BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 1
ANNUAL ORGANIZATIONAL MEETING
REGULAR BUSINESS MEETING
Wednesday, December 8, 2010
5:30 p.m. Closed Session
7:00 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. 1  Page 1
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 1 on Wednesday, December 8, 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 5:37 p.m. by Mr. Thomson, President.

ROLL CALL

Trustees Present
Mr. William Thomson, President
Mr. Geoffrey L. Baum, Vice President
Ms. Berlinda Brown
Dr. Anthony Fellow
Dr. Jeanette Mann
Ms. Linda Wah
Mr. Nolan Pack, Student Trustee

Trustee Excused
Mr. John Martin, Clerk

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

Administrative Officer Absent
Dr. Jacqueline Jacobs, Vice President, Instruction

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.

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
There was no public comment on closed session items.
Mr. Thomson adjourned the Board to Closed Session at 5:39 p.m.

II. CLOSED SESSION

Government Code §54957 Employee Discipline, Dismissal, Release (One Employee)

Government Code §54957.6 Collective Bargaining (PCCFA; CSEA 777; ISSU; POA)

Designated Negotiator: Mr. Engeldinger

Government Code §54957.6 Negotiation with Unrepresented Employees (Confidential, Management Association)

Designated Negotiator: Mr. Engeldinger

Government Code §54957 Public Employee Employment

Interim Vice President, Administrative Services; Interim Vice President, Student and Learning Services; Interim Vice President, College Advancement; Interim Dean, External Relations; Interim Dean, Institutional Planning and Research; Interim Dean, Educational Services; Interim Division Dean, Business and Computer Technology; Acting Faculty Director, Distance Education; Acting Planning and Research Analyst, Institutional Planning and Research; Interim Executive Assistant, President's Office; Acting Administrative Assistant, Instruction Office; Acting Media Services Technician, Media Center; Acting Scheduling Technician, Enrollment Management; Acting Curriculum and Catalog Technician, Academic Support; Acting Senior College Safety Officer, Police/Safety; Acting Senior Clerk, Bookstore

Government Code §54956.9(b) Conference with Legal Counsel regarding Anticipated Litigation (Five cases)

III. OPEN SESSION

Mr. Thomson reconvened the Open Session at 7:01 p.m. and reported that no action was taken in Closed Session.

A. CONVENE ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational Meeting was convened at 7:02 p.m.

B. PLEDGE OF ALLEGIANCE

Mr. Miller led the Pledge of Allegiance.

C. ELECTION OF BOARD OFFICERS

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted, by a unanimous vote of the six members present, to elect Mr. William Thomson as Board President for 2011. Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Brown, the Board voted, by a unanimous vote of the six members present, to elect Mr. Geoffrey Baum as Board Vice President for 2011. Advisory Vote: Aye

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted, by a unanimous vote of the six members present, to elect Mr. John Martin as Board Clerk for 2011. Advisory Vote: Aye

Mr. Thomson added that Dr. Mark Rocha would be Board Secretary for 2011 per the Board of Trustees Bylaws.
D. APPOINTMENT OF BOARD OF TRUSTEES’ REPRESENTATIVES
Ms. Linda Wah will be the Board representative to the Los Angeles County Committee on School District Organization.

Ms. Berlinda Brown will be the Board representative to the Los Angeles County School Trustees’ Association.

Dr. Mann will be the Board representative to the Community College League of California.

Dr. Rocha offered his congratulations to the Board for its past service, to the officers moving forward and thanked the new committee members.

E. CERTIFICATION OF SIGNATURES

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Wah, the Board voted, by a unanimous vote of the six members present, to certify the signatures of the 2011 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the District. Advisory Vote: Aye

F. SETTING DAY AND TIME OF REGULAR MEETINGS FOR 2011, AND RETREATS

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Wah, the Board voted, by a unanimous vote of the six members present, to hold the Regular Business Meetings of the Board of Trustees on the first and third Wednesdays of each month convening at 6:00 p.m. Advisory Vote: Aye

G. ADJOURN ANNUAL ORGANIZATIONAL MEETING
The Annual Organizational Meeting was adjourned at 7:17 p.m.

H. CONVENE REGULAR BUSINESS MEETING No. 1
The regular business meeting was convened at 7:18 p.m.

I. INTRODUCTIONS/ANNOUNCEMENTS
Dr. Rocha announced that the holiday reception hosted by the Board of Trustees and the Superintendent/President will be held tomorrow night at 6:00 p.m. All faculty and staff are welcome and Rose Princess Michelle Kay Washington will be present with her family. Trustee Martin will communicate with us when he is finished with his other board meeting to see if our Board meeting is still in session. At tonight’s Board meeting, there will be an enrollment management report. There is no action on tonight’s agenda to reduce any sections at the College as that would have to be brought before shared governance and approved by the Board. Dr. Rocha thanked Dr. Douglass and the Management Association for this morning’s holiday reception. Mrs. Chapman announced that Darryl Distin, a computer support technician for the English Division, was the winner of the 2010 Risser Award for Outstanding Support of Education. Mr. Baum offered his congratulations to David McCabe, Social Sciences professor who runs the Teacher Prep program, who was elected to his home town school board (the Nuview Union School District) in Nuevo.

J. APPROVAL OF MINUTES
Meeting No. 31, Regular Board Meeting, November 3, 2010
Meeting No. 32, Study Session, November 17, 2010
Corrections to Minutes of Meeting No. 32:
Nolan Pack: on p. 3, Announcements, Angela Liao’s surname should be corrected to Lo.
Mr. Thomson: final paragraph on p. 2, “and then review what it means subsequently” should be deleted.

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 the Minutes of Meeting No. 31, Regular Board Meeting, held on November 3, 2010; and the Minutes of Meeting No. 32, Study Session, held on November 17, 2010, as amended.
Advisory Vote: Aye

K. PUBLIC COMMENT ON NON-AGENDA ITEMS
Mary Dowell, attorney for the District, spoke about the protocol for public comment on agenda and non-agenda items.
Mr. Thomson stated that public comment on non-agenda items would be taken later in the meeting and the public comment on agenda items would be heard prior to the relevant agenda item.

L. REPORTS AND RECOGNITIONS

a. BOARD OF TRUSTEES

Mr. Geoffrey Baum, Trustee
- Extended his appreciation to the PCC Veterans who participated in the recent Community College League of California conference which was held November 18-20, 2010. Officials from the Obama administration, the State and the local community discussed how services to veterans can be enhanced.
- Reported that he was elected as an officer to the Board of Governors and as an appointee to the California Post Secondary Education Commission.

Dr. Mann, Trustee
- Reported that PCC hosted the Community College League of California conference which was held at the Pasadena Convention Center November 18-20, 2010. Mr. Thomson and Dr. Rocha welcomed attendees to the conference, the Classified staff gave a presentation and one of our alumni was recognized. Dr. Mann became Acting President of the California Community College Trustees (CCCT) and Chair of the Community College League of California Board of Directors (CCLC). Formal elections will take place in January for the CCCT and May for the CCLC. Dr. Mann expressed appreciation to everyone who attended the conference.

Mr. Nolan Pack, Student Trustee
- Attended the recent Community College League of California conference. The CCLC advised him that he was the only student trustee who had registered.
- Attended the recent College Council meeting where information about the Educational Master Plan and Enrollment Management was presented.
- Reported that the Associated Students will receive the Arroyo Seco Foundation’s Arroyo Verde Award for Community Activism at a ceremony tomorrow evening. The AS had passed a resolution promoting the preservation of the Arroyo Seco.
- Reported that the I-Pass is being well received. He was told that the I-Pass was not added to spring registration due to a number of issues including implementation of the new wait list system.
b. SUPERINTENDENT/PRESIDENT
   1. Women's Athletics Recognitions
   Ms. Beverly Tate, Dean, Kinesiology, Health and Athletics, introduced
   the coaches: Joe Peron, head women's basketball coach; Armand Crespo,
   head men's and women's cross-country coach; Terry Stoddard, coach for
   men's and women's swimming and diving and the women's water polo team;
   Bill Sanchez, head women's badminton coach; and Randy Lilavois, women's
   soccer coach.

   Mr. Thomson and Dr. Rocha presented Tammy Silva with a plaque in
   recognition of being South Coast Conference Academic and Athletic
   Excellence 2009-2010 All Sports Coach of the Year. Dr. Rocha
   congratulated Dean Tate on her leadership of the women's athletic program
   which demonstrates the College's commitment to Title IX.

   2. Biotechnology Program Recognition
   Dr. Douglass introduced Dr. Wendie Johnston, Professor, Natural
   Sciences, Director of LA/Orange County Biotech Center; Marilyn Johnson,
   Computer Technical Support Specialist, Natural Sciences; and Dr. Khuloud
   Sweimeh, co-director of the Bridges to the Future Program and Assistant
   Professor, Natural Sciences, who are all involved in the Bridges program.

   Mr. Thomson hoped that the Board would receive further presentations in
   order to help spread the word as to what PCC offers.

c. SHARED GOVERNANCE REPRESENTATIVES

Mr. David Douglass, Management Association
   • Reported that six academic deans attended the Community College League
     of California's Annual Conference.
   • Thanked everyone who attended the Management Association’s Annual
     Holiday Reception held this morning.

Mr. Edward Martinez, Academic Senate
   • Referred to the Senate Nanoseconds of December 6, 2010. The Ad Hoc
     Committee on the Student Transfer Achievement Reform Act (SB 1440) will
     present a change to Policy 4060 on the Associate Degree as well as the new
     transfer associate degree majors by the beginning of the spring semester.
     The Educational Policies Committee is planning a new unpaid wait list
     system for adding students to classes, to go into effect this spring. The
     Curriculum and Instruction Committee has completed a major project on
     getting student learning outcomes in place for all PCC certificates and
     associate degree majors and areas of emphasis. The Academic Senate
     Board approved the formation of a new committee to establish priorities for
     faculty hires.

Ms. Cynthia Smith, Classified Senate
   • Reported that the Classified Senate met on December 1, 2010 and
     discussed new fundraising efforts. Classified Senate offers financial
     assistance to classified employees to attend workshops and conferences as
     well as scholarships to achieve their educational goals for career
     advancement. Contributions can be made via the form at
     pasadena.edu/classified/forms.

Ms. Jamie Hammond, Associated Students
   • Reported there was a large turnout for the student rally in regards to
     increasing class sections after which a meeting was held with Dr. Rocha, the
     Executive Committee and the students. Thanked Dr. Rocha for taking the
     time to meet with the students.
   • Recognized Alexander Soto, Vice President of External Affairs, who was
     elected Regional Senator for Region 7 for the Student Senate for California
     Community Colleges (SSCCC).
• Reported that the PCC Forensics team received the fifth place award at the Southern California Fall Championships.
• Reported that the Think Before You Buy event held last week was an event to promote awareness of consumerism and sustainability, held by the Speech 9 class, the AS Sustainability Committee and the Seeds of Change Club.
• Thanked Dr. van Pelt and the Facilities staff for the outlets in the Wi-fi Lounge.

Mrs. Elaine Chapman, Interim Dean, External Relations
• Reported that PCC is now a YouTube Education partner which allows us to post lectures in full segments.

Dr. Lisa Sugimoto, Interim Dean, College Advancement
• Reported that the Foundation is joining with the California community colleges in raising hands for the community colleges; Mrs. Irene Aguilera, Resource Development Specialist, College Advancement, will be heading up the annual fund campaign which will be launched January 1, 2011.

M. APPROVAL OF CONSENT ITEMS
Dr. Mann recognized the 35 years of service of Larry Shirk, Assistant Buyer, Purchasing.
Mr. Baum pointed out that it was helpful to have the itemization of the activity fee refunds in Consent Item 69-B, Reporting and Approval of Revolving Fund Reimbursement.

Dr. van Pelt introduced Mr. Al Calvet, Senior Vice President, EDGE Development Inc. and Mr. Wayne Roemhild, Project Manager, EDGE Development Inc., who thanked the Board for awarding the bid for the construction of the Center for the Arts to EDGE. Dr. Rocha thanked the Board for the Center for the Arts project.

MOTION: ON MOTION OF Dr. Fellow and seconded by Mr. Baum, the Board voted by a unanimous vote of the six members present to approve Consent Items 5-S; 11-I and 12-I; 68-B through 78-B; and 59-P through 68-P.
Advisory Vote: Aye

Q. ENROLLMENT MANAGEMENT REPORT AND PROJECTION: DISCUSSION ITEM
There was public comment from the following PCC students: Ali Oligny, Humberto Ortiz, Vlad Viski, José Velasquez, Chanze Jennings, Francisco Luna, Robert F. Mason, Brian Travis, Maura Jaimes and Juan Enrique Flores.

Mr. Sabah Alquaddoomi, Associate Dean, Enrollment Management, gave the enrollment management update (attached).

Ms. Wah thanked the students for their comments. Dr. Fellow said these are difficult times and the Board is going to have to prioritize moving forward. It is the job of the administration to decide which classes will be added. Dr. Mann appreciated hearing from the students. When the Legislature approved the PCC budget two years ago we were told to reduce our classes and not to teach more classes than there was funding for. PCC, however, did not do that as the Board strongly supports offering as many classes as possible. Mr. Thomson thanked Dr. Alquaddoomi for his presentation.

Dr. Rocha said PCC is now serving more students than ever in its history; PCC is the only college serving more students now than before the budget meltdown.
R. STATE CHANCELLOR’S MID-YEAR BUDGET UPDATE
Dr. van Pelt gave a presentation on the mid-year budget.

P. EDUCATIONAL MASTER PLAN: REVIEW AND ACTION
Mr. Miller gave a presentation on the Educational Master Plan.

MOTION: ON MOTION OF Ms. Brown and seconded by Dr. Fellow, the Board voted by a unanimous vote of the six members present to approve the Educational Master Plan.
Advisory Vote: Aye

K. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was public comment from Dean Sao; Dr. Cynthia Olivo, Associate Dean, Counseling and Student Success Services, who spoke about Ujima and the Academic Athletic Zone; and Simon Fraser, Chief Justice, Associated Students, who spoke about student involvement in shared governance.

N. PUBLIC HEARING REGARDING 2010-2011 INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT
Mr. Thomson opened the hearing. Since no one wished to address the Board on the item, the hearing was closed.

O. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FOR 2010-2011 FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU)

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to Receive and Set the Public Hearing for January 19, 2011 Regarding the Initial Bargaining Proposal for 2010-2011 from the Pasadena Area Community College District to the Pasadena City College Instructional Support Services Unit (ISSU).
Advisory Vote: Aye

S. ADDITIONS AND DELETIONS TO THE CREDIT AND NONCREDIT CURRICULUM: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted by a unanimous vote of the six members present to approve the Additions and Deletions to the Credit and Noncredit Curriculum.
Advisory Vote: Aye

T. POLICY 3200: CURRICULUM DEVELOPMENT, ADOPTION, AND REVIEW: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Wah, the Board voted by a unanimous vote of the six members present to approve Policy 3200: Curriculum Development, Adoption, and Review.
Advisory Vote: Aye
U. FUTURE BOARD MEETING DATES
Wednesday, January 19, 2011 (Regular Board Meeting) – 6:00 p.m.
Saturday, January 29, 2011 (Board retreat) – 9:00 a.m.
Wednesday, February 2, 2011 (Regular Board Meeting) – 6:00 p.m.
Wednesday, February 16, 2011 – 6:00 p.m.

The February 16, 2011 meeting will be a study session located in San Marino; the joint meeting with PUSD will be scheduled later in the spring.

V. FUTURE AGENDA ITEMS
Mr. Baum said he hoped the research findings from the Institutional Planning and Research office will be included in the deliberations about student success and class sections.

IV. ADJOURNMENT

Mr. Thomson adjourned Meeting No. 1 at 10:10 p.m.
MOTIONS CARRIED AT MEETING NO. 1 – December 8, 2010

1. Approval to elect Mr. William Thomson as Board President for 2011.

2. Approval to elect Mr. Geoffrey Baum as Board Vice President for 2011.

3. Approval to elect Mr. John Martin as Board Clerk for 2011.

4. Approval to certify the signatures of the 2011 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the District.

5. Approval to hold the Regular Business Meetings of the Board of Trustees on the first and third Wednesdays of each month convening at 6:00 p.m.

6. Approval of the Minutes of Meeting No. 31, Regular Board Meeting, held on November 3, 2010; and the Minutes of Meeting No. 32, Study Session, held on November 17, 2010, as amended.

7. Approval of Consent Items 5-S; 11-I and 12-I; 68-B through 78-B; and 59-P through 68-P.

8. Approval of the Educational Master Plan.


10. Approval of the Additions and Deletions to the Credit and Noncredit Curriculum.

11. Approval of Policy 3200: Curriculum Development, Adoption, and Review.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees
Pasadena City College

ENROLLMENT MANAGEMENT UPDATE

HISTORY-STATUS-PROJECTION
## Six Years Overview

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Next year’s budget, according to the legislators, will be a tough one with major cuts.

We need to be proactive in order to meet the challenge facing us.

“Be sure you put your feet in the right place, then stand firm”

Abraham Lincoln
Thank You