Meeting No. 11

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 11 on Wednesday, June 20, 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
- Ms. Berlinda Brown
- Dr. Anthony Fellow, Clerk
- Dr. Jeanette Mann
- Ms. Linda Wah
- Mr. William Thomson
- Ms. Hanna Israel, Student Trustee

**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 Mr. Edward Martinez.
The Classified Senate was represented by Mr. Gary Potts.
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 the first closed session item was pulled. Mr. Baum adjourned the Board to Closed Session at 6:03 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  
(Confidentials, Management Association)  
Designated Negotiator: Ms. Gail S. Cooper, General Counsel

Government Code §54957  Public Employee Appointment: Mathematics  
(Basic Skills Emphasis)

III. OPEN SESSION
Mr. Baum reconvened Open Session at 7:08 p.m. Mr. Baum reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
Ms. Brown led the Pledge of Allegiance.

B. INTRODUCTIONS AND ANNOUNCEMENTS

a. SUPERINTENDENT-PRESIDENT
   • Thanked everyone on the staff for a successful academic year and an extremely successful 87th annual commencement last Friday.

b. BOARD OF TRUSTEES

Dr. Jeanette Mann, Trustee
   • Received a letter from Joe Brown, President of Pasadena NAACP, notifying her that she will be one of the individuals to be honored for efforts to improve quality of life in the community at the annual awards dinner on September 13 at Pasadena Hilton.

Ms. Linda Wah, Trustee
   • Reported that she has been elected to the Los Angeles County Board of Trustees.

c. SHARED GOVERNANCE REPRESENTATIVES

Dr. David Douglass, Management Association
   • Reported that the Management Association met with Scott Lay.

Mr. Edward Martinez, Academic Senate
   • Introduced the outgoing secretary, Martha Bonilla, and the incoming secretary, Jessica Igoe.

Mr. Gary Potts, Classified Senate
   • Reported that Classified Days, professional development for classified staff, took place today. 102 people were in attendance. One third of the requested budget for classified days was used. Special thanks to Dr. Rocha, Dr. Bell and Bob Miller who spoke early on in the session. Dr. Sinclair from Woodbury University spoke on leadership and development. Scott Lay spoke about budget issues.

Mr. Simon Fraser, Associated Students
   • Thanked the faculty, staff, students and press who attended a special meeting of the Associated Students on June 8. Trustee Mann’s input was illuminating and helpful. Incoming executive board will be keeping committee structure of Associated Students running over the summer in areas of finance, student lobby and publicity committees.
- Reported that he is one of the co-chairs of the College Council public advocacy committee which is devising and implementing course of advocacy in advance of November elections.
- Announced that incoming executive board will be introduced to the Board on July 18.
- Reported that the total AS donation to graduation fund was $8,100, to be specifically used for high demand college-level classes.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was public comment from Elizabeth Purnell, Dan Alba, Kevin Clinton, Simon Fraser, Bijan Bahmani, Kirsten Orcutt, and Sarah Belknap.

Mr. Baum recessed the meeting at 7:40 p.m.

Mr. Baum reconvened the meeting at 7:51 p.m.

Public comment continued with Sebastian Mendez, Natalie Melgoza, and Jocelyn (no last name given).

D. APPROVAL OF CONSENT ITEMS
Dr. Rocha stated that Consent Item 159-B was withdrawn.

MOTION: ON MOTION OF Dr. Fellow and seconded by Ms. Wah, the Board voted by a unanimous vote of the seven members present to approve Consent Items 124-I through 127-I; 154-B through 158-B and 160-B through 163-B; and 73-P through 80-P, with an amendment to Consent Item 156-B to ratify the Vicenti, Lloyd, Stutzman, LLP contract (contract number B-98155-2) from June 11, 2012 through July 18, 2012.

Advisory Vote: Aye

E. OATH OF OFFICE – 2012-2013 STUDENT TRUSTEE
Mr. Baum administered the oath of office to Hanna Israel, student trustee for 2012-2013.

Mr. Baum stated the next agenda items would be heard out of order.

G. ANNUAL BOARD REVIEW OF STUDENT TRUSTEE PRIVILEGES: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Ms. Israel and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to approve Bylaw No. 1030, Student Trustee, which incorporates the student trustee privileges.

Advisory Vote: Aye

H. ASPCC RESOLUTION ON ADVOCACY EFFORTS FOR PCC: DISCUSSION WITH POSSIBLE ACTION
Mr. Martin suggested adding the following amendment:

“THEREFORE BE IT RESOLVED that the Board of Trustees and ASPCC will coordinate their advocacy efforts with state and federal legislators and other government officials against further budget cuts.”

MOTION: ON MOTION OF Mr. Martin and seconded by Ms. Wah, the Board voted by a unanimous vote of the seven members present to approve the ASPCC Resolution on Advocacy Efforts for Pasadena City College, as amended.

Advisory Vote: Aye
F. BUSINESS AND FISCAL AFFAIRS: RENEE GRAVES, VICENTI, LLOYD, STUTZMAN, LLP.

1. Activity Report on Close of FY 2012-2013
2. State Budget and PCC Cash Flow Report and Authorization: Discussion with Possible Action

Ms. Renee Graves, of Vicenti, Lloyd, Stutzman, LLP and Bob Miller presented the Activity Report on Close of FY 2012-2013 and the state budget and PCC cash flow report and authorization.

J. ADOPTION OF RESOLUTION NO. 491 TO AUTHORIZE INTERFUND CASH BORROWING: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Dr. Fellow and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to approve the Adoption of Resolution No. 491 to Authorize Interfund Cash Borrowing, with the following amendment: to reduce the period of time from one year to six months – June 20, 2012 through December 31, 2012, and to stipulate that the administration will provide a written report and specific plan as to when the monies will be paid back.
Advisory Vote: Aye

G. ANNUAL BOARD REVIEW OF STUDENT TRUSTEE PRIVILEGES: DISCUSSION WITH POSSIBLE ACTION

There was public comment from Bijan Bahmani.

Trustee Hanna Israel made a motion to extend public comment to accommodate students who have to leave shortly. There was no second; the motion died.

Mr. Baum said that all public comment cards on non-agenda items have been recognized, and there are public comment cards that will be recognized prior to the agenda items K and L.

I. AUTHORIZE CERTIFICATION OF SIGNATURES: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Dr. Fellow and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to authorize the Certification of Signatures.
Advisory Vote: Aye

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

Dr. Rocha stated that the document that goes with Policies 6300 and 6320 from the Management Association does not change the policies but summarizes the understanding between the Management Association and administration: (1) the Board and administration will place a one year “sunset” provision on the policy so that the policy expires on July 1, 2013, and must be formally revisited and resubmitted for approval a year from now; and (2) the administration agrees to continue discussions and to consider input from the Management Association on the approved procedures, in the near future or any other time.

Revised Policy 6400 that was placed in the Board’s folders is exactly like Policy 6400 in the board packet except for the addition of underlined text.

There was public comment from Martha Bonilla and Dave Krause.
1. **6300: ADMINISTRATOR HIRING POLICY (revised)**

   **MOTION:** ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by six affirmative votes to approve Policy No. 6300: Administrator Hiring, the policy to be revisited in one year. Wah abstained.

   Advisory Vote: Abstain

2. **6320: PERFORMANCE EVALUATION OF ADMINISTRATORS**

   **MOTION:** ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by a unanimous vote of the seven members present to approve Policy No. 6320: Performance Evaluation of Administrators, the policy to be revisited in one year.

   Advisory Vote: Aye

3. **6400: EMPLOYEE CLEARANCE POLICY**

   **MOTION:** ON MOTION OF Dr. Mann and seconded by Dr. Fellow, the Board voted by a unanimous vote of the seven members present to approve Policy No. 6400: Employee Clearance.

   Advisory Vote: Nay

4. **RECOMMENDATION: AD HOC BOARD OF TRUSTEES SUBCOMMITTEE FOR BUDGET, FACILITIES AND TECHNOLOGY**

   **MOTION:** ON MOTION OF Dr. Fellow and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to affirm the formation of an Ad Hoc Board of Trustees Subcommittee for Budget, Facilities and Technology.

   Advisory Vote: Aye

L. **PERSONNEL. CANDIDATES FOR ACTING ADMINISTRATOR POSITIONS:**

   **DISCUSSION WITH POSSIBLE ACTION**

   There was public comment from Harry Valesberg.

   Dr. Rocha stated that there are positions moving forward in the next 30-60 days for acting administrator positions: Comptroller; a position that supports Maria Descalzo and the staff of Fiscal; Director of Facilities; and a Dean or Director of Human Resources. At the next meeting should be bringing forward interim plan for administrative restructure.

M. **FUTURE BOARD MEETING DATES**

   Mr. Baum requested that the next Board meeting be scheduled in Area 1.

   **Wednesday, July 18, 2012**
   Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)
   Venue, TBA in Trustee Area 2

   **Wednesday, August 15, 2012**
   Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)
   Venue, TBA in Trustee Area 3
Wednesday, September 5, 2012
Regular Business Meeting – 7:00 p.m. (Closed Session at 6:00 p.m.)
Venue, TBA in Trustee Area 4

N. FUTURE AGENDA ITEMS
Ms. Wah requested use of PCC facilities.
Mr. Thomson requested a report on the two ballot issues.
Mr. Baum requested advertising on campus.

IV. ADJOURNMENT
Mr. Baum adjourned Meeting No. 11 at 10:12 p.m.
MOTIONS CARRIED AT MEETING NO. 11 – June 20, 2012

1. Approval of Consent Items 124-I through 127-I; 154-B through 158-B and 160-B through 163-B; and 73-P through 80-P, with an amendment to Consent Item 156-B to ratify the Vicenti, Lloyd, Stutzman, LLP contract (contract number B-98155-2) from June 11, 2012 through July 18, 2012.

2. Approval of Bylaw No. 1030, Student Trustee, which incorporates the student trustee privileges.

3. Approval of the ASPCC Resolution on Advocacy Efforts for Pasadena City College, as amended.

4. Approval of the Adoption of Resolution No. 491 to Authorize Interfund Cash Borrowing, with the following amendment: to reduce the period of time from one year to six months – June 20, 2012 through December 31, 2012, and to stipulate that the administration will provide a written report and specific plan as to when the monies will be paid back.

5. Approval to authorize the Certification of Signatures.

6. Approval of Policy No. 6300: Administrator Hiring, the policy to be revisited in one year.

7. Approval of Policy No. 6320: Performance Evaluation of Administrators, the policy to be revisited in one year.

8. Approval of Policy No. 6400: Employee Clearance.

9. Affirmation of the formation of an Ad Hoc Board of Trustees Subcommittee for Budget, Facilities and Technology.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees