NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, October 6, 2010

6:00 P.M. CLOSED SESSION
7:00 P.M. OPEN SESSION

MEETING NO. 29
REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 29, a Regular Business Meeting. Closed Session will begin at 6:00 P.M. Open Session will begin at 7:00 P.M. with the Call to Order, Roll Call and Public Comment on Non-Agenda items. The Board will meet in Creveling Lounge at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
AGENDA

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

I. CLOSED SESSION (6:00 p.m.)

Government Code §54957.6 Labor Negotiations (PCCFA; CSEA 777; ISSU; POA)
Designated Negotiator: Mr. Engeldinger

Government Code §54957.6 Negotiation with Unrepresented Employees (Confidentials; Management Association)
Designated Negotiator: Mr. Engeldinger

Government Code §54956.9(b) Conference with Legal Counsel regarding Anticipated Litigation (One case)

II. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON NON-AGENDA ITEMS
OPEN SESSION (7:00 p.m.)

A. PLEDGE OF ALLEGIANCE

B. ADMINISTRATION OF OATH OF OFFICE AND BRIEF RECEPTION
   - Linda Wah, Board of Trustees

C. APPROVAL OF MINUTES
   Meeting No. 27, Special Meeting, September 14, 2010
   Meeting No. 28, Regular Business Meeting, September 15, 2010
   Meeting No. 28, Special Meeting, September 17, 2010
     (continuation of recessed Regular Business Meeting No. 28)

D. INTRODUCTIONS/ANNOUNCEMENTS
   Special Recognition by the Board: Coach Dennis Gossard

E. 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.

F. REPORTS
   a. BOARD OF TRUSTEES
   b. SUPERINTENDENT/PRESIDENT
c. SHARED GOVERNANCE REPRESENTATIVES

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

H. PUBLIC HEARING AND ADOPTION OF THE PROPOSED 2010-2011 FINAL BUDGET WITH STUDENT ACCESS AND SUCCESS INITIATIVES: DISCUSSION WITH POSSIBLE ACTION

I. ADOPT RESOLUTION NO. 468 - APPROVE GANN APPROPRIATIONS LIMITS FOR 2010-2011: DISCUSSION WITH POSSIBLE ACTION

J. ADDITIONS TO THE CREDIT CURRICULUM: DISCUSSION WITH POSSIBLE ACTION

K. APPOINTMENT OF MEASURE P CITIZENS' OVERSIGHT COMMITTEE: DISCUSSION WITH POSSIBLE ACTION

L. ACCREDITATION FOLLOW-UP REPORT #2: DISCUSSION WITH POSSIBLE ACTION

M. POLICY No. 2560 - INSTITUTIONAL EFFECTIVENESS: DISCUSSION WITH POSSIBLE ACTION

N. BOARD SELF-EVALUATION: DISCUSSION WITH POSSIBLE ACTION

O. FUTURE BOARD MEETING DATES

   Wednesday, October 20, 2010 (Study Session) – 6:00 p.m., Community Education Center
   Wednesday, October 27, 2010 (Fall Retreat)
   Wednesday, November 3, 2010 (Regular Business meeting) – 6:00 p.m.
   Wednesday, November 17, 2010 (Study Session) – 6:00 p.m.

P. FUTURE AGENDA ITEMS

III. ADJOURNMENT
CONSENT ITEMS

2-S Approval of Student Veterans Travel to the National Student Veterans of America Conference, Washington, D.C., September 30-October 3, 2010
3-S Approval of Student Travel – Associated Students Executive Board, Costa Mesa, CA, October 22-24, 2010
7-I Approval of Instructional Trip for Geology 40, October 8-11, 2010
8-I Approval of Instructional Trip for Geology 3 and Biology 37, January 24-February 4, 2011
45-B Approve/Amend/Renew Contracts
46-B Adoption of Resolution #467 – Ratify Agreement – Child Care and Development Services
47-B Approve Staff Development Activities
48-B Approve Professional Conference Attendance
49-B Approve Purchasing Transactions
50-B Ratify Mileage Authorization
51-B Reporting and Approval of Revolving Fund Reimbursement
52-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
53-B Amend Board Agenda Item F, Certification of Signatures Approved on December 9, 2009
41-P Approve/Ratify Stipends for Classified and Unclassified Personnel
42-P Approve/Ratify Stipends for Academic Personnel
43-P Employment of Hourly Credit Teachers and Substitute Teachers, 2010-2011
44-P Employment of Hourly Noncredit Teachers and Substitute Teachers, 2010-2011
45-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
46-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2010-2011
47-P Salary Compensation Factors – Large Group Instruction
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Special Meeting No. 27 on Tuesday, September 14, 2010, in Creveling Lounge of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL
The meeting was called to order at 6:14 p.m. by Mr. Thomson, President.

ROLL CALL
Trustees Present
Mr. William Thomson, President
Mr. Geoffrey L. Baum, Vice President
Mr. John Martin, Clerk
Ms. Berlinda Brown
Dr. Anthony Fellow
Dr. Jeanette Mann
Mr. Nolan Pack, Student Trustee

A. PLEDGE OF ALLEGIANCE
Dr. Mann led the Pledge of Allegiance.

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

C. PRESENTATIONS BY TRUSTEE AREA 5 APPLICANTS
Mr. Pack drew the names to determine the order in which the candidates for the Trustee Area 5 seat were to be interviewed. The presentations and interviews of the candidates followed:
- Benjamin Figueroa
- Melinda Hsia
- Warren Weber
- Linda Wah
- Adam Murray

Mary Dowell, Esq., legal counsel for PCC, explained the process for voting to select the final candidate. The Board shall vote as many ballots as necessary to select a Trustee for Area 5 by a majority of at least four votes. The votes shall be publicly recorded. The Board decided that the oath of office shall be administered to the appointed trustee at the October 6, 2010 Board of Trustees meeting.
II. **ADJOURNMENT**
Mr. Thomson adjourned Meeting No. 27 at 9:07 p.m.

Submitted by:
Mark W. Rocha, Secretary
Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING NO. 27
Tuesday, September 14, 2010
6:00 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 NON-AGENDA ITEMS
OPEN SESSION (6:00 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.

C. PRESENTATIONS BY TRUSTEE AREA 5 APPLICANTS

II. ADJOURNMENT
I. CALL TO ORDER, ROLL CALL
The meeting was called to order at 6:20 p.m. by Mr. Thomson, President.

ROLL CALL
Trustees Present
Mr. William Thomson, President
Mr. Geoffrey L. Baum, Vice President
Mr. John Martin, Clerk
Ms. Berlinda Brown
Dr. Anthony Fellow
Dr. Jeanette Mann
Mr. Nolan Pack, Student Trustee

Administrative Officers in Attendance
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
Dr. Lisa Sugimoto, Interim Vice President, College Advancement
Mr. Lyle K. Engeldinger, Dean, Human Resources
Mrs. Elaine Chapman, Interim Dean, External Relations
Ms. Crystal A. Kollross, Interim Dean, Institutional Planning and Research
Mr. Robert Miller, Interim Dean, Educational Services

The Academic Senate was represented by Mr. Edward Martinez.
The Classified Senate was represented by Ms. Cynthia Smith.
The Associated Students Board was represented by Ms. Jamie Hammond
The Management Association was represented by Dr. David Douglass.
III. OPEN SESSION
Mr. Thomson reconvened the Open Session at 7:02 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
Dr. Fellow led the Pledge of Allegiance.

B. APPROVAL OF MINUTES
Meeting No. 24, Regular Business Meeting, August 25, 2010
Meeting No. 25, Summer Retreat, August 28, 2010
Meeting No. 26, Regular Business Meeting, September 1, 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. 24, Regular Business Meeting, held on August 25, 2010; the Minutes of Meeting No. 25, Summer Board Retreat, held on August 28, 2010; and the Minutes of Meeting No. 26, Regular Business Meeting, held on September 1, 2010.
Advisory Vote: Aye

C. INTRODUCTIONS/ANNOUNCEMENTS
Dr. Rocha expressed his thanks to everyone who assisted in making the Investiture ceremony and reception such a success.

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

E. REPORTS

a. BOARD OF TRUSTEES

Mr. Geoffrey Baum, Trustee
- Attended the Board of Governors meeting: the final enrollment report for the past year was received and the budget crisis is having a severe impact on access in the state; there was a presentation on what every CEO needs to know about athletics; and the Board of Governors agreed to put forward a budget request for next year to include a restoration of funding for categorical programs.
- Reported that Dr. Sugimoto was honored by the Pasadena NAACP on September 9, 2010.

Dr. Jeanette Mann, Trustee
- Attended the California Community College Trustees meeting and dinner with the Board of Governors. Accreditation was discussed at the CCCT meeting. Jack Scott has appointed a committee to look at issues in regards to accreditation. The Department of Education found that the Accrediting Commission for Community and Junior Colleges (ACCJC) was not in compliance with five regulations involving trustees being involved in the selection process.
- Announced that the Community College League of California Annual Conference is being held November 18-20, 2010 in Pasadena. Chancellor Jack Scott will be the speaker on the 19th and Jill Biden has been invited to be the speaker on the 20th. The back-up speaker is Dr. Tim White,
Chancellor at UC Riverside, who will talk about how the achievement gap for students was eliminated. PCC alum David Rust will be receiving the Distinguished Community College Alumni Award.

Mr. Nolan Pack, Student Trustee
- Attended the Educational Master Plan and Accreditation workshop on Friday, September 10, 2010.
- Reported that 1,500 I-PASSes have been sold since the Fall semester began. (The I-PASS is the subsidized student transit program).

Mr. William Thomson, Trustee
- Attended the PCC Foundation Executive Committee meeting on September 14, 2010 where Dr. Sugimoto was formally welcomed to the Foundation and Mrs. Chapman's tremendous contribution to the Foundation was acknowledged.

b. SUPERINTENDENT/PRESIDENT
- Thanked Nolan Pack for referring to the Educational Master Plan meeting.
- Attended the PCC Foundation Executive Committee meeting on September 14, 2010 and is looking forward to an extended report regarding the Foundation’s strategic plan.
- Thanked Dr. Cynthia Olivo, Associate Dean, Counseling and Student Success Services, for her part in putting together the memorial service for Chuck Ward, a PCC counselor, who passed away in August 2010.

c. SHARED GOVERNANCE REPRESENTATIVES

Mr. Edward Martinez, Academic Senate
- Conducted the Academic Senate’s annual retreat at the Huntington Library Conference Center on September 11, 2010. Goals for the year were formulated and will be sent to the Senate Board.
- Reported the first Academic Senate Board meeting for the semester was held on September 13, 2010.
- Reported that the Academic Senate was involved in the first Educational Master Plan meeting of the semester and will be actively involved in forthcoming meetings.
- Reported that the Academic Senate is involved in planning the Flex Day activities for September 29, 2010.

Ms. Cynthia Smith, Classified Senate
- Reported that the Classified Senate met earlier today and the Classified Leadership Institute contacted the Classified Senate to sponsor a workshop at the Community College League of California Annual Conference in November 2010.
- Reported that the Classified Senate reviewed the Institutional Effectiveness Policy regarding classified employee representation.
- Announced that the Classified Senate retreat is scheduled for September 29, 2010.
- Reported that the Classified Senate is finding new methodologies to raise funds for classified scholarships.
- Announced that the Halloween event is scheduled for October 29, 2010 in Creveling Lounge.

Ms. Jamie Hammond, Associated Students
- Reported that the Associated Students hosted Club Week last week.
- Thanked Dr. Rocha for attending the Associated Students Board meeting on September 8, 2010.

F. APPROVAL OF CONSENT ITEMS
Mr. Baum expressed appreciation for the new format of Consent Item 41-B, Approve Purchasing Transactions. Mr. Baum requested that Consent Item 39-P, Salary Compensation Factors – Large Group Instruction, be withdrawn for a
separate vote. Mr. Baum expressed concern for the number of large group instruction unit courses on the consent item when there are many adjunct faculty who have been affected by the budget cuts and have lost positions. In his opinion, given the budget situation, it would be more cost effective to bring on more adjunct faculty than to continue to have so many overload ratios.

MOTION: ON MOTION OF Dr. Fellow and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to approve Consent Items 41-B through 44-B; and 35-P through 38-P; and 40-P.

Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Fellow and seconded by Ms. Brown, the Board voted by five affirmative votes [Brown, Fellow, Mann, Martin, Thomson] and one negative vote [Baum] to approve Consent Item 39-P, Salary Compensation Factors – Large Group Instruction.

Advisory Vote: Aye

Mr. Thomson announced that Agenda Items H, I, J and K would be heard out of order.

H. POLICY REVIEW: DISCUSSION WITH POSSIBLE ACTION
- POLICY NO. 2300: ACADEMIC CALENDAR
- POLICY NO. 2400: PUBLIC RECORDS
  Mr. Thomson pointed out that there are Revised Procedures for Policy No. 2400 Public Records.
- POLICY NO. 2500: PROFESSIONAL ETHICS OF MANAGEMENT
- POLICY NO. 2520: PROFESSIONAL ETHICS OF CLASSIFIED STAFF

MOTION: ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by a unanimous vote of the six members present to approve Policy No. 2300: Academic Calendar; Policy No. 2400: Public Records; Policy No. 2500: Professional Ethics of Management; and Policy No. 2520: Professional Ethics of Classified Staff.

Advisory Vote: Aye

I. CONTRACT EDUCATION (Brown): DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Ms. Brown would like the administration to prepare a proposal to reinstate contract education at PCC. Dr. Rocha replied that contract education is an important part of the strategic initiatives in the Educational Master Plan. At the Board of Trustees October study session, a written analysis will be provided.

J. JOINT MEETING WITH THE ASSOCIATED STUDENTS (Mann): DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Dr. Mann requested that the annual joint meeting between the Board of Trustees and the Associated Students Board be reinstated. Dr. Rocha responded that a joint meeting will be scheduled, a proposed date to be decided upon.

K. DISCLOSURE OF COMPENSATION FOR BOARD AND EXECUTIVE TEAM (Mann): DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Dr. Mann explained that this item came out of the recent publicity regarding the compensation for boards and executives in public bodies. There are three bills on the Governor’s desk that address the issue. Therefore, she requested this item be held and brought back in November once the issue has been clarified.
G. APPOINTMENT OF TRUSTEE – AREA 5: DISCUSSION WITH POSSIBLE ACTION

Mary Dowell, Esq., legal counsel for PCC, explained the procedure for voting on the appointment of a trustee to Area 5. Mr. Thomson asked for public comment but there was none.

Mr. Baum said three of the candidates were in the audience, Benjamin Figueroa, Adam Murray and Warren Weber, and thanked them for attending the meeting.

Mary Dowell explained the ballot process. Each trustee should vote for one candidate and then pass the ballot forward to Mr. Thomson. The names of the five candidates are on the ballot: Benjamin Figueroa, Melinda Hsia, Adam Murray, Linda Wah and Warren Weber. When all the ballots have been collected, Mr. Thomson will read the ballots and Mr. Martin will keep the tally. Mr. Martin will then report the results of the votes.

Mary Dowell handed out Ballot #1 to the trustees.

**BALLOT #1:**
- Mr. Baum voted for Warren Weber.
- Ms. Brown voted for Linda Wah.
- Dr. Fellow voted for Linda Wah.
- Dr. Mann voted for Warren Weber.
- Mr. Martin voted for Warren Weber.
- Mr. Thomson voted for Linda Wah.

*Advisory vote:* Nolan Pack voted for Adam Murray.

Mr. Martin reported that the advisory vote was for Adam Murray, and there were three votes for Linda Wah and three votes for Warren Weber.

There was discussion of the candidates. Mary Dowell handed out Ballot #2 to the trustees.

**BALLOT #2:**
- Mr. Baum voted for Warren Weber.
- Ms. Brown voted for Linda Wah.
- Dr. Fellow voted for Linda Wah.
- Dr. Mann voted for Warren Weber.
- Mr. Martin voted for Warren Weber.
- Mr. Thomson voted for Linda Wah.

*Advisory vote:* Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were three votes for Linda Wah and three votes for Warren Weber.

There was further discussion of the candidates. Mary Dowell handed out Ballot #3 to the trustees.

**BALLOT #3:**
- Mr. Baum voted for Warren Weber.
- Ms. Brown voted for Linda Wah.
- Dr. Fellow voted for Linda Wah.
- Dr. Mann voted for Warren Weber.
- Mr. Martin voted for Warren Weber.
- Mr. Thomson voted for Linda Wah.

*Advisory vote:* Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were three votes for Linda Wah and three votes for Warren Weber.
Mr. Thomson explained that September 22, 2010 is the deadline for appointing a trustee to Area 5 and asked if the Board wished to adjourn the meeting and reconvene at a special meeting before September 22, 2010, hold an election or continue the meeting. Mr. Baum questioned whether the actual deadline should in fact be September 20, 2010 since that is sixty (60) days from the resignation of Dr. Bradbury-Huang. Mary Dowell, Esq., stated that the Los Angeles County Office of Education has notified the College that the deadline is September 22, 2010. Mr. Thomson recommended that the Board adjourn and a special meeting be scheduled prior to September 22, 2010.

There was further discussion of the candidates.

The Board requested public comment and shared governance input. Ms. Hammond said this was an opportunity to move in a new direction and was in support of Linda Wah. Mr. Martinez said the faculty would be concerned about micromanagement and moving the college forward and declined to give a specific endorsement since he had not had the opportunity to discuss the candidates with the faculty.

There was public comment from Ralph Hurtado, PCC student and member of the President's Latino Advisory Committee, and PCC student Kristy Rowe.

Further discussion of the candidates ensued.

Mr. Thomson suggested it was time for one more vote. He stated there were two well-qualified candidates: the Board could select someone to occupy the position who would make good contributions to the college and the Board; or the Board could select someone who will be a candidate for reelection in 14 months and the people of Area 5 will have a chance to judge her as to how she functions.

Mary Dowell handed out Ballot #4 to the trustees.

**BALLOT #4:**
Mr. Baum voted for Warren Weber.  
Ms. Brown voted for Linda Wah.  
Dr. Fellow voted for Linda Wah.  
Dr. Mann voted for Warren Weber.  
Mr. Martin voted for Warren Weber.  
Mr. Thomson voted for Linda Wah.  
Advisory vote: Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were three votes for Linda Wah and three votes for Warren Weber.

Mr. Thomson asked the Board if they wanted to adjourn, call an election or reconvene the meeting at a later date. Dr. Fellow suggested bringing the candidates back to another meeting. Mary Dowell said this meeting could be recessed (up to 48 hours) and reconvened and that the two candidates could be asked to make one more presentation before another vote was taken.

The Board decided to recess the meeting to reconvene on Friday, September 17, 2010 at 2:00 p.m. in Creveling Lounge and to invite Warren Weber and Linda Wah to make one more presentation at the meeting.

**L. FUTURE BOARD MEETING DATES**

Wednesday, October 6, 2010 (Regular Board meeting) – 6:00 p.m.  
Wednesday, October 20, 2010 (Study Session) – 6:00 p.m.
M. FUTURE AGENDA ITEMS
   There were no future agenda items.

III. RECESS

   Mr. Thomson recessed Meeting No. 28 at 10:02 p.m. The meeting will reconvene on
   Friday, September 17, 2010 at 2:00 p.m. in Creveling Lounge.
MOTIONS CARRIED AT MEETING NO. 28 – September 15, 2010

1. Approval of the Minutes of Meeting No. 24, Regular Business Meeting, held on August 25, 2010; the Minutes of Meeting No. 25, Summer Board Retreat, held on August 28, 2010; and the Minutes of Meeting No. 26, Regular Business Meeting, held on September 1, 2010.

2. Approval of Consent Items 41-B through 44-B; and 35-P through 38-P; and 40-P.


Submitted by:

Mark W. Rocha, Secretary
Board of Trustees
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. CLOSED SESSION (6:00 p.m.)

Government Code §54957.6

Labor Negotiations (PCCFA; CSEA 777; ISSU; POA)
Designated Negotiator: Mr. Engeldinger

Government Code §54957.6

Negotiation with Unrepresented Employees (Confidentials; Management Association)
Designated Negotiator: Mr. Engeldinger

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

OPEN SESSION (7:00 p.m.)

A. PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES
Meeting No. 24, Regular Business Meeting, August 25, 2010
Meeting No. 25, Summer Retreat, August 28, 2010
Meeting No. 26, Regular Business Meeting, September 1, 2010

C. INTRODUCTIONS/ANNOUNCEMENTS

D. 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.

E. REPORTS
   a. BOARD OF TRUSTEES
   b. SUPERINTENDENT/PRESIDENT
   c. SHARED GOVERNANCE REPRESENTATIVES

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

G. APPOINTMENT OF TRUSTEE – AREA 5: DISCUSSION WITH POSSIBLE ACTION
H. POLICY REVIEW: DISCUSSION WITH POSSIBLE ACTION

- POLICY NO. 2300: ACADEMIC CALENDAR
- POLICY NO. 2400: PUBLIC RECORDS (Revised)
- POLICY NO. 2500: PROFESSIONAL ETHICS OF MANAGEMENT
- POLICY NO. 2520: PROFESSIONAL ETHICS OF CLASSIFIED STAFF

I. CONTRACT EDUCATION (Brown): DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

J. JOINT MEETING WITH THE ASSOCIATED STUDENTS (Mann): DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

K. DISCLOSURE OF COMPENSATION FOR BOARD AND EXECUTIVE TEAM (Mann): DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

L. FUTURE BOARD MEETING DATES

   Wednesday, October 6, 2010 (Regular Board meeting) – 6:00 p.m.
   Wednesday, October 20, 2010 (Study Session) – 6:00 p.m.

M. FUTURE AGENDA ITEMS

III. ADJOURNMENT
CONSENT ITEMS

Revised  41-B  Approve Purchasing Transactions
42-B  Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
43-B  Reporting and Approval of Revolving Fund Reimbursement
44-B  Approve/Ratify Contracts

35-P  Approve/Ratify Stipends for Academic Personnel
36-P  Employment of Hourly Credit Teachers and Substitute Teachers, 2010-2011
37-P  Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
38-P  Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2010-2011
39-P  Salary Compensation Factors – Large Group Instruction
40-P  Amendment of Approved Contract: Superintendent/President
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING: CONTINUATION OF
RECESSED REGULAR BUSINESS MEETING NO. 28
Friday, September 17, 2010
2:00 P.M. Open Session
Pasadena City College
Creveling Lounge
1570 East Colorado Boulevard, Pasadena, California 91106

To listen to the full deliberation of the Board, please go to the college website, www.pasadena.edu/board, and click on “Audiocast of Meetings”.

Meeting No. 28 (continued from September 15, 2010) Page 1

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Special Meeting, a continuation of recessed Regular Business Meeting No. 28, on Friday, September 17, 2010, in Creveling Lounge of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER AND ROLL CALL, OPEN SESSION
The meeting was called to order at 2:01 p.m. by Mr. Thomson, President.

ROLL CALL
Trustees Present
Mr. William Thomson, President
Mr. Geoffrey L. Baum, Vice President
Mr. John Martin, Clerk
Ms. Berlinda Brown
Dr. Anthony Fellow
Dr. Jeanette Mann
Mr. Nolan Pack, Student Trustee

A. PLEDGE OF ALLEGIANCE
Mr. Martin led the Pledge of Allegiance.

B. ITEM CARRIED OVER FROM SEPTEMBER 15, 2010: APPOINTMENT OF TRUSTEE – AREA 5: DISCUSSION WITH POSSIBLE ACTION
At the Board’s request, Ms. Linda Wah and Mr. Warren Weber, candidates for the seat of Trustee for Area 5, gave short presentations to the Board.

There was public comment from Edward Martinez, President, Academic Senate, who read a statement from the Academic Senate in support of Linda Wah; Kris Pilon, professor, Engineering and Technology Division; Marguerite Cooper, National Women’s Political Caucus; and Meredith McKenzie, Pasadena resident and adjunct professor, Cal Poly Pomona.

After a five minute break, Mary Dowell, Esq., legal counsel for PCC, said that the deadline that the Los Angeles County Office of Education established for appointing a trustee to Area 5 is September 22, 2010. By her calculations, the sixtieth day following the effective date of Dr. Bradbury-Huang’s resignation is September 20, 2010. However, the Los Angeles County Office of Education stands by its date of September 22, 2010. If a special election were to take place, it would not be held until March 2011.

There was discussion of the candidates by the Board. Mr. Pack reported that the Associated Students at their concurrent Board meeting had passed a resolution
regarding a recommendation as to the Area 5 trustee. After a short break, Ms. Jamie Hammond, President, Associated Students, read the resolution from the Associated Students Board which endorsed Linda Wah as Area 5 trustee.

Mary Dowell handed out Ballot #5 to the trustees.

**BALLOT #5:**
Mr. Baum voted for Warren Weber.
Ms. Brown voted for Linda Wah.
Dr. Fellow voted for Linda Wah.
Dr. Mann voted for Warren Weber.
Mr. Martin voted for Warren Weber.
Mr. Thomson voted for Linda Wah.

*Advisory vote:* Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were three votes for Linda Wah and three votes for Warren Weber.

Mr. Thomson emphasized that if a decision is not made by the Board an election will take place in March 2011 which would cost the District $300,000. The winner of the election would then have to run for re-election in November 2011. He stated that he hoped a compromise could be reached.

Mr. Thomson suggested that the Board find out unofficially the second choice of each Board member.

Mary Dowell handed out Ballot #6 for the unofficial poll as to the second choice of each Board member, which would have no binding effect:

**BALLOT #6 (unofficial poll as to second choice)**
Mr. Baum: Ben Figueroa
Ms. Brown: Ben Figueroa
Dr. Fellow: Warren Weber
Dr. Mann: Linda Wah
Mr. Martin: Ben Figueroa
Mr. Thomson: Ben Figueroa

*Advisory vote:* Nolan Pack: Adam Murray

Mr. Martin reported the results of the unofficial poll as to the second choice. The advisory vote was for Adam Murray, and there were four votes for Benjamin Figueroa, one vote for Linda Wah and one vote for Warren Weber.

Mr. Thomson said the Board has an obligation to come to a decision and therefore some compromise will be needed.

After a short break, Mary Dowell handed out Ballot #7 to the trustees.

**BALLOT #7:**
Mr. Baum voted for Warren Weber.
Ms. Brown voted for Linda Wah.
Dr. Fellow voted for Linda Wah.
Dr. Mann voted for Warren Weber.
Mr. Martin voted for Warren Weber.
Mr. Thomson voted for Linda Wah.

*Advisory vote:* Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were three votes for Linda Wah and three votes for Warren Weber.
After another short break, there was further discussion of the candidates by the Board.

Mary Dowell handed out Ballot #8 to the trustees.

**BALLOT #8:**
Mr. Baum voted for Warren Weber.
Ms. Brown voted for Linda Wah.
Dr. Fellow voted for Linda Wah.
Dr. Mann voted for Warren Weber.
Mr. Martin voted for Warren Weber.
Mr. Thomson voted for Linda Wah.
Advisory vote: Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were three votes for Linda Wah and three votes for Warren Weber.

After a three minute break, Mr. Weber went to the podium and stated that, after due consideration and in the best interest of the institution, he had made the decision to withdraw his name from the candidate pool.

Mr. Baum recommended a voice vote be taken. Dr. Fellow made a motion, seconded by Ms. Brown, to nominate Linda Wah. Mr. Martin said he wanted an opportunity to vote one more time for Mr. Weber and would like to vote by ballot. Mr. Thomson said the motion could be withdrawn. Dr. Fellow withdrew his motion and Ms. Brown agreed.

Mary Dowell handed out Ballot #9 to the trustees.

**BALLOT #9:**
Mr. Baum voted for Warren Weber.
Ms. Brown voted for Linda Wah.
Dr. Fellow voted for Linda Wah.
Dr. Mann voted for Linda Wah.
Mr. Martin voted for Warren Weber.
Mr. Thomson voted for Linda Wah.
Advisory vote: Nolan Pack voted for Linda Wah.

Mr. Martin reported that the advisory vote was for Linda Wah, and there were four votes for Linda Wah and two votes for Warren Weber.

**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 the appointment of Linda Wah as Trustee for Area 5.
Advisory Vote: Aye

Mr. Thomson stated his profound appreciation to Mr. Weber and Ms. Wah and to everyone at the meeting and the Board members and that the matter had been dealt with in a transparent manner. He urged everyone to keep moving forward for the benefit of PCC and in support of Dr. Rocha and to continue to make PCC the finest community college not only in California but in the United States. He thanked everyone for all their hard work in reaching a very difficult decision. The Board extended congratulations to Ms. Wah. Ms. Wah thanked the Board for its vote and acknowledged that it was a difficult decision and that Mr. Weber was a wonderful candidate who had done a lot for PCC and for her community.

**II. ADJOURNMENT**
Mr. Thomson adjourned Meeting No. 28 at 4:29 p.m.
MOTIONS CARRIED AT MEETING NO. 28 – September 17, 2010

1. Approval of the appointment of Linda Wah as Trustee for Area 5.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING:
CONTINUATION OF RECESS REGULAR BUSINESS MEETING NO. 28
Friday, September 17, 2010
2:00 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 AND ROLL CALL, OPEN SESSION (2:00 p.m.)

A. PLEDGE OF ALLEGIANCE

B. ITEM CARRIED OVER FROM SEPTEMBER 15, 2010: APPOINTMENT OF TRUSTEE – AREA 5: DISCUSSION WITH POSSIBLE ACTION

II. ADJOURNMENT
<table>
<thead>
<tr>
<th>Topic</th>
<th>Tab</th>
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</thead>
<tbody>
<tr>
<td>PUBLIC HEARING AND ADOPTION OF THE PROPOSED 2010-2011 FINAL BUDGET WITH STUDENT ACCESS AND SUCCESS INITIATIVES</td>
<td>H</td>
</tr>
<tr>
<td>ADOPT RESOLUTION NO. 468 – APPROVE GANN APPROPRIATIONS LIMITS FOR 2010-2011</td>
<td>I</td>
</tr>
<tr>
<td>ADDITIONS TO THE CREDIT CURRICULUM</td>
<td>J</td>
</tr>
<tr>
<td>APPOINTMENT OF MEASURE P CITIZENS OVERSIGHT COMMITTEE</td>
<td>K</td>
</tr>
<tr>
<td>ACCREDITATION FOLLOW-UP REPORT #2</td>
<td>L</td>
</tr>
<tr>
<td>DISTRICT POLICY NO. 2560 – INSTITUTIONAL EFFECTIVENESS COMMITTEE</td>
<td>M</td>
</tr>
</tbody>
</table>
Public Hearing and Adoption of the Proposed 2010-2011 Final Budget

October 6, 2010

It is recommended that the Board of Trustees, governing board of the Pasadena Area Community District of Los Angeles County, California, conduct a hearing to allow members of the public to make comment on the proposed 2010-2011 Final Budget.

It is further recommended that the Board of Trustees adopt the 2010-2011 Final Budget and authorize its transmittal to the Chancellor's Office, California Community Colleges.

The 2010-2011 Adopted Budget is the operating budget for the District for the 2010-2011 fiscal year.

Title 5 of the California Code of Regulations, §58305, requires that each community college adopt a final budget by September 15 of each year. Based on the authority provided to the System Office by Title 5, §58306, the budget deadline has been extended to October 15, 2010 for all community college districts to adopt their final budgets.

Submitted and Recommended by:
Interim Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:
Superintendent/President
2010-11 OMNIBUS BUDGET AUTHORIZATION:
STUDENT ACCESS AND SUCCESS INITIATIVE (SASI)

**Purpose:** To develop an annual action plan to invest up to 50% of anticipated enrollment growth funding, or about $1M, to provide **tangible deliverables** that increase access and success for all students as demonstrated by clear outcome measures.

“Lockbox”: Office of the President ♦ “Northstar”: PCC Educational Master Plan

### ACCESS GOALS:
“Obstacle-free” pathways for all students

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable</th>
</tr>
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</table>
| 1. **Increased Sections and Enrollment Management**
  - Develop smooth pathways to CSU/UC transfer. | New 5-semester curriculum sequence maps for 60-unit program (SB1440). |
  - Increase sections of courses where necessary to achieve Basic Skills, Degree and CTE goals. | Revised course scheduling to meet student needs. |
| 2. **Basic Skills Improvement and In-District “College Guarantee”**
  - Develop and implement a one-year curriculum leading to transfer-level math and English | “One-Year Roadmap”. A competency-based approach to clear English and Math. |
  - Partnership with PUSD to help students to clear English, Math and Science in HS in return for seat at PCC, | First cohort of “college guarantee” enters in Fall 2011. |
| 3. **Distance Education and Online Student Information System**
  - Provide students with greater access to courses and instructional materials on and off campus. | • All course materials available online
• Increased number of distance education and hybrid courses and sections
• More classrooms available during peak instructional hours |
  - Provide students with access to information, resources, and support services anywhere, any time. | • Student Information System using mobile technology (e.g., iPhone application) |

### SUCCESS GOALS:
Increase in Basic Skills completion and awards of transfers, degrees and certificates.

| 1. **Professional Learning**
  - Assess the effectiveness of Student Learning Outcomes to improve instruction. | Professional development activities to increase course completion. |
| 2. **Install Smart Classrooms**
  - Create high-tech environments to observe, document, and learn about teaching and learning. | Faculty learning studio. |
  - Pilot new technologies that enhance and support student learning. | Certificate training for distance education and hybrid courses. |
| 3. **Innovation Fund**
  - New curricula in CTE, workforce, allied health. biotechnology, sustainability. | Support for curriculum writing and new faculty. |
| 4. **Investment in Revenue Enhancement** | Strategic plan for Extension, contract education, fee-based, non-residents, grants and Foundation. |
Board Agenda Item I: Adopt Resolution No. 468 – Approve Gann Appropriations Limits for 2010-2011

Board Meeting: October 6, 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. 468 to approve Gann Appropriations Limits for 2010-2011.

Fiscal Implications: There are no fiscal implications.

Background: Under provisions of Government Code §7910, each year the governing board shall, by resolution, establish its appropriations limit for the subsequent fiscal year. This limit is calculated based on prior appropriations, and modified to reflect inflation and growth. The attached resolution establishes our calculated 2010-2011 appropriations limit in the amount of $183,092,874. Pasadena City College's projected appropriations subject to limitation is $98,079,384.

Submitted and Recommended by:
Interim Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:
Superintendent/President
RESOLUTION NO. 468

PASADENA AREA COMMUNITY COLLEGE DISTRICT

APPROVE GANN APPROPRIATIONS LIMITS FOR 2010-2011

WHEREAS, the California electorate on November 5, 1979, approved Proposition 4 (Gann Initiative), which added Article XIII to the State Constitution to place various limitations on the fiscal powers of state and local governments; and,

WHEREAS, SB 1352 (Oranks) was enacted by the State Legislature and became effective on January 1, 1981, as Chapter 1205, Statutes of 1980, defining various terms and procedures to be used in establishing the appropriations limit of various agencies such as community college districts;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Pasadena Area Community College District establish an appropriations limit for 2010-2011, under the Gann Initiative in the amount of $183,092,874; and

BE IT FURTHER RESOLVED, that the proposed appropriations for the fiscal year 2010-2011 do not exceed this limit. Any action to set aside or annul this action must be filed with the Secretary of the Governing Board within sixty (60) days of the adoption of this resolution.

Passed and adopted this 6th day of October 2010 by the following vote:

Aye:  
No:  
Abstain:  
Absent:  

William E. Thomson, Jr., President of the Board of Trustees
Pasadena Area Community College District
Additions to the Credit Curriculum

October 6, 2010

It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the attached credit curriculum recommendations to be added to the Pasadena City College curriculum.

None

The credit course additions have been approved by the Curriculum and Instruction Committee and have been recommended to the Vice President of Instruction for review.

Submitted by:
Curriculum & Instruction Committee

Recommended for Approval by:
Jacqueline Jacobs
Vice President, Instruction

Approved for Submission to the Board of Trustees by:
Marvin P.大赛辰
Superintendent/President
CREDIT CURRICULUM

ADDS – Effective Spring 2011:

Health Sciences

MA 171A  EXPLORING TOPICS IN MEDICAL ASSISTING
Exploratory course: Specific topic identified in Schedule of Classes.
Lecture focusing on topics of current and general interest. Maximum credit 4 units, 1 unit each semester. Total of 18 hours lecture. First offered Spring 2011.

MA 171B  EXPLORING TOPICS IN MEDICAL ASSISTING
Exploratory course: Specific topic identified in Schedule of Classes.
Course focusing on topics of current and general interest. Maximum credit 12 units, 3 units each semester. Total of 54 hours lecture. First offered Spring 2011.

MA 171C  EXPLORING TOPICS IN MEDICAL ASSISTING
Exploratory course: Specific topic identified in Schedule of Classes.
Course focusing on topics of current and general interest. Maximum credit 4 units, 1 unit each semester. Total of 18 hours lecture and 18 hours laboratory. First offered Spring 2011.
Board Agenda Item K: Appointment of Measure P Citizens' Oversight Committee

Board Meeting: October 6, 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 appointment of a new member to the Measure P Citizens' Oversight Committee for 2010-11 and 2011-12.

Fiscal Implications: None

Background: Education Code §15278 specifies that a Citizens' Oversight Committee be formed if a district passes a bond measure under the guidelines of Proposition 39. On April 17, 2002, the Board of Trustees adopted the "Measure P Citizens' Oversight Committee Structure and Responsibilities" statement, which specifies the number and term of members. The attached slate of nominees is in compliance with the "Structure and Responsibilities" statement.
<table>
<thead>
<tr>
<th>Area Represented</th>
<th>Nominee</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Local Business Organization</td>
<td>Scott Feldmann</td>
<td>First</td>
</tr>
<tr>
<td>2. Senior Citizens' Organization</td>
<td>Angie Mont-O'Brien</td>
<td>Second</td>
</tr>
<tr>
<td>3. Bona Fide Taxpayers' Organization</td>
<td>Kevin Strotz</td>
<td>First</td>
</tr>
<tr>
<td>4. Currently Enrolled Associated Student</td>
<td>Student Trustee</td>
<td>Annual</td>
</tr>
<tr>
<td>5. Active in PTSA or PCC Foundation</td>
<td>Shirley Burt</td>
<td>First</td>
</tr>
<tr>
<td>6. Trustee Area #1 (G. Baum)</td>
<td>Laura Olhasso</td>
<td>Second</td>
</tr>
<tr>
<td>7. Trustee Area #2 (J. Mann)</td>
<td>Jonathan Fuhrman</td>
<td>First</td>
</tr>
<tr>
<td>8. Trustee Area #3 (B. Brown)</td>
<td>David Nelson</td>
<td>Second</td>
</tr>
<tr>
<td>9. Trustee Area #4 (W. Thomson)</td>
<td>John Gordon</td>
<td>First</td>
</tr>
<tr>
<td>10. Trustee Area #5 (L. Wah)</td>
<td>TBD</td>
<td>Second</td>
</tr>
<tr>
<td>11. Trustee Area #6 (J. Martin)</td>
<td>Jim Smith</td>
<td>First</td>
</tr>
<tr>
<td>12. Trustee Area #7 (A. Fellow)</td>
<td>Bradford King</td>
<td>Second</td>
</tr>
</tbody>
</table>

*Citizens Oversight Committee members will serve two-year terms and may be reappointed for a second term based on the Rotation Schedule. Members may return to the committee after an absence of two years.*
Board Agenda Item L: Accreditation Follow-up Report #2

Board Meeting: October 6, 2010

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, acknowledges having reviewed and approves Accreditation Follow-up Report #2 for submission to the Accrediting Commission for Community and Junior Colleges/Western Association of School and Colleges (ACCJC/WASC).

Fiscal Impact: None

Background: The "Preparation of a Follow-Up Report with a Visit" dated memorandum from ACCJC/WASC states: "The Follow-up Report must be reviewed by the Governing Board prior to its submission".

The attached Follow Report #2 is due to the Commission by October 15, 2010. Comments received by Board of Trustee members at the October 6, 2010 meeting will be considered by the Accreditation Response Steering Committee and college administration. Follow-up Report #2 will be submitted to ACCJC/WASC via express mail no later than October 13, 2010.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
FOLLOW-UP PROGRESS REPORT
OCTOBER 15, 2010
MISSION STATEMENT

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. The College provides an academically rigorous and comprehensive curriculum for students pursuing educational and career goals as well as learning opportunities designed for individual development. The College is committed to providing access to higher education for members of the diverse communities within the District service area and to offering courses, programs, and other activities to enhance the economic conditions and the quality of life in these communities.

CORE VALUES

A Passion for Learning

We recognize that each one of us will always be a member of the community of learners.

A Commitment to Integrity

We recognize that ethical behavior is a personal, institutional and societal responsibility.

An Appreciation for Diversity

We recognize that a diverse community of learners enriches our educational environment.

A Respect for Collegiality

We recognize that it takes the talents, skills and efforts of the entire campus community, as well as the participation of the broader community, to support our students in their pursuit of learning.

A Recognition of Our Heritage of Excellence

We recognize that we draw upon the college’s rich tradition of excellence and innovation in upholding the highest standard of quality for the services we provide to our students and community.
EXECUTIVE SUMMARY

Dear Commissioners:

On the cover of this progress report is a rendering of our college motto, Proud Past, Global Future. As Pasadena City College nears its 90th Anniversary in 2014, our motto is at once a statement of respect for our long heritage of excellence and a statement of our aspiration to become the first truly global California community college in every sense of the word “global”: a diverse faculty and staff and a diverse curriculum that prepares our students for a 21st century global economy without boundaries.

This progress report documents the demonstrable actions we have taken not only to address directly the Commission’s recommendations but to achieve the goals of our Educational Master Plan. The report is not written in the present progressive tense nor the subjunctive. Rather, it clearly and precisely reports actions we have already taken and progress we have already measured.

The actions and results of our faculty and staff are extraordinary to be sure. The facts show that Pasadena City College is by every output measure one of the very best community colleges in the state and the nation. Of the 112 California community colleges, Pasadena City College is ranked in the top seven or higher for the number of transfers, associate degrees awarded, associate degrees awarded in STEM fields, and CTE workforce certificates. These outcomes by our students occur in an urban community college that is the fourth most diverse college in California as recently reported by the Chronicle of Higher Education. Just this week, the college was awarded a $3.4M Title V grant for Hispanic –serving institutions.

Moreover, our academic programs have embraced the future. For one extraordinary example, our biotechnology program celebrated its first complete year of our Bridges to Stem Cell Research Program that enables our students to work as research interns at Cal Tech. We also recently approved a new environmental sciences degree program that symbolizes our 21st century vision of a truly sustainable college community. Our action to realize our vision has been recognized this year with the Green Community College Leadership Award and next month the college will receive an award of excellence from the President’s Global Climate Initiative. From our NPR-licensee radio station, KPCC 89.9 FM, to our world famous Tournament of Roses Parade Honor Band, Pasadena City College, offers its students a very special “success environment”.

We are proud of our many laurels but we choose not to rest on them. Our choice today is to welcome the recommendations of the ACCJC as an opportunity to improve. This report shows with deeds not words that Pasadena City College now sees the accreditation process not as one of mere compliance but as an important peer review tool that will enable us to serve our students even better.
Since our last report in March 2010, you will see significant progress on each of the five major recommendations:

- **Recommendation 1**: We have linked planning to budgeting and now base all decisions on our Educational Master Plan in a fully participatory decision-making process.

- **Recommendation 2**: We have nearly tripled the completion rate of assessments of all our course SLO’s.

- **Recommendation 3**: We have completely established and implemented all distance education policies.

- **Recommendations 4**: We have written, approved and now live by clear statements of ethics for all faculty and staff.

- **Recommendation 5**: We have completed our review of our shared governance and made significant improvements to the decision making process.

Perhaps most importantly, our college moves forward with settled and experienced administrative leadership that is deeply committed to service, transparency, listening and respect for every voice. Pasadena City College is vibrant with a spirit of possibility and optimism about the future.

In this collegial spirit, I want to thank the Commission for receiving this report and I look forward to the site visit of your colleagues.

Sincerely yours,

(Signature)

Mark W. Rocha
CERTIFICATION OF THE INSTITUTIONAL
FOLLOW-UP REPORT #2

Date:

TO: Accrediting Commission for Community and Junior Colleges,
Western Association of Schools and Colleges

FROM: Pasadena City College
1570 E. Colorado Boulevard
Pasadena, CA 91106-2003

Follow-up Report #2 is submitted for the purpose of assisting in the determination of the institution’s accreditation status.

We certify that there was broad participation by the campus community, and we believe the Follow-up Report #2 accurately reflects the nature and substance of this institution.

Signed:

Dr. Mark W. Rocha
Superintendent/President

Mr. William Thomson
President, Board of Trustees

Mr. J. Edward Martinez
President, Academic Senate

Mr. Gary Potts
President, Classified Senate

Ms. Jamie Hammond
President, Associate Students

Dr. David Douglass
President, Management Association
The core mission of Pasadena City College is **student access and success**. These twin goals—to provide every student the opportunity for a quality college education; and to enable each student to achieve her stated goal in a Student Educational Plan—have guided every decision and choice we have made in developing our Educational Master Plan. In turn, our Educational Master Plan is directly linked to budgeting and the allocation of resources. **One recent example is the funding of $1M for the Student Access and Success Initiative.**

This graphic shows the organic nature of our planning and allocation process. We have moved away from a “top down” model to a horizontal iterative approach in which the mission and master plan suffuse every one of our actions. In such a model, accreditation becomes more than mere compliance but an important opportunity to get better by improving our measurable outputs such as transfer and award of degrees and certificates.
ACREDITATION RESPONSE SCORECARD

The following Accreditation Response Scorecard provides an overview of the college’s efforts to respond to the five recommendations as set forth in the June 30, 2009 Commission action letter. Additional detail follows for each recommendation.

<table>
<thead>
<tr>
<th>Recommendations</th>
<th>Where We Started March 2009</th>
<th>Where We Were March 2010</th>
<th>Where We Are October 15, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>#1</strong> The team recommends that the college develop a systematic assessment of evaluation mechanisms, i.e., program review and planning processes, to determine their effectiveness in improving student learning programs and services and administrative functions. Specifically, the college needs to implement a consistent data set for program review and process improvement. (IB, IIA.2.e, and IIA.2.f, IIB, IIC)</td>
<td>• Systematic assessment of evaluation mechanism not in place • Data not consistently used</td>
<td>• Conceptualized the Development of an Institutional Effectiveness Committee (IEC) • Consistent data sets developed for program review and planning</td>
<td>• IEC policy and procedures Board approved • IEC: Establishment Task Force in place • Revised planning and program review processes tied to resource allocation implemented • Basic Skills, Accounting, and Employment Services undergoing program review</td>
</tr>
<tr>
<td><strong>#2</strong> The team recommends that the college expand its assessment of student learning outcomes to include all programs, degrees, and certificates, and, if applicable, learning and support service areas. The team further recommends that the student learning outcomes assessment be incorporated into the program review, program planning, and resource allocation processes. (IB, IIA.2.e, and IIA.2.f, IIB, IIC)</td>
<td>• Course level SLO assessment in progress • Minimal instructional program assessment occurring • Active Student and Learning Services program assessment in progress</td>
<td>• Academic Senate established SLO subcommittee to guide course and program level assessment • Redefined program definition for educational and student support services in accordance with ACCJC guidelines • Closely coordinated the work of the Accreditation Response Steering Committee with the Academic Senate SLO subcommittee</td>
<td>• All certificate of achievement programs will have defined student learning outcomes by the end of the Fall 2010 semester • Curriculum mapping within planning structure is underway • Curriculum and Instruction Committee (C&amp;I) overseeing Division’s creation of outcomes for degrees, majors, areas of emphasis, and transfer majors • General Education Outcomes (GEOs) developed and approved by the Academic Senate</td>
</tr>
<tr>
<td><strong>#3</strong> The team recommends that the college establish and implement policies and procedures that define and ensure the quality and integrity of the distance education offerings and make these policies widely available to faculty. The institution must also submit a Substantive Change Proposal to the Commission. (IIIA.1, IIA.1b)</td>
<td>• Inadequate Distance Education Policies and Procedures</td>
<td>• 15 of 20 policies and procedures developed for Distance Education</td>
<td>• 15 policies and procedures approved by the Academic Senate • 5 policies and procedures pending approval October 2010 • Roll out to faculty and deans completed • C&amp;I committee orientation completed • Distance Education Office established and funded; implementing Distance Education policies and procedures</td>
</tr>
<tr>
<td><strong>#4</strong> The team recommends that the college develop codes of ethics for management and classified employees. (IIIA.1.d)</td>
<td>• No code of Ethics for Management and Classified</td>
<td>• Framework for Management and Classified Codes of Ethics established</td>
<td>• Codes of Ethics for Management and Classified Board of Trustees approved</td>
</tr>
<tr>
<td><strong>#5</strong> The team recommends that the college develop and implement formal processes for the regular evaluation of each component of its governance and decision-making structures and use the results for improvement as needed. (IVA.5)</td>
<td>• Limited formal process for evaluation of each component of governance and decision-making structures</td>
<td>• Reviewed shared governance evaluation processes at other institutions • Incorporated the analysis and evaluation of governance and decision making in the proposed IBC structure</td>
<td>• Formal process implemented through shared governance group self-assessments, Campus Climate survey, President-led forums and discussion groups, College Coordinating Council, and Shared Governance (Policy 2000)</td>
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</tbody>
</table>
RECOMMENDATION #1

The team recommends that the college develop a systematic assessment of evaluation mechanisms, i.e., program review and planning processes, to determine their effectiveness in improving student learning programs and services and administrative functions. Specifically, the college needs to implement a consistent data set for program review and process improvement. (IB.6, 1B.7)

To address the college’s response to this recommendation it will be divided into two parts:

1a. The team recommends that the college develop a systematic assessment of evaluation mechanisms, i.e., program review and planning processes, to determine their effectiveness in improving student learning programs and services and administrative functions.

After an evaluation of the current program review structure by a shared governance group, (Follow-up Report #1, March 2010) it was determined that a revision of the structure was necessary to ensure that the planning and review processes were used to improve student learning and institutional effectiveness.

As outlined in Follow-Up report #1 dated March 15, 2010, the instructional review process was revised to support the main functions of the college: Basic Skills, AA/AS degrees, Certificates, Transfer/Disciplines, and General Education. Because these categories are not exclusive, the revision allowed for greater dialogue and participation across the campus.

Additionally Student and Learning Services, Administrative Services, and the President’s area developed review areas to encourage dialogue and improvement across and between services, offices and departments.

<table>
<thead>
<tr>
<th>Pasadena City College Program Review</th>
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<tbody>
<tr>
<td><strong>Instruction</strong></td>
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<tr>
<td><em>Basic Skills</em></td>
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<tr>
<td><em>AA/AS degrees</em></td>
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<tr>
<td><em>Certificates</em></td>
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<tr>
<td><em>General Education</em></td>
</tr>
<tr>
<td><em>Transfer/Discipline</em></td>
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<tr>
<td><strong>Student and Learning Services</strong></td>
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<td><em>Enrollment Services</em></td>
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<td><em>Student Support Services</em></td>
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<td><em>Learning Assistance</em></td>
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<td><em>Engagement</em></td>
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<td><em>Goal Achievement</em></td>
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<tr>
<td><strong>Administrative Services</strong></td>
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<tr>
<td><em>Campus Services</em></td>
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<tr>
<td><em>Fiscal Services</em></td>
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<tr>
<td><em>Technology Services</em></td>
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<tr>
<td><strong>President’s Area</strong></td>
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<tr>
<td><em>Shared Governance</em></td>
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<tr>
<td><em>External Relations</em></td>
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<tr>
<td><em>Institutional Effectiveness</em></td>
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<tr>
<td><em>Human Resources</em></td>
</tr>
</tbody>
</table>

The college chose to implement a revised planning and program review process using the TaskStream Accountability Management System (AMS) software. The software was acquired in June 2010, customized in July 2010, and implemented in August 2010. Rigorous group and one-on-one instruction occurred and continues in support of faculty, staff, managers, and administrators. All areas of the college are using the AMS planning structure.

The planning process is assessed using a TaskStream AMS internal survey mechanism (Appendix __). When a plan is completed and submitted, the author automatically receives a survey asking her or him to review the planning process in regards to understanding, functionality, and needed changes. The surveys are analyzed by the Office of Institutional Planning and Research (IPRO). Any remediation or changes that need to occur to the planning process (including software, technology, and training) are discussed with the Academic Senate, Administration, and College Coordinating Council and implemented by IPRO. Additionally, six questions are included on the college’s Campus Climate survey
that evaluate the efficacy of the college’s planning and program review processes and the link to resource allocation. (Appendix____, Campus Climate Survey)

Currently Basic Skills, Enrollment Services, Campus Services, and the Accounting certificate program are undergoing the revised review process. The completed Basic Skills review is included in Appendix____.

The college established the Institutional Effectiveness Committee (IEC), under the auspices of the Academic Senate and college President, to provide a systematic assessment of evaluation mechanisms, particularly program review to determine effectiveness in improving student learning programs, services, and administrative functions. The IEC provides a forum for college representatives to participate in the coordination and evaluation of evidence-based institutional program review. The IEC evaluates program reviews in the context of the college’s mission and Educational Master Plan and makes recommendations that support student access, learning, and success (Policy 2560, Procedure 2560.10). Additionally, the IEC has the authority to direct that a program review be revised or revisited. IEC members make recommendations for program improvement to the college’s Curriculum and Instruction Committee, Accreditation Liaison Officer, Resource Allocation Committee, and the College President.

INSTITUTIONAL EFFECTIVENESS COMMITTEE (IEC)
To fully connect the process of resource allocation to program review and planning, a revised budgeting methodology has been implemented. Dollar-based income and expense enrollment management budgeting more closely aligns with the continuous cycle of improvement model based on program review outcomes. Below is a chart depicting the college’s resource allocation workflow.

**WORKFLOW OF THE RESOURCE ALLOCATION PROCESS AT PASADENA CITY COLLEGE**

<table>
<thead>
<tr>
<th>Type of resource being allocated</th>
<th>Operational Plan</th>
<th>Tactical Plan</th>
<th>Area Plan</th>
<th>Budget Ad Hoc Committee</th>
<th>Executive Committee</th>
<th>Campus Technology Committee</th>
<th>Faculty Priorities Committee</th>
<th>Classified Priorities Committee</th>
<th>Take Action</th>
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<td>New Faculty</td>
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<td>X⇒</td>
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<td>New Manager</td>
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</table>

**RECOMMENDATION #1 CONTINUED**

1b. *Specifically, the college needs to implement a consistent data set for program review and process improvement.*

Consistent data sets were indentified through a consultative process during the 2009-2010 academic year (see Follow-up Report #1 page__). The data sets were developed using Chancellor’s Office referential files, internal data sources, and the analysis of surveys administered by the college over the last five years. As each data set was finalized it was uploaded into the appropriate program review and planning areas within the AMS. Every year the data sets will be updated. As part of the AMS training, faculty, staff, managers, and administrators were familiarized with the data sets and their usage for program review and planning. Additionally, as reviewers and planners identify additional data requirements, the data will be uploaded into the AMS.
RECOMMENDATION #2

The team recommends that the college expand its assessment of student learning outcomes to include all programs, degrees, and certificates, and, if applicable, learning and support service areas. The team further recommends that the student learning outcomes assessment be incorporated into the program review; program planning, and resource allocation processes. (IB, IIA.2.e, and IIA.2.f, IIB, IIC)

The college’s SLO activities have been on-going for the past several years. In order to comply with this recommendation by the October, 2012 deadline, an aggressive timeline has been established. The academic divisions are completing their outcomes for degrees, certificates, majors, and areas of emphasis under the guidance of the college’s Curriculum and Instruction Committee. Assessment of these outcomes will begin in Spring, 2011.

General Education Outcomes (GEOs) have been developed and approved by the Academic Senate. A Research Finding #28 (Appendix _____) has been completed that compares and analyzes five years of results from the PCC Fall Student Survey with the colleges GEOs and the results from two administrations of the Community College Survey of Student Engagement (CCSSE). The findings will be used as part of the Spring 2011 review of the college General Education curriculum.

Under the auspices of the Student Access and Success Initiative approved by the Board of Trustees, professional development will be provided to faculty for the assessment of course and programs outcomes. In addition a fulltime Assessment Specialist will be retained to work with faculty and deans to implement and use outcomes assessment. Assessment of all courses, programs, and GEOs will occur by October, 2012.

The college President has established an Office of Institutional Effectiveness (OIE). Among other tasks, the OIE works with faculty and others to institutionalize assessment and effective educational practices and provide on-going professional development in support of these activities.
RECOMMENDATION #3

The team recommends that the college establish and implement policies and procedures that define and ensure the quality and integrity of the distance education offerings and make these policies widely available to faculty. The institution must also submit a Substantive Change Proposal to the Commission. (IIA.1, IIA.1b)

Follow-up Report #1 provides a detailed overview of the work completed as of March 2010. Since that time, the Academic Senate Distance Education Committee has completed all of the initial policies and procedures (20). The majority of policies and procedures have been approved by the college’s Academic Senate with five policies pending approval in October 2010. The District has entered into contract negotiations with the Faculty Association regarding those policies relating to working conditions.

The college has reorganized its Distance Education unit which now reports to the Dean, Library Services and is supervised by a certificated Director of Distance Education. The Director and her team have briefed the college’s Curriculum and Instruction Committee and Division Deans on the new policies and procedures. The Academic Senate Distance Education Committee and Distance Education staff is working directly with faculty in the introduction of, and training on, the new policies and procedures.

The college has substantively increased its commitment to distance education and begun the process of policy and procedure implementation with particular emphasis on professional development, pedagogical course design, and technology support for online, hybrid, and on-campus web-enhanced courses.

The college has prepared a Substantive Change proposal. The proposal will be submitted upon the Commission’s notification that the college is off warning. In association with the Office of Instruction, the Distance Education Director is currently engaged in an audit to determine if additional programs need to be included in the substantive change proposal.
RECOMMENDATION #4

The team recommends that the college develop codes of ethics for management and classified employees. (IIIA.1.d)

The Pasadena City College Management Association developed a Code of Ethics (Policy 2500 Management Code of Ethics) which was approved by the majority of the Management Association’s members at a meeting on June 28, 2010. Policy 2500 was approved by the Board of Trustees on September 15, 2010.

The Pasadena City College Classified Senate and the following college bargaining units: ISSU, CSEA, POA, and Confidentials agreed to a Classified Code of Ethics on August 18, 2010, (Policy 2520, Classified Code of Ethics). Policy 2520 was approved by the Board of Trustees on September 15, 2010.

Both policies and procedures are available on the Pasadena City College website.
RECOMMENDATION #5

The team recommends the college develop and implement formal processes for the regular evaluation of each component of its governance and decision-making structures and use the results for improvement as needed. (IVA.5)

Pasadena City College Policy 2000 Shared Governance outlines the governance groups that require a formal process of evaluation. Those groups are:

✓ Academic Senate
✓ Associated Students
✓ Classified Senate
✓ Management Association
✓ Board of Trustees

A task team convened to map out strategies to address the recommendation. The team concluded that the following items were to be accomplished in conjunction with the College’s Coordinating Council (CCC):

✓ Each shared governance group will perform annual self assessments
✓ A revised Campus Climate Survey will provide enhanced feedback on the role and effectiveness of shared governance
✓ The Institutional Effectiveness Committee and College Coordinating Council will review the findings from the Campus Climate survey and make recommendations to the college President to improve shared governance
✓ Forums and discussion groups led by the college President and others will be held to discuss matters of mutual concern and importance based on the data and develop action plans leading to improvement

The Academic Senate, Classified Senate, and Management Association are formally evaluated in two ways: 1.) a self-evaluation conducted annually and 2.) a Campus Climate survey implemented every three years. The college’s Campus Climate survey has undergone significant revisions with guidance from the Academic Senate, Classified Senate, and Management Association (See Appendix _____) to provide a formal assessment mechanism of each shared governance group that will lead to improvement.

The Fall Student survey was modified, with input from the executive board of the PCC Associated Students, to include eight questions to evaluate their effectiveness in serving the student body. The results are analyzed by IPRO and a report is submitted to the Associated Students Board. The Board then takes action to improve student satisfaction based on the survey results. The corrective action can be taken directly by the Associated Students or in association with the college administration.

The annual self-evaluation is used to guide the work of each governance group throughout the year. The results of the Campus Climate survey will be evaluated by the Institutional Effectiveness Committee (IEC). The IEC will make recommendation to the College Coordinating Council (CCC) on needed changes or accommodations in the shared governance process.
The PCC Board of Trustees in accordance with Bylaw 1490, Board Self Assessment (Appendix___), conducts an annual self-assessment. “The goal of the assessment is to provide for improvement in the Board’s operations and, where possible, the assessment will be made on objective measures”. The Board continues its annual self-assessment process and responds as needed to the concerns of its community constituents.

Additionally, in Spring 2010 the Board of Trustees administered a survey to a random sample of faculty, staff and administrators to gather input on Board processes and effectiveness for campus constituents. The results of the survey are being used by the Board to develop their annual goals. A copy of the survey can be viewed in Appendix ____.

As the college works to improve, shared governance will continue to play a central role. To support this goal, professional development will play a key part in implementing formal processes for the regular evaluation of each component of the governance and decision-making structures. AB1725, the role of shared governance in the operation of a healthy and productive college leading to the highest levels of teaching and learning, and the use of data and evidence to exact healthy and necessary change will be among the featured professional development topics and activities. The goal is to improve communication, promote inclusiveness, and engage the entire college community to achieve the primary goal of student success.

The College Coordinating Council concluded a self-assessment process which reviewed the manner in which it’s consultative and recommendation process occurred. This activity led to a clearer understanding of the role of the College Coordinating Council in support of the college President and the Board of Trustees. An enhanced process leading to more timely and agile decision making and improved communication among Council members and their constituents was achieved.
Board Agenda Item M: Approval of District Policy 2560: Institutional Effectiveness

Board Meeting: October 6, 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 District Policy 2560, Institutional Effectiveness.

Fiscal Impact: None

Background: The policy was compared to model policies provided by the Community College League of California and reviewed by the College’s Executive Committee before being further reviewed by the College Coordinating Council.

Additions to the policy are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Title: Institutional Effectiveness
Legal Authority: Ed Code Section 66050,
Title 5 Sections 51016, 53200, 53406, 55180

It is the policy of the Pasadena Area Community College District that the Institutional Effectiveness Committee (IEC) provides a forum for college representatives to participate in the coordination and evaluation of evidence-based institutional program review to determine effectiveness. The IEC evaluates program reviews in the context of the college’s mission and educational master plan and makes recommendations that support student access, learning, and success.

The Board of Trustees establishes and approves the composition of the IEC through mutual agreement of the Board of Trustees or its designee and the Academic Senate and in accordance with Shared Governance policy #2000.
1. **Name**
   The name "Institutional Effectiveness Committee," hereinafter cited as the "IEC," shall apply to the college-wide group charged with the coordination and evaluation of institutional program review to determine effectiveness.

2. **Charge of the Committee**
   The specific charges of the IEC shall be as follows:
   
   a. Use student success indicators as defined in the college's program review process to designate and coordinate the programs that will undergo a review each year
   b. Evaluate program reviews, providing feedback to program reviewers with the authority to direct that a program or unit review be revisited or revised
   c. Evaluate program review assessment results and recommendations related to the Mission and Educational Master Plan of the college
   d. Review the appropriateness of courses mapped to General Education Outcomes (GEO)
   e. Inform the work of the college's Strategic Planning Team
   f. Provide a summary of assessment and program review evaluation results for consideration in the resource allocation and strategic planning processes
   g. Use existing institutional research data and additional evidence to inform its work
   h. Provide college-wide forums for the discussion of college or program outcomes, achievements, and assessment practices
   i. Prepare an annual summary with recommendations to the Board of Trustees based on program review evaluation results
   j. Provide analysis and guidance for the formal evaluation of governance and decision-making structures
   k. Forward IEC educational program and curriculum recommendations to the college's Curriculum and Instruction (C&I) Committee
   l. Forward IEC accreditation recommendations to the Accreditation Liaison Officer (ALO) and the college Superintendent-President
   m. Make recommendations, based on program review evaluation results, for the development or revision of college policies and procedures to the appropriate governance groups

3. This Policy and Procedure document shall not conflict with other established policies including: Shared Governance #2000, Curriculum Development, Adoption, and Review #3200, Planning Process #2100, and Process for Institutional Accreditation #2120.
4. Composition of the Committee
   a. The IEC shall be co-chaired by a representative of the faculty and a representative of management.
   b. The faculty co-chairperson shall receive a minimum of 20% reassigned time of contract load or an equivalent overload stipend for each semester of service.
   c. The IEC shall consist of six (6) components: faculty representatives, management representatives, classified staff representatives, student representatives, members ex-officio, and resource experts.
      (1) Faculty Representatives: one member from each of the instructional divisions, one member from the Community Education Center, one member from the Counseling Division, one member from the Library Division
      (2) Management Representatives: four (4) total of the following position types – Vice Presidents, Deans, Associate Deans, Assistant Deans, Directors, Managers, or Supervisors
      (3) Classified Staff Representatives: four members of the classified staff
      (4) Student Representatives: Two representatives from Associated Students plus two alternates
      (5) Members Ex-officio (voting members): the Associate Dean of Academic Support, the Associate Dean of Career and Technical Education, and the Associate Dean of Counseling and Student Success Services
      (6) Resource Experts (non-voting members): Representatives shall consist of, but not be limited to, individuals from Admissions and Records, Information Technology, Facilities, Institutional Planning and Research, Learning Assistance Center, and Enrollment Management
      (7) Superintendent/President will review and adjust the committee composition as needed

5. Selection of Members
   Members, whose terms are effective July 1, shall be selected in April as follows:
   a. The faculty co-chairperson of the IEC shall be selected for a two-year term by the Executive Committee of the Academic Senate from the tenured fulltime faculty and confirmed by a majority vote of the Academic Senate Board.
   b. The management co-chairperson of the IEC shall be appointed for a two-year term by the Superintendent/President of the college.
   c. The fulltime tenure or tenure-track faculty members shall be chosen from candidates recommended from each division of the college to the Academic Senate Executive Committee and confirmed by a majority vote of the Academic Senate Board. The minimum term for faculty members shall be two (2) years.
   d. The four (4) management representatives shall be chosen by the Management Association in consultation with the college’s Superintendent/President and the Vice President of Instruction, Vice President of Student and Learning Services, and the Vice President of Administrative Services. The minimum term for management representatives shall be two (2) years.
   e. The four (4) classified staff representatives shall be appointed in accord with the Memorandum of Understanding between the classified bargaining units and the Classified Senate that is in effect until June 30, 2011 that delineates the appointment process for classified staff to committees. The minimum term for classified staff representatives shall be two (2) years.
   f. The student representatives shall be selected according to the voting procedures of the Associated Students.

6. IEC Leadership Council
   A Leadership Council, composed of up to eight (8) members inclusive of and designated by the IEC co-chairs, will be constituted to lead and guide the work of the IEC. All IEC Leadership Council members shall be selected from the IEC.

7. Procedural Guidelines
b. IEC meeting agendas shall be prepared by the co-chairpersons in consultation with one another or by other procedures agreed upon by the IEC Leadership Council.
c. The IEC co-chairpersons shall develop IEC meeting schedules based on expected workload and other deadlines that require timely completion of business.
d. The IEC co-chairpersons shall provide an annual orientation to all members of the committee.
e. A notice of each meeting, along with all relevant documents, shall be provided at least 72 hours in advance of each meeting.
f. The Superintendent/President shall assign an administrative office within the college to support the work of the IEC.
g. Written records of IEC meetings and activities shall be maintained.

8. Voting Procedures
   a. Each member of the IEC shall have one (1) vote.
   b. The IEC chairpersons may exercise the right to vote only in the event of a tie.
   c. Voice votes shall ordinarily be the method of recording decisions. However, special circumstances as determined by the IEC chairpersons may demand that individual member votes be counted either by show of hands, roll call, or ballot.
   d. A quorum shall exist when a simple majority of the IEC membership is in attendance and at least one IEC chairperson must be in attendance.
   e. Resource experts are non-voting members of the committee.

9. Standing IEC subcommittees and ad hoc subcommittees shall be created and charged with specific duties and responsibilities as determined and defined by the IEC.
CONSENT ITEM TITLE:
Approval of Student Veterans Travel to the National Student Veterans of America Conference Washington, D.C. September 30–October 3, 2010

Board Meeting Date: October 6, 2010

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

GROUP: Student Veterans, Veterans' Resource Center
NUMBER: 2 (Two Veteran Students)
DATE(S): Thursday, September 30–October 3, 2010
TIME(S): Depart Thursday, September 30, 2010 at approximately 7:00 p.m.
Return Sunday, October 3, 2010 at approximately 4:00 p.m.
DESTINATION(S): Washington, D.C.
EVENT(S): Student Veterans of America 3rd Annual Conference “Success After Service”
TRANSPORTATION: Airfare (LAX to Washington, D.C. airport)
ADVISOR(S): Patricia D'Orange-Martin, Veterans' Services Program Coordinator
NOT TO EXCEED: $1,000.00

FISCAL IMPLICATIONS: Funds for this activity are budgeted in the Student Success Funds (01-5250-2300-2900) ($1,000.00). Cost categories and amounts include airfare and meals. Lodging to be donated by Student Veterans of America.

BACKGROUND: Pasadena City College was invited to send two student veterans to the Student Veterans of America (SVA) Annual Conference. They received a scholarship for the conference fee and lodging. Pasadena City College's Veterans Services is a recognized exemplary program in the State of California. This is an important conference to have Pasadena City College's student veterans represent the college. They will have the opportunity to learn about current veteran-specific legislation as it relates to higher education, participate in educational workshops, learn about funding sources and grants available to college campuses for veterans' services, network with other college representatives and learn what other colleges are doing to help veterans succeed in college.

Submitted by:
Associate Dean, Counseling and Student Success Services

Recommended for Approval:
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
CONSENT ITEM TITLE:
Approval of Student Travel -
Associated Students Executive Board
Costa Mesa, CA  October 22-24, 2010

Board Meeting Date:  October 6, 2010

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

GROUP:  Associated Students Executive Board
NUMBER:  13 (11 Students and 2 Advisors)
DATE(S):  October 22-24, 2010
TIME(S):  Various
DESTINATION(S):  Hilton Orange County
                Costa Mesa, CA
EVENT:  California Community College Student Affairs Association
        Leadership Conference
TRANSPORTATION:  District vehicles
ADVISOR(S):  Student Affairs Staff
NOT TO EXCEED:  $5,560.00

FISCAL IMPLICATIONS:  Funds for this activity are provided by the 2010-2011 Associated Students Annual Budget and Student Representation Fee. Cost categories and amounts include: Registration fees, lodging, meals, transportation, and supplies; not to exceed $5,560.00 for 13 participants.

BACKGROUND:  This activity involves travel to an annual statewide conference focusing on leadership development. The conference will host various workshops that tie into this year’s theme of “A Call to Action.” Featured workshops include advanced parliamentary procedures, a social mixer for students, and a resolution workshop to prepare students for the State Student Senate General Assembly, which will be held the following weekend. Agenda items start at 8:00 a.m. and go until 10:00 p.m.
CONSENT ITEM TITLE: Approval of Instructional Trip for Geology 40, October 8-11, 2010

Board Meeting Date: October 6, 2010

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

GROUP: Geology 40 students
NUMBER: 20 students; 1 faculty
DATE: October 8-11, 2010
TIME: Depart: 10/08/10, 8:00 a.m.
Return: 10/11/10, 5:00 p.m.
DESTINATION: Berlin Ichthyosaur State Park, Berlin, Nevada; Red Rocks Conservation Area, Las Vegas, Nevada
EVENT: Field study of Mesozoic rocks, structures, and fossils pertinent to the Age of Dinosaurs
TRANSPORTATION: District vehicles, private automobiles
ADVISOR(S): Division of Natural Sciences: Bryan Wilbur, Instructor
NOT TO EXCEED: $800.00 (transportation, $800 [2 district vehicles @ $100/day x 4 days]).

Students will be camping out and providing their own meals.

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle and to purchase gasoline and services outside of Los Angeles County.

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2010-11 Adopted Budget in account code 01-5250-1502-0000 (Natural Sciences: Physical Sciences) for transportation.

BACKGROUND: This instructional field trip is requested by the Division Dean of Natural Sciences.

Submitted by:

Division Dean, Natural Sciences
Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
CONSENT ITEM TITLE:
Approval of Instructional Trip for Geology 3 and Biology 37, January 24-February 4, 2011

Board Meeting Date: October 6, 2010

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

GROUP: Geology 3 and Biology 37 students
NUMBER: 25 students; 3 faculty
DATE: January 24-February 4, 2011
DESTINATION: Hilo, Hawaii (various locations)
EVENT: Project Pele, Earth and Environmental Sciences in Hawaii
TRANSPORTATION: Air, private automobile, rented vehicle
ADVISOR(S): Division of Natural Sciences: Elizabeth Nagy-Shadman, Instructor; Martha House, Associate Professor; Erika Catanese, Instructor
NOT TO EXCEED: $2,400.00 (transportation [2 vehicles @ 12 days x $100 per day])

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2010-11 Adopted Budget in account code 01-5250-1502-0000 (Natural Sciences: Physical Sciences) for transportation.

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

Submitted by:
Division Dean, Natural Sciences

Recommended for Approval:
Jacqueline Groho
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Amend/Renew Contracts

Board Meeting Date: October 6, 2010

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

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

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

Submitted by:
Director, Business and Purchasing Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
Superintendent/President
<table>
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<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
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<td>B-97824-1</td>
<td>C.F. Environmental, Inc.</td>
<td>$24,000.00</td>
<td>To provide services related to identification and removal of asbestos and related materials from various areas of the campus 10/07/10 thru 6/30/11</td>
<td>Various cost centers</td>
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<tr>
<td>B-97824-1</td>
<td>Stacey Phillips</td>
<td>$6,000.00</td>
<td>To provide services to assist with the development of the PCC Institute for Sustained Organizational Development 10/07/10 thru 1/31/11</td>
<td>Human Resources 4300-2900</td>
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<td>B-97177-8</td>
<td>Christina Christie</td>
<td>$5,000.00</td>
<td>To increase amount of agreement for additional services related to external evaluations of new projects for an amount not-to-exceed $25,000.00 and extend term from 9/30/10 to 9/30/11</td>
<td>Academic Support: National Science Foundation Math and Science (MaS) Grant 5242-0000</td>
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<td><strong>Renew</strong></td>
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<td>C-2901-8</td>
<td>Jack Schulman Construction Co., Inc.</td>
<td>$4,747.14 per month</td>
<td>To provide pool cleaning and maintenance for an amount not-to-exceed $40,181.00 10/17/10 thru 6/30/11</td>
<td>Facilities Trades 3702-0000</td>
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<td><strong>Consent Item</strong></td>
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</table>
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt the attached Resolution and authorize the Interim Vice President for Administrative Services to ratify an agreement with the California State Department of Education for a Child Development Services Infant-Toddler Resource Contract for the benefit of children ages birth to three years of age. The term of the agreement shall be July 1, 2010 through June 30, 2011.

FISCAL IMPLICATIONS: The District shall receive from the California State Department of Education an amount not-to-exceed Six Hundred Ninety-Eight Dollars ($698.00).

BACKGROUND: These funds may be used for the purpose of maintaining compliance with State health and safety requirements, to comply with the American with Disabilities Act (ADA), or to purchase or replace equipment necessary for the health and safety of the enrolled children.

Submitted by:

[Signature]
Director, Business and Purchasing Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
RESOLUTION NO. 467

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2010/2011.

RESOLUTION

BE IT RESOLVED that the Governing Board of the Pasadena Area Community College District authorizes entering into local agreement number CCAP-0044 and that the person who is listed below, is authorized to sign the transaction for the Governing Board.

<table>
<thead>
<tr>
<th>Name</th>
<th>TITLE</th>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard van Pelt, Ph.D.</td>
<td>Interim Vice President Administrative Services</td>
<td></td>
</tr>
</tbody>
</table>

PASSED AND ADOPTED THIS 6th day of October, 2010, by the Governing Board of the Pasadena Area Community College District of Los Angeles County, California.

I, John H. Martin, Clerk of the Governing Board of the Pasadena Area Community College District of Los Angeles County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk’s Signature)  (Date)
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

October 7, 2010 – June 30, 2010 – Various Human Resources Professional Development and Diversity Workshops at PCC. Anticipated expenses not-to-exceed $5,000.00 for speakers, supplies, materials, videotaping and refreshments. Cost Center: 01-5210-4300-2900, Staff Development

FISCAL IMPLICATIONS: Funds for these activities will be 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.

Submitted by:

[Signature]
Director, Business and Purchasing Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE:
Approve Professional Conference Attendance

Board Meeting Date: October 6, 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 conference attendance outside the United States or with anticipated costs in excess of $1,500.00.

Approve:

ATTENDEE: Susan Briggs
LOCATION: Technology Integration Mentor Academy, Sacramento, California
PURPOSE: To obtain training to expand skills in leadership, technology and teaching.
CHARGES: $2,365.00
COST CENTER: 03-5210-5500-0000, Human Resources Tech Training and 01-5210-4300-2900, Human Resources Staff Development
RECOMMENDED BY: Dr. Jacqueline Jacobs

ATTENDEES: Simonetta May and Joseph Sierra
LOCATION: Study Abroad Inspection Trip, Florence, Italy
DATES: October 18 – 22, 2010
PURPOSE: To evaluate new Florence teaching site and Italian language instructors.
CHARGES: No cost to District
COST CENTER: N/A
RECOMMENDED BY: Dr. Jacqueline Jacobs
*October 23, 2010 additional travel day

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted in the cost centers listed above.

BACKGROUND: District Policy 5250 reserves to the Board of Trustees approval of any professional conference attendance outside of the United States or with anticipated costs in excess of $1,500.00.

In accordance with District Procedure 5250.10, the requested trip has been recommended by the College President.

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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchasing Transactions

Board Meeting Date: October 6, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve purchasing transactions P11-00888 through P11-01039.

FISCAL IMPLICATIONS: Funds for this purpose will be provided in the 2010-2011 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 $500.00 or more.

Submitted by:

approved for submission to
the board of trustees:

Superintendent/President
### PURCHASE ORDERS OVER $500

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>Total Fund Amount</th>
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<td>SIMS WELDING</td>
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<td>ENGITECH</td>
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<td>TOOLS</td>
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</tbody>
</table>

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

> Indicates local branch utilized outside of District as required by Vendor.
## PURCHASE ORDERS OVER $500

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

**Pasadena City College**

Consent Item No. 49-B

**October 6, 2010**

### Total Fund

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
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</tr>
</thead>
<tbody>
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<td>CAREER</td>
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<td>P11-01012</td>
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<td>PRINTING SERVICES</td>
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<td>COMPUTERLAND OF SILICON VALLEY</td>
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**FUND 03 RESTRICTED GENERAL FUND (INCLUDING GRANTS)**

<table>
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</thead>
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**FUND 41 CAPITAL OUTLAY FUND**

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**FUND 42 MEASURE P FUND**

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</thead>
<tbody>
<tr>
<td>P11-00894</td>
<td>DOORTECH</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>750.00</td>
</tr>
</tbody>
</table>

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

> Indicates local branch utilized outside of District as required by Vendor.
## Consent Item No. 49-B
October 6, 2010

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**  
**Pasadena City College**

**PURCHASE ORDERS OVER $500**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-00895</td>
<td>DELTA SCIENTIFIC CORPORATION</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>1,756.00</td>
</tr>
<tr>
<td>P11-01017</td>
<td>* GLOBAL INDUSTRIAL SUPPLY</td>
<td>INDUSTRIAL ARTS SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>3,012.00</td>
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<tr>
<td>P11-01008</td>
<td>KEENAN &amp; ASSOCIATES</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>BUSINESS SERVICES</td>
<td>3,192.00</td>
</tr>
</tbody>
</table>

**FUND 62 PROPERTY & LIABILITY SELF-INSURANCE FUND**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-01008</td>
<td>KEENAN &amp; ASSOCIATES</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>BUSINESS SERVICES</td>
<td>3,192.00</td>
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</table>

Total 350,039.98

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
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</thead>
<tbody>
<tr>
<td>P11-00412</td>
<td>ADVANTAGE FORD</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>POLICE</td>
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<tr>
<td>P11-00448</td>
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<td>INCREASE PO PER THE DEPT.</td>
<td>OUTREACH</td>
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<tr>
<td>P11-01011</td>
<td>PCC BOOKSTORE</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>CEC</td>
<td>600.00</td>
</tr>
<tr>
<td>P11-00248</td>
<td>MCDANIEL: ROBERT L</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>FACILITIES</td>
<td>5,000.00</td>
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<tr>
<td>P11-00311</td>
<td>SPRAGUE'S READY MIX</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>FACILITIES</td>
<td>5,000.00</td>
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<tr>
<td>P11-00178</td>
<td>COMMERCIAL WASTE SERVICES</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>FACILITIES</td>
<td>3,000.00</td>
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<tr>
<td>P11-00179</td>
<td>CONCRETE CORING COMPANY</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>FACILITIES</td>
<td>2,500.00</td>
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<tr>
<td>P11-00189</td>
<td>UNITED RENTALS</td>
<td>INCREASE PO PER THE DEPT.</td>
<td>FACILITIES</td>
<td>1,500.00</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE: Ratify Mileage Authorization

Board Meeting Date: October 6, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify the hourly employees whose names are listed on the attached page to receive mileage reimbursement for approved travel on District business effective July 1, 2010 through June 30, 2011.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2010-11 Adopted Budget in the cost centers listed.

BACKGROUND: The Dean for Health Sciences has requested these mileage reimbursements.
**HOURLY EMPLOYEES – MILEAGE REIMBURSEMENT – 2010-11**

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akrami, Kathy</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Boldin, Kathy</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Brandlin, Joan</td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Brown, Lori</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Companaro, Nicole</td>
<td>01-5220-1305-0000</td>
<td>Dental Assisting</td>
</tr>
<tr>
<td>Cowell, Sheri</td>
<td>01-5220-1309-0000</td>
<td>Radiologic Technology</td>
</tr>
<tr>
<td>David III, Serafin</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Dearing, Mary</td>
<td>01-5220-1301-0000 &amp;</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td></td>
<td>01-5220-1302-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Licensed Vocational Nursing</td>
</tr>
<tr>
<td>Doxey, Debra</td>
<td>01-5220-1305-0000 &amp;</td>
<td>Dental Assisting</td>
</tr>
<tr>
<td></td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Edwards, Barbara</td>
<td>01-5220-1306-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Esmaili, Leila</td>
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<td>Registered Nursing</td>
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<tr>
<td>Fahey, Jeannette</td>
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<td>Radiologic Technology</td>
</tr>
<tr>
<td>Gabon, Elizabeth</td>
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<td>Registered Nursing</td>
</tr>
<tr>
<td>Gladstein, Linda</td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
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<tr>
<td>Gomez, Luis</td>
<td>01-5220-1309-0000</td>
<td>Radiologic Technology</td>
</tr>
<tr>
<td>Johnson, Clody</td>
<td>01-5220-1309-0000</td>
<td>Radiologic Technology</td>
</tr>
<tr>
<td>Kawakami, Eric</td>
<td>01-5220-1309-0000</td>
<td>Radiologic Technology</td>
</tr>
<tr>
<td>Khachekian, Melineh</td>
<td>01-5220-1305-0000</td>
<td>Dental Assisting</td>
</tr>
<tr>
<td>Kirkwood, Craig</td>
<td>01-5220-1309-0000</td>
<td>Radiologic Technology</td>
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<tr>
<td>Klich, Janet</td>
<td>01-5220-1308-0000</td>
<td>Medical Assisting</td>
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<tr>
<td>Lee, Maggie</td>
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<td>Registered Nursing</td>
</tr>
<tr>
<td>Massie, Valerie</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Mays, Rose Juanita</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
<tr>
<td>Mendoza, Zolia</td>
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<td>Registered Nursing</td>
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<tr>
<td>Nakata, Stephanie</td>
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<td>Registered Nursing</td>
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<td>Nyzda, Irene</td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
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<tr>
<td>Pinnock, Megan</td>
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<tr>
<td>Ramirez, Sandra</td>
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<tr>
<td>Reganian, Adrine</td>
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</tr>
<tr>
<td>Romero, Denise</td>
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</tr>
<tr>
<td></td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Standley, Paula</td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Sumi, Joyce</td>
<td>01-5220-1306-0000</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>Tam, Irene</td>
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<td>Tan, Doreen</td>
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<td>Registered Nursing</td>
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<tr>
<td>Tan, Solomon</td>
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<td>Registered Nursing</td>
</tr>
<tr>
<td>Huber-Walker, Suzanne</td>
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<td>Registered Nursing</td>
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<tr>
<td>Ward, Joy</td>
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<td>Dental Hygiene</td>
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<tr>
<td>Watson, Edward</td>
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<tr>
<td>Dorvillier-Wyatt, Monique</td>
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<tr>
<td>Xu, Hui</td>
<td>01-5220-1301-0000</td>
<td>Registered Nursing</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: October 6, 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 $6,330.02.

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

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>09-07-10</td>
<td>18304172</td>
<td>$2,223.65</td>
</tr>
<tr>
<td>09-08-10</td>
<td>18309456</td>
<td>782.60</td>
</tr>
<tr>
<td>09-16-10</td>
<td>18329886</td>
<td>3,323.77</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$6,330.02</td>
</tr>
</tbody>
</table>

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: 

[Signature]

Director, Fiscal Services

Recommended for Approval: 

[Signature]

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES: 

[Signature]

Superintendent/President
### REVOLVING FUND REIMBURSEMENT
#### OCTOBER 2010 EXPENSE SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
<th>DESCRIPTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/11/2010</td>
<td>18256472</td>
<td>$2,223.65</td>
<td>Supplies $730.65, Enrollment refunds $1,231.00, Health fee refunds $85.00, Course fee refunds $40.00, Parking fee refunds $128.00, ASB refunds $9.00</td>
</tr>
<tr>
<td>9/8/2010</td>
<td>18309456</td>
<td>$782.60</td>
<td>Supplies $349.42, Books $290.18, Enrollment refunds $73.00, ASB fee refunds $1.00, Health fee refunds $5.00, Parking fee refunds $64.00</td>
</tr>
<tr>
<td>9/16/2010</td>
<td>18329886</td>
<td>$3,323.77</td>
<td>Supplies $1,562.14, Postage $64.63, Music rental $60.00, Enrollment refunds $694.00, ASB fee refunds $9.00, Health fee refunds $75.00, Parking fee refunds $776.00, Citation refunds $65.00, Library refunds $18.00</td>
</tr>
</tbody>
</table>

**Grand total:** $6,330.02
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Reporting and Approval of Self-Insurance Fund
Reimbursement, Workers' Compensation

Board Meeting Date: October 6, 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 Workers' Compensation Self-Insurance Fund Bank account in the amount of $20,665.26.

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

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>09-09-10</td>
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<td>134.53</td>
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<tr>
<td></td>
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<td>37.24</td>
</tr>
</tbody>
</table>

Total: $20,665.26

BACKGROUND: Effective April 1, 1988, Keenan and Associates handles Claims Administration for our Self-Insurance Fund Workers' Compensation program per action by the Board of Trustees on March 17, 1988. The fund is administered by the District.

Submitted by:
Director, Fiscal Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
CONSENT ITEM TITLE:
Amend Board Agenda Item F, Certification of Signatures Approved on December 9, 2009

Board Meeting Date: October 6, 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 Board Agenda Item F, Certification of Signatures, approved at the December 9, 2009 Annual Organization Meeting, as follows:

1. Add the following name to the list of individuals authorized to sign documents on behalf of the District: Linda S. Wah (effective October 6, 2010).

BACKGROUND: College Districts are required by Sections 72000, 85232 and 85233 of the Education Code to annually certify signatures of the persons authorized to sign documents on behalf of the District. The Board approved the list at its Annual Organization Meeting held on December 9, 2009. Linda S. Wah has been appointed as the Trustee of Area 5 for the Pasadena Area Community College District effective October 6, 2010, replacing Hilary Bradbury-Huang who had served as Trustee for Area 5 prior to her resignation in July 2010.

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

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

Board Meeting Date: October 6, 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 on the attached list for the fiscal year 2010-11.

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
<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arias, Athena</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/11 (Natural Sciences)</td>
</tr>
<tr>
<td>Bonafede, Jonathan</td>
<td>3,000.00</td>
<td>Assistant Women’s Water Polo Coach 9/16/10 – 06/30/11 (Kinesiology, Health &amp; Athletics)</td>
</tr>
<tr>
<td>Chung, Christopher</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/11 (Natural Sciences)</td>
</tr>
<tr>
<td>Ellis, Jesse</td>
<td>6,000.00</td>
<td>Assistant Basketball Coach 10/07/10 – 6/17/11 (Kinesiology, Health &amp; Athletics)</td>
</tr>
<tr>
<td>Gamboa, Ricardo</td>
<td>4,000.00</td>
<td>Assistant Football Coach 9/2/10 – 6/30/11 (Kinesiology, Health &amp; Athletics)</td>
</tr>
<tr>
<td>Lewis, Christopher</td>
<td>1,500.00</td>
<td>Assistant Football Coach 9/2/10 – 6/30/11 (Kinesiology, Health &amp; Athletics)</td>
</tr>
<tr>
<td>Lewis, Robert</td>
<td>4,000.00</td>
<td>Statistician for fall intercollegiate sports 9/16/10 – 12/19/10 (Kinesiology, Health &amp; Athletics)</td>
</tr>
<tr>
<td>Lei, Monica</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/11 (Natural Sciences)</td>
</tr>
<tr>
<td>Lund, Russell</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/10 (Natural Sciences)</td>
</tr>
<tr>
<td>Mateus, Vincent</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/10 (Natural Sciences)</td>
</tr>
<tr>
<td>Pravdo, Piers</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/10 (Natural Sciences)</td>
</tr>
<tr>
<td>Shah, Rushil</td>
<td>2,500.00/Month</td>
<td>CIRM* – Internship to Bridges Stem Cell Research 9/1/10 – 6/30/10 (Natural Sciences)</td>
</tr>
<tr>
<td>Name</td>
<td>Stipend</td>
<td>Special Project</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------</td>
<td>------------------------------------------------------</td>
</tr>
<tr>
<td>Spindler, Tassja</td>
<td>2,500.00/Month</td>
<td>CIRM* - Internship to Bridges Stem Cell Research</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9/1/10 - 6/30/10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Tieu, Rudy</td>
<td>2,500.00/Month</td>
<td>CIRM* - Internship to Bridges Stem Cell Research</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9/1/10 - 6/30/10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Natural Sciences)</td>
</tr>
<tr>
<td>Wu, Yeu Fen</td>
<td>2,500.00/Month</td>
<td>CIRM* - Internship to Bridges Stem Cell Research</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9/1/10 - 6/30/10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Natural Sciences)</td>
</tr>
</tbody>
</table>

*California Institute for Regenerative Medicine
CONSENT ITEM TITLE:  
Approve/Ratify Stipends for Academic Personnel

Board Meeting Date: October 6, 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 years 2009-2010 and 2010-2011, 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
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cuatt, David</td>
<td>250.00</td>
<td>Tech Prep Education—work with surrounding feeder high schools, academies and ROPs in the development of curriculum, facilitating and participating in the creation and/or revision of articulation agreements and MOUs, 11-01-10 to 05-31-11</td>
</tr>
<tr>
<td>Davila, Salomon</td>
<td>500.00</td>
<td>Tech Prep Education—work with surrounding feeder high schools, academies and ROPs in the development of curriculum, facilitating and participating in the creation and/or revision of articulation agreements and MOUs, 11-01-10 to 05-31-11</td>
</tr>
<tr>
<td>Gallup, Daniel</td>
<td>1,200.00</td>
<td>Mathematics Division—performed all functions of Mathematics Coordinator during the summer 2010</td>
</tr>
<tr>
<td>Kong, Stan</td>
<td>500.00</td>
<td>Tech Prep Education—work with surrounding feeder high schools, academies and ROPs in the development of curriculum, facilitating and participating in the creation and/or revision of articulation agreements and MOUs, 11-01-10 to 05-31-11</td>
</tr>
<tr>
<td>Lynn, Patricia</td>
<td>500.00</td>
<td>Tech Prep Education—work with surrounding feeder high schools, academies and ROPs in the development of curriculum, facilitating and participating in the creation and/or revision of articulation agreements and MOUs, 11-01-10 to 05-31-11</td>
</tr>
<tr>
<td>Pilon, Kris</td>
<td>250.00</td>
<td>Tech Prep Education—work with surrounding feeder high schools, academies and ROPs in the development of curriculum, facilitating and participating in the creation and/or revision of articulation agreements and MOUs, 11-01-10 to 05-31-11</td>
</tr>
<tr>
<td>Stroud, Linda</td>
<td>500.00</td>
<td>Tech Prep Education—work with surrounding feeder high schools, academies and ROPs in the development of curriculum, facilitating and participating in the creation and/or revision of articulation agreements and MOUs, 11-01-10 to 05-31-11</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE:
Employment of Hourly Credit Teachers and Substitute Teachers, 2010-2011

Board Meeting Date: October 6, 2010

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons listed below to be employed as temporary teachers of credit classes approved for 2010-2011. The length of time of the employment and the assignment shall be determined by College need.

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

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen, Corey</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>01</td>
<td>Performing Arts and Media Studies</td>
</tr>
<tr>
<td>Davis, John</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>01</td>
<td>English</td>
</tr>
<tr>
<td>Fleming, Louis</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>07</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Hannibal, Jeffrey</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>11</td>
<td>Counseling</td>
</tr>
<tr>
<td>Jovanovic, Michelle</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>07</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Lee, Maggie</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>05</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Romans, Marina</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>04</td>
<td>Counseling</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
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 person listed below to be employed as a temporary teacher of noncredit classes in the respective major and at the respective hourly rate derived from the academic hourly salary schedule for teachers of noncredit classes approved for 2010-11. The length of time of the employment and the assignment shall be determined by College need.

It is further recommended that Human Resources be authorized to make adjustments in class and step pursuant to the current labor agreement.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mata-Flores</td>
<td>Adjunct Noncredit Faculty</td>
<td>NM</td>
<td>10</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Velling, Lynne</td>
<td>Adjunct Noncredit Faculty</td>
<td>NM</td>
<td>01</td>
<td>Community Education Center</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:

[Signature]
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wong, Gloria</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Instructional Materials Assistant 35E Media Center</td>
<td>50% - 10 mo.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>To: Acting, Media Services Technician Media Center</td>
<td>100% - 12 mo.</td>
<td>08/17/10 until position is filled</td>
<td></td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2010-2011

Board Meeting Date: October 6, 2010

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tirapelle, Leslie</td>
<td>*</td>
<td>100% - 11 months</td>
<td>08/30/10 - 06/30/11</td>
</tr>
<tr>
<td>From: Librarian</td>
<td></td>
<td>100% - 12 months</td>
<td></td>
</tr>
<tr>
<td>To: Interim Director</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distance Education</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SEPARATION
Johnson, Steven Deceased 09/07/10
Instructor
Business and Computer Technology

*Official placement will be dependent on educational level attained, qualifying years of experience, years in position, number of people supervised, and budgetary oversight level.

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
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve, pursuant to the current agreement with the Pasadena City College Faculty Association, Article 5.6.2, that the following named employee(s) be assigned salary compensation factors as noted for the fall semester 2010:

AMEND Consent Item 39-P, September 15, 2010

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>DIVISION</th>
<th>LOAD RATIO</th>
<th>SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Armstrong, Ahni</td>
<td>Business/Computer Technology</td>
<td>1.018</td>
<td>1191 (ITV)</td>
</tr>
<tr>
<td>Gossard, Dennis</td>
<td>Kinesiology/Health/Athletics</td>
<td>1.018</td>
<td>1936</td>
</tr>
<tr>
<td>Presiado, Rhea</td>
<td>Natural Sciences</td>
<td>1.072</td>
<td>0550, 0552, 1031, 1032</td>
</tr>
<tr>
<td>Sepikas, John</td>
<td>Natural Sciences</td>
<td>1.018</td>
<td>0215 (ITV)</td>
</tr>
<tr>
<td>Van Corva, Claudia</td>
<td>Natural Sciences</td>
<td>1.036</td>
<td>0460, 2449, 2491</td>
</tr>
<tr>
<td>Kiotas, A. Julie</td>
<td>Social Sciences</td>
<td>1.126</td>
<td>2267, 2684 (ITV), 2936</td>
</tr>
<tr>
<td>Price, Paul</td>
<td>Social Sciences</td>
<td>1.018</td>
<td>2882 (ITV)</td>
</tr>
<tr>
<td>Uranga, David</td>
<td>Social Sciences</td>
<td>1.072</td>
<td>2486, 3579 (ITV)</td>
</tr>
<tr>
<td>Foster, W. Rod</td>
<td>Visual Arts/Media Studies</td>
<td>1.144</td>
<td>0852, 1007, 1008, 2419</td>
</tr>
<tr>
<td>Sierra, Joseph</td>
<td>Visual Arts/Media Studies</td>
<td>1.054</td>
<td>0213, 2414</td>
</tr>
</tbody>
</table>

It is further recommended that the following named instructor(s) be paid an amount equal to the hourly summer intersession rate times the number of hours listed each week in ADDITION to the regular compensation for teaching hourly classes during the fall semester 2010:

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>DIVISION</th>
<th>ADDITIONAL HOURS/WEEK</th>
<th>SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maier, James</td>
<td>Natural Sciences</td>
<td>2</td>
<td>0581, 2730</td>
</tr>
<tr>
<td>Sepikas, John</td>
<td>Natural Sciences</td>
<td>1</td>
<td>0215 (ITV)</td>
</tr>
<tr>
<td>Van Corva, Claudia</td>
<td>Natural Sciences</td>
<td>1</td>
<td>0460</td>
</tr>
<tr>
<td>Dabelow, Kathryn</td>
<td>Social Sciences</td>
<td>1</td>
<td>1128 (ITV)</td>
</tr>
<tr>
<td>Forman, Kurt</td>
<td>Social Sciences</td>
<td>4</td>
<td>0451 (ITV), 2077</td>
</tr>
<tr>
<td>Nebrida, Victor</td>
<td>Social Sciences</td>
<td>1</td>
<td>1904 (ITV)</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Monies will be transferred from hourly instructional accounts.

BACKGROUND: In conformance with the current agreement with the Pasadena City College Faculty Association, Article 5.6.2.

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.

NAME
Leon, Barbara
Languages
Spring

SABBATICAL DESCRIPTION

RESEARCH: Gather information in preparing to write a “Selection of Readings” for Spanish speakers courses and to continue research on “Afro-Cuban Identity in Cuban Theater, Folklore, Popular Festivities and Films from 1990-2009.” Research will be conducted in Cuba and UC Irvine.

Rescind

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources

Dean, Human Resources

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President