NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, February 22, 2012

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

MEETING NO. 4
REGULAR BUSINESS MEETING
Pasadena City College
Creveling Lounge
1570 East Colorado Boulevard, Pasadena, California 91106

Enclosed is the Agenda for Meeting No. 4, a Regular Business Meeting. The Open Session will begin at 6:00 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 7:00 p.m. The Board will meet in Creveling Lounge at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
AGENDA

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

I. CALL TO ORDER, ROLL CALL and PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS (6:00 p.m.)

II. CLOSED SESSION

Government Code §54957
Conference with General Counsel regarding anticipated litigation (One matter)

Government Code §54956.95
Public Liability Insurance (One matter)

Government Code §54957
Employee Discipline, Dismissal, Release (Two matters)

Government Code §54957.6
Collective Bargaining (PCCFA; CSEA 777; ISSU, POA)
Designated Negotiator: Ms. Gail S. Cooper, General Counsel

Government Code §54957.6
Negotiation with Unrepresented Employees (Confidential, Management Association)
Designated Negotiator: Ms. Gail S. Cooper, General Counsel

III. OPEN SESSION (7:00 p.m.)

A. PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES
Meeting No. 3, Regular Business Meeting, February 1, 2012

C. ANNOUNCEMENTS AND RECOGNITIONS
a. BOARD OF TRUSTEES
b. SUPERINTENDENT/PRESIDENT
   i) Presentation of Bellwether Award

c. 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. 2011 DISTRICT EMPLOYEE SALARY, EARNINGS AND BENEFITS REPORT

G. REVIEW 2010-2011 PASADENA CITY COLLEGE FOUNDATION ANNUAL FINANCIAL AUDIT

H. REVIEW 2010-2011 MEASURE P GENERAL OBLIGATION BOND FINANCIAL AND PERFORMANCE AUDITS

I. REPORTS

   a) BUDGET RESOURCE AND ALLOCATION COMMITTEE: FY 2011-12 ADJUSTMENTS; DEVELOPMENT OF FY2012-13

   b) ENROLLMENT MANAGEMENT COMMITTEE: SPRING 2011 CLASS SCHEDULE ADJUSTMENTS; FY2012-13 CLASS SCHEDULE

   c) COLLEGE PLANNING AND PRIORITIES COMMITTEE: REALIGNMENT PROGRESS REPORT

   d) ADMINISTRATIVE INFORMATION SYSTEM PROJECT UPDATE

J. FUTURE BOARD MEETING DATES

   Wednesday, March 7, 2012
   Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)

   Wednesday, March 21, 2012
   Study Session – Proposed Topic: Master Facilities and Sustainability Plan 6:00 p.m.

   Wednesday, April 4, 2012
   Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)

   Tuesday, April 17, 2012
   Joint meeting with Pasadena Unified School District – 6:00 p.m.

K. FUTURE AGENDA ITEMS

   Future topics for study sessions
   - Master Facilities and Sustainability Plan (March 21)
   - Revenue Enhancement
   - Information and Instructional Technology Plan
   - Educational Master Plan and Student Success
   - Communications, Marketing, Public Relations and Branding

IV. ADJOURNMENT
CONSENT ITEMS

73-I Approval of Instructional Trip for PEACT 93A-C, March 2-3, 2012
74-I Approval of Instructional Trip for Geology 30J and 30L, June 18-July 1, 2012
75-I Approve/Ratify Compensation for Academic Personnel – Educational Services
76-I Approve/Ratify Compensation for Academic Personnel – Basic Skills Initiative
77-I Approve Compensation for Academic Personnel – Environmental STEM Grant
78-I Approve/Ratify Compensation for Academic Personnel – English-SASI California Community Colleges' Success Network
79-I Approve Compensation for Athletic Coaches – Kinesiology, Health and Athletics Division
80-I Approve/Ratify Compensation for Academic Personnel – Health Sciences
81-I Approve/Ratify Compensation for Academic Personnel – Business and Technology Division
82-I Approval of Instructional Trip for Biology 1A, April 15-18, 2012
83-I Approve Compensation for Academic Personnel – Engineering and Technology Division

95-B Approve Purchasing Transactions
96-B Approve Information Technology Purchasing Transactions
97-B Approve Change Orders, Measure P Project, Center for the Arts
98-B Ratify/Amend Contracts
99-B Reporting and Approval of Revolving Fund Reimbursement
100-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers' Compensation

49-P Employment of Hourly Credit Faculty, Spring 2012
50-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees
51-P Amend Consent Item 43-P, January 18, 2012 – Sabbatical Leaves, 2012-2013
52-P Employment, Change, Leave and Separation of Classified Employees
Meeting No. 3  
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 3 on Wednesday, February 1, 2012, in Creveling Lounge, Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL  
The meeting was called to order at 6:02 p.m. by Mr. Baum, President.

ROLL CALL

Trustees Present
Mr. Geoffrey L. Baum, President
Mr. John Martin, Vice President
Dr. Anthony Fellow, Clerk
Ms. Berlinda Brown
Dr. Jeanette Mann
Mr. William Thomson
Ms. Linda Wah
Mr. Alexander Soto, Student Trustee

Administrative Officers in Attendance
Dr. Robert Bell, Vice President, Student and Learning Services
Mr. Robert Miller, Vice President, Educational Services
Dr. Benedict Lastimado, Vice President, Human Resources
Mr. Dwayne Cable, Vice President, Information Technology
Ms. Bobbi Abram, Executive Director, Foundation

Administrative Officers Absent
Dr. Richard van Pelt, Vice President, Administrative Services
Ms. Gail Cooper, General Counsel

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

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

Mr. Baum adjourned the Board to Closed Session at 6:04 p.m.
II. CLOSED SESSION

Government Code §54957.6 Collective Bargaining (PCCFA; CSEA 777; ISSU; POA)
Designated Negotiator: Ms. Gail S. Cooper, General Counsel

III. OPEN SESSION

Mr. Baum reconvened Open Session at 7:07 p.m. and reported that no action was taken by the Board in Closed Session.

A. PLEDGE OF ALLEGIANCE

Ms. Brown led the Pledge of Allegiance.

B. APPROVAL OF MINUTES

Meeting No. 2, Regular Business Meeting, January 18, 2012

Dr. Mann requested that the names of each appointed representative be added to the list of Board of Trustees' Representatives and Committees (see below) under agenda item A in the first Open Session; and under agenda item G, Redistricting: "community member PCC student, Martin Enriquez".

The Board of Trustees' Representatives and Committees are as follows:

a) Los Angeles County Committee on School District Organization
   Linda Wah
b) Los Angeles County School Trustees’ Association
   Berlinda Brown
c) Community College League of California
   Jeanette Mann
d) Measure P Committee representative
   Geoffrey Baum
   Student trustee
e) PCC Foundation representative
   Bill Thomson
f) Audit Committee
   John Martin, chair
   Bill Thomson
   Berlinda Brown
g) Legislative Advocacy Committee
   Jeanette Mann, chair
   Linda Wah
   Tony Fellow
   Student trustee
h) Policy Review Committee
   Bill Thomson, chair
   Linda Wah
   Berlinda Brown
i) KPCC Oversight Committee
   Tony Fellow, chair
   Bill Thomson
   Jeanette Mann

MOTION: ON MOTION OF Dr. Fellow and seconded by Ms. Brown, the Board voted by a unanimous vote of the seven members present to approve the Minutes of Meeting No. 2, Regular Business Meeting, held on January 18, 2012, as amended. Advisory Vote: Aye
C. ANNOUNCEMENTS AND RECOGNITIONS

a. BOARD OF TRUSTEES

Ms. Linda Wah, Trustee
- Attended the January 30 event honoring Fred Korematsu Day that was hosted by the City of Pasadena. Recommendation to include in the curriculum at PCC and PUSD the Asian American experience and especially the Japanese American experience in the internment. Pasadena is the first city in the U.S. to designate Fred Korematsu Day as an annual day to celebrate.

Mr. Alexander Soto, Student Trustee
- Attended Community College League of California Legislative Conference in Sacramento. Opportunity to meet with legislators. Associated Students Vice President of External Affairs John Fraser and Marciela Sanchez-Velasco also attended.

Dr. Jeanette Mann, Trustee
- Met with five assemblymembers and three senators in Sacramento with Mr. Soto and the two students. Distributed the League’s position on the budget points and the Student Success Task Force.
- Reported that the California Community College Trustees voted unanimously to support the four recommendations that the Board of Governors are taking forward to the Legislature. The CEOs supported the four recommendations with only one negative vote. Legislative hearing required on SSTF recommendations took place today where four task force members made presentations.

Ms. Berlinda Brown, Trustee
- Attended a press conference at Jackie Robinson Memorial on January 24 to announce University of California summer institute for emerging leaders, a two-week all expense paid career building Fellowship for first and second year students from historically black colleges and universities. First session begins this summer, accepting 25 students.

Mr. Geoffrey Baum, Trustee
- Attended Measure P committee meeting last Wednesday. Review of progress to date.
- Saddened by what is happening at Claremont McKenna College this week. Was former assistant vice president and an alum of Claremont McKenna and currently sits on one of their boards. Case of what can happen when you don’t stay focused on the mission of the institution and the integrity that you have as an institution. Hold those ideals profoundly. Never an excuse not to be forthright, transparent and absolutely honest in all communications.
- Will consider this meeting a success if we adjourn before 9pm tonight.

b. SUPERINTENDENT/PRESIDENT

- Thanked Mr. Baum for attending the Measure P committee meeting. Received the Measure P financial audit which was flawless with no deficiencies. Center for the Arts is on budget and on time.
- Thanked Dr. Olivo for her work on putting together an outreach meeting of the President’s Latino Advisory Committee meeting at Villa Parke on February 9th Bilingual flyers are in the Board’s folders. Goal is to find out from the community how we can better serve them.
Meeting No. 3  
February 1, 2012

- Sent Bob Miller and Javier Carbajal-Ramos, Assistant Director of Math Jam, to Orlando, Florida last week to present the Math Jam program at the Community College Futures Assembly where PCC received the Bellwether Award for first place.

c. SHARED GOVERNANCE REPRESENTATIVES

Mr. David Douglass, Management Association
- Annual Management Association Retreat was held in Monrovia Canyon Park on January 26.
- Managers attended second in a series of trainings by Dr. Lastimado in regards to managers' roles and technical aspects.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

E. APPROVAL OF CONSENT ITEMS

A revised Consent Item 89-B, Approve Professional Conference Attendance, was included in the Board's folders.

MOTION: ON MOTION OF Ms. Brown and seconded by Dr. Fellow, the Board voted by a unanimous vote of the seven members present to approve Consent Items 63-I through 74-I; 85-B through 94-B; and Consent Items 47-P through 48-P.

Advisory Vote: Aye

F. SECOND QUARTERLY FINANCIAL STATUS REPORT with UPDATE ON STATE BUDGET AND DEVELOPMENT OF FY 2012-2013 COLLEGE BUDGET: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by a unanimous vote of the seven members present to authorize to transmit the Second Quarterly Financial Status Report.

Advisory Vote: Aye

G. REPORTS

a) INFORMATION TECHNOLOGY PLAN: UPDATE, Part II – Dwayne Cable, Vice President, Information Technology

b) ENROLLMENT MANAGEMENT COMMITTEE – Bob Miller, Vice President, Educational Services

c) FOUNDATION – Bobbi Abram, Executive Director

H. FUTURE BOARD MEETING DATES

Wednesday, February 22, 2012
Regular Business Meeting -- 7:00 p.m. (Closed Session at 6:00 p.m.)

Wednesday, March 7, 2012
Regular Business Meeting -- 7:00 p.m. (Closed Session at 6:00 p.m.)

Wednesday, March 21, 2012
Study Session – Proposed Topic: Master Facilities and Sustainability Plan 6:00 p.m.

Mr. Baum requested an in-depth campus tour for the Board prior to the study session.
I. FUTURE AGENDA ITEMS

Future topics for study sessions
- Master Facilities and Sustainability Plan
- Communications, Marketing, Public Relations and Branding
- Revenue Enhancement
- Information and Instructional Technology Plan
- Educational Master Plan and Student Success

IV. ADJOURNMENT

Mr. Baum adjourned Meeting No. 3 at 8:45 p.m.
MOTIONS CARRIED AT MEETING NO. 3 – February 1, 2012

1. Approval of the Minutes of Meeting No. 2, Regular Business Meeting, held on January 18, 2012, as amended.

2. Approval of Consent Items 63-I through 74-I; 85-B through 94-B; and Consent Items 47-P through 48-P.

3. Approval to Authorize to Transmit the Second Quarterly Financial Status Report.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR BUSINESS MEETING NO. 3
Wednesday, February 1, 2012
6:00 P.M. Closed Session
7:00 P.M. Open Session
Pasadena City College
Creveling Lounge
1570 East Colorado Boulevard, Pasadena, California 91106

AGENDA

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I. CALL TO ORDER, ROLL CALL and PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
   (6:00 p.m.)

II. CLOSED SESSION

   Government Code §54957.6  Collective Bargaining (PCCFA; CSEA 777; ISSU; POA)
   Designated Negotiator: Ms. Gail S. Cooper, General Counsel

III. OPEN SESSION (7:00 p.m.)

   A. PLEDGE OF ALLEGIANCE

   B. APPROVAL OF MINUTES
      Meeting No. 2, Regular Business Meeting, January 18, 2012

   C. ANNOUNCEMENTS AND RECOGNITIONS
      a. BOARD OF TRUSTEES
      b. SUPERINTENDENT/PRESIDENT
      c. 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. SECOND QUARTERLY FINANCIAL STATUS REPORT with UPDATE ON STATE BUDGET AND DEVELOPMENT OF FY 2012-2013 COLLEGE BUDGET: DISCUSSION WITH POSSIBLE ACTION

   G. REPORTS
      a) INFORMATION TECHNOLOGY PLAN: UPDATE, Part II – Dwayne Cable, Vice President, Information Technology
      b) ENROLLMENT MANAGEMENT COMMITTEE – Bob Miller, Vice President, Educational Services
      c) FOUNDATION – Bobbi Abram, Executive Director
H. FUTURE BOARD MEETING DATES

Wednesday, February 22, 2012
Regular Business Meeting -- 7:00 p.m. (Closed Session at 6:00 p.m.)

Wednesday, March 7, 2012
Regular Business Meeting -- 7:00 p.m. (Closed Session at 6:00 p.m.)

Wednesday, March 21, 2012
Study Session – Proposed Topic: Master Facilities and Sustainability Plan
6:00 p.m.

I. FUTURE AGENDA ITEMS

Future topics for study sessions
- Master Facilities and Sustainability Plan
- Communications, Marketing, Public Relations and Branding
- Revenue Enhancement
- Information and Instructional Technology Plan
- Educational Master Plan and Student Success

IV. ADJOURNMENT
CONSENT ITEMS

63-I  Salary Compensation Factors – Large Group Instruction
64-I  Approve/Ratify Compensation for Academic Personnel -- Teaching and Learning Center
65-I  Approve/Ratify Compensation for Academic Personnel -- Teaching and Learning Center
66-I  Approval of Instructional Trip for Speech 5A and 5B -- March 14-18, 2012
67-I  Approval of Instructional Trip for Journalism 7A, 7B, 22, and 23 -- March 22-25, 2012
68-I  Approval of Instructional Trip for Music 62 -- March 24-25, 2012
69-I  Approval of Instructional Trip for Speech 5A and 5B -- April 7-15, 2012
70-I  Approve/Ratify Compensation for Athletic Coaches -- Kinesiology, Health and Athletics Division
71-I  Approve/Ratify Compensation for Academic Personnel -- Basic Skills Initiative, Math Resource Center
72-I  Approve Compensation for Academic Personnel -- English
73-I  Approve Career and Technical Education Activities
74-I  Approve/Ratify Compensation for Academic Personnel -- Kinesiology, Health and Athletics Division

85-B  Approve Extension Instructors
86-B  Approve/Ratify/Amend Contracts
87-B  Approve Purchasing Transactions
88-B  Approve Information Technology Purchasing Transactions
89-B  Approve Professional Conference Attendance

Revised

90-B  Reporting and Approval of Revolving Fund Reimbursement
91-B  Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
92-B  Approve Budget Augmentation
93-B  Amendment to Consent Item No. 46-B, Ratify Staff Development Activities
94-B  Authorization to Solicit Bids: Asphalt Paving Lot 5A

47-P  Employment of Hourly Credit Faculty, Spring 2012
48-P  Employment
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<th>REVIEW 2010-2011 PCC FOUNDATION ANNUAL FINANCIAL AUDIT</th>
<th>TAB G</th>
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<td>REVIEW 2010-2011 MEASURE “P” GENERAL OBLIGATION BOND FINANCIAL AND PERFORMANCE AUDIT</td>
<td>TAB H</td>
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<tr>
<td>ENROLLMENT MANAGEMENT REPORT</td>
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Board Agenda Item G: Review 2010-2011 Pasadena City College Foundation Annual Financial Audit

Board Meeting: February 22, 2012

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, review the 2010-2011 PCC Foundation Annual Financial Audit.

Fiscal Implications: None

Background: The 2010-2011 PCC Foundation Annual Financial Audit has been prepared by the firm of Vavrinek, Trine, Day & Co., LLP, certified public accountants. Ms. Heidi White will be present to answer any questions during the Board meeting. The audit was reviewed and received by the Foundation Board of Directors at their meeting held on February 14, 2012. The 2010-2011 Pasadena City College Foundation Annual Financial Audit will be posted at http://www.pasadena.edu/foundation/financial.cfm.
Review 2010-2011 Measure “P” General Obligation Bond Financial and Performance Audit

February 22, 2012

It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, review the 2010-2011 Measure “P” General Obligation Bond Financial and Performance Audit.

None

The 2010-2011 Measure “P” General Obligation Bond Financial and Performance Audit has been prepared by the firm of Vavrinek, Trine, Day & Co., LLP, certified public accountants. Ms. Heidi White will be present to answer any questions during the Board meeting. The audits were conducted in compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, §1(b)(3)(C) of the California Constitution. In accordance with the California Education Code §15278 (c)(1)(2), the audits were submitted to and reviewed with the Pasadena City College Citizens Oversight Committee at their meeting held on January 25, 2012 where they were found to be without exceptions. The committee unanimously voted to receive the audit which can be accessed at http://www.pasadena.edu/bond/documents/PBond-FinalAuditReport.pdf.
# Six Years Overview

## Number of Credit Sections and FTES

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^46 of these sections are part of the spring International Education pathway program and are paid for by nonresident tuition

*Estimated based on prior years
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for PEACT 93A-C, March 2-3, 2012

Board Meeting Date: February 22, 2012

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

GROUP: PEACT 93A-C students
NUMBER: 25 students; 5 faculty
DATE: March 2-3, 2012
TIME: Depart: 03/02/12, 6:00 a.m.
Return: 03/03/12, 10:00 p.m.
DESTINATION: University of Las Vegas, 4505 S. Maryland Pkway, Las Vegas, Nevada
EVENT: Track and field competition
TRANSPORTATION: District vehicles
ADVISOR: Kinesiology, Health & Athletics: Larry Wade, Armand Crespo, Patrick Williams, Desiree Ruiz, Alison Stone, Instructors
NOT TO EXCEED: $2,460.00 (transportation, $400 [two 12-passenger vans @ $100 each/day for 2 days]; lodging, $1,000.00 [10 rooms. @ $100.00 each x 1 day]; meals, $660.00 [30 people @ $22/day]; entry fee, $400)
EMP: A1; A2

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2011-12 Adopted Budget in account code 01-5250-1602-0000 (Kinesiology, Health & Athletics).

BACKGROUND: This instructional field trip is requested by the Division Athletic Coordinator, Kinesiology, Health & Athletics.

Submitted by:
Division Athletic Coordinator, Kinesiology, Health & Athletics

Recommended for Approval:
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approval of Instructional Trip for Geology 30J and 30L, June 18 - July 1, 2012

Board Meeting Date: February 22, 2012

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

GROUP: Geology 30J and 30L students
NUMBER: 20 students; 2 staff
DATE: June 18 - July 1, 2012
TIME: Depart: 06/18/12, 8:00 a.m. 
       Return: 07/01/12, 3:00 p.m.
DESTINATION: Arizona, New Mexico, Utah
EVENT: Field course with study of Colorado plateau and using GPS
TRANSPORTATION: District vehicles with hitch and trailer
ADVISOR(S): Natural Sciences: Bryan Wilbur, Elizabeth Shadman, Instructors
NOT TO EXCEED: $8,400.00 [(transportation, $4,200 [three 12-passenger vans @ $100 each/day for 14 days]; campground fees, $1,200; river raft fee, $3,000)
EMP: SSAA3; SG2; SG4; A2

Students will be camping out and providing their own meals.

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2011-12 Adopted Budget in account code 01-5250-1502-2900 for transportation and camping expenses (Natural Sciences: Physical Sciences) and from the Student Services Fund for boating fees.

BACKGROUND: This instructional field trip is requested by the Division Dean of Natural Sciences. Course is a field studies class conducted at various geological sites of the Colorado Plateau.

Submitted by:

Division Dean, Natural Sciences

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 listed to be employed as the Curriculum and Instruction Committee Chair for Winter and Spring, 2012 semesters 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. This compensation has been requested by the Vice President, Educational Services.

Submitted by:
Office for Educational Services

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Vice President, Educational Services
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>SPECIAL PROJECT</th>
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<tbody>
<tr>
<td>Jordan, Matthew</td>
<td>9,600.00</td>
<td>Compensation for C &amp; I Chair, Spring Semester 02/21/12 – 06/22/12. EMP: C4.1; K.</td>
</tr>
</tbody>
</table>
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 attached list to be employed as a consultant to the ESL Coordinator on the progress and productivity of the Bridge Program 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. This compensation has been requested by the Vice President, Instruction.
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>BASIC SKILLS INITIATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheeseman, Bonnie</td>
<td>600.00</td>
<td>Basic Skills Initiative – coordinate supplemental instruction to increase student success as defined by accelerated movement through the Non-credit ESL program to credit ELS classes. Create a Bridge Program Handbook for the students and faculty. 01/30/12 to 06/15/12. EMP: A2.1; C1.2.1; E1.1; E5;I4;J1;K3;L2</td>
</tr>
</tbody>
</table>
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 in support of the Environmental STEM Grant to participate in planning retreats, working with our 4-year and industry partners and develop facilities and materials for grant implementation, approved for the College year 2011-2012, unless otherwise indicated, or any portion thereof, as stated in the contract.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need. These compensations have been requested by the Dean, Natural Sciences.

Submitted by:
Dean, Natural Sciences

Recommended for Approval:
Vice President, Instruction

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>ENVIRONMENTAL STEM ACTIVITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashcroft, Jared</td>
<td>2,500.00</td>
<td>Support Environmental STEM Grant – 02-26-12 to 06-30-12, SSAA #3, EMP: D3,K1;</td>
</tr>
<tr>
<td>Harman, Melissa</td>
<td>2,500.00</td>
<td>Support Environmental STEM Grant – 02-26-12 to 06-30-12, SSAA #3, EMP: D3,K1;</td>
</tr>
<tr>
<td>Wilbur, Bryan</td>
<td>2,500.00</td>
<td>Support Environmental STEM Grant – 02-26-12 to 06-30-12, SSAA #3, EMP: D3,K1;</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Compensation for Academic Personnel
English-SASI California Community Colleges’ Success Network

Board Meeting Date: February 22, 2012

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the persons on the attached list to be employed in a special project as listed, approved for the College year 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 (SASI Grant).

BACKGROUND: These assignments shall be determined by College need. These compensations have been requested by Dean, English Division.

Submitted by:
Office of Educational Services

Recommended for Approval:

Amy Ulman
Division Dean, English Division

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Mark B. Racine
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>ACCELERATED CURRICULUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gomez-Rivas, Elsie</td>
<td>1500.00</td>
<td>Develop accelerated curriculum and assess pedagogical issues to create an online &quot;virtual reference room&quot; in development of a comprehensive professional learning program in support of the Educational Master Plan, 05-01-11 to 02-29-12. EMP: A2.1; B1.4; B2.1</td>
</tr>
<tr>
<td>Green, Kathleen</td>
<td>1500.00</td>
<td>Develop accelerated curriculum and assess pedagogical issues to create an online &quot;virtual reference room&quot; in development of a comprehensive professional learning program in support of the Educational Master Plan, 05-01-11 to 02-29-12. EMP: A2.1; B1.4; B2.1</td>
</tr>
<tr>
<td>Hogan, Monika</td>
<td>1500.00</td>
<td>Develop accelerated curriculum and assess pedagogical issues to create an online &quot;virtual reference room&quot; in development of a comprehensive professional learning program in support of the Educational Master Plan, 05-01-11 to 02-29-12. EMP: A2.1; B1.4; B2.1</td>
</tr>
<tr>
<td>Kottaras, Ekaterini</td>
<td>1500.00</td>
<td>Develop accelerated curriculum and assess pedagogical issues to create an online &quot;virtual reference room&quot; in development of a comprehensive professional learning program in support of the Educational Master Plan, 05-01-11 to 02-29-12. EMP: A2.1; B1.4; B2.1</td>
</tr>
<tr>
<td>Perea, Manuel</td>
<td>1500.00</td>
<td>Develop accelerated curriculum and assess pedagogical issues to create an online &quot;virtual reference room&quot; in development of a comprehensive professional learning program in support of the Educational Master Plan, 05-01-11 to 02-29-12. EMP: A2.1; B1.4; B2.1</td>
</tr>
<tr>
<td>Smith, Marjorie</td>
<td>1500.00</td>
<td>Develop accelerated curriculum and assess pedagogical issues to create an online &quot;virtual reference room&quot; in development of a comprehensive professional learning program in support of the Educational Master Plan, 05-01-11 to 02-29-12. EMP: A2.1; B1.4; B2.1</td>
</tr>
</tbody>
</table>
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 as Athletic Coaches for Kinesiology, Health and Athletics Division 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: These assignments shall be determined by College need. These payments have been requested by the Director, Kinesiology, Health and Athletics Division.
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>ATHLETIC COACHES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mitchell, Kenneth</td>
<td>1,500.00</td>
<td>Assistant Head Track and Field Coach, 02-23-12 to 06-30-12. EMP: A1;A2</td>
</tr>
<tr>
<td>Stone, Allyson</td>
<td>1,500.00</td>
<td>Assistant Head Track and Field Coach, 02-23-12 to 06-30-12. EMP: A1;A2</td>
</tr>
</tbody>
</table>
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 attached list to be employed as Nursing Program Director 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: This assignment shall be determined by College need. This compensation has been requested by the Division Dean, Health Sciences.

Submitted by:  
Division Dean, Health Sciences

Recommended for Approval:  
Vice President, Instruction

APPROVED FOR SUBMISSION TO  
THE BOARD OF TRUSTEES:  
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>FACULTY COORDINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>O. Jeong</td>
<td>28,713.60</td>
<td>Registered Nursing Program - Director as required by the California Board of Registered Nursing. Responsible for curriculum planning, class and clinical scheduling, supervision and new faculty orientation. 12-19-11 to 02-20-12. EMP: A3; A3; C4; D4,</td>
</tr>
</tbody>
</table>
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 compensation for faculty as listed who are serving as Divisional and Departmental coordinators for the identified academic areas 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: These assignments shall be determined by College need. These compensations have been requested by the Vice President, Instruction.

Submitted and Recommended for Approval by:

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Vice President, Instruction

Superintendent /President
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>ACADEMIC COORDINATORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Douglas, Earlie</td>
<td>9,199.68</td>
<td>Faculty Coordinator Compensation CIS Department, 08-29-11 to 12-16-11. EMP: A2</td>
</tr>
<tr>
<td>Douglas, Earlie</td>
<td>6,169.50</td>
<td>Faculty Coordinator Compensation CIS Department, 01-09-12 to 02-16-12. EMP: A2</td>
</tr>
<tr>
<td>Taylor, Daryl</td>
<td>9,748.00</td>
<td>Faculty Coordinator Compensation Computer Information Systems, and Computer Sciences 01-09-12 to 02-16-12.EMP:A2</td>
</tr>
</tbody>
</table>
Consent Item No. 82-1

PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Biology 1A
April 15 - April 18, 2012

Board Meeting Date: February 22, 2012

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

GROUP: Biology 1A students
NUMBER: 46 students; 4 staff
DATE: April 15 – April 18, 2012
TIME: Depart: 04/15/12, 7:00 a.m.
Return: 04/18/12, 5:00 p.m.
DESTINATION: Anza Borrego State Park and the Salton Sea
EVENT: Interdisciplinary program data collection
TRANSPORTATION: District vehicles with hitch and trailer
ADVISOR(S): Natural Sciences: Bakhtawar Bhandha, Kay Yee, Valerie Foster, Russell DiFiori, Instructors
NOT TO EXCEED: $6,500 (transportation, $2,000 [five 12-passenger vans @ $100 each/day for 4 days]; campground fees, $1,500; food and materials, $3,000)
EMP: A2; B1.2; B2; SSAA3

Students will be camping out.

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2011-12 Adopted Budget in account code 01-5250-1502-0080 for transportation and camping expenses (Natural Sciences: Physical Sciences).

Submitted by:
Division Dean, Natural Sciences
 Recommended for Approval:
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Compensation for Academic Personnel
Engineering and Technology Division

Board Meeting Date: February 22, 2012

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 attached list to be employed as Faculty Coordinator for Engineering and Technology Division 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. This compensation has been requested by the Vice President, Instruction.

Submitted and Recommended by:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPENSATION</th>
<th>FACULTY COORDINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Griffith, Coleman</td>
<td>13,864.50</td>
<td>Faculty Coordinator for Engineering and Technology Division, 01-03-12 to 02-16-12. EMP:A2</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: February 22, 2012

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 P12-02123 through P12-02371.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2011-2012 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.

Submitted by:
Office for Administrative Services

Recommended for Approval:
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES
Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
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<tbody>
<tr>
<td>P12-02193</td>
<td>METLIFE INVESTORS</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>ADMINISTRATIVE SERVICES</td>
<td>1,139.00</td>
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<tr>
<td>P12-02125</td>
<td>* A &amp; A BUILDING MATERIALS</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
<td>578.17</td>
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<tr>
<td>P12-02127</td>
<td>LITTLE MACHINE SHOP.COM</td>
<td>INDUSTRIAL ARTS SUP. &amp; EQUIP.</td>
<td>ENG/TECH</td>
<td>3,238.64</td>
</tr>
<tr>
<td>P12-02144</td>
<td>STOCK BUILDING SUPPLY</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<tr>
<td>P12-02145</td>
<td>STOCK BUILDING SUPPLY</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<tr>
<td>P12-02166</td>
<td>STOCK BUILDING SUPPLY</td>
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<td>ENG/TECH</td>
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<tr>
<td>P12-02167</td>
<td>VENT VUE PRODUCTS</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
<td>4,154.25</td>
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<tr>
<td>P12-02168</td>
<td>* GLIDDEN PROFESSIONAL</td>
<td>PAINT AND SUP.</td>
<td>ENG/TECH</td>
<td>1,389.50</td>
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<tr>
<td>P12-02171</td>
<td>* RED SUPPLY</td>
<td>PLUMBING SUP.</td>
<td>ENG/TECH</td>
<td>3,000.00</td>
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<td>P12-02172</td>
<td>* WALTER'S WHOLESALE ELECTRIC CO.</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>ENG/TECH</td>
<td>828.63</td>
</tr>
<tr>
<td>P12-02188</td>
<td>SWANER HARDWOODS</td>
<td>FLOORING MATERIALS/INSTALL</td>
<td>ENG/TECH</td>
<td>21,498.06</td>
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</table>

Installation of hardwood floors for the District owned model home

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
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<tbody>
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<td>P12-02258</td>
<td>CITY WHOLESALE ELECTRIC CO.</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<tr>
<td>P12-02284</td>
<td>DAVIS LUMBER CO.</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<tr>
<td>P12-02287</td>
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<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<td>P12-02288</td>
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<td>ENG/TECH</td>
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<td>P12-02366</td>
<td>DOOLEY ENTERPRISES, INC.</td>
<td>SAFETY &amp; FIRE SUP. &amp; EQUIP.</td>
<td>ENG/TECH</td>
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<tr>
<td>P12-02358</td>
<td>C.V. TILE AND C &amp; M DESIGN</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<td>P12-02369</td>
<td>BILL WILSON MACHINE</td>
<td>REPAIRS</td>
<td>ENG/TECH</td>
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<td>P12-02371</td>
<td>CERAMIC TILE DOCTOR</td>
<td>BUILDING MATERIALS</td>
<td>ENG/TECH</td>
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<tr>
<td>P12-02133</td>
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<td>FACILITIES</td>
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<tr>
<td>P12-02136</td>
<td>WEBER PLYWOOD &amp; LUMBER CO.</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
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<tr>
<td>P12-02141</td>
<td>KNORR SYSTEMS, INC.</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
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<tr>
<td>P12-02143</td>
<td>SO COAST AIR QTY MGMT DISTRICT</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
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<tr>
<td>P12-02169</td>
<td>* HORIZON MECHANICAL CONTRACTORS</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
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<tr>
<td>P12-02170</td>
<td>THERMO FISHER SCIENTIFIC</td>
<td>ELECTRICAL SUP. &amp; FACILITIES</td>
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<td>P12-02230</td>
<td>JOHNSTONE SUPPLY</td>
<td>AIR CONDITIONING SYS/SERVICE</td>
<td>FACILITIES</td>
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<tr>
<td>P12-02232</td>
<td>DEPT. OF INDUSTRIAL RELATIONS</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>900.00</td>
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<tr>
<td>P12-02236</td>
<td>&gt; GRAINGER, INC.: W.W.</td>
<td>AIR CONDITIONING SYS/SERVICE</td>
<td>FACILITIES</td>
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<tr>
<td>P12-02252</td>
<td>* HORIZON MECHANICAL CONTRACTORS</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
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<tr>
<td>P12-02253</td>
<td>HILTI, INC.</td>
<td>TOOLS</td>
<td>FACILITIES</td>
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<td>P12-02255</td>
<td>NEXGEN</td>
<td>PLUMBING SUP.</td>
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<td>P12-02256</td>
<td>WESCO</td>
<td>LIGHTING</td>
<td>FACILITIES</td>
<td>557.74</td>
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<tr>
<td>P12-02289</td>
<td>BISHOP COMPANY</td>
<td>LANDSCAPING SUP./FERTILIZER</td>
<td>FACILITIES</td>
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<tr>
<td>P12-02294</td>
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<td>SERVICE FEES/PROFESSIONAL SVS</td>
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<tr>
<td>P12-02295</td>
<td>GRATAN FASTENING PRODUCTS</td>
<td>BUILDING MATERIALS</td>
<td>FACILITIES</td>
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</tr>
<tr>
<td>P12-02345</td>
<td>* MILLER TREE SERVICE</td>
<td>LANDSCAPING SUP./FERTILIZER</td>
<td>FACILITIES</td>
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</tr>
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</table>

Campus wide storm damage clean-up

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
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</tr>
</thead>
<tbody>
<tr>
<td>P12-02307</td>
<td>* PCC BOOKSTORE</td>
<td>BOOKS</td>
<td>HEALTH SCI</td>
<td>5,007.94</td>
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<tr>
<td>P12-02158</td>
<td>JOB ELEPHANT.COM INC</td>
<td>ADVERTISING</td>
<td>HUMAN RESOURCES</td>
<td>2,195.00</td>
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<tr>
<td>P12-02318</td>
<td>NAT. BUSINESS FURNITURE</td>
<td>FURNITURE–OFFICE</td>
<td>INSTRUCTIONAL ADMINISTRATION</td>
<td>868.44</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
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<tbody>
<tr>
<td>P12-02306</td>
<td>* PCC BOOKSTORE</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>INTERNATIONAL STUDENTS</td>
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<tr>
<td>P12-02173</td>
<td>VICTORY CUSTOM ATHLETICS</td>
<td>ATHLETIC EQUIP.</td>
<td>KINESIOLOGY</td>
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<tr>
<td>P12-02271</td>
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<td>ATHLETIC EQUIP.</td>
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</tr>
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<td>P12-02273</td>
<td>4 SEASONS</td>
<td>ATHLETIC EQUIP.</td>
<td>KINESIOLOGY</td>
<td>2,112.11</td>
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<td>P12-02275</td>
<td>BUDDIES ALL-STARS</td>
<td>ATHLETIC EQUIP.</td>
<td>KINESIOLOGY</td>
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<td>P12-02276</td>
<td>TOMARK SPORTS, INC.</td>
<td>ATHLETIC EQUIP.</td>
<td>KINESIOLOGY</td>
<td>12,092.88</td>
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P12-02277  HL CORPORATION

ATHLETIC EQUIP.

KINESIOLOGY

570.94

P12-02343  CLARIDGE PRODUCTS & EQUIPMENT, INC.

INSTRUCTIONAL/EDUCATIONAL MATL

LAC

2,925.00

P12-02243  CCL/COA PUBLICATIONS

SUBSCRIPTIONS

LIBRARY

3,571.79

P12-02247  R.R. BOWKER

SUBSCRIPTIONS

LIBRARY

1,593.00

P12-02203  SUPERIOR SCIENTIFIC, INC.

REPAIRS

NATURAL SCIENCE

2,000.00

P12-02226  CAROLINA BIOLOGICAL SUPPLY CO

LABORATORY/BEAUTY SUP.

NATURAL SCIENCE

680.41

P12-02227  CAROLINA BIOLOGICAL SUPPLY CO

LABORATORY/BEAUTY SUP.

NATURAL SCIENCE

1,280.93

P12-02282  WARD'S NATURAL SCIENCE

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

1,489.11

P12-02309  WARD'S NATURAL SCIENCE

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

515.15

P12-02321  CAROLINA BIOLOGICAL SUPPLY CO

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

822.15

P12-02325  TRIARCH INCORPORATED

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

642.44

P12-02326  BIO-RAD LABORATORIES

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

2,109.75

P12-02327  INVITROGEN

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

2,063.21

P12-02336  CAROLINA BIOLOGICAL SUPPLY CO

INSTRUCTIONAL/EDUCATIONAL MATL

NATURAL SCIENCE

1,112.73

P12-02187  JAC HAUTE COSTUME COUTURE

MUSIC SUP. & INSTRUMENTS

PERFORMING AND COMM ARTS

3,410.00

P12-02207  CINEMA SECRETS, INC.

THEATER/STAGE SUP. & EQUIP.

PERFORMING AND COMM ARTS

1,500.00

P12-02159  * TONY'S WINDOW TINTING

SERVICE FEES/PROFESSIONAL SVS

POLICE

570.94

P12-02175  ACES WEST

AUTOMOTIVE PARTS AND SUP.

POLICE

2,800.00

P12-02183  * PCC BOOKSTORE

OFFICE SUP. & EQUIP.

SOC SCI

976.60

P12-02228  * DOLPHIN RENTS

RENTAL OF EQUIP./TOOLS

STUDENT ACTIVITIES

5,407.34

P12-02229  * DOLPHIN RENTS

RENTAL OF EQUIP./TOOLS

STUDENT ACTIVITIES

5,548.04

P12-02167  RIO GRANDE

ART SUPPLIES

VISUAL ARTS & MEDIA STUDIES

972.24

P12-02204  AMAZON.COM

ART SUPPLIES

VISUAL ARTS & MEDIA STUDIES

1,754.80

P12-02219  B & H PHOTO-VIDEO PRO AUDIO

CAMERA EQUIP. & PHOTO SUP.

VISUAL ARTS & MEDIA STUDIES

750.80

P12-02220  FREESTYLE PHOTO SUPPLIES

CAMERA EQUIP. & PHOTO SUP.

VISUAL ARTS & MEDIA STUDIES

2,638.32

P12-02259  DIVERSIFIED PHOTO SUPPLY

CHEMICALS

VISUAL ARTS & MEDIA STUDIES

778.93

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

P12-02177  LA COUNTY ECONOMIC DEV'T CORP.

MEMBERSHIP FEES

CAREER AND TECHNICAL EDU

2,500.00

P12-02280  HU-FRIEDY

LABORATORY/BEAUTY SUP.

CAREER AND TECHNICAL EDU

1,576.52

P12-02128  SCANTRON

OFFICE SUP. & EQUIP.

COMMUNITY EDUCATION CENTER

744.63

P12-02195  AMAZON.COM

AUDIO/VISUAL SUP. & EQUIP.

COMMUNITY EDUCATION CENTER

3,503.53

P12-02196  SOS SYSTEMATIC OFFICE SUPPLY

OFFICE SUP. & EQUIP.

COMMUNITY EDUCATION CENTER

1,680.38

P12-02200  > BEST BUY GOV, LLC

AUDIO/VISUAL SUP. & EQUIP.

COMMUNITY EDUCATION CENTER

1,496.47

P12-02244  > STAPLES

OFFICE SUP. & EQUIP.

COMMUNITY EDUCATION CENTER

698.83

P12-02178  MSC INDUSTRIAL SUPPLY

INDUSTRIAL ARTS SUP. & EQUIP.

ENG/TECH

526.62

P12-02161  BORRMANN STEEL COMPANY

INDUSTRIAL ARTS SUP. & EQUIP.

ENG/TECH

672.95

P12-02214  > STAPLES

OFFICE SUP. & EQUIP.

ENG/TECH

711.75

P12-02239  DAILY SAW SERVICE

INDUSTRIAL ARTS SUP. & EQUIP.

ENG/TECH

1,113.33

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

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### PURCHASE ORDERS OVER $500

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>Total Fund Amount</th>
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<tr>
<td>P12-02285</td>
<td>&gt; STAPLES</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>ENGLISH</td>
<td>701.11</td>
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<td>P12-02199</td>
<td>SCHEIN: HENRY, INC.</td>
<td>HEALTH EQUIP.</td>
<td>HEALTH SCI</td>
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<td>P12-02225</td>
<td>PATTERTON DENTAL CO.</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>HEALTH SCI</td>
<td>3,760.60</td>
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<td>P12-02247</td>
<td>SCHEIN: HENRY, INC.</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>HEALTH SCI</td>
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<td>P12-02249</td>
<td>ARS DENTAL CORPORATIONS</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>HEALTH SCI</td>
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<td>P12-02162</td>
<td>MOORE MEDICAL</td>
<td>NURSING SUP.</td>
<td>HLTH PCC</td>
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<td>P12-02266</td>
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<td>HLTH PCC</td>
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<td>P12-02301</td>
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<td>NURSING SUP.</td>
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<td>P12-02163</td>
<td>GREENTREE SYSTEMS, INC.</td>
<td>MAINTENANCE/SERVICE AGREEMENT</td>
<td>HUMAN RESOURCES</td>
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<td>WEST PUBLISHING CO.</td>
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<td>P12-02305</td>
<td>YBP LIBRARY SERVICES</td>
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<td>P12-02201</td>
<td>MARUZEN INTERNATIONAL CO.</td>
<td>LABORATORY/BEAUTY SUP.</td>
<td>NATURAL SCIENCE</td>
<td>543.75</td>
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<td>P12-02316</td>
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<td>EDVOTEK</td>
<td>INSTRUCTIONAL MATL.</td>
<td>NATURAL SCIENCE</td>
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<td>P12-02331</td>
<td>MODERN BIOLOGY, INC.</td>
<td>INSTRUCTIONAL MATL.</td>
<td>NATURAL SCIENCE</td>
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<td>P12-02332</td>
<td>SANTA CRUZ BIOTECHNOLOGY, INC.</td>
<td>INSTRUCTIONAL MATL.</td>
<td>NATURAL SCIENCE</td>
<td>773.21</td>
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<td>VWR SCIENTIFIC, INC.</td>
<td>INSTRUCTIONAL MATL.</td>
<td>NATURAL SCIENCE</td>
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<td>P12-02344</td>
<td>COMPVIEW</td>
<td>AUDIOVISUAL SUP. &amp; EQUIP.</td>
<td>NATURAL SCIENCE</td>
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<td>P12-02297</td>
<td>BUSINESS LIFE MAGAZINE</td>
<td>ADVERTISING</td>
<td>PUBLIC RELATIONS</td>
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<td>P12-02298</td>
<td>* PASADENA JOURNAL</td>
<td>ADVERTISING</td>
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<td>P12-02349</td>
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<td>P12-02350</td>
<td>BEACON MEDIA, INC.</td>
<td>ADVERTISING</td>
<td>PUBLIC RELATIONS</td>
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<td>P12-02164</td>
<td>STUDY SMART TUTORS, INC.</td>
<td>INSTRUCTIONAL/EDUCATIONAL MATL.</td>
<td>STUDENT ACTIVITIES</td>
<td>1,050.00</td>
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<tr>
<td>P12-02205</td>
<td>* ANDERSON BUSINESS TECHNOLOGY</td>
<td>COPY/DUPLECTING SUP. &amp; EQUIP.</td>
<td>VISUAL ARTS &amp; MEDIA STUDIES</td>
<td>1,576.88</td>
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**FUND 41 CAPITAL OUTLAY FUND**

- P12-02129 UNIQUE PAVING MATERIALS
  - BUILDING MATERIALS
  - FACILITIES
  - 1,583.40

- P12-02135 CUSTOM ELECTRIC, INC.
  - SERVICE FEES/PROFESSIONAL SVS
  - FACILITIES
  - 14,975.00

- Labor and materials for the remodel in the L Building

- P12-02160 INTERFACE SERVICES
  - SERVICE FEES/PROFESSIONAL SVS
  - FACILITIES
  - 3,019.44

- Installation of carpeting for the 1st Floor corridor in the LL Building

- P12-02292 WELLS TAPPING SERVICE, INC.
  - PLUMBING SUP.
  - FACILITIES
  - 1,940.05

**FUND 43 SCHEDULED MAINTENANCE FUND**

- P12-02132 > GRAINGER, INC.: W.W.
  - BUILDING MATERIALS
  - FACILITIES
  - 532.71

- Provide window film material for energy conservation in the LL Building and Library

- P12-02139 * CONSOLIDATED ELECT. DIST.
  - LIGHTING
  - FACILITIES
  - 630.75

- P12-02235 INTERIOR SERVICES
  - DRAPERS & WINDOW COVERINGS
  - FACILITIES
  - 990.00

- P12-02251 ASFT, INC.
  - SERVICE FEES/PROFESSIONAL SVS
  - FACILITIES
  - 2,091.00

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PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Consent Item No. 95-B
February 22, 2012

PURCHASE ORDERS OVER $500

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<th>PO Number</th>
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<th>Requestor</th>
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<tr>
<td></td>
<td>FUND 61 SELF-INSURANCE FUND</td>
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<tr>
<td>P12-02183</td>
<td>KEENAN &amp; ASSOCIATES</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>HUMAN RESOURCES</td>
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<td>P12-02185</td>
<td>* ST. GEORGE'S MEDICAL CLINIC</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>HUMAN RESOURCES</td>
<td>536.87</td>
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<td>P12-02241</td>
<td>SELF INSURANCE PLANS</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>HUMAN RESOURCES</td>
<td>9,807.30</td>
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<td>FUND 62 PROPERTY DAMAGE AND PUBLIC LIABILITY SELF-INSURANCE FUND</td>
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<td>P12-02131</td>
<td>KEENAN &amp; ASSOCIATES</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>OFFICE OF GENERAL COUNSEL</td>
<td>45,730.03</td>
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<td></td>
<td></td>
<td>Cover self-insurance retention layer for cost associated with liability claims</td>
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<td>P12-02182</td>
<td>* CALIF. AUTO BODY</td>
<td>REPAIRS</td>
<td>OFFICE OF GENERAL COUNSEL</td>
<td>1,166.00</td>
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<td>P12-02237</td>
<td>HUNTINGTON T. BLOCK INS AGENCY</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>OFFICE OF GENERAL COUNSEL</td>
<td>1,125.00</td>
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<td>Total</td>
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<td>361,340.32</td>
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<th>PO Number</th>
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<tr>
<td>P12-00083</td>
<td>CITY WHOLESALE ELECTRIC</td>
<td>INCREASE PO PER THE DEPT. FACILITIES</td>
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<tr>
<td>P12-00102</td>
<td>UNITED RENTALS</td>
<td>INCREASE PO PER THE DEPT. FACILITIES</td>
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<td>5,000.00</td>
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<td>P12-00346</td>
<td>LIGHTING RESOURCES, LLC.</td>
<td>INCREASE PO PER THE DEPT. POLICE</td>
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<td>10,000.00</td>
<td>12,000.00</td>
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<tr>
<td></td>
<td></td>
<td>Blanket order to cover the recycling of fluorescent lighting tubes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>and high intensity discharge bulbs on an as needed basis</td>
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<td>P12-01203</td>
<td>PECK ROAD FORD TRUCK SALES</td>
<td>INCREASE PO PER THE DEPT. POLICE</td>
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<td>2,500.00</td>
<td>9,000.00</td>
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<td>P12-01592</td>
<td>UNISAN PRODUCTS</td>
<td>INCREASE PO PER THE DEPT. FACILITIES</td>
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<td>1,363.40</td>
<td>29,307.26</td>
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<td>P12-00102</td>
<td>UNITED RENTALS</td>
<td>INCREASE PO PER THE DEPT. FACILITIES</td>
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<td>5,000.00</td>
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</table>

FUND 01 UNRESTRICTED GENERAL FUND

FUND 41 CAPITAL OUTLAY FUND
CONSENT ITEM TITLE: Approve Information Technology Purchasing Transactions

Board Meeting Date: February 22, 2012

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve Information Technology orders from purchasing transactions P12-02123 through P12-02371. EMP: L

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2011-2012 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 to provide for Information Technology Services (ITS). ITS supports and maintains the components of a campus wide network communications backbone, and networked PCs in classrooms, labs and offices throughout the campus. These purchases will ensure that the campus have the information technology tools and infrastructure necessary to carry out the academic mission of the college.

Submitted by:
Office for Administrative Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
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<th>Total Fund Amount</th>
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<tbody>
<tr>
<td>P12-02164</td>
<td>DELL, INC.</td>
<td>Dell Latitude laptop for use with presentations at Staging Services</td>
<td>INFORMATION TECHNOLOGY SVS</td>
<td>1,621.93</td>
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<tr>
<td>P12-02165</td>
<td>ORVAC ELECTRONICS</td>
<td>DATA PROC./COMPUTER SUP.</td>
<td>INFORMATION TECHNOLOGY SVS</td>
<td>1,113.84</td>
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<tr>
<td>P12-02174</td>
<td>PACIFIC PARKING SYSTEMS, INC.</td>
<td>4PR 23GA Solid. CAT6A UTP Plenum cable for use with network installation. This particular cable has gigabit ethernet, broadband, audio/video and security capabilities.</td>
<td>POLICE</td>
<td>46,971.58</td>
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<td>P12-02176</td>
<td>STRATUS TECHNOLOGIES</td>
<td>COMMUNICATIONS SUP. &amp; EQUIP.</td>
<td>POLICE</td>
<td>11,918.00</td>
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<td>P12-02180</td>
<td>CA COMM COLLEGES TECH CTR</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>INFORMATION TECHNOLOGY SVS</td>
<td>8,408.79</td>
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<td>P12-02290</td>
<td>SARS SOFTWARE PRODUCTS, INC.</td>
<td>CENIC 2011-2012 Assessment fee for networking resources. CENIC, the Corporation for Education Network Initiative in California operates the California Research and Education Network which is a high-bandwidth, high-capacity internet network specially designed to meet the unique requirements of California's education and research communities. Majority of the state's K-20 educational institutions leverage their networking resources under CENIC to support their missions and answer the needs of their faculty, staff and students.</td>
<td>COUNSEL</td>
<td>1,890.00</td>
</tr>
</tbody>
</table>

Total                  71,924.14

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RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve Change Order Number Six (6) to Edge Development, Inc. for Contract Number C-3100-3, Measure P Center for the Arts. As part of the agreement between Edge Development, Inc. and the District, change orders may be related to the contract, labor, equipment and/or materials.

Change Order #6: Add to the contract for increased steel beam sizes, added steel beams to retrain mechanical screen posts, added bent plate, L angles, and welding for additional slab edge support and interior stud attachments, added steel reinforcement at exterior footings, curbs, and grade beams. These revisions are due to conditions not shown in the contract documents, excluding mechanical and electrical at this time. The total cost of this change order is Thirty-Nine Thousand Five Hundred Eight-Four Dollars ($39,584.00). Add to the contract for added steel reinforcement at exterior column footings not noted on contract documents. The total cost of this change order is Two Hundred Forty Dollars ($240.00).

FISCAL IMPLICATIONS: The total amount of these change orders is Thirty-Nine Thousand Eight Hundred Twenty-Four Dollars ($39,824.00). Funds for this purpose are provided in the 2011-2012 District Budget in the funds indicated and charged to the cost center shown:

42-6250-7404-0000 (M/P Center for the Arts Building)

BACKGROUND: Periodic change orders to the original upgrade contract are common in a project of this magnitude. Public Contract Code 20659 allows the Board to make changes in the contract up to ten percent (10%) of the original contract amount. The Facilities Master Plan 2010 includes the construction of the Center for the Arts. On December 15, 2010, the Board awarded Bid No. 871 to Edge Development, Inc. and authorized the issuance of Contract Number C-3100-3.
<table>
<thead>
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<th>CO #</th>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>C.O. AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>05/05/11</td>
<td>Deduct from the contract scope removal, boxing, maintenance, and replanting of an existing olive tree.</td>
<td>($6,151)</td>
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<tr>
<td>2</td>
<td>05/05/11</td>
<td>Add to the contract for California State Water Resources Board's updated code requirements for permitting Storm Water Prevention Plan.</td>
<td>$15,785</td>
</tr>
<tr>
<td>3</td>
<td>08/29/11</td>
<td>Add to the contract for repair of an existing sewer manhole. Add to the contract for closure of the two steam tunnel ends. Add to the contract for extended ductwork and grille. Deduct from the contract for inspection overtime services.</td>
<td>$10,107</td>
</tr>
<tr>
<td>4</td>
<td>10/13/11</td>
<td>Add to the contract for the removal and relocation of storm drain lines. Add to the contract for the additional demolition and reconstruction of a high voltage electrical duct bank, partial sewer and water line relocation and new gas sleeve. Deduct from the contract total for temporary utilities provided by the District and barricades which were not required in the Project.</td>
<td>$138,736</td>
</tr>
<tr>
<td>5</td>
<td>10/13/11</td>
<td>Add to the contract for the temporary and permanent power required to maintain electricity to the Sculpture Garden. Add to the contract for the addition of conduit for future electrical connections to the northeast side of the campus. Add to the contract for the termination of an existing water line which encroached into the new building footprint.</td>
<td>$44,560</td>
</tr>
<tr>
<td>6</td>
<td>01/13/12</td>
<td>Add to the contract for increased steel beam sizes, added steel beams to restrain mechanical screen posts, added bent plate, L angle, and welding for additional slab edge support and interior stud attachments, added steel reinforcements at exterior footings, curbs, and grade beams. These revisions are due to conditions not shown in the contract documents. This change order excludes mechanical and electrical at this time. Add to the contract for added steel reinforcement at exterior column footings not noted on contract documents.</td>
<td>$39,824</td>
</tr>
</tbody>
</table>

**VALUE OF EXECUTED CHANGE ORDERS**: $242,861

**CONTRACT AMOUNT WITH EXECUTED CHANGE ORDERS**: $28,482,868

**REMAINING PROJECT CONTINGENCY**: $2,581,140

**PERCENTAGE OF IMPACT BY CHANGE ORDERS TO OVERALL CONTRACT**: 0.85%
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratify/Amend Contracts

Board Meeting Date: February 22, 2012

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

FISCAL IMPLICATIONS: Funds for this purpose are 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:
Office for Administrative Services

Recommended for Approval:
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
<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>B-98061-2</td>
<td>Kleinfelder</td>
<td>$2,645.00</td>
<td>To increase amount of agreement for additional testing and inspection services for Restroom Upgrade Projects for an amount not-to-exceed $8,433.00. EMP: L</td>
<td>Measure P: Restroom Upgrades 7412-0000</td>
<td>42-6213</td>
</tr>
<tr>
<td>B-97938-2</td>
<td>Wendie Johnston</td>
<td>$1,200.00</td>
<td>To increase amount of agreement for approved travel-related expenses for an amount not-to-exceed $33,200.00. EMP: A2, D4, K3, J1</td>
<td>Center for Applied Biotechnology 5118-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-98085-2</td>
<td>Pacific Clinics</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for Health Sciences students. EMP: C2 2/21/12 until terminated</td>
<td>Health Sciences Division</td>
<td>N/A</td>
</tr>
</tbody>
</table>
| NO COST TO DISTRICT
| Ratify          | Pacific Clinics  | No cost to District | To provide use of facilities for clinical experience for Health Sciences students. EMP: C2 2/21/12 until terminated | Health Sciences Division       | N/A            |
| Fund 03 Restricted Fund
| Amend           | Wendie Johnston  | $1,200.00| To increase amount of agreement for approved travel-related expenses for an amount not-to-exceed $33,200.00. EMP: A2, D4, K3, J1 | Center for Applied Biotechnology 5118-0000 | 03-5120         |
| Fund 42 Building Fund
| Amend           | Kleinfelder       | $2,645.00| To increase amount of agreement for additional testing and inspection services for Restroom Upgrade Projects for an amount not-to-exceed $8,433.00. EMP: L | Measure P: Restroom Upgrades 7412-0000 | 42-6213         |

Consent Item No. 98-B
February 22, 2012
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund
Reimbursement

Board Meeting Date: February 22, 2012

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 $3,607.29. 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>01-20-12</td>
<td>19459195</td>
<td>$937.04</td>
</tr>
<tr>
<td>01-24-12</td>
<td>19464752</td>
<td>$1,380.78</td>
</tr>
<tr>
<td>01-31-12</td>
<td>19482803</td>
<td>$1,289.47</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$3,607.29</td>
</tr>
</tbody>
</table>

BACKGROUND: The Board of Trustees originally established the Revolving Fund by resolution in January 1971. Subsequent resolutions have been adopted by the Board in October 1977, October 1980 and November 1981. The current resolution authorizing the fund was adopted by the Board on November 5, 1981, Board Report 168-B. The amount of the fund is $30,000 entrusted to the Director of Fiscal Services.

Submitted by:

[Signature]
Supervisor, Accounting/Fiscal Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
<th>_supplies</th>
<th>_parking fee refunds</th>
<th>_library fee refunds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/20/2012</td>
<td>19459195</td>
<td>$937.04</td>
<td>$836.04</td>
<td>$15.00</td>
<td>$86.00</td>
</tr>
<tr>
<td>1/24/2012</td>
<td>19464752</td>
<td>$1,380.78</td>
<td>$21.21</td>
<td>$1,222.34</td>
<td>$100.00</td>
</tr>
<tr>
<td>1/31/2012</td>
<td>19482803</td>
<td>$1,289.47</td>
<td>$1,289.47</td>
<td>$1,289.47</td>
<td></td>
</tr>
</tbody>
</table>

**Grand total:** $3,607.29
CONSENT ITEM TITLE:  
Reporting and Approval of Self-Insurance Fund 
Reimbursement, Workers' Compensation

Board Meeting Date: February 22, 2012

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 $27,789.83. 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>01/24/12</td>
<td>19464753</td>
<td>$20,289.52</td>
</tr>
<tr>
<td>01/27/12</td>
<td>19476720</td>
<td>$7,500.31</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$27,789.83</td>
</tr>
<tr>
<td></td>
<td></td>
<td>=========</td>
</tr>
<tr>
<td></td>
<td>Medical</td>
<td>$12,091.12</td>
</tr>
<tr>
<td></td>
<td>Mileage</td>
<td>239.83</td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td>6,189.43</td>
</tr>
<tr>
<td></td>
<td>Benefit Payments</td>
<td>9,269.45</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$27,789.83</td>
</tr>
<tr>
<td></td>
<td></td>
<td>=========</td>
</tr>
</tbody>
</table>

BACKGROUND: Effective April 1, 1988, Keenan and Associates handle 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:  
Supervisor, Accounting/Fiscal Services

Recommended for Approval:  
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:  
Superintendent/President
CONSENT ITEM TITLE:
Employment of Hourly Credit Faculty, Spring 2012

Board Meeting Date: February 22, 2012

RECOMMENDATION: It is recommended that the Board of Trustees of the Pasadena Area Community College District of Los Angeles County, California, approve the employment of the persons on the attached list for 2011-2012 effective February 21, 2012. The length of time of the employment and the assignment shall be determined by the needs of the College. All employment was in accordance with Pasadena City College Hiring Policies and Procedures and applicable California Government Codes. EMP: A3.1

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Each assignment shall be determined by needs of the Division.

Submitted by:
Office of Human Resources

Recommended for Approval:
Vice President, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bansal, Juhi</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Bjorkedal, Alison</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Boch, Charles</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Brown, Matthew</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Burton, Jared</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Library Services</td>
</tr>
<tr>
<td>Culver, Andrew</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>David, Rommel</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Business and Computer Studies</td>
</tr>
<tr>
<td>Duncan, Jack</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Escovar, Miriam</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Counseling</td>
</tr>
<tr>
<td>Gabrielian, Lorig</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>Counseling</td>
</tr>
<tr>
<td>Gordon, Mark</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>5</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Hong, Nathasha</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Counseling</td>
</tr>
<tr>
<td>Jordan, Pamela</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Keshishyan, Andzhela</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Keushkerian, Maral</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Kipp, Sandra</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>7</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Lambert, Daniel</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>LaVallee, Chris</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Meza, Lesley</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>1</td>
<td>Counseling</td>
</tr>
<tr>
<td>Ohlweiler, Lisa</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Potter, Malcolm</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>7</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Reyes, Marisa</td>
<td>Adjunct Librarian</td>
<td>A</td>
<td>3</td>
<td>Library Services</td>
</tr>
<tr>
<td>Walker, Andrew</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>2</td>
<td>Engineering and Technology</td>
</tr>
<tr>
<td>Walker, Yi Hsien</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>Languages</td>
</tr>
<tr>
<td>Wiggins, Lynell</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>13</td>
<td>Counseling</td>
</tr>
<tr>
<td>Wright-Fitzgerald, Jesse</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Performing and Communication Arts</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Academic Employees

Board Meeting Date: February 22, 2012

RECOMMENDATION: It is recommended that the Board of Trustees of the Pasadena Area Community College District of Los Angeles County, California, approve the following employment and changes pertaining to academic employees. All employment was in accordance with Pasadena City College Hiring Policies and Procedures and applicable California government codes. EMP: A2, A3.1

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT/DIVISION</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law, Sebrina</td>
<td>B-6</td>
<td>100% - 5 months</td>
<td>02/21/12 - 06/17/12</td>
</tr>
<tr>
<td>Temporary Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Sciences</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Romero, Denise</td>
<td>B-6</td>
<td>100% - 7 weeks</td>
<td>02/21/12 - 04/06/12</td>
</tr>
<tr>
<td>Temporary Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Sciences</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Haynes, Sandra</td>
<td>D-30</td>
<td>From: 80%</td>
<td>08/29/11 - 06/17/12</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td>To: 100%</td>
<td></td>
</tr>
<tr>
<td>Visual Arts and Media Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peach, Patricia*</td>
<td>B-33</td>
<td>From: 86.7%</td>
<td>02/21/12 - 06/17/12</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td>To: 66.7%</td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*STRS Reduced Workload Program

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources

Recommended for Approval:
Vice President, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
RECOMMENDATION: It is recommended that the Board of Trustees of the Pasadena Area Community College District of Los Angeles County, California, approve to rescind the Sabbatical Leave for the monthly employee during the 2012-2013 academic year under the conditions set in the PCCFA collective bargaining agreement. EMP: A2

SABBATICAL DESCRIPTION

RESEARCH: Conduct research in the field of Supplemental Instruction at the community college level, with particular emphasis in the fields of English as a Second Language and Math. Research will be conducted at University of La Verne.

FISCAL IMPLICATIONS: None.

BACKGROUND: Routine personnel transactions.
CONSENT ITEM TITLE: Employment, Change, Leave and Separation of Classified Employees

Board Meeting Date: February 22, 2012

RECOMMENDATION: It is recommended that the Board of Trustees of the Pasadena Area Community College District of Los Angeles County, California, approve the following employment and separation pertaining to classified employees. All employment was in accordance with Pasadena City College Hiring policies and procedures and applicable California Government Codes. EMP: E2, E4

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conklin, Eamon</td>
<td>38A</td>
<td>100% - 11 mo.</td>
<td>02/23/12</td>
</tr>
<tr>
<td>Department Laboratory II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visual Arts and Media Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Edward Pottorff</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| **CHANGE**                         |              |                  |                |
| Roberson, Rosie                    | 32F          | From: 50% - 11 mo.| 02/01/12-02/29/12|
| Intermediate Clerk I              |              | To: 100% - 11 mo. |                |
| Counseling & Career Services       |              |                  |                |

| **LEAVE**                          |              |                  |                |
| Huang, Jenny                       |              | FMLA leave       | 02/23/12-03/25/12|
| Admissions and Records Clerk II    |              |                  |                |
| Admissions and Records             |              |                  |                |

| **SEPARATION**                     |              | Retirement       | 12/31/11       |
| Jones, Anna Mae                    | 49F          | 100% - 12 mo.    |                |
| Foundation Assistant               |              | 5 years of service|                |
| College Advancement                |              |                  |                |

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Routine personnel transactions.

Submitted by:
Office of Human Resources
Recommended for Approval:

Vice President, Human Resources
Superintendent/President

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES: