Meeting No. 13
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 13 on Wednesday, August 15, 2012, in the Community Education Center, Jack Scott Multipurpose Room, 3035 East Foothill Boulevard, Pasadena California 91107.

I. CALL TO ORDER, ROLL CALL
The meeting was called to order at 6:01 p.m. by Mr. Baum, President.

ROLL CALL

Trustees Present
Mr. Geoffrey L. Baum, President
Dr. Anthony Fellow, Clerk
Ms. Berlinda Brown
Ms. Linda Wah
Mr. William Thomson
Ms. Hanna Israel, Student Trustee

Trustees Excused
Dr. Jeanette Mann
Mr. John Martin, Vice President

Administrative Officers in Attendance
Dr. Robert Bell, Vice President, Instruction/Student and Learning Services
Mr. Robert Miller, Vice President, Educational Services
Mr. Dwayne Cable, Vice President, Information Technology
Ms. Bobbi Abram, Executive Director, Foundation
Ms. Gail Cooper, General Counsel

The Management Association was represented by Dr. David Douglass.
The Academic Senate was represented by Dr. Dustin Harvey.
The Classified Senate was represented by Dr. Carole Robinson.
The Associated Students Board was represented by Mr. Simon Fraser.

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

Ms. Cooper stated that Government Code §54957 Employee Discipline, Dismissal, Release (one employee) was withdrawn.

Mr. Baum adjourned the Board to Closed Session at 6:02 p.m.
II. CLOSED SESSION

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

Government Code §54957  Employee Evaluation (Superintendent-President)

Government Code §54954.5(e)  Public Employee Performance Evaluation
(Vice President, Instruction/Student and Learning Services; Vice President, Educational Services; Vice President, Information Technology; General Counsel; Executive Director, Foundation)

Government Code §54957  Employee Discipline, Dismissal, Release (one employee)

Government Code §54956.9(b)  Conference with Legal Counsel - Anticipated Litigation (two cases)

Government Code §54956.9(a)  Conference with Legal Counsel – Existing Litigation (one case)

III. OPEN SESSION

Mr. Baum reconvened Open Session at 7:19 p.m. Mr. Baum reported that no action was taken in Closed Session.

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

B. INTRODUCTIONS AND ANNOUNCEMENTS

a. BOARD OF TRUSTEES

Ms. Linda Wah, Trustee
- Attended the LA County Trustees meeting where it was announced that they will be hosting a demonstration of software that was developed for K-12, Truancy One, developed by 17 year old student in Burbank, underwritten by Microsoft, to be given free to all school districts that want to track truancy and notify parents of truant students.

Mr. Geoffrey Baum, Trustee
- Reported that PCC was selected as the Readers’ Choice community college in the Los Angeles Times poll. He is very proud of students, faculty and staff.
- Reported that he was contacted by a student who just graduated from La Cañada High School who participated in the Pathways program that was piloted this year and was able to get all his classes.
1. Read a note from the mother of a PCC student who wished to thank Dr. Bell for assisting her son in getting requirements for transfer, after a rocky start.

b. **SHARED GOVERNANCE REPRESENTATIVES**

Mr. Simon Fraser, Associated Students
- Announced that AS is preparing for fall semester and week of welcome. Pre-DVD release of *The Avengers* movie will be screened in the Quad.
- Announced that 66 clubs will participate during Club Week -- the most at any community college.
- Reported that main focus of AS is to examine its Title 5 responsibilities to ensure that students are being well served through shared governance.
- Read a memorandum from Associated Students.

Dr. Carole Robinson, Classified Senate
- Announced that she is representing Denise Albright today and that Classified Senate is working on hiring committees.

Dr. Dustin Hanvey, Academic Senate
- Thanked the Board for its support of innovation with funding for SASI grants.
- Read a memorandum regarding the calendar issue. Academic Senate continues to feel it should not take a position on the proposed calendar but hopes this matter can be resolved in a way that best serves the students and the mission of the college.
- Reported that the Academic Senate is ready to perform its 10+1 role in addressing faculty governance and will work with the administration to come to agreement in the near future on what that role will be.

Dr. David Douglass, Management Association
- Attended the Pasadena BioScience Collaborative annual luncheon where the incubators of several companies reported on their work which demonstrates the importance of having skilled students available to work as interns in small start-up companies.

C. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was public comment from Dr. Krista Walter, Ali Oligny, Eduardo Cairo, Marshall Lewis, Thomas Hatfield, Melissa Michelson and Sam Resnick.

D. **APPROVAL OF MINUTES**

Meeting No. 12, Regular Business Meeting, July 18, 2012

**MOTION:** ON MOTION OF Ms. Brown and seconded by Ms. Wah, the Board voted by a unanimous vote of the five members present to approve the Minutes of Meeting No. 12, Regular Business Meeting, July 18, 2012. 
Advisory Vote: Aye

E. **APPROVAL OF CONSENT ITEMS**

Mr. Baum stated that Contract No. B-97672-0, I-8 Food Services, Inc., in Consent Item 25-B, has been withdrawn from consideration. Dr. Rocha indicated that Consent Items12-B, 22-B and 26-B have been withdrawn for a separate vote. Consent Item12-P has been withdrawn from consideration. Consent Item 22-B is a ratification.

**MOTION:** ON MOTION OF Dr. Fellow and seconded by Ms. Brown, the Board voted by a unanimous vote of the five members present to approve Consent Items 2-I through 5-I; 13-B through 21-B; 23-B through 25-B (with Contract No. B-97672-0, I-8 Food Services,
Inc. withdrawn); and 6-P through 11-P; with 12-B, 22-B and 26-B withdrawn for a separate vote.
Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Fellow and seconded by Ms. Wah, the Board voted by a unanimous vote of the five members present to approve Consent Items 12-B, 22-B and 26-B.
Advisory Vote: Aye

REPORTS

F. BUSINESS AND FISCAL SERVICES REPORT AND UPDATE
   1. Close of FY2011-12
   2. FY2012-2013 Monthly Cash Flow Projection
Ms. Renee Graves, of Vicenti, Lloyd, Stutzman, LLP and Mr. Miller presented the Close of FY2011-12, and FY2012-2013 Monthly Cash Flow Projection.

G. CHANGES IN ANNUAL FINANCIAL REPORT MONITORING BY ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES (ACCJC)
Mr. Miller presented the changes in annual financial report monitoring by the Accrediting Commission for Community and Junior Colleges.

H. FY2012-2013 BUDGET DEVELOPMENT: SECOND DRAFT OF PROPOSED ADOPTED BUDGET
   1. Plan for $10.5M reduction
   2. Third draft on August 29; proposed adopted budget on September 5
There was public comment from Andrew Bott.

Mr. Miller presented the FY2012-2013 budget development.

Mr. Baum said the next agenda item would be taken out of order.

K. AUTHORIZATION TO TRANSMIT FOURTH QUARTERLY FINANCIAL STATUS REPORT: DISCUSSION WITH POSSIBLE ACTION
MOTION: ON MOTION OF Ms. Brown and seconded by Ms. Wah, the Board voted by a unanimous vote of the five members present to approve the Authorization to Transmit Fourth Quarterly Financial Status Report.
Advisory Vote: Aye

I. ADMINISTRATIVE INFORMATION SYSTEM SELECTION: REVIEW OF MAJOR OPTIONS
Dwayne Cable presented the review of major options for the Administrative Information Selection.

J. FACILITIES SERVICES CAPITAL PROJECTS: U-BUILDING PRESENTATION AND DISCUSSION
Rueben Smith, independent consultant, presented the capital projects of Facilities Services, including the U-Building.

ACTION ITEMS

L. RESOLUTION No. 495 AUTHORIZING THE SUBMISSION OF THE FINAL PROJECT PROPOSAL OF AN A-3 CATEGORY PROJECT TO CALIFORNIA COMMUNITY COLLEGES CHANCELLOR’S OFFICE TO REPLACE ARMEN SARAFIAN HALL (U-BUILDING): RATIFICATION
MOTION: ON MOTION OF Ms. Brown and seconded by Ms. Wah, the Board voted by a unanimous vote of the five members present to approve Resolution No. 495 Authorizing the Submission of the Final Project Proposal of An A-3 Category Project to California Community Colleges Chancellor’s Office to Replace the Armen Sarafian Hall (U-Building).
Advisory Vote: Nay

M. BOARD OF TRUSTEES AD HOC SUBCOMMITTEE FOR ACCREDITATION AND GOVERNANCE: SUBCOMMITTEE RECOMMENDATIONS: DISCUSSION WITH POSSIBLE ACTION

There was public comment from Kevin Clinton.

1. Bylaw 1450: TRUSTEES CODE OF ETHICS (INCLUDING STUDENT TRUSTEE)

MOTION: ON MOTION OF Mr. Thomson and seconded by Ms. Wah, the Board voted by a unanimous vote of the five members present to approve Bylaw 1450: Trustees Code of Ethics (Including Student Trustee).
Advisory Vote: Aye

2. Bylaw 1490: BOARD SELF ASSESSMENT

MOTION: ON MOTION OF Mr. Thomson and seconded by Ms. Wah, the Board voted by a unanimous vote of the five members present to approve Bylaw 1490: Board Self Assessment.
Advisory Vote: Aye


Mary Dowell, legal counsel, provided background. Student Trustee Israel recognized Associated Students President Simon Fraser who requested that the biannual evaluation process be continued and that the students be specifically referred to in 2.a. of the evaluation instrument. Mr. Thomson proposed a friendly amendment, accepted by Dr. Fellow, to include the students in the evaluation process. 2.a. will be amended to read: “gather broader attributed comment from the faculty, staff, and administration and students. Anonymous and unattributed comment will not be included.”

MOTION: ON MOTION OF Mr. Thomson and seconded by Dr. Fellow, the Board voted by a unanimous vote of the five members present to approve Bylaw 1680: Evaluation of the Performance of the Superintendent/President, as amended.
Advisory Vote: Aye

Mr. Baum asked that the Board of Trustees subcommittee on Policy Review be reconstituted (Trustees Thomson, Brown, Wah).

DISCUSSION ITEMS ONLY, FOR POSSIBLE FUTURE ACTION

N. PROPOSED BOARD POLICY 2001: ADMINISTRATIVE ORGANIZATION.
DISCUSSION ONLY

There was public comment from Chris Fennessy, Ali Oilyn and Garreth King.
Dr. Rocha presented information on the proposed administrative organization.

O. PROPOSED CHANGE IN STUDENT CALENDAR FOR 2012-2013. DISCUSSION ONLY
There was public comment from Nathan Dickie, Kevin Clinton, Eduardo Cairo, and Ali Oligny.
Dr. Bell presented information on the proposed change in the academic calendar for 2012-2013.

P. FUTURE BOARD MEETING DATES

Wednesday, August 29, 2012
Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)
Location TBA

Wednesday, September 5, 2012
Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)
FY2012-13 Budget Adoption
Location TBA

Saturday, September 15, 2012
Proposed Retreat

Q. FUTURE AGENDA ITEMS

Future topics for study sessions
- Revenue Enhancement
- Communications, Marketing, Public Relations and Branding
- EMP Update

IV. ADJOURNMENT
Mr. Baum adjourned Meeting No. 13 at 10:52 p.m.
MOTIONS CARRIED AT MEETING NO. 13 – August 15, 2012

1. Approval of the Minutes of Meeting No. 12, Regular Business Meeting, July 18, 2012.

2. Approval of Consent Items 2-I through 5-I; 13-B through 21-B; 23-B through 25-B (with Contract No. B-97672-0, I-8 Food Services, Inc. withdrawn); and 6-P through 11-P; with 12-B, 22-B and 26-B withdrawn for a separate vote.

3. Approval of Consent Items 12-B, 22-B and 26-B.

4. Approval of Authorization to Transmit Fourth Quarterly Financial Status Report.

5. Approval of Resolution No. 495 Authorizing the Submission of the Final Project Proposal of An A-3 Category Project to California Community Colleges Chancellor’s Office to Replace the Armen Sarafian Hall (U-Building).

6. Approval of Bylaw 1450: Trustees Code of Ethics (Including Student Trustee).

7. Approval of Bylaw 1490: Board Self Assessment.

8. Approval of Bylaw 1680: Evaluation of the Performance of the Superintendent/President, as amended.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees