   C. PLEDGE OF ALLEGIANCE
   D. PUBLIC COMMENT ON NON-AGENDA ITEMS
   E. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

II. CLOSED SESSION
   Government Code §54957 Appointment or Employment (College President)

III. OPEN SESSION
   F. ADJOURNMENT
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Special Meeting No. 13 on Thursday, May 13, 2010, in the Presidents' Conference Room, Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106 and at the teleconference site of the Ojai Valley Inn (lobby), 905 Country Club Road, Ojai, California 93023.

I. OPEN SESSION

A. CALL TO ORDER
The meeting was called to order at 1:00 p.m. by Dr. Hilary Bradbury-Huang, President.

B. 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
Mr. John Martin (at teleconference site)

Trustee Excused
Dr. Jeanette Mann
Mr. Brian Abadia, Student Trustee

C. PLEDGE OF ALLEGIANCE
Dr. Bradbury-Huang led the Pledge of Allegiance.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was no public comment.

E. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
There was no public comment on the closed session item.

Dr. Bradbury-Huang adjourned the Board to Closed Session at 1:03 p.m.
II. CLOSED SESSION

Government Code §54957  Appointment or Employment (College President)

III. OPEN SESSION

Dr. Bradbury-Huang reconvened the Open Session at 2:13 p.m. and reported that no action was taken in Closed Session.

F. ADJOURNMENT

Dr. Bradbury-Huang adjourned Meeting No. 13 at 2:14 p.m.
I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEM (1:00 p.m.)
   A. PLEDGE OF ALLEGIANCE
   B. 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.

II. CLOSED SESSION
   Government Code §54957
   Appointment or Employment (College President)

III. ADJOURNMENT
<table>
<thead>
<tr>
<th>Topic</th>
<th>Tab</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUDGET UPDATE</td>
<td>H</td>
</tr>
<tr>
<td>RESOLUTION SUPPORTING CLASSIFIED SCHOOL EMPLOYEE WEEK</td>
<td>J</td>
</tr>
<tr>
<td>ARCC REPORT</td>
<td>L</td>
</tr>
<tr>
<td>ACADEMIC CALENDAR 2011-2012</td>
<td>M</td>
</tr>
<tr>
<td>ADOPT RESOLUTION NO. 457</td>
<td>N</td>
</tr>
<tr>
<td>METHOD BY WHICH ENROLLMENT NUMBERS ARE COMPUTED</td>
<td>O</td>
</tr>
</tbody>
</table>
Board Agenda Item H: Budget Update

Board Meeting: May 19, 2010

Recommendation: The Total Compensation Model is provided to the Board for information and discussion.

Fiscal Implications: To be determined.

Background: As part of the budget development process the Total Compensation Model is being completed in order to guide the District in its wages, salaries and benefits expenditures. This model is presented to the Ad Hoc Budget Advisory Committee and will be revised as additional information becomes available.

Approved for Submission to the Board of Trustees by:

[Signature]

Superintendent/President
In developing a budget that is responsive in a near real-time mode, and in consideration of the fact that 90% of our Unrestricted General Fund (01) is expended on wages, salaries and benefits, it is critical that the District accurately manages its Total Compensation Model (TCM). In making it more responsive, and simultaneously more transparent, the model was revised to show more data, and thereby the methodologies by which the “bottom-line” impacts on the District were derived.

The latest draft version of the model is included on the reverse of this page. Please note that it is a work in progress. As additional information is gathered, the model will be updated. Any number in red represents our best estimate at this time. As real data is collected, those numbers will be changed to black.

The upper section shows new revenues. Typically they break into two categories: Cost of Living Adjustments (COLAs) and Growth. The growth portion is intended to provide additional funding to accommodate increased enrollment. In previous years, the District would hire the faculty required to handle the increased enrollment, then would often add some portion of the growth money for employee raises. As a result, the proportion of wages, salaries and benefits as a proportion of the overall budget has increased from about 85% to the current 90%. This trend must be reversed in order to ensure the District’s ability to properly function. The 85% number is far more sustainable over the long-term. Therefore, the TCM includes a function to set the percentage of growth funds that should be made available for increases in wages, salaries and benefits.

The bottom section of the model reflects changes in expenditures, beginning with newly funded or unfunded positions. Through the careful management of open positions, it will be possible for the District to both control costs and to adapt to changing times through reshaping the organization. Whereas in the past the District was status quo based (this year’s organization was a reflection of last year’s organization, with modest changes), this new methodology will allow the Strategic Plan to be more quickly implemented by having resources flow in a manner consistent with the planning process.

The next section deals with benefit costs. Please note that the only solid number in the middle column is for Kaiser health care coverage, at a 2.2% increase. The other numbers are estimates.

The Fixed Benefits Costs are self-explanatory. We have been informally advised that CalPERS will increase 1%; however, until we get official notice, that number will remain in red. We have no information regarding STRS. The bottom section deals with Salary Adjustments. It reflects no negotiated raises for any of the bargaining or meet and confer groups.

The grand total line reflects the difference between new revenues and expected expenditures. The desire is to keep that number as close to zero as possible, meaning that compensation levels are budgetarily sustainable.

Respectfully submitted,

Richard P. van Pelt, Ph.D.
Interim Vice President, Administrative Services
## Total Compensation Model

### Revenues and Expenditures

**2010 - 2011**

**DRAFT -- MAY 14, 2010**

### Increase (Decrease) in Compensation Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget Basis</th>
<th>Change to Budget Basis</th>
<th>Applied Adjustment</th>
<th>2010-11 Total (Impact)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010-11 State-Funded Cost of Living Adjustment (COLA)</td>
<td>$ 77,471,000</td>
<td>-0.38%</td>
<td>$ (405,707)</td>
<td>$ 77,065,293</td>
</tr>
<tr>
<td>2010-11 Growth - based Support (e.g., longevity, stipends, salary adjustment, etc.)</td>
<td>$ 2,309,208</td>
<td>-50%</td>
<td>$ 1,154,706</td>
<td>$ 1,324,502</td>
</tr>
<tr>
<td><strong>Total Additional Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td>$ 1,441,796</td>
</tr>
</tbody>
</table>

### Increase (Decrease) in Compensation Expenses

**Newly Funded (Unfunded) Employees**

- **Full-time Faculty Obligation (FILON)**: $64,221
- **Adjunct Faculty**: $16,512,260 (3.50% decrease)
- **Long-term Substitutes**: $7,570,700 (2.00% decrease)
- **Administrators/Managers**: $23,960,313 (1.00% decrease)
- **Part-time Classified/Hourly**: $2,764,585 (2.00% decrease)

**Total Newly Funded (Unfunded) Employees**: $1,024,251

**2010-11 Step/Column/Longevity Advancements**: $83,729,388 (0.60% increase)

**Board-Approved Equity Adjustments**

**Health Benefits Costs**

- **Blue Cross (PPO)**: $6,462,539 (12.00% increase)
- **Blue Cross CACare (HMO)**: $437,232 (12.00% increase)
- **Kaiser**: $2,085,393 (2.20% increase)
- **Dental**: $1,392,521 (5.00% increase)
- **Vision**: $116,612 (5.00% increase)
- **Other - Life Insurance**: $240,411 (6.00% increase)

**Total Health Benefits Costs**: $10,734,928

**Fixed Benefits Costs**

- **State Teachers' Retirement System (STRS)**: $37,917,814 (1.00% increase)
- **Public Employees' Retirement System (CalPERS)**: $23,960,313 (1.00% increase)
- **Old Age, Survivors and Disability Insurance (OASDI)**: $2,085,393
- **Unemployment Insurance**: $80,964,825 (0.42% increase)
- **Workers' Compensation**: $340,052
- **Cash in Lieu of Benefits**: $5,842
- **Accumulation Program for Part-Time and Limited-Service Employees (APPLE)**: $16,512,660
- **Income Protection (Long-term Disability)**: $163,364
- **Adjustment to Fixed Benefits for Salary Increase**: $0.00%

**Total Fixed Benefits Costs**: $159,518,978

**Salary Adjustments**

- **PCC Faculty Association - Fulltime**: $34,044,474
- **PCC Faculty Association - Overload**: $3,873,340
- **PCC Faculty Association - Adjunct**: $16,512,660
- **Institutional Support Services Unit (ISSU)**: $12,658,790
- **CSEA 777**: $4,079,824
- **Police Officers' Association**: $580,068
- **Administrators/Managers**: $7,570,700
- **Confidential Employees**: $644,169
- **Others - Hourly & Overtime**: $2,704,563

**Total Existing Employee Salary Costs**: $83,729,388

**Total Additional Compensation Expenditures**: $1,441,796

**Unallocated (Overallocated) Revenues**: $37,646

---

**Notation**: District contributing $1.4 million to Retiree Health Benefits

**Red Numbers**: Best estimates currently available

5/14/2010
<table>
<thead>
<tr>
<th><strong>Board Agenda Item J:</strong></th>
<th>Resolution Supporting Classified School Employee Week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Board Meeting:</strong></td>
<td>May 19, 2010</td>
</tr>
<tr>
<td><strong>Recommendation:</strong></td>
<td>It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt the Resolution Supporting Classified School Employee Week.</td>
</tr>
<tr>
<td><strong>Fiscal Implications:</strong></td>
<td>None.</td>
</tr>
<tr>
<td><strong>Background:</strong></td>
<td>Classified School Employee Week began as a resolution at the California School Employees Association's (CSEA) Annual Conference in 1984. In 1986, it was adopted as California Senate Bill 1552 and decreed to be an official recognition of classified school employees. Since 1986, California has taken the third week in May to honor the invaluable contributions of classified school employees.</td>
</tr>
</tbody>
</table>

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
RESOLUTION SUPPORTING CLASSIFIED SCHOOL EMPLOYEE WEEK

WHEREAS, classified professionals provide valuable services to the school and students of the Pasadena Area Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Pasadena Area Community College District students; and

WHEREAS, classified professionals employed by the District strive for excellence in all areas relative to the educational community;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the State of California and in the Pasadena Area Community College District and declares the week of May 16-22, 2010 as Classified School Employee Week in the Pasadena Area Community College District.

ADOPTED this 19th day of May, 2010

President, Board of Trustees
Pasadena Area Community College District
Board Agenda Item L: Accountability Reporting for Community Colleges (ARCC)

Board Meeting: May 19, 2010

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, receive the Accountability Reporting for Community Colleges (ARCC) annual report.

Fiscal Impact: None

Background: Annually, the Chancellor's Office requires staff to present to the Board of Trustees the ARCC data and report which provides an indication of how the college is progressing in a variety of educational service delivery areas. The Board of Trustees is required to acknowledge receipt of the ARCC data and report.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
### Table 1.1: Student Progress and Achievement Rate

Percentage of first-time students who showed intent to complete and who achieved any of the following outcomes within six years: Transferred to a four-year college; or earned an AA/AS; or earned a Certificate (18 units or more); or achieved "Transfer Directed" status; or achieved "Transfer Prepared" status. (See explanation in Appendix B.)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Progress and Achievement Rate</td>
<td>59.5%</td>
<td>58.4%</td>
<td>58.8%</td>
</tr>
</tbody>
</table>

### Table 1.1a: Percent of Students Who Earned at Least 30 Units

Percentage of first-time students who showed intent to complete and who earned at least 30 units while in the California Community College System. (See explanation in Appendix B.)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent of Students Who Earned at Least 30 Units</td>
<td>78.5%</td>
<td>77.9%</td>
<td>80.5%</td>
</tr>
</tbody>
</table>

### Table 1.2: Persistence Rate

Percentage of first-time students with a minimum of six units earned in a Fall term and who returned and enrolled in the subsequent Fall term anywhere in the system. (See explanation in Appendix B.)

<table>
<thead>
<tr>
<th></th>
<th>Fall 2005 to Fall 2006</th>
<th>Fall 2006 to Fall 2007</th>
<th>Fall 2007 to Fall 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Persistence Rate</td>
<td>76.1%</td>
<td>77.8%</td>
<td>76.9%</td>
</tr>
</tbody>
</table>
### Student Progress and Achievement: Vocational/Occupational/Workforce Development

**Table 1.3:**
Annual Successful Course Completion Rate for Credit Vocational Courses

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vocational Courses</td>
<td>71.4%</td>
<td>72.2%</td>
<td>73.1%</td>
</tr>
</tbody>
</table>

See explanation in Appendix B.

### Pre-Collegiate Improvement: Basic Skills, ESL, and Enhanced Noncredit

**Table 1.4:**
Annual Successful Course Completion Rate for Credit Basic Skills Courses

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Skills Courses</td>
<td>61.0%</td>
<td>63.8%</td>
<td>65.7%</td>
</tr>
</tbody>
</table>

See explanation in Appendix B.

**Table 1.5:**
Improvement Rates for ESL and Credit Basic Skills Courses

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL Improvement Rate</td>
<td>67.6%</td>
<td>69.2%</td>
<td>67.8%</td>
</tr>
<tr>
<td>Basic Skills Improvement Rate</td>
<td>55.1%</td>
<td>51.5%</td>
<td>53.6%</td>
</tr>
</tbody>
</table>

See explanation in Appendix B.

**Table 1.6:**
Career Development and College Preparation (CDCP) Progress and Achievement Rate

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CDCP Progress and Achievement Rate</td>
<td>7.6%</td>
<td>10.8%</td>
<td>9.3%</td>
</tr>
</tbody>
</table>

See explanation in Appendix B.
## College Profile

### Table 1.7: Annual Unduplicated Headcount and Full-Time Equivalent Students (FTES)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Unduplicated Headcount</td>
<td>43,081</td>
<td>44,091</td>
<td>45,324</td>
</tr>
<tr>
<td>Full-Time Equivalent Students (FTES)*</td>
<td>22,290</td>
<td>23,017</td>
<td>24,055</td>
</tr>
</tbody>
</table>

*FTES data for 2006-2007 and 2007-2008 are based on the FTES recalculation. FTES data for 2008-2009 are based on the FTES annual data. The 2008-2009 recalculation data were not available at the time of this report.

### Table 1.8: Age of Students at Enrollment

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>19 or less</td>
<td>29.7%</td>
<td>31.0%</td>
<td>31.3%</td>
</tr>
<tr>
<td>20 - 24</td>
<td>32.3%</td>
<td>31.6%</td>
<td>31.7%</td>
</tr>
<tr>
<td>25 - 49</td>
<td>32.4%</td>
<td>31.6%</td>
<td>31.6%</td>
</tr>
<tr>
<td>Over 49</td>
<td>5.7%</td>
<td>5.8%</td>
<td>5.3%</td>
</tr>
<tr>
<td>Unknown</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

### Table 1.9: Gender of Students

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>55.3%</td>
<td>55.1%</td>
<td>54.1%</td>
</tr>
<tr>
<td>Male</td>
<td>44.3%</td>
<td>44.5%</td>
<td>45.3%</td>
</tr>
<tr>
<td>Unknown</td>
<td>0.4%</td>
<td>0.4%</td>
<td>0.6%</td>
</tr>
</tbody>
</table>

Source: Chancellor's Office, Management Information System
### Table 1.10: Ethnicity of Students

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>African American</td>
<td>5.7%</td>
<td>5.6%</td>
<td>5.9%</td>
</tr>
<tr>
<td>American Indian/Alaskan Native</td>
<td>0.5%</td>
<td>0.5%</td>
<td>0.5%</td>
</tr>
<tr>
<td>Asian</td>
<td>27.7%</td>
<td>27.5%</td>
<td>26.6%</td>
</tr>
<tr>
<td>Filipino</td>
<td>4.0%</td>
<td>3.9%</td>
<td>3.8%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>32.8%</td>
<td>33.4%</td>
<td>34.0%</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>0.4%</td>
<td>0.4%</td>
<td>0.5%</td>
</tr>
<tr>
<td>Unknown/Non-Respondent</td>
<td>11.0%</td>
<td>11.1%</td>
<td>11.3%</td>
</tr>
<tr>
<td>White Non-Hispanic</td>
<td>17.8%</td>
<td>17.6%</td>
<td>17.3%</td>
</tr>
</tbody>
</table>

Source: Chancellor's Office, Management Information System
## Table 1.11: Peer Grouping

<table>
<thead>
<tr>
<th>Indicator</th>
<th>College's Rate</th>
<th>Peer Group Average</th>
<th>Peer Group Low</th>
<th>Peer Group High</th>
<th>Peer Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Student Progress and Achievement Rate</td>
<td>58.8</td>
<td>59.7</td>
<td>52.4</td>
<td>70.5</td>
<td>A2</td>
</tr>
<tr>
<td>B Percent of Students Who Earned at Least 30 Units</td>
<td>80.5</td>
<td>75.0</td>
<td>68.1</td>
<td>83.8</td>
<td>B4</td>
</tr>
<tr>
<td>C Persistence Rate</td>
<td>76.9</td>
<td>72.6</td>
<td>66.3</td>
<td>77.7</td>
<td>C2</td>
</tr>
<tr>
<td>D Annual Successful Course Completion Rate for Credit Vocational Courses</td>
<td>73.1</td>
<td>74.7</td>
<td>64.5</td>
<td>81.9</td>
<td>D2</td>
</tr>
<tr>
<td>E Annual Successful Course Completion Rate for Credit Basic Skills Courses</td>
<td>65.7</td>
<td>60.0</td>
<td>48.6</td>
<td>66.9</td>
<td>E5</td>
</tr>
<tr>
<td>F Improvement Rate for Credit Basic Skills Courses</td>
<td>53.6</td>
<td>54.2</td>
<td>34.9</td>
<td>69.5</td>
<td>F2</td>
</tr>
<tr>
<td>G Improvement Rate for Credit ESL Courses</td>
<td>67.8</td>
<td>59.3</td>
<td>36.2</td>
<td>78.4</td>
<td>G5</td>
</tr>
</tbody>
</table>

Note: Please refer to Appendices A and B for more information on these rates. The technical details of the peer grouping process are available in Appendix D.
Founded in 1924, Pasadena City College (PCC) is now in its 86th year of service to the Southern California area. The district includes the cities of Altadena, Arcadia, La Canada Flintridge, Pasadena, Rosemead, San Marino, Sierra Madre, South Pasadena, Temple City, and a portion of El Monte. Although this is a densely populated district, 64% of the enrolled credit students come from communities outside of the College's district.

The mission of Pasadena City College is to provide a high quality, academically robust learning environment that encourages, supports and facilitates student learning and success. PCC offers two regular semesters, a summer and winter intersession, distance education, online courses and an enhanced non-credit curriculum to meet the needs of an evolving student body that requires flexibility in scheduling and course offerings.

The 2010 ARCC report provides insight into the progress the college has made in addressing areas where improvement was warranted. The college initiated two collegewide goals for the 2009-2010 academic year that directly relate to the ARCC measures. First, the college set a goal to meet or exceed the peer group average on annual successful course completion rate for credit vocational courses. The 2010 ARCC report indicates the college is making progress. The overall college rate is up by 1% and within 2% of the peer group average. Second, the college set a goal to implement a comprehensive basic skills plan that would address remediation in Math, English and ESL. The college saw a 2% increase in the successful completion of basic skills courses but a 2% decrease in the basic skills improvement rate. The college is 6% above the peer group average in successful course completion rate of basic skills courses and is within 1 % point of the peer group high. Although this is encouraging the college does recognize the need to continue to focus on the overall improvement rate. Additionally the college is 8% above the peer group average on the ESL improvement rate but internally the college saw a one percent decline.

The college will also address basic skills through the implementation of a Basic Skills program review process that will specifically look at success and progression within basic skills coursework. Furthermore in Spring of 2009 the college opened an ESL tutoring center to focus on effectively moving students through the ESL course sequence.

As in previous years PCC continues to do very well in persistence from fall to fall and the percentage of students who earn at least thirty units. In this report the college persistence rate is 76.9%, within one percent of the peer group high and the percent of students who earn at least thirty units is 5% above the peer group average and up 3% internally. The college will continue to seek ways to improve the student progress and achievement rate by focusing on student pathways and core course offerings.
AB1417 (2004) instituted performance measures for California Community Colleges

- System and college specific performance indicators
- First report issued in 2007, that "tested" innovative performance measures
- 2010 report builds on the prior reports with improved data quality
- 8 performance measures
Steady improvement in the Successful Course Completion rate for Credit Vocational courses

- Steady improvement in Successful Course Completion rate of Credit Basic Skills courses

- Noteworthy Improvement in Percent of Students who earned at least 30 units
Transfer Rate* to Baccalaureate Granting Institutions

*Percentage of first-time students with a minimum of 12 units earned who attempted transfer-level Math or English during enrollment who transferred to a Baccalaureate granting institution within six years.

2010 ARCC report has same peer groups as 2009 ARCC report

- Peer Groups are based on exogenous variables (variables outside the control of the individual colleges)
- Six peer groupings for each ARCC indicator
- No peer group for the CDCP* progress and Achievement rate

Peer Groups

*Career Development and College Preparation
PCC above the peer group average on 4 of the 7 peer group indicators

- Percent of students who earned at least 30 units
- Persistence rate
- Annual successful course completion rate for Credit Basic Skills courses
- Improvement rate for Credit ESL courses

- Within 1% of the peer group high on 2 indicators
  - Persistence rate
  - Annual successful course completion rate for credit basic skills courses.

2010 PCC ARCC Peer Group

2010 ARCC Peer Group Analysis
Local Community College Comparison


Local Community College Comparison

2008-2009 Academic Year

Local Community College Comparison
Board Agenda Item M: College Calendar for 2011-2012
Board Meeting: May 19, 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 recommended college calendar for 2011-2012.

Fiscal Impact: There is no cost to the District.

Background: Each year a committee of representatives from the participatory governance groups (Academic Senate, Classified Senate, Associated Students and Management Association); the collective bargaining groups (Faculty Association, ISSU, CSEA 777, PCCPOA); and the Confidentials collegially develop a recommended college calendar. The recommended calendar is then sent to each of the participating groups for formal acceptance. All groups, except the Faculty Association, have accepted the calendar as documented by the attached signature page.

Submitted and Recommended by:

Interim Vice President, Student and Learning Services

Approved for Submission to the Board of Trustees by:

Superintendent/President
The undersigned representatives agree to approve the 2011-2012 College Calendar:

<table>
<thead>
<tr>
<th>NAME</th>
<th>BARGAINING UNIT</th>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard McKee</td>
<td>Academic Senate</td>
<td></td>
</tr>
<tr>
<td>Allen Tsay</td>
<td>Associated Students</td>
<td></td>
</tr>
<tr>
<td>Glenna Watterson</td>
<td>Classified Senate</td>
<td></td>
</tr>
<tr>
<td>Cynthia Smith</td>
<td>Confidentials</td>
<td></td>
</tr>
<tr>
<td>Dave Krause</td>
<td>CSEA 777</td>
<td></td>
</tr>
<tr>
<td>Stuart Wilcox</td>
<td>District Representative</td>
<td></td>
</tr>
<tr>
<td>Haroldine Gardner</td>
<td>ISSU</td>
<td></td>
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<tr>
<td>Jim Arnwine</td>
<td>Management Association</td>
<td></td>
</tr>
<tr>
<td>Diana Francisco</td>
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<td>Peter Benson</td>
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PASADENA CITY COLLEGE
CALENDAR 2011 - 2012

JUNE 2011
17  Commencement – 2011
19  Last Day of Classes – Spring 2011 Semester
20-26  Classes Not In Session
27  First Day of Classes – Summer Intersession*

JULY
4  Independence Day – Campus Closed

AUGUST
26  Last Day of Classes – Summer Intersession
29  First Day of Classes – Fall Semester – 16 Weeks*

SEPTEMBER
5  Labor Day – Campus Closed

OCTOBER
12  Flex Day

NOVEMBER
11  Veterans Day – Campus Closed
24-26  Thanksgiving – Campus Closed

DECEMBER
18  Last Day of Classes – Fall Semester
23  Winter Vacation – Campus Closed
Jan. 2

JANUARY 2012
9  First Day of Classes – Winter Intersession – 6 Weeks*
16  Martin Luther King Jr. Day – Campus Closed

FEBRUARY
16  Last Day of Classes – Winter Intersession
17-18  Lincoln’s Birthday – Campus Closed
20  Presidents Day – Campus Closed
21  First Day of Classes – Spring Semester – 16 Weeks*

MARCH
30-31  Cesar Chavez Day – Campus Closed

APRIL
15-21  Spring Break – Classes Not In Session
20-21  Campus Closed

MAY
28  Memorial Day – Campus Closed

JUNE
15  Commencement – 2012
17  Last Day of Classes – Spring 2012 Semester
18-24  Classes Not In Session
25  First Day of Classes – Summer Intersession*

JULY
4  Independence Day – Campus Closed
Required 176 Days of Instruction Met

Green Days = Classes Not In Session
Pink Days = Campus Closed
Yellow Days = Final Exams
Orange Days = Flex Day
Blue Days = First Day of Classes

*See Schedule of Classes for Class Start/End Dates
Board Agenda Item N: Adopt Resolution No. 457 to Authorize and Approve the Borrowing of Funds for Fiscal Year 2010-2011; the Issuance and Sale of a 2010-2011 Tax and Revenue Anticipation Note Therefor and Participation in the Los Angeles County Schools Pooled Financing Program - Tax and Revenue Anticipation Notes

Board Meeting: May 19, 2010

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, adopt Resolution No. 457 to authorize and approve the borrowing of funds for Fiscal Year 2010-2011; the issuance and sale of a 2010-2011 Tax and Revenue Anticipation Notes therefor and participation in the Los Angeles County Schools Tax and Revenue Anticipation Notes (TRANs) Program.

Fiscal Implications: None.

Background: The adoption of Resolution No. 457 does not obligate or commit the District to participate in the Los Angeles County Schools TRANs Program; however, this action will allow the District to take advantage of the program in the future if the District needs to borrow funds during fiscal year 2010-2011 to satisfy our fiscal obligations in an amount not to exceed $10 million. The following resolution was prepared and is recommended by Hawkins, Delafield & Wood, legal advisors for the Los Angeles County Schools TRANs Program.

Submitted and Recommended by: Interim Vice President, Administrative Services

Approved for Submission to the Board of Trustees by: Superintendent/President
RESOLUTION NO. 457

RESOLUTION OF THE BOARD OF TRUSTEES OF THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REQUESTING THE ISSUANCE OF
2010-2011 TAX AND REVENUE ANTICIPATION NOTES
FOR THE DISTRICT BY THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

WHEREAS, pursuant to Sections 53850 et seq., of the Government Code of the State of California (the “Code”) contained in Title 5, Division 2, Part 1, Chapter 4, Article 7.6 thereof, on or after the first day of any fiscal year, the Pasadena Area Community College District (the “District”) may borrow money by issuing notes to be designated “Pasadena Area Community College District 2010-2011 Tax and Revenue Anticipation Notes” (the “Notes”) in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by the District attributable to its fiscal year ending June 30, 2011 (the “Repayment Fiscal Year”), for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures and the discharge of any obligation or indebtedness of the District; and

WHEREAS, Section 53853 of the Code provides that such notes may be issued by the appropriate County Board of Supervisors on behalf of the District upon the authority of a resolution of the governing board of the District; and

WHEREAS, this Board of Trustees (the “Governing Board”), being the governing board of the District, desires the assistance of the Board of Supervisors of the County of Los Angeles (the “County Board”) in the borrowing of not to exceed Ten Million Dollars ($10,000,000), at an interest rate not exceeding twelve percent (12%) per annum, and an underwriters’ discount not exceeding one percent (1%) of the principal amount of the Notes described below; and

WHEREAS, pursuant to the Code, the Notes shall be payable no more than 12 months after the date of issue, and the Notes shall be payable only from revenue received or accrued during the fiscal year in which the Notes were issued; and

WHEREAS, pursuant to Section 53856 of the Code, the District may pledge any taxes, income, revenue, cash receipts or other moneys deposited in inactive or term deposits, excepting funds of the District otherwise restricted, to the repayment of the Notes, which shall be issued as a general obligation of the District, and to the extent not paid from the taxes, income, revenue, cash receipts and other moneys of the District pledged for the payment thereof, shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as required by Section 53857 of the Code; and

WHEREAS, the Notes to be issued hereunder in Fiscal Year 2010-2011 when added to the interest payable thereon, may not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be available for the payment of principal of the Notes and the interest thereon, as required by Section 53858 of the Code; and

WHEREAS, upon satisfaction of certain conditions, it may be in the best interests of the District to participate in the Los Angeles County Schools Pooled Financing 2010-2011 Tax and Revenue Anticipation Notes Program (the “Pooled Program”), in order to achieve the highest possible rating, the lowest possible interest rate for the Notes and savings in costs of issuance and to improve the marketability of the Notes; and
WHEREAS, upon satisfaction of certain conditions, it may be in the best interests of the District for the Treasurer and Tax Collector of the County of Los Angeles (the "Treasurer and Tax Collector") to provide for the execution and delivery of participation certificates, evidencing proportionate interests in the Notes for sale to the general public on a pooled basis with the tax and revenue anticipation notes of other school districts and/or community college districts located within the County of Los Angeles (the "County"), in order to achieve savings in costs of issuance and to improve the marketability of the Notes; and

WHEREAS, the Los Angeles County Office of Education has approved the selection of underwriters who will purchase any Notes issued under the Pooled Program (the "Pooled Program Notes") and the selection of Bond Counsel who will provide the approving opinion on the Notes, and the Governing Board desires to have any Pooled Program Notes or, in the alternative, to have its individual Notes purchased by such underwriters upon such terms as may be approved by an authorized representative of the District;

NOW, THEREFORE, this Board of Trustees of the Pasadena Area Community College District hereby determines and resolves as follows:

Section 1. Governing Board Determination. All of the recitals set forth herein are true and correct, and this Governing Board so finds and determines.

Section 2. Authorization of Issuance of Notes; Terms Thereof. This Governing Board hereby authorizes the issuance of its Notes in a principal amount not to exceed Ten Million Dollars ($10,000,000), under Section 53850, et seq., of the Code to be designated "Pasadena Area Community College District, 2010-2011 Tax and Revenue Anticipation Notes," the final principal amount to be set forth in the Purchase Contract (hereinafter defined) and Notes. The Notes are to be numbered from one consecutively upward in order of issuance, to be in denominations of $5,000, or integral multiples thereof, as determined by the Treasurer and Tax Collector; to be dated the date of delivery thereof; to mature (without option of prior redemption) 12 months after their date of issue; and to bear interest, payable at maturity and computed on a 30-day month/360-day year basis, at the rate or rates determined at the time of sale thereof, but not in excess of twelve percent (12%) per annum. The Notes may be issued for purchase by the Pooled Program, whereby the District and certain school districts and community college districts (collectively, with respect to any one series of participation certificates, the "Participants") located within the County of Los Angeles, will simultaneously issue (or will have issued by the County on their behalf) tax and revenue anticipation notes to secure participation certificates, evidencing proportionate and undivided interests in the Notes of all Participants (the "Participation Certificates"), which may be divided into two or more series of Participation Certificates, as provided in Section 7 below.

Both the principal of and interest on the Notes shall be payable in lawful money of the United States of America at the principal office of The Bank of New York Mellon Trust Company, N.A. (the "Certificate Agent"), as provided under the Trust Agreement to be entered into by and between the County and the Certificate Agent (the "Trust Agreement"). The Treasurer and Tax Collector is hereby requested to act as a trustee, fiscal agent, dissemination agent and/or presentation agent (the "Fiscal Agent") in connection with the Notes and the Participation Certificates, and the County may appoint an agent or other third party to perform any or all of such duties.

Section 3. Form of Notes. The Notes shall be issued in fully registered form (except as otherwise provided herein), and shall be substantially in the form and substance set forth in Exhibit A, as attached hereto and by this reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures, or with appropriate modifications to such form as may be appropriate for an issue of the District's Notes outside the Pooled Program as the Treasurer and Tax Collector may determine and approve. There shall be delivered with the Notes a legal opinion of Bond Counsel (as defined in Section 8 below) respecting the validity of said Notes and the exclusion from gross income of
the interest thereon for federal income tax purposes and the exemption of interest thereon from present State of California personal income taxes.

Section 4. Deposit of Note Proceeds: No Arbitrage. The proceeds of sale of the Notes (net of costs of issuance) shall be deposited in or to the credit of the general fund of the District or otherwise as directed by the Authorized Officer (as defined in Section 7 below), to be withdrawn and expended for any lawful purpose for which the District is authorized to expend moneys, including, but not limited to, current expenses, capital expenditures and the discharge of any obligations or indebtedness of the District. The District hereby covenants that it will comply with the requirements of the Tax Certificate to be executed by the District with respect to the Notes and any other instructions requested by or otherwise provided by Bond Counsel.

Section 5. Payment of Notes.

(A) Source of Payment. The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, the Repayment Fiscal Year and which are available therefor. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues defined below, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(B) Pledged Revenues. As security for the payment of the principal of and interest on the Notes, the District hereby pledges from the first unrestricted revenues received by the District (such pledged amounts being hereinafter called the “Pledged Revenues”) as more fully described in the Purchase Contract and Notes. The term “unrestricted revenues” shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section 53856 of the Code, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District. The principal of the Notes and the interest thereon shall be a first lien and charge against and shall be payable from the moneys received by the District from such Pledged Revenues, as provided by law.

In order to effect the pledge referred to in the preceding paragraph, the District agrees to the establishment of the Repayment Fund (hereinafter defined) and the District agrees to cause to be deposited, and shall request specific amounts from the District's funds on deposit with the Treasurer and Tax Collector for such purpose, directly therein the first unrestricted revenues received by the District in the months and dates set forth in the Purchase Contract and the Notes (each individual month a “Repayment Month” and collectively, the “Repayment Months”) and any amount thereafter attributable to the Repayment Fiscal Year, until the amount on deposit in such fund, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date (as specified in the Purchase Contract and Notes) is equal to the percentages of the principal of and interest due on the Notes at maturity as specified in the Purchase Contract and the Notes. Such Repayment Months and Pledged Revenues may be changed (as approved by the Underwriters) as directed in a certificate of the District that may be delivered on or before the date of delivery of the Notes.

In the event that on the last Business Day (as defined in the Trust Agreement) of any Repayment Month, the District has not received sufficient unrestricted revenues to permit the deposit into the Repayment Fund of the full amount of Pledged Revenues to be deposited in the Repayment Fund from said unrestricted revenues in said month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the payment of the principal of the Notes and the interest thereon, as and when such other moneys are received or are otherwise legally available.

None of the Pledged Revenues shall be available for the payment of principal of and interest due on any tax and revenue anticipation notes attributable to any Participant other than the District, and the District acknowledges and agrees that by participation in the Pooled Program, it shall not be entitled to
any payment of principal of and interest on the Notes from the revenues of any Participant other than the District.

In accordance with this Section 5(B) and to effect the pledge contained herein, the District shall and does hereby authorize and instruct the Los Angeles County Auditor-Controller (the "Auditor-Controller") to intercept Pledged Revenue as set forth in the Purchase Contract and Notes (or as modified as provided in the Certificate that may be delivered by the District on or before the issuance of the Notes), and place such amounts on deposit each Repayment Month with the Treasurer and Tax Collector directly in the Repayment Fund held by the Fiscal Agent with a designation to the Certificate Agent of the amounts to be credited for the District. Upon such deposit, such funds will not be available to the District. The District shall and does hereby authorize and instruct that, in the event that there have been insufficient Pledged Revenues received by the District by the third Business Day prior to the day on which Pledged Revenues are to be deposited into the Repayment Fund (the "Pledge Date") to permit the deposit into the Repayment Fund of the full amount of the Pledged Revenues required to be deposited with respect to such Pledge Date, the Auditor-Controller shall collect the amount of any deficiency for deposit in the Repayment Fund in such amount as may be directed by the Treasurer and Tax Collector from any other unrestricted moneys of the District lawfully available for the payment of the principal of the Notes and the interest thereon on such Pledge Date or thereafter on a daily basis, when and as such Pledged Revenues and unrestricted moneys are received by the Participant and will deposit said moneys with the Treasurer and Tax Collector for credit directly to the Repayment Fund.

(C) Deposit of Pledged Revenues in Repayment Fund. The Pledged Revenues shall be held by the County in a separate and special fund designated as the "Pasadena Area Community College District, 2010-2011 Tax and Revenue Anticipation Notes Repayment Fund" (herein called the "Repayment Fund") and the County will administer the Pledged Revenues through and including the maturity date of the Notes and apply such funds as directed in this resolution. Any moneys deposited in the Repayment Fund shall be for the sole benefit of the owners of the Notes and until the Notes and all interest thereon are paid, or until provision has been made for the payment of the Notes and all interest thereon in accordance with their terms, the moneys in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created. The Treasurer and Tax Collector is directed to deposit all Pledged Revenues subject to deposit as provided in this Section 5(C) when and as received directly into the Repayment Fund, without further instruction by the District. From the dates of receipt by the Treasurer and Tax Collector of any of the Pledged Revenues subject to such deposit, the District shall have no right, title or interest therein.

(D) Disbursement and Investment of Moneys in Repayment Fund. All Pledged Revenues shall be deposited into the Repayment Fund upon receipt. After such date as the amount of Pledged Revenues on deposit in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Notes, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the general fund of the District or otherwise as directed by the Authorized Officer. On the maturity date of the Notes, the moneys in the Repayment Fund shall be used, to the extent necessary, to pay the principal of and interest on the Notes.

Moneys in the Repayment Fund, to the greatest extent possible, shall be invested in Permitted Investments (as defined in the Trust Agreement) as directed by the Treasurer and Tax Collector or by the Authorized Officer in consultation with the Los Angeles County Office of Education, which may include, but not be limited to, a guaranteed investment contract and the Los Angeles County Pooled Investment Fund or any other investment which the Authorized Officer in consultation with the Los Angeles County Office of Education deems prudent. The Treasurer and Tax Collector (who is hereby designated as agent of the District for these purposes) is hereby requested to invest and/or to direct the investment of the proceeds of the Notes and the Participation Certificates and any other funds held under the Trust Agreement in accordance with the Trust Agreement and County policy governing the investment of such funds.
(E) Defaults in the Repayment of the Notes. If the Notes as evidenced and represented by a series of Participation Certificates are not paid at maturity, or are paid in whole or in part by a draw under or claim upon a form of credit support for the Notes or such series of Participation Certificates ("Credit Enhancement") which draw or claim is not fully reimbursed on such date, they shall become Defaulted Notes (as defined in the Trust Agreement), and the unpaid portion thereof (or the portion thereof with respect to which Credit Enhancement applies for which reimbursement on a draw or claim has not been fully made) shall be deemed outstanding and shall continue to bear interest at the default rate specified in the Trust Agreement (the "Default Rate"). If the Notes as evidenced and represented by a series of Participation Certificates are not secured by Credit Enhancement in whole or in part and are not fully paid at maturity, the unpaid portion thereof (or the portion thereof to which no Credit Enhancement applies which is unpaid) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate. In each case set forth in the preceding two sentences, the obligation of the District with respect to such Defaulted Notes or unpaid Notes shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of any available revenues attributable to the Repayment Fiscal Year as provided in Section 5(B) above.

Section 6. Execution of Notes. The District hereby requests the Treasurer and Tax Collector, or his designated deputy, and the appropriate officers of the County Board to execute the Notes by their manual or facsimile signatures and to affix a facsimile of the seal of the County thereon; and said officers shall be authorized to cause the blank spaces thereof to be filled in prior to initial delivery as may be appropriate.

Section 7. Approval of Sale of Notes. In order to retain maximum flexibility and secure interest cost savings for the District, this Governing Board hereby delegates to the President of the Governing Board, to the Superintendent of the District, or such other authorized person (each, an "Authorized Officer"), the right, on behalf of the District, to elect to have the District participate in the Pooled Program upon satisfaction of the following conditions: the District will participate in the Pooled Program unless its participation would result in (a) an issuance of Notes after the date of the primary cash flow deficit of the District, or (b) a delay in the issuance of the Notes which delay would likely, in the judgment of the Authorized Officer in consultation with the Los Angeles County Office of Education, increase the interest rate applicable to the Notes. The Treasurer and Tax Collector shall, within the limitations set forth below, be authorized and directed, on behalf of the District, to enter into a contract of purchase (the "Purchase Contract") with the Underwriters for the purchase of the Notes.

If the Authorized Officer shall elect to have the District participate in the Pooled Program, the Notes shall be deposited into a trust to be established under and pursuant to the Trust Agreement, creating a trust estate, which shall contain the Notes and the tax and revenue anticipation notes of the other Participants in such series. It is hereby recognized, acknowledged and agreed that the Certificate Agent appointed pursuant to the Trust Agreement, may execute and deliver Participation Certificates on behalf of the District and the other Participants, each representing the proportional, undivided ownership interest of the registered owner thereof in the Notes. The District agrees to recognize each registered owner of the Participation Certificates as the beneficial owner of the Notes to the extent of such registered owner's proportional, undivided interest in the Notes. If, for purposes of obtaining the highest possible rating and the lowest possible interest rate for the Notes, it shall be advisable for the District to participate in a Pooled Program to be divided into two or more series of Participation Certificates, the Authorized Officer shall approve the participation by the District in one such series. The Authorized Officer is hereby authorized to execute and deliver any documents and to take such other action as may be necessary or proper to carry out the interest of the provisions hereof. The participation by the District in the Pooled Program and the execution and delivery of Participation Certificates under the Trust Agreement, defined herein, shall not cause the District to be liable for payments of principal or interest on the notes attributable to any other Participant.
The Authorized Officer is further authorized to determine the maximum principal amount of Notes to be lodged with the Certificate Agent in exchange for the execution and delivery of the Participation Certificates, not to exceed Ten Million Dollars ($10,000,000), and to deliver the Notes to the County, if the conditions set forth in this resolution are satisfied.

Section 8. Authorization and Approval of Preliminary Official Statement and Official Statement. In connection with the Pooled Program, the Los Angeles County Office of Education, with the concurrence of this District, has appointed RBC Capital Markets Corporation, as representative of itself and any co-underwriter the Los Angeles County Office of Education may appoint as Underwriters (the "Underwriters"), and Hawkins Delafield & Wood LLP, or such other counsel as the Los Angeles County Office of Education may appoint, as bond counsel ("Bond Counsel"). The officers of the District are authorized to provide information regarding the District in connection with the preparation of such document or documents. The proposed form of Preliminary Official Statement with respect to Participation Certificates in the form on file with this Governing Board is hereby approved. The Underwriters are hereby authorized to prepare and distribute a Preliminary Official Statement and an Official Statement relating to the Pooled Program. The Authorized Officer is hereby authorized and directed to provide the Underwriters with such information relating to the District as the Underwriters shall reasonably request for inclusion in the Preliminary Official Statement. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement is, except for certain omissions permitted by Rule 15c2-12 of the U.S. Securities and Exchange Commission (the "SEC") promulgated under the Securities Exchange Act of 1934, as amended (the "Rule"), hereby deemed final within the meaning of the Rule; provided that no representation is made as to the information contained in the Preliminary Official Statement relating to the other Participants or any municipal bond insurer. If, at any time prior to the execution of the Purchase Contract by the County, any event occurs as a result of which the information contained in the Preliminary Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriters.

Section 9. Continuing Disclosure.

(A) As required by the Rule, the District covenants with the beneficial owners of the Participation Certificates that it will, and hereby authorizes its appropriate officers and employees to provide, in a timely manner, to the MSRB (hereinafter defined), for the benefit of the beneficial owners of the Participation Certificates, notice of any of the following events with respect to the Notes, if material:

1. principal and interest payment delinquencies;
2. non-payment related defaults;
3. unscheduled draws on the debt service reserves reflecting financial difficulties;
4. unscheduled draws on credit enhancements reflecting financial difficulties;
5. substitution of credit or liquidity providers, or their failure to perform;
6. adverse tax opinions or events affecting the tax-exempt status of the securities;
7. modifications to rights of security holders;
8. bond calls;
9. defeasances;
10. release, substitution, or sale of property securing repayment of the securities; and
11. rating changes.
Unless otherwise required by the MSRB or the SEC, all notices, documents and information provided to the MSRB shall be provided to the EMMA System (hereinafter defined), the current internet address of which is www.emma.msrb.org. All notices, documents and information provided to the MSRB shall be provided in an electronic format as prescribed by the MSRB and shall be accompanied by identifying information as prescribed by the MSRB.

Notwithstanding any other provision herein, failure of the District to perform in accordance with this Section 9(A) shall not constitute a default under this resolution and may be enforced only as provided in this Section 9.

(B) Each Material Event Notice shall be so captioned and shall prominently state the title, date and CUSIP numbers of the affected Participation Certificates.

(C) The District represents that since July 3, 1995, it has not failed to comply in any material respect with any previous undertaking in a written contract or agreement specified in paragraph (b)(5)(i) of the Rule.

(D) (1) This Section may be amended, by written agreement of the parties, without the consent of the holders of the Participation Certificates (except to the extent required under clause (d) below), if all of the following conditions are satisfied: (a) such amendment is made in connection with a change in circumstances that arises from a change in legal (including regulatory) requirements, a change in law (including rules or regulations) or in interpretations thereof, or a change in the identity, nature or status of the District or the type of business conducted thereby; (b) this Section as so amended would have complied with the requirements of the Rule as of the date of this resolution, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; (c) the District shall have delivered to the County an opinion of Bond Counsel, addressed to the District and the County, to the same effect as set forth in clause (b) above; (d) either (i) the District shall have delivered to the County an opinion of Bond Counsel or a determination by a person, in each case unaffiliated with the District and the County, to the effect that the amendment does not materially impair the interests of the holders of the Participation Certificates or (ii) the holders of the Participation Certificates consent to the amendment to this Section pursuant to the same procedures as are otherwise required for amendments; and (e) the District shall have delivered copies of such opinion(s) and amendment to the MSRB.

(2) In addition to Section 9(D)(1) above, this Section may be amended and any provision of this Section may be waived, by written agreement of the parties, without the consent of the holders of the Participation Certificates, if all of the following conditions are satisfied: (a) an amendment to the Rule is adopted, or a new or modified official interpretation of the Rule is issued, after the effective date of this Section which is applicable to this Section; (b) the District shall have delivered to the County an opinion of Bond Counsel, addressed to the District and the County, to the effect that performance by the District and the County under this Section as so amended or giving effect to such waiver, as the case may be, will not result in a violation of the Rule; and (c) the District shall have delivered copies of such opinion and amendment to the MSRB.

(E) (1) The provisions of this Section shall inure solely to the benefit of the holders from time to time of the Participation Certificates, except that beneficial owners of Participation Certificates shall be third-party beneficiaries of this Section.

(2) Except as provided in this Section 9(E)(2), the provisions of this Section shall create no rights in any person or entity. The obligations of the District to comply with the provisions of this Section shall be enforceable in the case of enforcement of obligations to provide notices, by any Registered Owner of outstanding Certificates, or by the Fiscal Agent and Certificate Agent on behalf of the Registered Owners of outstanding Certificates; provided, however, that the Fiscal Agent and Certificate Agent shall not be required to take any enforcement action except at the direction of the
Registered Owners of not less than a majority in aggregate principal amount of the Certificates at the time outstanding who shall have provided the Certificate Agent with adequate security and indemnity. The Registered Owners', Fiscal Agent's and Certificate Agent's rights to enforce the provisions of this Section shall be limited solely to a right, by action in mandamus or for specific performance, to compel performance of the District's obligations under this Section. In consideration of the third-party beneficiary status of beneficial owners of Certificates pursuant to Section 9(E)(1) of this Section, beneficial owners shall be deemed to be Registered Owners of Certificates for purposes of this Section 9(E).

(F) For the purposes of this resolution, unless the context otherwise requires, the terms defined in this Section 9(F) shall, for all purposes of this resolution, have the meanings specified herein:

"Bond Counsel" means an attorney or firm of attorneys of nationally recognized standing in matters pertaining to the validity of, and tax-exempt nature of interest on, obligations issued by states and their political subdivisions.

"EMMA System" means the MSRB's Electronic Municipal Market Access system.

"Material Event" means any of the events with respect to the Notes, set forth in Section 9(A) above.

"Material Event Notice" means notice of a Material Event.

"MSRB" means the Municipal Securities Rulemaking Board established pursuant to Section 15B(b)(1) of the Securities Exchange Act of 1934, or any successor thereto or to the functions of the MSRB contemplated herein.

"Register" means the book or book of registration kept by the Registrar in which are maintained the names and addresses and principal amounts registered to each Registered Owner.

"Registered Owner" means the Person in whose name a Certificate is registered on the Register.

"Registrar" means the Certificate Agent, or a substitute Registrar.

Section 10. Delivery of Notes. The proper officers of the County Board are hereby requested to deliver the Notes to the Treasurer and Tax Collector upon payment therefor in accordance herewith and in accordance with the terms of the Purchase Contract executed in connection with the Notes or the Participation Certificates, as appropriate, and the Trust Agreement. All actions heretofore taken by the officers and agents of the District and the County Board with respect to the Notes are hereby approved, confirmed and ratified, and the officers of the District and the County Board are hereby authorized and directed to do any and all things and take any and all actions including but not limited to those described herein, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with this resolution and any resolutions hereafter adopted by this Governing Board.

Section 11. Non-Negotiability of Notes. In the event that the Authorized Officer shall elect to issue the District's Notes within the Pooled Program, such Notes shall be lodged in trust with the Certificate Agent and maintained in such trust until their scheduled maturity and payment in full. The Notes shall not be transferable or assignable by the Certificate Agent. Notwithstanding the foregoing, in the event that the Notes should be lost, stolen, destroyed or mutilated prior to their stated maturity, the District shall cause to be issued a new Note or Notes of the same tenor, term and maturity as the original to replace the same upon such reasonable terms and conditions, including the payment of costs and the posting of a surety bond, as may from time to time be determined and prescribed by the Authorized Officer in consultation with the Los Angeles County Office of Education.
Section 12. Authorization for Credit Enhancement for Pooled Program. In the event the District participates in the Pooled Program in accordance with the provisions of Section 7 above, this Governing Board acknowledges and agrees that it shall be obligated to pay its pro rata share of the cost of any Credit Enhancement required for the Pooled Program, and this Governing Board specifically finds and determines that the acquisition of such Credit Enhancement will benefit the District by reducing the interest cost associated with the Notes. The Authorized Officer is hereby authorized and directed to execute such reimbursement or other financing agreement as may be necessary in order to obtain said Credit Enhancement for the District's participation in the Pooled Program, and the District agrees to perform its obligations pursuant to such reimbursement or other financing agreement.

Section 13. Authorization to Attest. Any Authorized Officer or the Secretary of the Governing Board is hereby authorized and directed to attest to the signature of any other Authorized Officer, whenever required or advisable for the transactions contemplated by this resolution. Each Authorized Officer is authorized and directed to execute and attest such further documents, instruments and certificates as may be deemed necessary or advisable by Bond Counsel, in order to accomplish the purposes of this resolution.

Section 14. Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy, collection and enforcement of the taxes and other revenues pledged under this resolution in accordance with the law and for carrying out the provisions of this resolution. The Authorized Officers, and other officers and staff of the District are hereby directed to take such further action as may be necessary to carry out the intent and purpose of this resolution and to execute and deliver any and all agreements, certificates and other documents that they or Bond Counsel may deem necessary or advisable to effectuate the purposes of this resolution without further approval of this Governing Board.

Section 15. Costs and Expenses. The District covenants and agrees to pay its pro rata share of the costs and expenses incurred in connection with the execution and delivery of the Notes, the Participation Certificates and the administration of the Pooled Program, in the event that its Authorized Officer should elect to participate in the Pooled Program.

Section 16. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Notes or in any other document mentioned herein, the District shall not have any liability hereunder or by reason hereof in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 5 hereof and the County is not liable for payment on the Notes or any other obligation of the District hereunder.

Section 17. Subordinated Notes. The District may issue tax and revenue anticipation notes as subordinated notes ("Subordinated Notes") payable and secured by a lien on unrestricted revenues received or attributable to Fiscal Year 2010-11 only on a basis junior and subordinate in all respects to the lien of the Notes authorized under this Resolution. The Subordinated Notes shall be subject to the provisions set forth in the form of such Subordinated Notes and in the resolution of the Governing Board of the District authorizing the issuance of the Subordinated Notes. The Subordinated Notes shall not mature prior to the Notes or be subject to redemption prior to the Maturity Date. The Subordinated Notes, may be issued only if there is on deposit in the Repayment Fund with respect to the Notes then outstanding an amount equal to or greater than the sum of (A) the then unpaid principal amount of the Notes and (B) any then unpaid interest due or to become due on such series of the Notes. No deposit to any account established for the repayment of the Subordinated Notes shall be made on any date until the District has satisfied each monthly set-aside requirement in the Repayment Fund for the Notes pursuant to Section 5. Subsequent to the deposit of all Pledged Revenues into the Repayment Fund, the District may deposit moneys into the repayment account established for the Subordinated Notes.
Section 17. Effective Date. This resolution shall take effect immediately.

PASSED AND ADOPTED by the Pasadena Area Community College District this May 19, 2010, by the following vote:

AYES: 

NOES: 

ABSENT: 

By: __________________________

President of the Board of Trustees

Pasadena Area Community College District

Attest:

______________________________

Secretary, Board of Trustees

Pasadena Area Community College District
EXHIBIT A
FORM OF 2010-2011 TAX AND REVENUE ANTICIPATION NOTE

PASADENA AREA COMMUNITY COLLEGE DISTRICT
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
2010-2011 TAX AND REVENUE ANTICIPATION NOTE

No. R-1

Principal Amount: $__________ Interest Rate: __% 1, 2010

FOR VALUE RECEIVED, the Pasadena Area Community College District (the “District”), County of Los Angeles, State of California, acknowledges itself indebted to and promises to pay to the TREASURER AND TAX COLLECTOR OF THE COUNTY OF LOS ANGELES, the principal amount stated above in lawful money of the United States of America, on __________, 2010, together with interest thereon at the interest rate stated above, calculated on the basis of a 360-day year of twelve 30-day months, in like lawful money of the United States of America from the date hereof until maturity. Both the principal of and interest on this Note shall be payable only upon surrender of this Note as the Note shall fall due.

It is hereby certified, recited and declared that this Note is made, executed and given pursuant to and by authority of a resolution duly passed and adopted by the Board of Trustees of the District, and of a resolution duly passed and adopted by the Board of Supervisors of the County of Los Angeles on May 19, 2010, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, of the California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or laws of the State of California.

The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, Fiscal Year 2010-2011 and which are lawfully available therefor. As security for the payment of the principal of and interest on the Note, the District has pledged an amount equal to __% of the principal amount of the Note from the first unrestricted revenues received by the District in the month of ___, 20__, plus an amount equal to __% of the principal amount of the Note, plus an amount sufficient to pay interest on the Note, from the first unrestricted revenues received by the District in the month of ___, 20__ (the "Pledged Revenues"), and the principal of the Note and the interest thereon shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefor.

In the event of the nonpayment of this Note on the maturity date hereof, the balance due shall accrue interest at a default rate of one and one-half percent (1.5%) per annum above the next Business Day, 1-Year Treasury Constant Maturities yield in Federal Reserve Statistical Release H-15 (or successor publication) and the first Business Day of each month thereafter until paid in full. Such interest to be calculated based on a 360-day year of twelve 30-day months.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Note to be executed by its Chair and by the Treasurer and Tax Collector of the County of Los Angeles and countersigned by the Executive Officer-Clerk of the Board of Supervisors, or their duly designated deputies, which signatures may be facsimile signatures (provided that one of such signatures must be
manually affixed) and has caused a facsimile of its official seal to be printed hereon this ___ day of _____ 2010.

By: __________________________
Chair

By: __________________________
Treasurer and Tax Collector

Countersigned:

By: __________________________
Executive Officer-Clerk of
the Board of Supervisors
ASSIGNMENT

For value received, the undersigned do(es) hereby sell, assign and transfer unto The Bank of New York Mellon Trust Company, N.A., acting as Certificate Agent, the within Note and do(es) hereby irrevocably constitute and appoint ____________ as the undersigned's attorney to transfer such Note on the registration books of the Certificate Agent, with full power of substitution in the premises.

TREASURER AND TAX COLLECTOR OF THE COUNTY OF LOS ANGELES

Dated: ______, 2010

Note: The signature(s) to this Assignment must correspond with the name(s) as written on the face of the within Certificate in every particular, without alteration or enlargement or any change whatsoever.

Social Security Number,
Taxpayer Identification Number
or other Identifying Number of Assignee:

__________________________________________
Board Agenda Item O: Method by which enrollment numbers are computed and reported to the State (audit finding response)

Board Meeting: May 19, 2010

Recommendation: No specific recommendation is provided to the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California. The report is provided to the Board for information and discussion.

Fiscal Implications: None.

Background: At the February 17, 2010 Board of Trustees meeting, Mr. Baum requested information about what the College has done to address an audit finding that dealt with student enrollment.

Approved for Submission to the Board of Trustees by:

Superintendent/President
To: Dr. Sugimoto  
President  

From: Dr. Stuart Wilcox  
Interim Vice President  
Student and Learning Services  

Subject: Response to February 17, 2010, Board Agenda Item ‘M’  

Item M – Methods by which enrollment numbers are computed was on the February 17, 2010 Board of Trustees agenda. During the discussion of the item, Mr. Baum requested information about what the college has done to address an audit finding that dealt with student enrollment. The attached report addresses these issues.
Response to Board of Trustees Inquiry

Background
Item M -- *Methods by which enrollment numbers are computed and reported to the state* was on the February 17, 2010 Board of Trustees agenda. During the discussion of the item, Mr. Baum indicated he wanted to know what the college has done to address the audit finding that dealt with student enrollment. These are two different, but interrelated issues. Each will be addressed below.

Reporting College Enrollment to the State
The College reports its enrollment to the State in two ways. First, the College reports its enrollment to the Chancellor's Office, through the Management Information System (MIS). The name of every student and every class in which they are enrolled for each semester and intersession are reported. This data is used for statistical analyses and reports to various government agencies. The second method is the reporting of cumulative enrollment to the Fiscal Services Unit of the Chancellor's Office. This information is used to fund the College. It is this second method that the audit finding addressed.

Audit Finding
The specific audit finding was:

> California Code of Regulations, Title 5 requires that only the attendance of students actively enrolled in a course section as of census date may be claimed for apportionment purposes. Procedures in place to clear rosters of students who do not attend are not effective. We continue to find students who were enrolled in courses as of census date who, by way of an approved petition, claim not to have attended the courses. This allows the student to not receive a grade in the course; however, the District is receiving apportionment credit. .. The District's established policies and procedure guidelines require instructors to accurately report the students actively enrolled in their classes as of census date. The policies are not being adhered to and instructors routinely submit rosters after established deadlines resulting in students being included in FTES reported.

To fully understand this audit citing requires some information about how the College is funded. The College is funded based upon the number of hours of contact between the students and faculty. The College is paid in units of full-time equivalent students (FTES). One FTES is 525 hours of contact between an instructor and students. For example, a class that meets 5 hours per week for 16 weeks and has 30 students enrolled produces 4.57 FTES (5 hrs per wk X 16 weeks X 30 students / 525 hours per FTES = 4.57 FTES). Classes that meet fewer hours per week or have smaller enrollments produce fewer FTES. The State currently pays about $4,800 per credit FTES. The College produced 24,054 FTES in 2008-09 from California residents. The State only pays for California residents. Individuals who are not residents of California must pay the full cost of their education; hence, they pay $190 non-resident tuition in addition to the fees paid by state residents.

Because the number of students enrolled in a course has a significant impact on the FTES produced and how much money the State pays the College, the State has auditors check to be certain it is not paying for more students than necessary. The issue then becomes, when
does the College count the students in class to calculate the FTES and determine the College's funding. This is a bit complicated because enrollment changes day-to-day as students add and drop classes. To deal with these fluctuating enrollments, the State has a set of rules that defines an official "census day" for each course section. For most sections, the census date is Monday of the third week of the semester. Note, short term courses (those less than the full semester in length) and summer and winter intersessions have census dates that follow different rules. The State's rules for counting students on the census day require that enrolled students who have not attended the class or who attended but subsequently stopped attending must be removed from the class before the official census count is taken. In this way the State won't pay for students who are no longer participating in the class. The audit citing dealt with the problem that non-participating students were not consistently removed before the census count was taken. This caused the State to give PCC a little more funding than it was entitled to.

Source of the Problem
The source of the problem has been in getting all of the approximately 300 contract and 750 hourly faculty that teach the College's 6,200 sections to accurately and consistently comply with the State requirement to drop non-participating students by the census date. Every faculty member is informed on the first day of each term of their obligation to drop non-participants through a notice placed in their department mailbox. The faculty contract (section 6.2.1) requires them to follow College procedures regarding record keeping. Division Deans are fully aware of the requirements and work with their faculty to follow the State's regulations. Unfortunately, these measures have not been sufficient to obtain full compliance by all faculty.

Corrective Steps Taken
Steps have been taken to improve faculty compliance by making the process easier, more closely monitoring pre-census drops and informing Division Deans on a daily basis as to which faculty have not dropped non-participating students. Specifically, the following steps have been taken:

1. During the winter 2010 term a new online process for faculty to drop non-participating students was introduced. The Dean of Admissions and Records met with the instructional Division Deans in early December to explain the new process to them. The intent was to make the drop process easier and more convenient than the previous method that required faculty to bubble in a scannable form to drop students. The online dropping process requires each faculty member to affirmatively respond for each section taught either "yes" or "no" that there are non-participating students to be dropped. If the instructor responds "yes", then he/she is presented with a list of the students enrolled in the particular section, any one of which can be marked and dropped from the class. By requiring faculty to affirmatively acknowledge whether or not there are any precensus drops enables the College to assure auditors, that even if no precensus drop were recorded for a section, that the instructor did comply with the state requirement and would have dropped any non-participants, if there were any. Daily reports are produced and emailed to each Division Dean. The reports list the faculty who have not yet acknowledged whether or not there are any non-participating students to be dropped. Division Deans are to contact the faculty on the report as the census date approaches. Faculty have through the end of the census day for each of their
sections to acknowledge and drop non-participating students online. If they do not
do their acknowledgments/drops, they must use the more labor intensive older scan
form process. In the winter 2010, compliance was still not at 100%. Thirty-eight
faculty had at least one section for which they did not use the online drop process
nor complete a scannable form. This is an improvement, but still not full
compliance.

2. For spring 2010, the Admissions and Records Dean and MIS Director met with
Division Deans to remind them of the online drop process and the daily email
reports on faculty who have not complied. The Office of Enrollment Management
has also sent memos to remind Division Deans of this requirement and to further
encourage faculty to comply.

3. As of April 12, 2010, precensus drops have been received from all faculty whose
section census date has occurred.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval for Instructional Activity for Math, Engineering, Science Achievement (MESA) – Year-end Ceremony, June 4, 2010

Board Meeting Date: May 19, 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 Activity:

June 4, 2010 – Year-end ceremony for the Math, Engineering, and Science Achievement (MESA) students. Anticipated expenses not to exceed $1,000 for speaker, supplies, printing and refreshments for approximately 125 guests. Event to be held in Creveling Lounge on the PCC main campus.

FISCAL IMPLICATIONS: This activity is budgeted in the 2009-10 National Science Foundation Mathematics and Science Grant.

BACKGROUND: MESA is an academic program that supports educationally disadvantaged community college students to excel in math, engineering and science so they can transfer to four-year institutions as majors in these fields. The MESA program uses various components to support students including tutoring, counseling, peer mentorship and faculty and staff support. The program’s components help build an academically-based peer community to provide support and motivation.

This event creates a strong sense of community, support, and accomplishment and serves as an incentive to continuing students to persist in their studies. It also provides an opportunity for the transferring students to share their success with family, friends, mentors, staff, and professors.

Submitted by:  
Interim Dean, Educational Services

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM No. I 162-B

CONSENT ITEM TITLE:
Amend Contract

Board Meeting Date: May 19, 2010

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

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

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

Submitted by:
Director, Business and Purchasing Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
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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 P10-02870 through P10-03077.

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.
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* Indicates Vendor is located within the Pasadena Area Community College.
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Consent Item No. 164-B

PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: May 19, 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 reimbursement of the Pasadena Area Community College District Revolving Cash Fund in the amount of $13,291.28.

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

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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.

Submitted by: 

Olive W. Walker
Director, Fiscal Services

Recommended for Approval: 

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President

Page 1 of 2
# REVOLVING FUND REIMBURSEMENT
## MAY 2010 EXPENSE SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/20/2010</td>
<td>18002107</td>
<td>$9,474.91</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$1,695.01</td>
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<tr>
<td></td>
<td>Printing</td>
<td>$81.22</td>
</tr>
<tr>
<td></td>
<td>Postage</td>
<td>$17.88</td>
</tr>
<tr>
<td></td>
<td>Materials refunds</td>
<td>$24.80</td>
</tr>
<tr>
<td></td>
<td>Books</td>
<td>$29.00</td>
</tr>
<tr>
<td></td>
<td>Enrollment refunds</td>
<td>$7,101.00</td>
</tr>
<tr>
<td></td>
<td>Course fee refunds</td>
<td>$140.00</td>
</tr>
<tr>
<td></td>
<td>ASB refunds</td>
<td>$17.00</td>
</tr>
<tr>
<td></td>
<td>Parking refunds</td>
<td>$64.00</td>
</tr>
<tr>
<td></td>
<td>Health fee refunds</td>
<td>$210.00</td>
</tr>
<tr>
<td></td>
<td>Tuition refunds</td>
<td>$95.00</td>
</tr>
<tr>
<td>4/23/2010</td>
<td>18011268</td>
<td>$1,762.22</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$580.50</td>
</tr>
<tr>
<td></td>
<td>Presidential search</td>
<td>$521.72</td>
</tr>
<tr>
<td></td>
<td>Enrollment refunds</td>
<td>$589.00</td>
</tr>
<tr>
<td></td>
<td>Course fee refunds</td>
<td>$20.00</td>
</tr>
<tr>
<td></td>
<td>ASB refunds</td>
<td>$4.00</td>
</tr>
<tr>
<td></td>
<td>Health fee refunds</td>
<td>$47.00</td>
</tr>
<tr>
<td>4/30/2010</td>
<td>18038426</td>
<td>$2,054.15</td>
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<td></td>
<td>Supplies</td>
<td>$985.15</td>
</tr>
<tr>
<td></td>
<td>Enrollment refunds</td>
<td>$1,046.00</td>
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<tr>
<td></td>
<td>ASB</td>
<td>$2.00</td>
</tr>
<tr>
<td></td>
<td>Health fee refunds</td>
<td>$21.00</td>
</tr>
</tbody>
</table>

**Grand total:** $13,291.28
CONSENT ITEM TITLE: 
Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2009-10 Fiscal Year

Board Meeting Date: May 19, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 2-B, approved on July 1, 2009, to include membership in the following organization:

Bookshare™

FISCAL IMPLICATIONS: There is no cost to the District.

BACKGROUND: Bookshare™ provides the world's largest online library of accessible reading materials for people with print disabilities. Educational organizations that serve individuals with print disabilities, such as schools, libraries, community centers, etc., are eligible to obtain membership to provide access to their students or clients. There are no membership fees as they are currently funded through an award from the U.S. Department of Education Office of Special Education Programs (OSEP). The Interim Vice President for Student & Learning Services supports this institutional membership.

Submitted by:
Interim Vice President, Student & Learning 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, approve the Staff Development activities listed below:

Approve

May 20, 2010 – June 10, 2010 – Pre-Algebra Best Practice Workshops at PCC, to use data collected from fall semester common assessment results to identify topics many students miss. Anticipated expenses not-to-exceed $800.00 for materials, presenters and refreshments for approximately 35 math faculty. Cost Center: 03-5210-5248-0000, Basic Skills

May 21, 2010 – CEC Faculty/Staff Leadership Retreat at CEC, focusing on Excellence in Teaching and Student Learning. Anticipated expenses not-to-exceed $600.00 for materials and refreshments for approximately 65 participants. Cost Center: 03-5210-4302-0000, District Staff Development

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers indicated.

BACKGROUND: Staff Development activities are designed to enhance excellence and enable the staff to meet the needs of a changing student population. Training sessions, retreats and workshops are held on various topics.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

**Board Meeting Date:** May 19, 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 and 2010-11.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burke, Raymond</td>
<td>2,250.00</td>
<td>Presenter for Science Math/Science Upward Bound Summer Program 6/25/10 – 07/29/10 (EOP&amp;S)</td>
</tr>
<tr>
<td>Cook, Courtney</td>
<td>1,800.00</td>
<td>Presenter for English Math/Science Upward Bound Summer Program 6/25/10 – 7/29/10 (EOP&amp;S)</td>
</tr>
<tr>
<td>Johnson, Marilyn</td>
<td>150.00</td>
<td>Presenter for Advanced Windows XP, Office 2007, and Office 2007 Overview 5/10/10 – 6/30/10 New Media Center</td>
</tr>
<tr>
<td>Kidd, Michael</td>
<td>3,600.00</td>
<td>Presenter for Mathematics Math/Science Upward Bound Summer Program 6/25/10 – 7/29/10 (EOP&amp;S)</td>
</tr>
<tr>
<td>Mills, Shane</td>
<td>3,600.00</td>
<td>Presenter for Mathematics Math/Science Upward Bound Summer Program 6/25/10 – 7/29/10 (EOP&amp;S)</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:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
Consent Item No. 124-P

PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Stipends for Academic Personnel

Board Meeting Date: May 19, 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:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
NAME | STIPEND | SPECIAL PROJECT
--- | --- | ---
Briggs, Susan | 500.00 | Community Education Center—complete the reexamination of course outline for all ESL/ABE courses, 05-21-10 to 06-30-10
Chang, Yu-Chung | 100.00 | Basic Skills Initiative—help design Math 402 Common Assessment Test for Spring 2010 semester as well as facilitate one noontime workshop on best practice in Math 402, 05-19-10 to 06-30-10
Cheeseman, Bonnie | 800.00 | Community Education Center—for preparation and delivery of Process Mapping strategies for CEC faculty and staff, 05-21-10 to 06-30-10
Cho, Jay | 100.00 | Basic Skills Initiative—help design Math 402 Common Assessment Test for Spring 2010 semester as well as facilitate one noontime workshop on best practice in Math 402, 05-19-10 to 06-30-10
Fairfield, Barbara | 500.00 | Community Education Center—complete the reexamination of course outline for all ESL/ABE courses, 05-21-10 to 06-30-10
Hebron, Kathleen | 1,200.00 | Community Education Center—provide training for High School Diploma Program teachers on teaching methodologies that support student performance, 05-21-10 to 06-30-10
Henes, Matthew | 100.00 | Basic Skills Initiative—help design Math 402 Common Assessment Test for Spring 2010 semester as well as facilitate one noontime workshop on best practice in Math 402, 05-19-10 to 06-30-10
McClenon, Lola Marie | 500.00 | Basic Skills Initiative—design and administer Math 402 Common Assessment Test for Spring 2010 semester as well as facilitate four noontime workshops on best practice in Math 402, 05-19-10 to 06-30-10
Monn, Rachel | 500.00 | Community Education Center—complete the reexamination of course outline for all ESL/ABE courses, 05-21-10 to 06-30-10
Raddon, Carol | 500.00 | Community Education Center—complete the reexamination of course outline for all ESL/ABE courses, 05-21-10 to 06-30-10
Sharobiem, Mary | 100.00 | Basic Skills Initiative—help design Math 402 Common Assessment Test for Spring 2010 semester as well as facilitate one noontime workshop on best practice in Math 402, 05-19-10 to 06-30-10
Sharobiem, Mary | 400.00 | Basic Skills Initiative—prepare, attend and participate in two training sessions for new Math 450 instructors For summer and fall 2010, 04-08-10 to 05-15-10
Yamato, Yoshiko | 500.00 | Basic Skills Initiative—design and administer Math 402 Common Assessment Test for Spring 2010 semester as well as facilitate four noontime workshops on best practice in Math 402, 05-19-10 to 06-30-10

Amend Board Report No. 108-P (Increase stipend)

Hintzman, Linda
From: 400.00 | Basic Skills Initiative—prepare, attend and participate in two training sessions for new Math 450 instructors For Summer and Fall 2010, 04-08-10 to 05-15-10
To: 900.00 | Basic Skills Initiative—develop, coordinate and run two training sessions for all new Summer and Fall Math 450 instructors, 04-08-10 to 05-15-10

Starbird, Carrie
From: 400.00 | Basic Skills Initiative—prepare, attend and participate in two training sessions for new Math 450 instructors For Summer and Fall 2010, 04-08-10 to 05-15-10
To: 800.00 | Basic Skills Initiative—assist in the development, coordination and running of two training sessions for all new Summer and Fall Math 450 instructors, 04-08-10 to 05-15-10
**CONSENT ITEM TITLE:**
Employment, Change of Status, Leave of Absence, and Separation of Classified Employees

**Board Meeting Date:** May 19, 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 RANGE</th>
<th>DEPARTMENT &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CHANGE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bargsten, Melissa</td>
<td>Senior Clerk</td>
<td>100% - 12 mo.</td>
<td>04/14/10-04/30/10</td>
</tr>
<tr>
<td>From:</td>
<td>Business/Purchasing Services</td>
<td>39F*</td>
<td></td>
</tr>
<tr>
<td>To:</td>
<td>Acting, Administrative Assistant I</td>
<td>49A*</td>
<td>100% - 12 mo.</td>
</tr>
<tr>
<td>Confidential</td>
<td>Administrative Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ISSU contract Article 8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LEAVE</strong></td>
<td></td>
<td>FMLA leave</td>
<td>05/10/10-05/21/10</td>
</tr>
<tr>
<td>Klein, Monica</td>
<td>Audiovisual Clerical Assistant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Media Center</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SEPARATIONS</strong></td>
<td></td>
<td>Retirement</td>
<td></td>
</tr>
<tr>
<td>Chase, Constance</td>
<td>Lead Custodian</td>
<td>Retirement</td>
<td>05/11/10</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>14 years of service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hellem, David</td>
<td>Skilled Trades Worker</td>
<td>Retirement</td>
<td>06/12/10</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>17 years of service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Montez, Yolanda</td>
<td>Custodian</td>
<td>Retirement</td>
<td>05/15/10</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>17 years of service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rodriguez, Lucas</td>
<td>Lead Custodian</td>
<td>Retirement</td>
<td>07/06/10</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>19 years of service</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Includes 15 years of service

**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
CONSENT ITEM TITLE:
Approval of Contracts: Academic Coordinators and Directors, Division, Associate, and Assistant Deans, 2010-2011

Board Meeting Date: May 19, 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 employment of contract academic managers as indicated from July 1, 2010 through June 30, 2011:

<table>
<thead>
<tr>
<th>NAME</th>
<th>STEP</th>
<th>MONTHS</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alquaddoomi, Sabah</td>
<td>M-1</td>
<td>12</td>
<td>Associate Dean, Enrollment Management</td>
</tr>
<tr>
<td>Arnwine, James</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Performing and Communication Arts</td>
</tr>
<tr>
<td>Cody, Robert L.</td>
<td>M-1</td>
<td>12</td>
<td>Assistant Dean, Computing Services</td>
</tr>
<tr>
<td>Douglas, Velma L.</td>
<td>M-3</td>
<td>12</td>
<td>Director, Nursing Program</td>
</tr>
<tr>
<td>Douglass, David</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Natural Sciences</td>
</tr>
<tr>
<td>Finkenbinder, Michael</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Social Sciences</td>
</tr>
<tr>
<td>Freund, Barbara</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Health Sciences</td>
</tr>
<tr>
<td>Haines, Douglas</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Engineering and Technology</td>
</tr>
<tr>
<td>Hodge, Ricky</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Community Education Center</td>
</tr>
<tr>
<td>Kritselis, Alexander</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Laun, Mary Ann</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Library Services</td>
</tr>
<tr>
<td>Ligons, Ellen</td>
<td>M-1</td>
<td>12</td>
<td>Associate Dean, Career and Technical Education</td>
</tr>
<tr>
<td>Main, Carl</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Mathematics</td>
</tr>
<tr>
<td>Michael, Peter A.</td>
<td>M-1</td>
<td>12</td>
<td>Director, College Safety Services</td>
</tr>
<tr>
<td>Miles, Kim</td>
<td>M-3</td>
<td>12</td>
<td>Assistant Dean, Scholarships and Financial Aid</td>
</tr>
<tr>
<td>Olivo, Cynthia</td>
<td>M-1</td>
<td>12</td>
<td>Associate Dean, Counseling and Student Success Services</td>
</tr>
<tr>
<td>Paxton, Don</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Business and Computer Technology</td>
</tr>
<tr>
<td>Ramey, Margaret</td>
<td>M-1</td>
<td>12</td>
<td>Associate Dean, Admissions and Records</td>
</tr>
<tr>
<td>Rodarte, Kathleen</td>
<td>M-3</td>
<td>12</td>
<td>Assistant Dean, Extended Opportunity, Programs and Services</td>
</tr>
<tr>
<td>Tate, Beverly</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Kinesiology, Health and Athletics</td>
</tr>
<tr>
<td>Thayer, Scott</td>
<td>M-2</td>
<td>12</td>
<td>Assistant Dean, Student Affairs</td>
</tr>
<tr>
<td>Ulmer, Amy</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, English</td>
</tr>
<tr>
<td>Yamauchi, Kent T.</td>
<td>M-1</td>
<td>12</td>
<td>Assistant Dean, Special Services</td>
</tr>
<tr>
<td>Young, Theodore</td>
<td>M-1</td>
<td>12</td>
<td>Division Dean, Languages</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Dean, Human Resources

[Signature]
Superintendent/President
CONSENT ITEM TITLE: Approval of Contract: Vice President for Instruction

Board Meeting Date: May 19, 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 employment contract of the Vice President for Instruction, as shown below, effective July 1, 2010 through June 30, 2013:

Jacqueline W. Jacobs

FISCAL IMPLICATIONS: Paid from dollar-controlled account.

BACKGROUND: Routine personnel transaction.

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:
Approval of Interim Administrative Contracts

Board Meeting Date: May 19, 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 employment contracts for the Interim positions, as shown below.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kollross, Crystal Interim Dean</td>
<td>J-1 (2)</td>
<td>100%</td>
<td>07/01/10 - 12/31/10 or when filled, whichever occurs first</td>
</tr>
<tr>
<td>Institutional Planning and Research</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miller, Robert Interim Dean</td>
<td>M-8</td>
<td>100%</td>
<td>07/01/10 - 12/31/10 or when filled, whichever occurs first</td>
</tr>
<tr>
<td>Educational Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>van Pelt, Richard Interim Vice President</td>
<td>Contract</td>
<td>100%</td>
<td>07/01/10 - 12/31/10 or when filled, whichever occurs first</td>
</tr>
<tr>
<td>Administrative Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wilcox, Stuart Interim Vice President</td>
<td>Contract</td>
<td>100%</td>
<td>07/01/10 - 12/31/10 or return of Dr. Lisa Sugimoto to the position, whichever occurs first</td>
</tr>
<tr>
<td>Student and Learning Services</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
**CONSENT ITEM TITLE:**
Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2010-2011

**Board Meeting Date:** May 19, 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 change(s) pertaining to academic employee(s).

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trendler, Teresa</td>
<td>Instructor</td>
<td>Natural Sciences</td>
<td>Unpaid Leave of Absence 08/30/10 – 06/17/11</td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** None.

**BACKGROUND:** Routine personnel transaction.

Submitted by:
Office of Human Resources

Recommended for Approval:
Dean, Human Resources

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, grant the following named academic monthly employees Sabbatical Leaves during the 2010-2011 academic year, as indicated, at 75% of the monthly salary plus benefits each would normally receive during the 2010-2011 academic year under the conditions set in the PCCFA collective bargaining agreement.

<table>
<thead>
<tr>
<th>NAME</th>
<th>SABBATICAL DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trendler, Teresa</td>
<td>TRAVEL: Become familiar with local sites and develop educational activities for the Animal Biology class; visit local colleges to learn how their science labs are arranged and what the faculty would do differently; observe local schools to enrich the Human Dissection course.</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td></td>
</tr>
<tr>
<td>Spring</td>
<td></td>
</tr>
<tr>
<td>Rescind</td>
<td></td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: None.

BACKGROUND: Routine personnel transaction.