Meeting No. 14

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 14 on Wednesday, August 21, 2013, in Pasadena City College, Creveling Lounge, 1570 E. Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL

The meeting was called to order at 5:01 p.m. by Mr. Martin, President.

ROLL CALL

Trustees Present
Mr. John Martin, President
Dr. Anthony Fellow, Vice President
Ms. Berlinda Brown, Clerk
Mr. Geoffrey L. Baum (arrived at 5:06 p.m.)
Dr. Jeanette Mann
Ms. Linda Wah
Mr. William Thomson
Mr. Simon Fraser, Student Trustee

Administrative Officers in Attendance
Dr. Robert Bell, Assistant Superintendent, Senior Vice President, Academic and Student Affairs
Mr. Robert Miller, Assistant Superintendent, Senior Vice President, Business and College Services
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. Eduardo A. Cairó.
The Classified Senate was represented by Mr. Carlos Altamirano.
The Associated Students Board was represented by Mr. Jordyn Orozco.

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

There was no public comment.

Mr. Martin adjourned the Board to Closed Session at 5:02 p.m.

II. CLOSED SESSION

Government Code §54957
Public Employee Appointments: Public Employee Appointment: English Composition Instructor, Chemistry Instructor, Architectural

For the full deliberation of the Board, please go to www.pasadena.edu/board, and click on “Audio and Video of Meetings”.

Government Code §54957
Public Employee Appointments: Public Employee Appointment: English Composition Instructor, Chemistry Instructor, Architectural
III. OPEN SESSION
Mr. Martin reconvened Open Session at 7:09 p.m. Mr. Martin reported that no action was taken in Closed Session.

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

B. APPROVAL OF MINUTES
Meeting No.13, Regular Business Meeting, July 17, 2013

Dr. Mann suggested the following correction on page 4, Item K: “Dr. Rocha discussed briefing on the Distributed Pasadena City College services among the District. The Board decided to defer Item K to a further meeting.”

Mr. Baum suggested the following corrections to page 5: “Mr. Anthony Geoffrey Baum, Trustee: [first bullet] Attended a Governors meeting and visited the Chancellors Office, the Leadership Eric Skinner and Mark Golasky. Appreciate commitment to student success from Dr. Bell and Mr. Miller on the scheduling issue and collaborative they made to make sure that every student was attend to and dealt with effectively. Attended the Board of Governors Meeting and visited Eric Skinner and Barry Russell in the Chancellors Office, who expressed their appreciation for the steps the District is taking to address the impacts of the schedule change on student transfer.”

Mr. Fraser suggested the following corrections. On page 1 under Roll Call: “Ms. Mr. Simon Fraser.” On page 3 under Item I: “On Motion Of Mr. Fraser and seconded by Mr. Baum, the Board voted by a unanimous vote of the 6 members present to approve the Enhancing Emergency Preparedness Plan Proposal.”

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted by six affirmative votes to approve the Minutes of Meeting No.13, Regular Business Meeting, July 17, 2013, as revised. Dr. Fellow abstained. Advisory Vote: Aye

C. INTRODUCTIONS AND RECOGNITIONS
• Professor Cathy Wei and International Conference on Internet Chinese Education
D. **PUBLIC COMMENT ON NON-AGENDA ITEMS**
There was public comment from Melissa Michelson, José Castillo, Anna Torres and F. Spencer Major.

E. **APPROVAL OF CONSENT ITEMS**
A revised Consent Item 23-B was distributed.
Dr. Fellow made a motion to approve all the consent items; there being no second, the motion died.
Consent Item 21-B, Contract B-98417-4 and Consent Items 26-P and 27-P were withdrawn for separate votes.

**MOTION:** **ON MOTION OF** Mr. Baum and seconded by Ms. Wah, the Board voted by six affirmative votes [Baum, Brown, Fellow, Mann, Martin, Wah] and one negative vote [Thomson] to approve Consent Item 21-B, Contract B-98417-4, authorizing the District to enter into a contract with the El Monte Unified School District.
Advisory Vote: Abstain

Mr. Fraser made a motion to approve the remaining contracts in Consent Item 21-B; due to lack of a second, the motion died.

**MOTION:** **ON MOTION OF** Ms. Wah and seconded by Dr. Fellow, the Board voted by six affirmative votes [Baum, Brown, Fellow, Mann, Martin, Wah] and one negative vote [Thomson] to approve Consent Items 26-P and 27-P.
Advisory Vote: Abstain

**MOTION:** **ON MOTION OF** Ms. Wah and seconded by Mr. Fraser, the Board voted by unanimous vote of the seven members present to approve Consent Items 4-I and 5-I; 19-B through 33-B; and 17-P through 25-P.
Advisory Vote: Aye

F. **REVISION OF POLICY #5575, SMOKING POLICY**

**MOTION:** **ON MOTION OF** Mr. Baum and seconded by Ms. Wah, the Board voted by unanimous vote of the seven members present to approve the Revision of Policy #5575, Smoking Policy.
Advisory Vote: Aye

G. **ASSOCIATED STUDENTS ANNUAL REPORT OF STUDENT FEE BUDGET AND ALLOCATIONS**

**MOTION:** **ON MOTION OF** Mr. Fraser and seconded by Ms. Wah, the Board voted by unanimous vote of the seven members present to approve the Associated Students Annual Report of Student Fee Budget and Allocations.
Advisory Vote: Aye

H. **PROPOSED OMBUDSPERSON**
There was public comment from Eduardo A. Cairó and Melissa Michelson.

**MOTION:** **ON MOTION OF** Mr. Fraser and seconded by Dr. Mann, the Board voted by six affirmative votes [Baum, Fellow, Mann, Martin, Thomson, Wah] and one negative vote [Brown] to authorize the administration to move forward with the search and
recruitment process for the Ombudsperson; a more comprehensive and thorough recommendation will be brought back to the Board at a future meeting.

Advisory Vote: Aye

Mr. Martin suggested that as part of the search process the administration look into what might be contracted as another possibility.

I. INSTITUTIONAL EFFECTIVENESS: REQUIRED CHANCELLOR’S SCORECARD REPORT (FORMERLY ARCC); REPORT ON SB1456 (STUDENT SUCCESS ACT), PCC GRADUATION INITIATIVE 2013-2014

MOTION: ON MOTION OF Mr. Fraser and seconded by Ms. Wah, the Board voted by unanimous vote of the seven members present to receive the Chancellor’s Scorecard Report.

Advisory Vote: Aye

J. AUTHORIZATION TO TRANSMIT FOURTH QUARTER FINANCIAL STATUS REPORT: RATIFY

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted by unanimous vote of the seven members present to Authorize To Transmit Fourth Quarterly Financial Status Report.

Advisory Vote: Aye

K. BUSINESS AND COLLEGE SERVICES: FY2013-2014 BUDGET DEVELOPMENT

Mr. Miller provided information on the development of the FY2013-2014 budget.

L. REPORT ON COLLEGE OPERATIONS, INITIATIVES AND SHARED GOVERNANCE

The written report on shared governance was included in the Board’s packets.

M. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND BOARD OF TRUSTEES

a. SHARED GOVERNANCE REPRESENTATIVES

Mr. Jordyn Orozco, Associated Students

- Reported that Associated Students held a retreat last weekend where the mission statement was completed; AS is promoting a campus of student-driven data as well as academic success data; Week of Welcome this week as well as Club week next week – hoping for more campus involvement.

Mr. Carlos Altamirano, Classified Senate

- Reported that Classified Senate just held a retreat which was very productive on August 16th, goals and objectives for the rest of the year were set; Classified Kick-Off Day was enjoyed by all classified staff; next general meeting of Classified Senate is October 31st.

Mr. Eduardo A. Cairó, Academic Senate

- Reported that Academic Senate is in the process of forming various hiring committees, drop-down menu created on Academic Senate’s webpage for faculty to submit their names to be on a committee, template sent to all division deans to use when making a request for faculty to serve on hiring committees; resource manual is being revised; still having difficulty finding faculty to participate in shared governance and hiring committees.
• Concerned that lack of cooperation by administration will affect accreditation.
• Will work to ensure student success.

Dr. David Douglass, Management Association
• Reported that the managers have been preparing for the start of fall semester; Management Association annual retreat was held yesterday and addressed issues in the MOU.

b. BOARD OF TRUSTEES

Dr. Jeanette Mann, Trustee
• Reported at the last meeting a gentlemen in her District raised some issues with the neighbors at the CEC and Dr. Mann wanted to thank the administration for following up.

Dr. Anthony Fellow, Trustee
• Wished Trustee Thomson a good trip.

Mr. Simon Fraser, Student Trustee
• Attended sneak peek of Center for the Arts; attended Community College League of California retreat in Anaheim with other student trustees; California Community College Association of Student Trustees has reformed itself, refocused on longer term goals of state system; elected as student member to the board of the California Community College Trustees.

N. FUTURE BOARD MEETING DATES

Wednesday, September 4, 2013
6:00 P.M.  Regular Business Meeting.  CEC

Saturday, September 14, 2013
8:30 A.M.  Fall Board Retreat

Mr. Baum stated he has a midday meeting on the same day. Mr. Martin responded that the retreat could be started earlier than 8:30 a.m.

Wednesday, October 2, 2013
6:00 P.M.  Regular Business Meeting.  Creveling

Wednesday, October 16, 2013
Proposed Legislative Advocacy Town Hall Meeting

Wednesday, November 6, 2013
6:00 P.M.  Regular Business Meeting.  Creveling

Wednesday, November 20, 2013
Possible Study Session or Joint PCC Foundation Meeting

Wednesday, December 11, 2013
6:00 P.M.  Regular Business Meeting and Annual Organizational Meeting. Creveling

Wednesday, January 15, 2014
6:00 P.M.  Regular Business Meeting.  Creveling
O. FUTURE AGENDA ITEMS
   Mr. Baum requested a review of the student activity fee policy.
   Dr. Mann requested developing a schedule for review of policies.
   Mr. Fraser requested a report on financial aid outcomes. This will not be an
   agenda item but will be facilitated administratively.

IV. ADJOURNMENT
   Mr. Martin adjourned meeting No. 14 at 10:50 p.m.
MOTIONS CARRIED AT MEETING NO. 14 – August 21, 2013

1. Approval of the Minutes of Meeting No.13, Regular Business Meeting, July 17, 2013, as revised.

2. Approval of Consent Item 21-B, Contract B-98417-4, authorizing the District to enter into a contract with the El Monte Unified School District.

3. Approval of Consent Items 26-P and 27-P.

4. Approval of Consent Items 4-I and 5-I; 19-B through 33-B; and 17-P through 25-P.

5. Approval of the Revision of Policy #5575, Smoking Policy.

6. Approval of the Associated Students Annual Report of Student Fee Budget and Allocations.

7. Approval to authorize the administration to move forward with the search and recruitment process for the Ombudsperson; a more comprehensive and thorough recommendation will be brought back to the Board at a future meeting.

8. Approval to receive the Chancellor’s Scorecard Report.

9. Approval to Authorize To Transmit Fourth Quarterly Financial Status Report.

Submitted by:

Mark W. Rocha, Secretary
Board of Trustees