The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Study Session Meeting No. 32 on Wednesday, November 17, 2010, in the Jack Scott Multipurpose Room, Community Education Center, 3035 East Foothill Boulevard, Pasadena, California 91107.

I. CALL TO ORDER, ROLL CALL
The meeting was called to order at 6:13 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
Ms. Linda Wah
Mr. Nolan Pack, Student Trustee

Administrative Officers in Attendance
Dr. Richard van Pelt, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
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

Administrative Officers Absent
Dr. Stuart Wilcox, Interim Vice President, Student and Learning Services
Dr. Lisa Sugimoto, Interim Vice President, College Advancement

The Academic Senate was represented by Mr. Edward Martinez.
The Classified Senate was not represented.
The Associated Students Board was represented by Ms. Jamie Hammond.
The Management Association was represented by Dr. David Douglass.

II. PLEDGE OF ALLEGIANCE
Mr. Miller led the Pledge of Allegiance.
III.  PUBLIC COMMENT
There was no public comment.

IV.  STUDY SESSION

- Educational Master Plan Draft
  Dr. Rocha reported that the accreditation follow-up site visit took place today. The site team was comprised of Dr. Jose Ortiz, Superintendent/President, Allan Hancock College and Mr. Dan Walden, Dean of Academic Affairs, Los Angeles Southwest College. Dr. Rocha had an exit interview with the site evaluators at the end of the day. Recommendations 2-5 have been discharged. Recommendation 1, program review and the link from planning to budgeting, is still a work in progress. The Accrediting Commission for Community and Junior Colleges (ACCJC) requires documented evidence that the program review is actually being used to guide resource allocations. A draft report will be received from the site team within several weeks. Dr. Rocha’s goal is to have all program reviews completed by March 2, 2011.

Mr. Miller gave a presentation on the Educational Master Plan.

Mr. Thomson raised the subject of having study sessions elsewhere in the District. Mr. Martin said a meeting will be set up quite soon in El Monte. Ms. Wah was in favor of having meetings in other areas of the District, that this is a good opportunity to get feedback from the community on the EMP. Technology is a significant tool to be able to achieve some of the EMP. Ms. Wah continued that we need to make sure we have a system where we can be agile and respond to what is happening in order to put our students at the forefront of the marketplace instead of being reactive.

Since becoming a trustee she has been listening to KPCC and she recently heard on the radio that Cal State Long Beach has a partnership with Long Beach City College and Long Beach high schools using the co-teaching model. Dr. Jacobs responded that PCC has pathways with the Career and Technical Program and the Tech Prep Program where faculty from PCC and throughout the District have worked out the curriculum for the pathways. There is an English project where we are teaching one of the English 100 courses, the students get credit for their senior year English and if they come to PCC they will not have to take that course, they will be able to go straight into English 1A Composition. Mr. Thomson thought it would be good to have presentations at Board meetings so everyone knows what the College offers.

Dr. Mann emphasized that the next time we meet in the Community Education Center, which is in her District, we should do some outreach to the community.

Mr. Pack suggested that we should monitor very closely how students receive online classes and have a uniquely tailored evaluation process for the online and hybrid classes. Mr. Baum said once the EMP is adopted, he would like to ensure we have a comprehensive communication plan. He would like everyone in the community to know about PCC’s signature goals. Dr. Fellow stated that by 2020 the State has mandated that individuals and institutions have to cut water consumption by 20% so we will have to look at using reclaimed water to water the lawns.

Mr. Baum said we should be able to adopt the core document by December 8, 2010. He wanted to make sure all references to Vision 2020 were being replaced by Project 90. Mr. Thomson asked the Board if they wanted to vote on the core EMP document at the December 8 meeting. Mr. Martin will not be at the December 8 meeting as he has a conflict. The Board agreed that the document will be finalized by the administration, approved in principle at the December 8 meeting, and then adjusted and changed where necessary.
• **Policy Review Project**
  - **Ongoing project from BOT retreat to review and update policies**
    A Board and College Policies binder was distributed to the Board members. Dr. Rocha said the binder will serve as the basis for the ongoing policy review and any recommendations that the administration will bring forward in subsequent meetings. The policies are on-line except for the policies behind the tab in the back of the binder.

• **Announcements**
  - Dr. Mann announced that the homecoming queen was present. Mr. Pack, the homecoming queen, thanked her for the recognition and added that Angela Lo was homecoming king.
  - The trustees will be attending the Community College League of California (CCLC) conference tomorrow. Mr. Thomson said that Dr. Mann will assume the role of acting president of the California Community College Trustees Board at the conference.
  - Mr. Baum added that on Friday evening there will be a reception hosted by the Board of Governors. Saturday morning PCC will play a role in a special session on serving veterans where policymakers from Sacramento and Washington will be present.
  - Any trustees interested in going to the Community College National Legislative Summit in Washington DC from February 13-16, 2011 should contact Dr. Rocha’s office.
  - Dr. Douglass announced that the Management Association’s Holiday Reception will be held on Wednesday, December 8, 2010 at 9 a.m. in Creveling.
  - The Board of Trustees Holiday Reception will be held on Thursday, December 9, 2010 at 6 p.m. in Creveling. Michelle Kaye Washington, a PCC student selected to the Tournament of Roses Royal Court, will be present with her family.

• **Future Agenda Items and Additional Topics**
  - Ms. Brown requested a report on the Ujima and Puente programs.
  - Mr. Thomson stated that a Board retreat will be scheduled in January 2011. A date needs to be found for a joint meeting with the Pasadena Unified School District.
  - Dates could be found for other joint meetings in the District. He asked the trustees to give Dr. Rocha suggestions for locations in their areas where study sessions could be held.
  - Mr. Thomson will circulate the current list of Board Committees and Subcommittees to the trustees. He asked them to let him know if they want to remain on a committee or not, and if they would like to serve on a different committee.
  - Ms. Hammond and Mr. Pack will be partnering on their first State of the Students address on November 30, 2010.
  - Dr. Mann said that the Jack Scott Multipurpose Room is the only large meeting room in East Pasadena. She was concerned that grass roots groups that want to rent the room are usually charged so much that they cannot afford it. The only other facility is the Hastings Ranch Library which is a small facility.

**Future Board Meetings:**
  - **Wednesday, December 8, 2010 (Annual Organizational Meeting) – 6:00 p.m.**

V. **ADJOURNMENT**

Mr. Thomson adjourned Meeting No. 32 at 8:15 p.m.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees