Enclosed is the Agenda for Meeting No. 14, a Regular Business Meeting. The Open Session will begin at 5:00 p.m. with the Call to Order, Roll Call and Public Comment on Closed Session Agenda Items. Closed Session will follow. Open Session will resume at 6:30 p.m. The Board will meet in Creveling Lounge at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
AGENDA

I. CALL TO ORDER, ROLL CALL and PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
(5:00 p.m.)

II. CLOSED SESSION

Government Code §54957

Public Employee Appointment: Vice President, Administrative Services; Vice President, Educational Services; Vice President, Human Resources; Vice President, Information Technology; Vice President, Student Services; General Counsel

Government Code §54957.6

Negotiation With Unrepresented Employee:
Superintendent-President
Designated Negotiators: William Thomson, Mary Dowell

III. OPEN SESSION (6:00 p.m.)

A. PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES
Meeting No. 13, Regular Business Meeting, June 15, 2011

C. ANNOUNCEMENTS AND RECOGNITIONS

   i. BOARD OF TRUSTEES
   ii. SUPERINTENDENT-PRESIDENT
   iii. SHARED GOVERNANCE REPRESENTATIVES

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.

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

F. SUPERINTENDENT-PRESIDENT CONTRACT AMENDMENT: DISCUSSION WITH POSSIBLE ACTION

H. INFORMATIVE: FACILITIES PLANNING FOR THE U-BUILDING PROGRAM

I. INFORMATIVE: STATE AND COLLEGE BUDGET UPDATE

J. FUTURE BOARD MEETING DATES

   Wednesday, July 20, 2011 (Regular Business Meeting) – 6:00 p.m.
(Closed Session at 5:00 p.m.)

Wednesday, August 3, 2011 (Regular Business Meeting) – 6:00 p.m.
(Closed Session at 5:00 p.m.)

K. FUTURE AGENDA ITEMS

IV. ADJOURNMENT
CONSENT ITEMS

1-B Approval of Organizations for Membership, 2011-12 Fiscal Year
2-B Approve Purchasing Transactions
3-B Reporting and Approval of Revolving Fund Reimbursement
4-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers' Compensation
5-B Authorization to Destroy Records
6-B Renewal of Contract for Student Loan Billing and Accounting System, ACS Education Services, Inc.
7-B Approve/Renew/Amend Contracts
8-B Authorization to Approve Purchase Order to Dell, Inc.

1-I Approve Stipend for Academic Personnel
2-I Approve/Ratify Stipend for Temporary Division Athletic Coordinator
3-I Approve Stipends for Classified and Unclassified Personnel

1-S Approve Stipend for Outreach, Degree, Transfer center Personnel
2-S Approve Stipend for EOPS

1-P Employment of Hourly Credit Teachers and Substitute Teachers, Summer 2011
2-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2011-12
3-P Authorization to Reimburse Applicants
4-P Employment, Change of Status and Separation of Classified Employees
5-P Employment of New Faculty (6): Accounting; English Composition (2); Mathematics/Basic Skills; Music Theory; Spanish – CLOSED SESSION
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 13 on Wednesday, June 15, 2011, 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 5:02 p.m. by Mr. Thomson, President.

ROLL CALL
Trustees Present
Mr. William Thomson, President
Mr. Geoffrey L. Baum, Vice President (arrived at 5:05 p.m.)
Mr. John Martin, Clerk
Ms. Berlinda Brown
Dr. Anthony Fellow
Dr. Jeanette Mann
Ms. Linda Wah
Mr. Alexander Soto, 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
Mr. Robert Miller, Interim Dean, Educational Services

Administrative Officers Absent
Ms. Crystal A. Kollross, Interim Dean, Institutional Planning and Research

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.

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
There was no public comment.

Mr. Thomson adjourned the Board to Closed Session at 5:06 p.m.
II. CLOSED SESSION

Government Code §54956.9(b)(1) Conference with Legal Counsel regarding anticipated litigation (four cases)
Government Code §54957 Employee Evaluation (Superintendent-President)
Government Code §54957 Public Employee Appointments: Chemistry (2); Teacher-Specialist Learning and Other Disabilities (1); Counselor (3); Digital Media (1); Mathematics/Basic Skills (2); Music Theory (1); Psychology (1); Architectural Visual Communications (1)
Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957.6 Negotiation with Unrepresented Employee (College Superintendent-President)
Designated Negotiators: Mr. Thomson and Ms. Dowell
Government Code §54957.6 Collective Bargaining (PCCFA; CSEA 777; ISSU; POA)
Designated Negotiator: Mr. Engeldinger
Government Code §54957.6 Negotiation with Unrepresented Employees (Confidentials, Management Association)
Designated Negotiator: Mr. Engeldinger

III. OPEN SESSION

Mr. Thomson reconvened the Open Session at 6:39 p.m. and reported that action was taken by the Board in Closed Session. Dean Engeldinger had advised the Board that when he accepted the position of Dean of Human Resources in 2009 he did so with the commitment that the salary would be at a certain level. However, that was not the salary that had been established for the position. The Board has reviewed this along with counsel and was satisfied that Dean Engeldinger reasonably expected that his salary would be greater than it has been but also that he has performed at a level that exceeded the existing job description for the Dean of Human Resources. In Closed Session, the Board agreed unanimously to pay Dean Engeldinger the extra amount of money that he was entitled to receive ($31,744) for the last two years.

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

B. APPROVAL OF MINUTES
Meeting No. 12, Regular Business Meeting, June 1, 2011

MOTION: ON MOTION OF Dr. Fellow and seconded by Ms. Wah, the Board voted by seven affirmative votes to approve the Minutes of Meeting No. 12, Regular Business Meeting, held on June 1, 2011.

Advisory Vote: Aye

C. INTRODUCTION OF GUESTS
There were no introductions.

D. ANNOUNCEMENTS AND RECOGNITIONS

a. BOARD OF TRUSTEES

Mr. Geoffrey Baum, Trustee
• Reported that he has been appointed to the State’s Post Secondary Education Commission, the coordinating body between all the inter
segmental groups. The Commission met yesterday and today in Sacramento to discuss the advancing of some reforms and to develop a comprehensive vision for higher education in California.

- Announced that he had asked at the previous board meeting to have a review of the student fee policy, but after consultation with Dr. Rocha the item was withdrawn from tonight's agenda and will be revisited at a future meeting.

Dr. Jeanette Mann, Trustee
- Invited by the Little Hoover Commission to participate in a meeting on June 22 regarding community college governments. 10-11 trustees across the state were invited.

Ms. Linda Wah, Trustee
- Reported that Dr. Gary Woods, Superintendent of San Marino Unified School District, has accepted the position of superintendent of Beverly Hills Unified School District. San Marino Unified School District has a new superintendent, Loren Kleinrock, formerly the principal of the San Marino High School.

Mr. William Thomson, Trustee
- Attended the Pasadena Middle School Robotics Competition, sponsored by the Pasadena Educational Foundation, on Saturday which was a very successful event. PCC may be a venue for the competition again in upcoming years.
- Received an announcement from PCC regarding Reading Skills and Speed Reading Programs for kids and adults.
- Received a letter from Dick Ratliff in appreciation of renaming the Court of Champions in his honor.

b. SUPERINTENDENT/PRESIDENT
- Reported that Community College Weekly published the top 100 community colleges in the nation for granting associate degrees; this year PCC ranks 43rd in the nation.

- Dr. Scott Thayer, Associate Dean, Student Affairs, gave a report on Commencement and introduced three summa cum laude students and the special recognition recipients.

I. ADOPTION OF RESOLUTION NO. 478 CONFERRING COMMENCEMENT SPECIAL RECOGNITION ON SHIRLEY BURT: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to approve the Adoption of Resolution No. 478 Conferring Commencement Special Recognition on Shirley Burt.
Advisory Vote: Aye

J. ADOPTION OF RESOLUTION NO. 479 CONFERRING COMMENCEMENT SPECIAL RECOGNITION ON THE PASADENA CITY COLLEGE RETIREES ASSOCIATION: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Ms. Wah and seconded by Dr. Fellow, the Board voted by a unanimous vote of the seven members present to approve the Adoption of Resolution No. 479 Conferring Commencement Special Recognition on the Pasadena City College Retirees Association.
Meeting No. 13  
June 15, 2011  

Advisory Vote: Aye

c. **SHARED GOVERNANCE REPRESENTATIVES**

Ms. Jamie Hammond, Associated Students  
- Reported that Ashley Jackson will be the Associated Students President for 2011-2012.  
- Reported that the Associated Students end of year banquet will be held on Wednesday, June 22 where winners of AS scholarships will be announced.

E. **PUBLIC COMMENT ON NON-AGENDA ITEMS**  
There was public comment from Ali Oligny, Jocelyn Silva, Marshall Lewis, Nicholas Smith and Victor Silva.

F. **APPROVAL OF CONSENT ITEMS**  
Mr. Baum requested that Consent Item 110-P be withdrawn for separate vote.

MOTION: **ON MOTION OF Dr. Fellow and seconded by Ms. Wah, the Board voted by a unanimous vote of the seven members present to approve Consent Items 130-B through 136-B; and 103-P through 109-P, with 110-P withdrawn for a separate vote.**  
Advisory Vote: Aye

MOTION: **ON MOTION OF Mr. Baum and seconded by Ms. Wah, the Board voted by a unanimous vote of the seven members present to approve Consent Item 110-P, Employment of New Faculty.**  
Advisory Vote: Aye

G. **ADOPTION OF RESOLUTION NO. 477 TO AUTHORIZE INTERFUND CASH BORROWING: DISCUSSION WITH POSSIBLE ACTION**

MOTION: **ON MOTION OF Dr. Fellow and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to approve the Adoption of Resolution NO. 477 to Authorize Interfund Cash Borrowing.**  
Advisory Vote: Aye

H. **BOARD MEETING VIDEOTAPING PILOT PROGRAM: DISCUSSION WITH POSSIBLE ACTION**

MOTION: **ON MOTION OF Mr. Baum and seconded by Ms. Brown, the Board voted by five affirmative votes [Baum, Brown, Fellow, Thomson, Wah] and two negative votes [Mann, Martin] to approve Option 2, Granicus Addition, as a one year pilot.**  
Advisory Vote: Aye

K. **FUTURE BOARD MEETING DATES**

*Wednesday, July 6, 2011 (Regular Business Meeting) – 6:30 p.m.*  
(Closed Session at 5:00 p.m.)  
Mr. Baum will be out of town the week of July 6.

*Wednesday, July 20, 2011 (Regular Business Meeting) – 6:30 p.m.*  
(Closed Session at 5:00 p.m.)

*Wednesday, August 3, 2011 (Regular Business Meeting) – 6:30 p.m.*  
(Closed Session at 5:00 p.m.)
L. FUTURE AGENDA ITEMS
   There were no future agenda items.

IV. ADJOURNMENT
   Mr. Thomson adjourned Meeting No. 13 at 7:47 p.m.
MOTIONS CARRIED AT MEETING NO. 13 – June 15, 2011

1. Approval of the Minutes of Meeting No. 12, Regular Business Meeting, held on June 1, 2011.

2. Approval of the Adoption of Resolution No. 478 Conferring Commencement Special Recognition on Shirley Burt.

3. Approval of the Adoption of Resolution No. 479 Conferring Commencement Special Recognition on the Pasadena City College Retirees Association.

4. Approval of Consent Items 130-B through 136-B; and 103-P through 109-P, with 110-P withdrawn for separate vote.

5. Approval of Consent Item 110-P, Employment of New Faculty.

6. Approval of the Adoption of Resolution No. 477 to Authorize Interfund Cash Borrowing.

7. Approval of Option 2, Granicus Addition, as a one year pilot.

Submitted by:
Mark W. Rocha, Secretary
Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR BUSINESS MEETING NO. 13
Wednesday, June 15, 2011
5:00 P.M. Closed Session
6:30 P.M. Open Session
Pasadena City College
Creveling Lounge
1570 East Colorado Boulevard, Pasadena, California 91106

4:00 P.M. - 5:00 P.M. -- Retirees Reception -- Creveling Lounge

AGENDA

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

I. CALL TO ORDER, ROLL CALL and PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
(5:00 p.m.)

II. CLOSED SESSION

Government Code §54956.9(b)(1) Conference with Legal Counsel regarding anticipated litigation (four cases)
Government Code §54957 Employee Evaluation (Superintendent-President)
Government Code §54957 Public Employee Appointments: Chemistry (2); Teacher-Specialist Learning and Other Disabilities (1); Counselor (3); Digital Media (1); Mathematics/Basic Skills (2); Music Theory (1); Psychology (1); Architectural Visual Communications (1)
Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957.6 Negotiation with Unrepresented Employee (College Superintendent-President)
Government Code §54957.6 Designated Negotiators: Mr. Thomson and Ms. Dowell
Government Code §54957.6 Collective Bargaining (PCCFA; CSEA 777; ISSU; POA)
Government Code §54957.6 Designated Negotiator: Mr. Engeldinger

III. OPEN SESSION (6:30 p.m.)

A. PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES
Meeting No. 12, Regular Business Meeting, June 1, 2011

C. INTRODUCTION OF GUESTS

D. ANNOUNCEMENTS AND RECOGNITIONS
   a. BOARD OF TRUSTEES
   b. SUPERINTENDENT/PRESIDENT
c. SHARED GOVERNANCE REPRESENTATIVES

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.

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

G. ADOPTION OF RESOLUTION NO. 477 TO AUTHORIZE INTERFUND CASH BORROWING: DISCUSSION WITH POSSIBLE ACTION

H. BOARD MEETING VIDEOTAPING PILOT PROGRAM: DISCUSSION WITH POSSIBLE ACTION

I. ADOPTION OF RESOLUTION NO. 478 CONFERRING COMMENCEMENT SPECIAL RECOGNITION ON SHIRLEY BURT: DISCUSSION WITH POSSIBLE ACTION

J. ADOPTION OF RESOLUTION NO. 479 CONFERRING COMMENCEMENT SPECIAL RECOGNITION ON THE PASADENA CITY COLLEGE RETIREES ASSOCIATION: DISCUSSION WITH POSSIBLE ACTION

K. FUTURE BOARD MEETING DATES

Wednesday, July 6, 2011 (Regular Business Meeting) – 6:30 p.m.
(Closed Session at 5:00 p.m.)

Wednesday, July 20, 2011 (Regular Business Meeting) – 6:30 p.m.
(Closed Session at 5:00 p.m.)

Wednesday, August 3, 2011 (Regular Business Meeting) – 6:30 p.m.
(Closed Session at 5:00 p.m.)

L. FUTURE AGENDA ITEMS

IV. ADJOURNMENT
CONSENT ITEMS

130-B Approve Change Orders, Measure P Project Center for the Arts
131-B Authorization for Year End Appropriation Transfers
132-B Reporting and Approval of Revolving Fund Reimbursement
133-B Approve Purchasing Transactions
134-B Approve/Ratify/Amend/Renew Contracts
135-B Approve Professional Conference Attendance
136-B Budget Augmentation

103-P Approval of Employment Contracts for Academic Interim Positions, 2011-2012
104-P Approval of Contracts: Division, Associate and Assistant Deans, 2011-2012
105-P Employment of 10-Month, Non-Tenured Academic Credit Contract Employees, 2011-2012
106-P Authorization to Reimburse Applicants
107-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2011-2012
108-P Employment, Change of Status and Separation of Classified Employees
109-P Retirement of Academic, Classified and Management Employees
110-P Employment of New Faculty (12): Chemistry (2); Teacher-Specialist Learning and Other Disabilities (1); Counselor (3); Digital Media (1); Mathematics/Basic Skills (2); Music Theory (1); Psychology (1); Architectural Visual Communications (1) – CLOSED SESSION
AMENDED EMPLOYMENT AGREEMENT  
(Superintendent/President’s Contract)  

As Amended July 6, 2011  

This Amended Agreement is made effective the 1st day of July, 2011, by and between the Governing Board of the Pasadena Area Community College District ("District") or ("Board") and Dr. Mark W. Rocha ("Superintendent/President").

1. **Term.** The District hereby employs Superintendent/President beginning July 1, 2011 and terminating on June 30, 2015, subject to the terms and conditions set forth below. The District will consider renewing this contract on or about July 1, 2012 and may renew this contract at any time for a term not to exceed four years.

2. **Salary.** The Superintendent/President’s annual salary shall be Two Hundred Thirty Thousand Dollars ($230,000.00) per year beginning July 1, 2011. The Superintendent/President’s salary shall be payable in twelve (12) approximately equal monthly installments. The Board retains the right to adjust the Superintendent/President’s annual salary during the term of this agreement. Such adjustments shall be in the sole discretion of the Board. A change in salary shall not constitute the creation of a new contract nor extend the termination date of this Agreement.

3. **Salary Modification.**

Superintendent/President has represented to the District that it is his desire and intention to remain employed by the District as its Superintendent/President for at least five (5) years and, based on that representation and subject to continued employment by the District and satisfactory performance, District agrees that the annual salary of Superintendent/President will be modified as follows:

A. The salary being paid to the Superintendent/President on June 30, 2012, shall be increased by $5,000.00, effective July 1, 2012, if the Superintendent/President is still employed by the District on July 1, 2012, and if Board of Trustees concludes that the Superintendent/President has made satisfactory progress toward achieving the goals and objectives agreed upon between the Board and the Superintendent/President pursuant to Section 8 of this Agreement.

B. The salary being paid to the Superintendent/President on June 30, 2013, shall be increased by $7,500.00, effective July 1, 2013, if the Superintendent/President is still employed by the District on July 1, 2013, and if Board of Trustees concludes that the Superintendent/President has made satisfactory progress toward achieving the goals and objectives agreed upon
between the Board and the Superintendent/President pursuant to Section 8 of this Agreement.

C. The salary being paid to the Superintendent/President on June 30, 2014, shall be increased by $10,000.00, effective July 1, 2014, if the Superintendent/President is still employed by the District on July 1, 2014, and if Board of Trustees concludes that the Superintendent/President has made satisfactory progress toward achieving the goals and objectives agreed upon between the Board and the Superintendent/President pursuant to Section 8 of this Agreement.

D. The salary being paid to Superintendent/President on June 30, 2015 shall be increased by $12,500.00, effective July 1, 2015, if the Superintendent/President is still employed by the District on July 1, 2015, and if the Board of Trustees concludes that the Superintendent/President has made satisfactory progress toward achieving the goals and objectives agreed upon between the Board and the Superintendent/President pursuant to Section 8 of this Agreement.

E. Nothing in this Section shall be construed to prevent the Board from increasing the salary of the Superintendent/President in accordance with Section 2 of this Agreement.

4. Benefits. The Superintendent/President shall be entitled to the same benefits, including medical, dental, vision and life insurance benefits, to holidays, and to sick leave, provided by the District to all twelve-month educational administrators during each year of service. Full pay sick leave of one day per month may be accumulated from year to year without limit.

5. Retirement Annuity. Superintendent/President has already retired from the State Teachers Retirement System (STRS) prior to his first employment with the District. In the absence of that retirement, the District would be required to make contributions to STRS on his behalf. The District will therefore calculate what its contribution would be on his salary as Superintendent/President, and shall make a monthly contribution in that amount to a retirement account to be designated by the Superintendent/President, up to a maximum of $20,000 per fiscal year. The Superintendent/President shall be solely responsible for any and all tax liabilities and consequences associated with these payments and contributions, and shall defend and indemnify the District against such liabilities.

6. Life Insurance. The District shall maintain in effect the two term life insurance policies insuring the life of the Superintendent/President, as follows:

   Policy No. 1: This Policy shall be for the Superintendent/President’s personal benefit and shall be written as follows:
a. The Insured shall be the Superintendent/President
b. The Owner shall be the Superintendent/President
c. The Beneficiary shall be as designated by the Superintendent President.
d. The death benefit shall be Five Hundred Thousand Dollars ($500,000.00)
e. The Payee shall be the District.
f. The Superintendent President shall be solely responsible for any and all tax liabilities and consequences associated with the payment of premiums, and shall defend and indemnify the District against such liabilities.

Policy No. 2: This Policy shall be a “Key Man” Policy for the benefit of the District, and shall be written as follows:

a. The Insured shall be the Superintendent/President
b. The Owner shall be the District
c. The Beneficiary shall be the District
d. The death benefit shall be Five Hundred Thousand Dollars ($500,000.00)
e. The Payee shall be the District.

7. Moving Allowance. The Board and the Superintendent/President agree that he can more effectively carry out community relations and college advancement duties if he resides in the District. Therefore, the District shall pay the Superintendent/President a one time lump sum moving allowance of Fifteen Thousand dollars ($15,000.00) to be paid by August 1, 2011, which shall be used by him to move himself and his [spouse] [family] from their current residence and establish a new rental residence within the District on or before September 1, 2011.

8. Vacation. The Superintendent/President shall earn and accrue twenty-two (22) days of vacation for each year of service rendered. No more than forty-four (44) days of vacation time may be accumulated at any one time. Vacation must be scheduled at a time convenient to the Board and the operations of the District. If the Superintendent/President will be absent on vacation for more than ten working days, the Superintendent/President must request authorization from the Board of Trustees, or the Board President if that authority is delegated to the Board President by the Board. At time of separation, accumulated vacation, if any, will be paid at the current per diem rate of the Superintendent/President’s salary.

9. Management Hours. It is understood that the demands of the position of Superintendent/President will require more than eight (8) hours a day and/or forty (40) hours per workweek. The Superintendent/President is not entitled to receive overtime compensation.

10. Duties and Responsibilities. The Superintendent/President shall be the Chief Executive Officer of the District and the Secretary to the Board of Trustees. He shall have all powers and perform all duties of the position as provided by law, subject to Board approval, which approval shall not be unreasonably withheld. The
Superintendent/President shall use his best efforts and shall devote all time necessary to perform such duties.

11. **Evaluation.** The Superintendent/President shall be evaluated annually by the Board in accordance with applicable Board Policy. This evaluation shall be based upon the Superintendent/President's goals and objectives as agreed by the Superintendent/President and the Board and carried out pursuant to Bylaw No. 1680 of the District. The Superintendent/President and the Board shall agree on a timeline for the evaluation process. A failure to timely or properly evaluate the Superintendent/President shall not extend the term of this Agreement nor constitute a violation of this Agreement. A failure to evaluate the Superintendent/President shall not preclude the Board from giving notice of termination in accordance with Section 14 of this Agreement.

12. **Expense Allowance.** The District shall reimburse the Superintendent/President for documented actual and necessary expenses incurred within the scope of his employment, including, but not limited to, business-related travel (lodging, meals, parking, tolls); the costs of membership in community service and professional organizations, including professional dues and expenses, and the costs of attendance at meetings or events of peer, business, or civic organizations. The District has a membership in the Athenaeum at Caltech in Pasadena, and Superintendent/President shall be entitled to use that facility for dining, meetings, and other professional events. All such expenses shall be as permitted by District policy or incurred with prior approval of the Board. The District shall provide the Superintendent/President a credit card for District-related expenditures.

13. **Other Expenses.** The Superintendent/President shall also receive a monthly allowance in the amount of one thousand dollars ($1,000.00), to cover expenses incurred with respect to the Superintendent/President's use of his personal automobile to facilitate the performance of his duties, reimbursement for the acquisition and use of travel and home communication equipment and/or services, including but not limited to a mobile phone, facsimile, computer, phone line, or internet service, and other expenses incurred in connection with the Superintendent/President's performance of his duties on behalf of the District. There shall be a monthly review (or such other period of time as the parties agree) with the President of the Board of Trustees of all expenses incurred by the Superintendent/President pursuant to this Agreement, to insure transparency on expenses and to fulfill the Board's fiduciary responsibilities.

14. **Liability for Taxes.** Notwithstanding any other provision of this Agreement or Agreements referenced herein, the District shall not be liable for any state or federal tax consequences to the Superintendent/President, any designated beneficiary hereunder, the heirs, administrators, executors, successors and assigns of the Superintendent/President. The Superintendent/President shall assume sole liability for any state or federal tax consequences of this Agreement or any related agreement and agrees to indemnify and hold the District harmless from such tax consequences.
15. **Termination**

A. **Mutual Consent.** This Agreement may be terminated by the mutual agreement of the parties in writing at any time.

B. **Non-renewal of the Agreement by District.** The Board may elect not to renew this Agreement for any reason by providing written notice to the Superintendent/President in accordance with Education Code section 72411 and other applicable law.

C. **Termination Without Cause.** Notwithstanding any other provision of law or of this Agreement, the Board may, unilaterally and without cause or a hearing, terminate this Agreement upon giving of thirty (30) days prior written notice. In consideration for exercise of this right, the District shall pay to Superintendent/President, for the remainder of the unexpired term of this contract or for twelve (12) months, whichever is less, a monthly sum equal to the difference between Superintendent/President’s gross monthly salary at the salary rate in effect during his last month of service. In addition, the Superintendent/President shall be entitled to receive health and welfare benefits at the District’s expense for an amount of time commensurate with the amount of time to which the Superintendent/President is entitled to the above described payment, or until the Superintendent/President finds other employment which provides health and welfare benefits, whichever occurs first. The parties agree that this paragraph is to be construed consistent with the requirements of Government Code section 53260 et seq. The parties further agree that this sum constitutes liquidated damages in recognition of the extreme difficulty of determining actual damages to the Superintendent/President resulting from the contract’s termination without cause. These liquidated damages represent the Superintendent/President’s sole and exclusive remedy for any and all damages, known or unknown, tort, contract or otherwise, flowing from the termination of Superintendent/President’s employment with the District. The parties recognize that upon payment of the liquidated damages sum, the Superintendent/President will be foreclosed from bringing any action or proceeding of any nature against the District.

D. **Termination for Cause.** The Board may terminate the Superintendent/President’s contract at any time for cause. If the Board determines, at its sole discretion, that there is cause to terminate the Superintendent President’s employment with the District, it may do so upon thirty (30) days written notice to the Superintendent President. The notice shall include a statement of the cause for termination, and shall notify the Superintendent President that s/he may respond to the Board, orally or in writing, regarding the causes. Any such response shall be made to the Board not less than five, but not more than ten, days following the date of the notice. Thereafter the Board’s decision regarding dismissal will be determinative.

16. **Venue.** This Agreement and the rights and obligations of the parties shall be construed and enforced in accordance with the laws of the State of California. The
parties agree that, in the event of litigation, venue shall be the appropriate court located in Los Angeles County, California.

17. **Agreement to Mediation.** The parties agree that prior to initiation of any litigation over any dispute about matters covered by this Agreement, they will submit to voluntary mediation in accordance with procedures to be mutually agreed upon by them. Nothing herein shall be construed to relieve either party or be deemed to constitute a waiver by either party of their respective rights and obligations under Government Code Section 810 et seq.

18. **Severability.** If any term or provision of this Agreement is, to any extent, held by a court of competent jurisdiction to be invalid, or unenforceable, the remaining terms and provisions of this Agreement shall continue in full force and effect.

19. **Construction.** This Agreement shall not be construed more strongly against either party regardless of who is responsible for its preparation.

20. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied not contained in this Agreement.

21. **No Assignment.** This is an agreement for personal services the Superintendent/President may not assign or transfer any rights granted or obligations assumed under this Agreement.

22. **Modification.** This Agreement cannot be changed or supplemented orally. No amendment, addition, deletion and/or change to the Agreement shall be valid or enforceable unless it is set forth in a written instrument executed by both parties.

23. **Board Approval.** The parties recognize that the effectiveness of this Agreement is contingent upon approval by the District’s Governing Board.

24. **Binding Effect.** This Agreement shall be for the benefit of and shall be binding upon all parties and their respective heirs, successors and assigns.

25. **Execution of Other Documents.** All parties to this Agreement shall cooperate fully in the execution of any other documents and in contemplation of any additional action that may be necessary or appropriate to give full force and effect to the terms of this Agreement.

SUPERINTENDENT/PRESIDENT
Dated: __________________________

PASADENA AREA COMMUNITY COLLEGE DISTRICT

By: __________________________

Dated: __________________________

I accept this offer of employment and agree to comply with the conditions set forth herein. I will fulfill all the duties of employment as Superintendent/President the Pasadena Area Community College District.

Dated: __________________________
As the District moves into the summer, plans for the vacation of the U Building have been finalized. Over the past months, dozens of faculty, staff and managers have been involved in developing options and plans. While some aspects have been relatively straightforward, others have been extremely complex. The individual areas that are affected, either directly or indirectly, are as follows:

Information Technology Services: ITS is the result of combining Computing Services and Management Information Systems, and is being moved into LL-1 (first floor of the Library). Computing Services is moving from D-1 (first floor of the D Building), and MIS is moving from C-1. Many employees have already moved, and within the next three to four weeks, the balance should be able to move. Once the servers in D-1 are relocated, the old space can be converted. In order to complete the move, Public Relations must move from LL-1.

Public Relations: The Public Relations office will move from LL-1 into the space currently occupied by MIS in C-1. A new area needs to be created to accommodate the MIS programmers in LL-1. That work is underway.

Student Health Center: SHC is moving from U-1 into the space vacated by Computing Services and a computer lab in D-1. Detailed plans have been worked out with SHC to create temporary space until the new U Building can be constructed.

Natural Sciences Division: Natural Sciences is moving from U-3 and U-4 into the new Science Village, to be created in Parking Lot 5A through the acquisition of portable classroom and lab units. The Board authorized the District to conduct a public bid to purchase these units at its June 1 meeting. Plans have been developed and preliminarily reviewed by the Division of the State Architect and the Pasadena Fire Marshal. Final approval from both cannot occur until the winning bid is awarded. Therefore, the move into the Village cannot begin until mid-Fall semester, at the earliest. General classrooms will move as soon as the new space is available, and labs will move as quickly as practical, based on the future determination of the faculty and division dean. At the latest, this is expected to occur during the next intersession.

Extended Instruction: Extended Instruction will move from their current location in D-1 into the space now occupied in C-2 by Institutional Planning and Research Office (IPRO), who will be moving into a space with Educational Services, also on C-2.

Health Sciences Division: Health Sciences is currently located in several locations, including the R Building, which is unaffected. The programs now in U-1 and U-2 are affected. Those programs, including Nursing, Radiologic Technology and Medical Assisting, will be relocated to the Community Education Center, primarily in CEC-2. The Multi-purpose Room will be used during portions of the day for large lectures.

CEC is predominantly used for two programs: High School Diploma Program (adult students seeking their high school diplomas or GEDs) and English as a Second Language. Their use of space has been concentrated in mornings and evenings from Monday through Thursday. By distributing their usage of space, and by offering programs six days per week from mornings through evenings, a great deal of space can be made available to Health Sciences. The District is purchasing three portables immediately to house the Health Sciences Division Office and offices for the faculty, three more for CEC classrooms, one for Foster Care and one for Apparel Skills, along with one restroom building.

Computer Lab: A computer lab used for tutoring by the Learning Assistance Center in D-1 will be relocated into the space now occupied by Extended Instruction, also in D-1.

TRIO Program: The Programs for Upward Bound Classic and Upward Bound Math and Science are moving from U-2 into the space previously used by the Computing Services Help Desk. Academic Support Services (PASS) is moving from L-1 into the same area to combine the TRIO programs into the same space.

CalWorks: CalWorks will be moving from the U-2 into the L Building in an area previously used by PASS.

Most of these moves are expected to be completed prior to the beginning of the Fall Semester, with the important exception of the Natural Sciences Division as noted above.
<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>CURRENT LOCATION</th>
<th>NEW LOCATION</th>
<th>TIMEFRAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPUTING SERVICES</td>
<td>D BUILDING, FLOOR 1</td>
<td>LL BUILDING, FLOOR 1 (KPCC, MEDIA SERV, &amp; P.R. SUITES)</td>
<td>IN PROGRESS</td>
</tr>
<tr>
<td>MGMT INFO SYSTEMS</td>
<td>C BUILDING, FLOOR 1</td>
<td>LL BUILDING, FLOOR 1 (KPCC, MEDIA SERV, &amp; P.R. SUITES)</td>
<td>IN PROGRESS</td>
</tr>
<tr>
<td>MEDIA SERVICES</td>
<td>LL BUILDING, FLOOR 1</td>
<td>LL BUILDING, FLOOR 2 (ABSORBED INTO LIBRARY)</td>
<td>JULY</td>
</tr>
<tr>
<td>PUBLIC RELATIONS</td>
<td>LL BUILDING, FLOOR 1</td>
<td>C BUILDING, FLOOR 1 (TO M.I.S. SUITE)</td>
<td>JULY</td>
</tr>
<tr>
<td>HEALTH SCIENCES DIV</td>
<td>U BUILDING, FLOORS 1, 2</td>
<td>CEC, FLOOR 2, MPR &amp; PORTABLE OFFICES</td>
<td>AUGUST</td>
</tr>
<tr>
<td>NATURAL SCIENCES DIV</td>
<td>U BUILDING, FLOORS 3, 4</td>
<td>SCIENCE VILLAGE LOT 5A PORTABLE CLASSROOMS, LABS, OFFICES</td>
<td>FALL/WINTER</td>
</tr>
<tr>
<td>STUDENT HEALTH CENTER</td>
<td>LL BUILDING, FLOOR 1</td>
<td>D BUILDING, FLOOR 1 (TO COMPUTING SERVICES SUITE &amp; COMPUTER LAB)</td>
<td>AUGUST</td>
</tr>
<tr>
<td>CEC (ALL PROGRAMS)</td>
<td>CEC BUILDING</td>
<td>CEC BUILDING/PORTABLE CLASSROOMS, LABS @ CEC</td>
<td>AUGUST</td>
</tr>
<tr>
<td>TRIO PROGRAMS</td>
<td>U BUILDING, FLOOR 2</td>
<td>D BUILDING, FLOOR 1 (TO COMPUTING SERVICES HELPDESK SUITE)</td>
<td>JULY</td>
</tr>
<tr>
<td>IPRO</td>
<td>C BUILDING, FLOOR 2</td>
<td>C BUILDING FLOOR 2 (TO EDUCATIONAL SERVICES)</td>
<td>JULY</td>
</tr>
<tr>
<td>EXTENDED INSTRUCTION</td>
<td>D BUILDING, FLOOR 1</td>
<td>C BUILDING FLOOR 2 (TO IPRO SUITE)</td>
<td>AUGUST</td>
</tr>
<tr>
<td>COMPUTER LAB</td>
<td>D BUILDING, FLOOR 1</td>
<td>D BUILDING, FLOOR 1</td>
<td>AUGUST</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Stipend for Outreach, Degree, Transfer Center Personnel

Board Meeting Date: July 20, 2011

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 stipend for Tameka Alexander of $833.33 per month for a total not to exceed $10,000 for the period of 7/1/11 to 6/30/12 or until Dina Chase returns to her position as Director of the Transfer Center. EMP: E1, D2, D3

FISCAL IMPLICATIONS: Funds for this assignment will come from disencumbering part of Dina Chase's salary as the Director of the Transfer Center (Cost Center Number 01-1420-2400-0000). Dina will not be drawing on this salary because she will be paid from Admissions and Records funds.

BACKGROUND: Tameka Alexander, a counselor, will run the day-to-day activities of the Outreach, Degree and Transfer Center while Dina Chase is filling in as the Associate Dean of Admissions and Records. Dina Chase will remain budget manager of the Transfer Center.

Submitted by:
Office of Student and Learning Services

Recommended for Approval:
Interim Vice President, Student & Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following stipend for Kathy Rodarte not to exceed $7,944 for the period of 7/1/11 to 8/15/11. EMP: B1.2, F2

FISCAL IMPLICATIONS: Funds for this assignment will come from cost center 03-1420-5304-0060.

BACKGROUND: Kathy Rodarte will return from retirement to help with the EOPS audit, final EOPS budget and MIS state reporting.
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 on the list to be employed in a special project as listed, approved for the College year 2011-2012, 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.

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sierra, Joseph</td>
<td>3,000.00</td>
<td>Summer 2011 Study Abroad Coordinator – monitor summer program, plan and coordinate programs for Fall 2011, Winter 2012 and Spring 2012, 07/07/11-08/27/11. EMP: D4</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need. This stipend has been requested by the Interim Dean, Educational Services.

Submitted by:
Interim Dean, Educational Services

Recommended for Approval:
Vice President, Instruction

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/ratify the person on the list to be employed in a special project as listed, approved for the College year 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.

**STIPEND SPECIAL PROJECT**

**FUND 01 GENERAL - UNRESTRICTED**

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woods, John</td>
<td>4,686.00</td>
<td>Kinesiology, Health &amp; Athletics – perform duties of Temporary Division Athletic Coordinator, 06/16/11-06/30/11. EMP: A3.1</td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** Paid from dollar-controlled accounts.

**BACKGROUND:** The assignment shall be determined by College need. This stipend has been requested by the Vice President, Instruction.

Submitted by:
Office of Instruction

Recommended for Approval:

Vice President, Instruction

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 persons on the attached list to be employed in a special project as listed, approved for the College year 2011-2012, 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. These stipends have been requested by the Vice President, Instruction.

Submitted by:
Office of Instruction

Recommended for Approval:
Jacqueline Jacobs
Vice President, Instruction

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>Altounian, Greg</td>
<td>1,000.00</td>
<td>Assistant Coach – assist Head Coach, Men’s Soccer, 2011-2012, 07/07/11 to 06/17/12. EMP: A1; A2</td>
</tr>
<tr>
<td>Cabral, Henry</td>
<td>2,500.00</td>
<td>Assistant Coach – assist Head Coach, Men’s Soccer, 2011-2012, 07/07/11 to 06/17/12. EMP: A1; A2</td>
</tr>
<tr>
<td>Crespo, Armand C.</td>
<td>8,000.00</td>
<td>Head Walk-on Coach, Men’s &amp; Women’s Cross Country, 2011-2012, 07/07/11 to 06/17/12. EMP: A1; A2</td>
</tr>
<tr>
<td>Dixon, Eva Lorraine</td>
<td>1,000.00</td>
<td>Assistant Coach – assist Head Coach, Women’s Soccer, 2011-2012, 07/07/11 to 06/17/11. EMP: A1; A2</td>
</tr>
<tr>
<td>Lilavois, Randy</td>
<td>8,000.00</td>
<td>Head Walk-on Coach, Women’s Soccer, 2011-2012, 07/07/11 to 06/17/12. EMP: A1; A2</td>
</tr>
<tr>
<td>Manvelyan, Edgar</td>
<td>8,000.00</td>
<td>Head Walk-on Coach, Men’s Soccer, 2011-2012, 07/07/11 to 06/17/12. EMP: A1; A2</td>
</tr>
<tr>
<td>Rivas, Regineld P.</td>
<td>2,500.00</td>
<td>Assistant Coach – assist Head Coach, Women’s Soccer, 2011-2012, 07/07/11-6/17/11. EMP: A1; A2</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE: Approval of Organizations for Membership, 2011-12 Fiscal Year

Board Meeting Date: July 6, 2011

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 attached list of organizations for institutional membership in Fiscal Year 2011-12.

FISCAL IMPLICATIONS: Funds for these memberships will be contained in the 2011-12 Adopted Budget under Object Code 5310 in the appropriate cost center.

BACKGROUND: Institutional memberships require Board approval. The attached list contains active memberships from 2010-11 (with membership fees representing 2010-11 actual amounts) and new memberships (reflecting 2011-12 proposed rates).

Submitted by:
Office for Administrative Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Amount</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access Text Network (ATN)</td>
<td>360</td>
<td>DSP&amp;S</td>
</tr>
<tr>
<td>Assn for Advancement of Sustainability in Higher Ed (AASHE)</td>
<td>500</td>
<td>Administrative Services</td>
</tr>
<tr>
<td>Academic Senate for California Community Colleges</td>
<td>5,141</td>
<td>Academic Senate</td>
</tr>
<tr>
<td>AIGA/Professional Assn. for Design</td>
<td>730</td>
<td>Multimedia/Entertainment Initiative</td>
</tr>
<tr>
<td>Altadena Chamber of Commerce</td>
<td>60</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>American Association for Paralegal Education</td>
<td>450</td>
<td>VTEA - Paralegal</td>
</tr>
<tr>
<td>American Association of Community Colleges (AACC)</td>
<td>16,540</td>
<td>Supt./Pres. &amp; Institutional Advancement</td>
</tr>
<tr>
<td>American Assn of Hispanics in Higher Education (AAHHE)</td>
<td>1,500</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>American Bar Association</td>
<td>900</td>
<td>Business &amp; Computer Technology</td>
</tr>
<tr>
<td>American College Health Association</td>
<td>775</td>
<td>Student Health Center</td>
</tr>
<tr>
<td>American Mathematical Association of Two-Year Colleges</td>
<td>455</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Arcadia Chamber of Commerce</td>
<td>100</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>Arroyo Seco Library Network of the Library of California</td>
<td>N/C</td>
<td>Library</td>
</tr>
<tr>
<td>Associate Degree Nursing Program, Southern California Directors</td>
<td>100</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Assn of Chief HR Officers/EEO Officers (ACHRO/EEO)</td>
<td>200</td>
<td>Human Resources</td>
</tr>
<tr>
<td>Association of College and University Telecommunications Administrators (ACUTA)</td>
<td>703</td>
<td>Telecommunications</td>
</tr>
<tr>
<td>Association of Community College Trustees</td>
<td>6,318</td>
<td>Board of Trustees</td>
</tr>
<tr>
<td>Automotive Engine Rebuilders Association (AERA)</td>
<td>221</td>
<td>Engineering &amp; Technology</td>
</tr>
<tr>
<td>Bookshare TM</td>
<td>N/C</td>
<td>Student Services</td>
</tr>
<tr>
<td>California Association for Local Economic Development (CALED)</td>
<td>80</td>
<td>Economic Development/SGV Consortium</td>
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<tr>
<td>California Association of Community College Registrars &amp; Admissions Officers</td>
<td>200</td>
<td>Admissions &amp; Records</td>
</tr>
<tr>
<td>California Community College Mental Health &amp; Wellness Association</td>
<td>200</td>
<td>Student Health Services</td>
</tr>
<tr>
<td>California Community Colleges Chief Instructional Officers (CCCCIO)</td>
<td>300</td>
<td>Instruction</td>
</tr>
<tr>
<td>California Community Colleges Classified Senate</td>
<td>100</td>
<td>Classified Senate</td>
</tr>
<tr>
<td>California Community Colleges Chief Student Services Administrators Association (4C2S2A)</td>
<td>300</td>
<td>Student Services</td>
</tr>
<tr>
<td>California Community Colleges Council for Staff Development (4CSD)</td>
<td>100</td>
<td>Human Resources - Staff Development</td>
</tr>
<tr>
<td>California Community Colleges Software Consortium - Santa Rosa (CCCSC)</td>
<td>40,000</td>
<td>Management Information Services</td>
</tr>
<tr>
<td>California Fashion Association</td>
<td>500</td>
<td>Business &amp; Computer Technology</td>
</tr>
<tr>
<td>California Placement Association</td>
<td>100</td>
<td>Career Planning &amp; Placement</td>
</tr>
<tr>
<td>California Psychology Internship Council (CAPIC)</td>
<td>375</td>
<td>Special Services</td>
</tr>
<tr>
<td>Churchill Forum, Churchill Center for Learning Disabilities</td>
<td>N/C</td>
<td>Special Services</td>
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<tr>
<td>Commission On Athletics</td>
<td>8,340</td>
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<tr>
<td>Community College Internal Auditors</td>
<td>N/C</td>
<td>Fiscal Services</td>
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<tr>
<td>Community College League of California</td>
<td>24,966</td>
<td>Superintendent/President</td>
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<tr>
<td>Council for Opportunity in Education (COE)</td>
<td>3,469</td>
<td>Student Support Services/Upward Bound</td>
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<tr>
<td>Council for Research Development</td>
<td>540</td>
<td>Administrative Services &amp; External Relations</td>
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<tr>
<td>Council of Chief Librarians</td>
<td>150</td>
<td>Library</td>
</tr>
<tr>
<td>English Council of California Two-Year Colleges</td>
<td>250</td>
<td>English</td>
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<tr>
<td>Equal Employment, Diversity &amp; Equity Consortium</td>
<td>250</td>
<td>Human Resources – Staff Diversity</td>
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<tr>
<td>Foundation for California Community Colleges – Umoja Community Consortium</td>
<td>1,000</td>
<td>Counseling</td>
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<tr>
<td>Health Services Association of California Community Colleges</td>
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<td>Student Health Center</td>
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## INSTITUTIONAL MEMBERSHIPS 2011 – 2012

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Amount</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hispanic Association of Colleges &amp; Universities (HACU)</td>
<td>9,120</td>
<td>Student Services</td>
</tr>
<tr>
<td>Honors Transfer Council (Long Beach C.C.)</td>
<td>90</td>
<td>Student Services</td>
</tr>
<tr>
<td>La Cañada Flintridge Chamber of Commerce</td>
<td>85</td>
<td>Superintendent/President</td>
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<tr>
<td>League for Innovation/Alliance for Community Colleges/Leadership Institute</td>
<td>1,350</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>Learning Resources Network (LERN)</td>
<td>395</td>
<td>Extended Learning</td>
</tr>
<tr>
<td>Instructional Technology Council (ITC)</td>
<td>450</td>
<td>Academic Support</td>
</tr>
<tr>
<td>Los Angeles County School Trustees Association (LACSTA)</td>
<td>140</td>
<td>Board of Trustees</td>
</tr>
<tr>
<td>Los Angeles Economic Development Corp. (LAEDC)</td>
<td>2,500</td>
<td>Career/Technical Education</td>
</tr>
<tr>
<td>Metropolitan Cooperative Library System</td>
<td>200</td>
<td>Library</td>
</tr>
<tr>
<td>National Association of Colleges &amp; Employers (NACE)</td>
<td>400</td>
<td>Career Planning &amp; Placement</td>
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<tr>
<td>National Association of Foreign Student Advisors (NAFSA)</td>
<td>370</td>
<td>Counseling/Guidance Services</td>
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<tr>
<td>National Association of Student Financial Aid Administrators (NASFAA)</td>
<td>2,306</td>
<td>Scholarships &amp; Financial Aid</td>
</tr>
<tr>
<td>National Council for Marketing &amp; Public Relations (NCMPR)</td>
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<td>Public Relations</td>
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<tr>
<td>National Tutoring Association</td>
<td>100</td>
<td>Learning Assistance Center</td>
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<tr>
<td>New Media Centers Consortium</td>
<td>2,500</td>
<td>Economic Development/MEI</td>
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<tr>
<td>Pasadena Chamber of Commerce</td>
<td>415</td>
<td>Superintendent/President</td>
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<tr>
<td>Recording for Blind &amp; Dyslexic</td>
<td>500</td>
<td>DSP&amp;S</td>
</tr>
<tr>
<td>RP Group for CCC</td>
<td>350</td>
<td>Institutional Planning &amp; Research</td>
</tr>
<tr>
<td>San Gabriel Foothill Community Colleges Consortium</td>
<td>500</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>San Gabriel Valley Economic Partnership</td>
<td>5,000</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>San Marino Chamber of Commerce</td>
<td>270</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>Screen Printing Association International (aka SGIA)</td>
<td>25</td>
<td>Engineering &amp; Technology</td>
</tr>
<tr>
<td>Second Nature</td>
<td>2,000</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>South Coast Conference</td>
<td>5,700</td>
<td>Athletics</td>
</tr>
<tr>
<td>South Pasadena Chamber of Commerce</td>
<td>100</td>
<td>Superintendent/President</td>
</tr>
<tr>
<td>Southern 30 Information Exchange Consortium</td>
<td>200</td>
<td>Human Resources</td>
</tr>
<tr>
<td>Southern California Biomedical Council</td>
<td>750</td>
<td>Center for Applied Biological Technologies</td>
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<tr>
<td>Southern California Broadcasters Association (SCBA)</td>
<td>40</td>
<td>Public Relations</td>
</tr>
<tr>
<td>Southern California Football Association</td>
<td>1,800</td>
<td>Athletics</td>
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<tr>
<td>Southern California Intersegmental Visual Articulation Council (SCIAC)</td>
<td>75</td>
<td>Counseling/Career Services</td>
</tr>
<tr>
<td>Western Association for College Admissions Counseling (WACAC)</td>
<td>45</td>
<td>Transfer Center</td>
</tr>
</tbody>
</table>

**ANNUAL GRAND TOTAL:** 154,594
CONSENT ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: July 6, 2011

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 P11-03446 through P11-03487. EMP: L

FISCAL IMPLICATIONS: Funds for this purpose are 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 over $500.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-03450</td>
<td>* I-8 FOOD SERVICES</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>COMMUNITY OUTREACH</td>
<td>539.34</td>
</tr>
<tr>
<td>P11-03453</td>
<td>APPLE COMPUTER, INC.</td>
<td>COMPUTER EQUIP.</td>
<td>COMP. SVS</td>
<td>1,827.97</td>
</tr>
<tr>
<td>P11-03455</td>
<td>DOORTECH</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>901.05</td>
</tr>
<tr>
<td>P11-03456</td>
<td>AARDVARK CLAY</td>
<td>ART SUPPLIES</td>
<td>VISUAL ARTS &amp; MEDIA STUDIES</td>
<td>1,796.10</td>
</tr>
<tr>
<td>P11-03457</td>
<td>UNISAN PRODUCTS</td>
<td>JANITORIAL/CUSTODIAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>2,041.35</td>
</tr>
<tr>
<td>P11-03459</td>
<td>FORD PRINTING &amp; MAILING</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>EXTENDED LEARNING</td>
<td>4,666.93</td>
</tr>
<tr>
<td>P11-03460</td>
<td>* PCC BOOKSTORE</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>SOC SCI</td>
<td>4,377.01</td>
</tr>
<tr>
<td>P11-03471</td>
<td>RENAISSANCE INSURANCE AGENCY</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>INTERNATIONAL STUDENTS</td>
<td>2,280.00</td>
</tr>
<tr>
<td>P11-03472</td>
<td>* CITY WHOLESALE ELECTRIC CO.</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>ENGI/TECH</td>
<td>840.03</td>
</tr>
<tr>
<td>P11-03473</td>
<td>DENTSPLY CAULK</td>
<td>INSTRUCTIONAL/EDUCATIONAL MATL.</td>
<td>HEALTH SCI</td>
<td>1,495.23</td>
</tr>
<tr>
<td>P11-03475</td>
<td>COLUMBIA DENTOFORM CORP.</td>
<td>INSTRUCTIONAL/EDUCATIONAL MATL.</td>
<td>HEALTH SCI</td>
<td>1,091.55</td>
</tr>
<tr>
<td>P11-03478</td>
<td>APPLE COMPUTER, INC.</td>
<td>COMPUTER EQUIP.</td>
<td>COUNSEL</td>
<td>7,869.37</td>
</tr>
<tr>
<td>P11-03479</td>
<td>UNISAN PRODUCTS</td>
<td>JANITORIAL/CUSTODIAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>1,253.99</td>
</tr>
<tr>
<td>P11-03487</td>
<td>PROFORCE LAW ENFORCEMENT</td>
<td>SAFETY &amp; FIRE SUP. &amp; EQUIP.</td>
<td>ENGI/TECH</td>
<td>2,788.37</td>
</tr>
</tbody>
</table>

**FUND 03 RESTRICTED GENERAL FUND (INCLUDING GRANTS)**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-03462</td>
<td>* OFFICE DEPOT</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>COUNSEL</td>
<td>5,231.48</td>
</tr>
<tr>
<td>P11-03476</td>
<td>DELL, INC.</td>
<td>COMPUTER EQUIP.</td>
<td>ENGI/TECH</td>
<td>6,658.72</td>
</tr>
</tbody>
</table>

**FUND 41 CAPITAL OUTLAY FUND**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-03481</td>
<td>SILVER CREEK INDUSTRIES, INC.</td>
<td>FURNITURE–CLASSROOM</td>
<td>FACILITIES</td>
<td>72,000.00</td>
</tr>
<tr>
<td>P11-03480</td>
<td>DIRECT MONITORING SYSTEMS, LLC</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>1,950.00</td>
</tr>
<tr>
<td>P11-03483</td>
<td>CONSOLIDATED ELECTRIC DIST.</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>617.34</td>
</tr>
<tr>
<td>P11-03484</td>
<td>ACoustical MATERIAL SERVICES</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
<td>2,582.13</td>
</tr>
<tr>
<td>P11-03485</td>
<td>* LINK-NILSEN</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>6,560.00</td>
</tr>
</tbody>
</table>

**FUND 43 SCHEDULED MAINTENANCE FUND**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-03481</td>
<td>* EL REY APPLICATIONS</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>11,300.00</td>
</tr>
</tbody>
</table>

Total 141,267.96
### PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

**Change Orders**

**$500 or More**

Consent Item No. 2-B
July 6, 2011

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Change</th>
<th>New Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-00043</td>
<td>SPEEDY MOUNTAIN SERVICE</td>
<td>Increase PO per the Dept. Facilities</td>
<td>Facilities</td>
<td>600.00</td>
<td>5,600.00</td>
</tr>
<tr>
<td>P11-00064</td>
<td>ABTECH SUPPORT</td>
<td>Increase PO per the Dept. Mgmt Info SvS</td>
<td>Mgmt Info SvS</td>
<td>925.00</td>
<td>1,741.00</td>
</tr>
<tr>
<td>P11-00101</td>
<td>SIMS WELDING</td>
<td>Increase PO per the Dept. Eng/Tech</td>
<td>Eng/Tech</td>
<td>800.00</td>
<td>5,800.00</td>
</tr>
<tr>
<td>P11-00102</td>
<td>SOCAL UNIFORM RENTAL</td>
<td>Increase PO per the Dept. Eng/Tech</td>
<td>Eng/Tech</td>
<td>556.25</td>
<td>3,300.00</td>
</tr>
<tr>
<td>P11-00211</td>
<td>CART MASTERS</td>
<td>Increase PO per the Dept. Facilities</td>
<td>Facilities</td>
<td>2,200.00</td>
<td>21,200.00</td>
</tr>
<tr>
<td>P11-00696</td>
<td>VERIZON WIRELESS-LA</td>
<td>Increase PO per the Dept. Kinesiology</td>
<td>Kinesiology</td>
<td>500.00</td>
<td>1,700.00</td>
</tr>
<tr>
<td>P11-01728</td>
<td>JOHNSTONE SUPPLY</td>
<td>Increase PO per the Dept. Facilities</td>
<td>Facilities</td>
<td>500.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>P11-02652</td>
<td>EXACTA DENTAL PRODUCTS</td>
<td>Increase PO per the Dept. Health Sci</td>
<td>Health Sci</td>
<td>1,778.00</td>
<td>2,676.95</td>
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<tr>
<td>P11-02858</td>
<td>STAPLES</td>
<td>Increase PO per the Dept. Eng/Tech</td>
<td>Eng/Tech</td>
<td>692.88</td>
<td>1,515.21</td>
</tr>
<tr>
<td>P11-03095</td>
<td>ACH</td>
<td>Increase PO per the Dept. Eng/Tech</td>
<td>Eng/Tech</td>
<td>592.77</td>
<td>7,276.29</td>
</tr>
</tbody>
</table>

**Fund 03 Restricted General Fund (Including Grants)**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Change</th>
<th>New Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-00055</td>
<td>PHARMEDIX</td>
<td>Increase PO per the Dept. Health PCC</td>
<td>Health PCC</td>
<td>1,865.75</td>
<td>4,080.75</td>
</tr>
<tr>
<td>P11-03351</td>
<td>TOM BLACK SERVICE CENTER</td>
<td>Increase PO per the Dept. Natural Science</td>
<td>Natural Science</td>
<td>706.00</td>
<td>1,406.00</td>
</tr>
</tbody>
</table>

**Fund 41 Capital Outlay Fund**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Change</th>
<th>New Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P11-00134</td>
<td>CITY WHOLESALE</td>
<td>Increase PO per the Dept. Facilities</td>
<td>Facilities</td>
<td>500.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>P11-00248</td>
<td>ROBERT L</td>
<td>Increase PO per the Dept. Facilities</td>
<td>Facilities</td>
<td>5,000.00</td>
<td>30,000.00</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: July 6, 2011

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 $2,057.17. EMP: L

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>06-02-11</td>
<td>18957161</td>
<td>$1,228.39</td>
</tr>
<tr>
<td>06-08-11</td>
<td>18969449</td>
<td>$828.78</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2,057.17</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:

Oleson Walter
Director, Fiscal Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
### REVOLVING FUND REIMBURSEMENT
#### JULY 2011 EXPENSE SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/2/2011</td>
<td>18957161</td>
<td>$1,228.39</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$1,015.39</td>
</tr>
<tr>
<td></td>
<td>Duplicating</td>
<td>$100.00</td>
</tr>
<tr>
<td></td>
<td>Activity fee refund</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td>Enrollment fee refund</td>
<td>$94.00</td>
</tr>
<tr>
<td></td>
<td>ASB fee refund</td>
<td>$1.00</td>
</tr>
<tr>
<td></td>
<td>Health fee refund</td>
<td>$8.00</td>
</tr>
<tr>
<td>6/8/2011</td>
<td>18969449</td>
<td>$828.78</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$783.78</td>
</tr>
<tr>
<td></td>
<td>Activity fee refund</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td>Enrollment fee refunds</td>
<td>$21.00</td>
</tr>
<tr>
<td></td>
<td>ASB fee refund</td>
<td>$1.00</td>
</tr>
<tr>
<td></td>
<td>Health fee refund</td>
<td>$13.00</td>
</tr>
<tr>
<td></td>
<td>Grand total:</td>
<td>$2,057.17</td>
</tr>
</tbody>
</table>
Consent Item No. 4-B

PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: July 6, 2011

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 $40,953.52. EMP: L.

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>
</tr>
</thead>
<tbody>
<tr>
<td>04-21-11</td>
<td>18852917</td>
<td>$13,773.42</td>
</tr>
<tr>
<td>05-06-11</td>
<td>18902056</td>
<td>27,180.10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$40,953.52</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical</td>
<td>$28,621.04</td>
</tr>
<tr>
<td>Legal</td>
<td>5,566.36</td>
</tr>
<tr>
<td>Benefit Payments</td>
<td>6,679.72</td>
</tr>
<tr>
<td>Mileage</td>
<td>86.40</td>
</tr>
<tr>
<td></td>
<td>$40,953.52</td>
</tr>
</tbody>
</table>

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:

Odessa Walker
Director, Fiscal Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:
Authorization to Destroy Records

Board Meeting Date: July 6, 2011

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize destruction of Class 3 (Disposable) records listed below according to California Code of Regulations, Section 59025. Authority cited: Sections 66700 and 70901, Education Code. EMP: L.

FISCAL YEAR 2003-2004
- Paid Contracts - Vendor
- Expenditure Vouchers & Related Vendor Invoices & Purchase Order Copies
- Time Sheets
- Verification of Service Invoices & Overtime Cards
- Paid in Full Assigned or Cancelled National Defense/Direct/Perkins and Nursing Student/Loan Files
- Payroll Deduction Registers
- Federal & State Grants

FISCAL YEAR 2005-2006
- Department Time Reports
- Employee Absence Reports

FISCAL YEAR 2006-2007
- Cash Collection Reports
- Collection Receipts
- Journal Vouchers
- Paid District Invoices
- County Documents
- Charge Back Logs
- Payroll Labor Distribution Reports
- Stores Requisitions and Cards
- Warrant Cancellation Requests

FISCAL YEAR 2007-2008
- Bank Reconciliations and Canceled Checks
- Bank Deposit Slips
- NSF Paid Folders/Cards
- In-House Accts. Payable "B" Warrant Reports
- In-House Registration Refund Reports
- In-House Financial Aid "B" Warrant Reports

Submitted by:

Director, Fiscal Services

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:
Renewal of Contract for Student Loan Billing & Accounting System, ACS Education Services, Inc.

Board Meeting Date: July 6, 2011

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, renew our agreement with Affiliated Computer Services (ACS), aka ACS Education Services, Inc., Los Angeles, California, to provide student loan billing and accounting services not to exceed $19,000.00 for the 2011-2012 fiscal year. EMP: L.

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted in the 2011-2012 Budget, Fiscal Services, account number 01-5820-3200-0000.

BACKGROUND: It is a common practice of participating educational institutions to contract with a firm specializing in this area. Services provided are routine billing, collections, and correspondence on our National Defense/Direct Student Loan, Perkins Loan, and Nursing Student Loan accounts.

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: Approve/Renew/Amend Contracts

Board Meeting Date: July 6, 2011

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

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
## REVIEW OF TRANSACTIONS AND CONTRACTS

### PASADENA AREA COMMUNITY COLLEGE DISTRICT

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FUND 01 UNRESTRICTED GENERAL FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Approve</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97957-2</td>
<td>Granicus, Inc.</td>
<td>$15,518.00</td>
<td>To provide streaming and distribution of live and archived digital media content of the Board of Trustees' meetings. <em>EMP: D5 7/07/11 thru 6/30/11</em></td>
<td>Board of Trustees</td>
<td>4100-0000 01-5820</td>
</tr>
<tr>
<td><strong>Renew</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97776-1</td>
<td>Pasadena Community Access Corporation.</td>
<td>$18,600.00</td>
<td>To provide live-to-tape video coverage of the 2011-12 Board of Trustees' meeting. <em>EMP: D5 7/01/11 thru 6/30/12</em></td>
<td>Board of Trustees</td>
<td>4100-0000 01-5820</td>
</tr>
<tr>
<td><strong>Amend</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-94957-1</td>
<td>American United Sales Corp., dba Sharp Seating Company</td>
<td>N/A</td>
<td>To change name from Mike Brown American Grandstand Seating to American United Sales Corp., dba Sharp Seating Company. <em>EMP: I2</em></td>
<td>Business Services</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Consent Item No. 7-B
July 6, 2011
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

**CONSENT ITEM TITLE:**  
Authorization to Approve Purchase Order to Dell, Inc.

**Board Meeting Date:** July 6, 2011

**RECOMMENDATION:** It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve Purchase Order Number P12-00015 for Three Hundred Sixty Thousand Three Hundred Twenty-Three Dollars and Eighty-Nine Cents ($360,323.89) to Dell, Inc. This purchase order provides new servers and switches needed for the information technology server room implementation. **EMP:** C1.2

**FISCAL IMPLICATIONS:** Funds for this purpose are provided in the 2011-2012 District Budget under the following cost center and locations:

41-6413-7116-0000 (Computer Equipment/Tech Upgrade)

**BACKGROUND:** Even though the purchase amount exceeds bidding limits, Los Angeles County Counsel provided that school districts may purchase equipment which exceeds those limits when it utilizes the WCSA (Western States Contracting Alliance) contract. This agreement (NASPOWSCA #B27160) is made and entered into by Dell Marketing L.P. ("Contractor"), One Dell Way, Round Rock, TX 78682, and the Department of Administration ("State") on behalf of the State of Minnesota, participating members of the National Association of State Procurement officials (NASPO), members of the Western States Contracting Alliance (WSCA) and other authorized participating states and participating entities.

The equipment being purchased is a continuation of the Technology Upgrade Plan.

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
CONSENT ITEM TITLE:
Employment of Hourly Credit Teachers and Substitute Teachers, Summer 2011

Board Meeting Date: July 6, 2011

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 2011-2012. The length of time of the employment and the assignment shall be determined by College need. EMP: A3.1

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>Abdelkerim, Richard</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>3</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Conway, George</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>20</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Gossard, Dennis</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>33</td>
<td>Kinesiology</td>
</tr>
<tr>
<td>Johnson, Steven</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Martin, Nicholas</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>33</td>
<td>Languages</td>
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<td>Miller, Barbara</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>33</td>
<td>Social Sciences</td>
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<tr>
<td>Owens, Bob</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>33</td>
<td>Kinesiology</td>
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<tr>
<td>Polenzani, Elizabeth</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>29</td>
<td>Business &amp; Computer Technology</td>
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<tr>
<td>Terrazas, Jennifer</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2011-2012

Board Meeting Date: July 6, 2011

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. EMP: A2, A3.1, F2

<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>Abrams, Cecilia</td>
<td>B-7</td>
<td>100% - 10 months</td>
<td>08/29/11 - 06/17/12</td>
</tr>
<tr>
<td>Fields, Lana</td>
<td>C-16</td>
<td>100% - 3 months</td>
<td>07/01/11 - 09/30/11</td>
</tr>
<tr>
<td>Fimbres, Fred</td>
<td>A-14</td>
<td>100% - 11 months</td>
<td>07/01/11 - 06/30/12</td>
</tr>
<tr>
<td>Mata, Nicholas</td>
<td>M-7</td>
<td>100% - 2 months</td>
<td>07/01/11 - 08/31/11</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources

Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
### NAME, CLASSIFICATION AND DEPARTMENT

<table>
<thead>
<tr>
<th>NAME</th>
<th>CLASSIFICATION</th>
<th>DEPARTMENT</th>
<th>ASSIGNMENT</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carter, Denise</td>
<td>From: Supervisor</td>
<td>Assessment Services</td>
<td>M-6</td>
<td>100% - 12 months</td>
</tr>
<tr>
<td></td>
<td>To: Interim Assistant Dean</td>
<td>Extended Opportunity, Programs and Services</td>
<td>M-3</td>
<td></td>
</tr>
<tr>
<td>Chase, Dina</td>
<td>From: Director</td>
<td>Outreach, Degree, Transfer Center</td>
<td>M-5</td>
<td>100% - 12 months</td>
</tr>
<tr>
<td></td>
<td>To: Interim Associate Dean</td>
<td>Admissions and Records</td>
<td>M-1</td>
<td></td>
</tr>
<tr>
<td>Lopez, Diana</td>
<td>From: Library Technician I</td>
<td>*</td>
<td>100% - 11 months</td>
<td>07/01/11 - 06/30/12</td>
</tr>
<tr>
<td></td>
<td>To: Temporary Librarian</td>
<td>Library Services</td>
<td></td>
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</tr>
<tr>
<td>Tate, Beverly</td>
<td>From: Division Dean</td>
<td>Kinesiology, Health and Athletics</td>
<td>M-1</td>
<td>100% - 10 months</td>
</tr>
<tr>
<td></td>
<td>To: Instructor</td>
<td>English</td>
<td>B-29</td>
<td></td>
</tr>
<tr>
<td>Tirapelle, Leslie</td>
<td>From: Librarian</td>
<td></td>
<td>M-3</td>
<td>100% - 12 months</td>
</tr>
<tr>
<td></td>
<td>To: Interim Director</td>
<td>Distance Education</td>
<td></td>
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</tr>
<tr>
<td>Woods, Gary</td>
<td>From: Instructor</td>
<td></td>
<td>M-1</td>
<td>100% - 6 months</td>
</tr>
<tr>
<td></td>
<td>To: Interim Division Dean</td>
<td>Business and Computer Technology</td>
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<td></td>
</tr>
</tbody>
</table>

### AMEND CONSENT ITEM 98-P, JUNE 1, 2011

<table>
<thead>
<tr>
<th>Name</th>
<th>From:</th>
<th>To:</th>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathews, Zachary</td>
<td>100% - 10 months</td>
<td>100% - 11 months</td>
<td>09/29/11</td>
<td>07/01/11</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performing and Communication Arts</td>
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<td></td>
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</tr>
</tbody>
</table>

*Official placement will be made upon receipt of official transcripts and verification of previous employment.
CONSENT ITEM TITLE: Authorization to Reimburse Applicants

Board Meeting Date: July 6, 2011

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve reimbursement to the following applicants for costs associated with interviewing at Pasadena City College for the purpose of obtaining a full-time position. Costs related to reimbursement shall not exceed the amount shown. EMP: A3.1

Melissa Grachan $319.40

FISCAL IMPLICATIONS: Reimbursement is restricted to travel, lodging, car rental, gas, parking, and meal expenses. Funds for this purpose are budgeted in cost center 03-5210-5502-0000 (Staff Diversity).

BACKGROUND: Reimbursement for travel for second-level interviews is used to assist with the recruitment of qualified candidates for positions.
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>
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</thead>
<tbody>
<tr>
<td>EMPLOYMENT</td>
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<tr>
<td>Avila, Frances C.</td>
<td>39F**</td>
<td>100% - 11 mo.</td>
<td>07/01/11-06/30/12</td>
</tr>
<tr>
<td>Learning Assistance Center Assistant II</td>
<td>Career and Technical Education</td>
<td>Funded position</td>
<td>EMP: E2, E4</td>
</tr>
<tr>
<td>Banh, Heather</td>
<td>36F*</td>
<td>From: 100% - 12 mo. To: 75% - 12 mo.</td>
<td>07/01/11-06/30/12</td>
</tr>
<tr>
<td>Intermediate Clerk II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Career and Technical Education</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funded position</td>
<td>EMP: E2, E4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marsh, James</td>
<td></td>
<td>100% - 4 mo.</td>
<td>07/01/11-10/01/11</td>
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<tr>
<td>Job Developer</td>
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<tr>
<td>CalWORKs</td>
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<tr>
<td>Funded position</td>
<td>EMP: E2, E4</td>
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<td></td>
</tr>
<tr>
<td>CHANGES</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Allen, Ursula</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Intermediate Clerk II</td>
<td>36F</td>
<td>100% - 12 mo.</td>
<td>07/07/11-01/07/12</td>
</tr>
<tr>
<td>To: Acting, Senior Clerk</td>
<td>39F</td>
<td>100% - 6 mo.</td>
<td>07/07/11-01/07/12</td>
</tr>
<tr>
<td>Community Education Center</td>
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<td></td>
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</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources
Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CHANGES (cont.)

Barnes, Kathy
From: Secretary I
    Admissions and Records 39F
To: Acting, Administrative Assistant I 49F
    Confidential
    Student and Learning Services
100% - 12 mo. 07/01/11-12/31/11

Chung, Nancy
From: Admissions and Records 36F
    Clerk II/Veterans
To: Acting, Admissions and Records Clerk III
    Admissions and Records
100% - 12 mo. 07/01/11-06/30/12
ISSU, Article 15, Section VII, A

Colley, David
From: Research and Planning Analyst 54B
To: Acting, Senior Research and Planning Analyst 60A
100% - 12 mo. 07/01/11-12/31/11
ISSU, Article 15, Section VII, A

Estrada, Marcy
From: Secretary II
    Child Development Center
40F**
To: 80% - 11 mo. 07/01/11-06/30/12

Porter, Elizabeth
From: Evaluator
    Admissions and Records
46F****
To: 75% - 11 mo. 07/01/11-08/31/11

Powell, Teresa
From: Admissions and Records Clerk II/Veterans
38F***
To: Acting, Admissions and Records Clerk III
    Admissions and Records
40F***
100% - 12 mo. 07/01/11-06/30/12
ISSU, Article 15, Section VII, A

Roberson, Rosie
From: Intermediate Clerk I
    Counseling & Career Services
32F
To: 100% - 6 mo. 07/07/11-12/31/11

Sargasyn, Alina
From: Enrollment Management Specialist
38C
To: Acting, Scheduling Technician
    Enrollment Management
39D
100% - 6 mo. 07/01/11-12/30/11
ISSU, Article 15, Section VII, A

Smith, Cynthia
From: Administrative Assistant I
    Confidential
49F***
To: Administrative Assistant II
    Confidential
    Administrative Services
55F***
100% - 12 mo. 07/07/11
Consent Item 4-P  
July 6, 2011  
Page 3 of 3  

CHANGES (cont.)

Storms, Cheryl  
From: Secretary II 40F*  
Enrollment Management  
To: Acting, Administrative Assistant 49F*  
Confidential Instruction  
ISSU, Article 15, Section VII, A  

POSITION REVIEW

Benson, Judith  
From: Secretary I 39F**  
To: Secretary III 41F**  
Faculty Senate  

Jones, Anna Mae  
From: Secretary III 41F  
To: Foundation Assistant 49F  
External Relations  

LEAVE

Marcale, Christina  
Intermediate Clerk II  
Kinesiology  
FMLA Leave 06/01/11-06/30/11  

SEPARATIONS

Corona, Dominick  
Gardner  
Facilities Services  
Resignation 06/24/11  

Lambert, Ellen  
Admissions and Records Clerk II  
Admissions and Records  
Resignation 06/30/11  

* 7 year service increment  
** 10 year service increment  
*** 15 year service increment  
**** 25 year service increment