The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 2 on Wednesday, January 15, 2014, in Pasadena City College, Creveling Lounge, 1570 East Colorado Boulevard, Pasadena, California 91106.

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

ROLL CALL

Trustees Present
Dr. Anthony Fellow, President
Ms. Berlinda Brown, Vice President
Ms. Linda Wah, Clerk
Dr. Jeanette Mann
Mr. John Martin
Dr. Ross Selvidge
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 Ms. Yajaira de la Paz.
The Associated Students Board was represented by Mr. Nicholas Alderete.

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

Dr. Fellow adjourned the Board to Closed Session at 6:02 p.m.
II. CLOSED SESSION  
Government Code §54957.6  
Collective Bargaining (PCCFA)  
Lead Negotiator: Superintendent-President

III. OPEN SESSION  
Dr. Fellow reconvened Open Session at 7:04 p.m. Dr. Fellow reported that no action was taken in Closed Session.

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

B. APPROVAL OF MINUTES  
Meeting No.1, Regular Business Meeting, December 18, 2013

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Fraser, the Board voted by unanimous vote of the seven members [Brown, Fellow, Mann, Martin, Selvidge, Thomson, Wah] present to approve the Minutes of Meeting No. 1, Regular Business Meeting, December 18, 2013.  
Advisory Vote: Aye

C. INTRODUCTIONS AND RECOGNITIONS  
- Faculty Recognitions: Valerie Foster, Shelagh Rose

D. PUBLIC COMMENT ON NON-AGENDA ITEMS  
There was public comment from Eduardo Cairó.

E. APPROVAL OF CONSENT ITEMS  
Consent Items 88-B and 63-P were revised.

MOTION: ON MOTION OF Ms. Wah and seconded by Dr. Mann, the Board voted by unanimous vote of the seven members [Brown, Fellow, Mann, Martin, Selvidge, Thomson, Wah] present to approve Consent Items 17-I, 81-B through 89-B, and 59-P through 63-P, with Consent Items 88-B and 63-P revised.  
Advisory Vote: Aye; abstain as to Consent Item 63-P.

F. REVIEW AND RECEIVE AUDIT: FY2012-2013 DISTRICT INDEPENDENT FINANCIAL AUDIT: PRESENTATION BY VICENTI, LLOYD & STUTZMAN LLC, AUDITORS  

MOTION: ON MOTION OF Mr. Fraser and seconded by Ms. Wah, the Board voted by unanimous vote of the seven members [Brown, Fellow, Mann, Martin, Selvidge, Thomson, Wah] present to approve receipt of the FY2012-2013 District Independent Financial Audit, the FYE June 30, 2013 PCC Foundation Audit, and the FYE June 30, 2013 Measure P Audit.  
Advisory Vote: Aye

G. RECEIVE AND SET PUBLIC HEARING: INITIAL PROPOSAL FROM THE PASADENA CITY COLLEGE CALIFORNIA FEDERATION OF TEACHERS, LOCAL 6525 (Representative of Classified Staff) TO THE PASADENA AREA
COMMUNITY COLLEGE DISTRICT FOR NEGOTIATIONS FOR SUCCESSOR AGREEMENT, 2014-2017


Advisory Vote: Aye

H. PUBLIC HEARING: ON INITIAL PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE CALIFORNIA FEDERATION OF TEACHERS, LOCAL 6525 (Representative of Classified Staff) FOR SUCCESSOR AGREEMENT 2014-2017

Dr. Fellow opened the hearing. Since no one wished to address the Board on the item, the hearing was closed.

I. APPOINTMENTS TO PACCD BOARD OF TRUSTEES COMMITTEES

The list of committee appointments was revised.

PASADENA CITY COLLEGE OFFICERS, APPOINTMENTS AND COMMITTEES 2013-2014

OFFICERS

President: ANTHONY FELLOW
Vice President: BERLINDA BROWN
Clerk: LINDA WAH

APPOINTMENTS

Los Angeles County Committee on School District Organization: BERLINDA BROWN
Los Angeles County School Trustees' Association: ROSS SELVIDGE
Community College League of California: LINDA WAH
Measure P Committee Representative: ANTHONY R. FELLOW
PCC Foundation Representative: BILL THOMSON

COMMITTEES

Legislative Committee: Chair JEANETTE MANN and members BILL THOMSON, LINDA WAH and SIMON FRASER

This committee will review federal and state legislation affecting PCC and communicate with advocates in Sacramento and Washington, D.C. It will recommend legislation for approval by the Board of Trustees.

KPCC Oversight Committee: Chair BILL THOMSON and members JEANETTE MANN and ROSS SELVIDGE

This committee will meet periodically with KPCC management to review contracts and operations between PCC and KPCC.
Accreditation/Board Policy Review Committee: Chair JEANETTE MANN and members BERLINDA BROWN, ANTHONY FELLOW and SIMON FRASER
This committee will work with the administration regarding accreditation and review policies and make policy recommendation to the Board of Trustees.

Budget and Audit Committee: Chair ROSS SELVIDGE and members BERLINDA BROWN and JOHN MARTIN
This committee will review PCC’s annual budget and audit and make recommendations to the Board of Trustees.

Community Outreach Committee: Chair LINDA WAH and members BERLINDA BROWN and ANTHONY FELLOW
This committee will review and recommend activities dealing with community outreach and public information, including where off-campus Board meetings should be held, and ways the board could better connect with the PCC community.

J. PROGRESS REPORT: REVIEW OF BOARD POLICIES FOR ACCREDITATION SELF-STUDY
Crystal Kollross, Interim Director, Institutional Planning and Research, provided the review of board policies for the accreditation self-study.

Dr. Mann voiced her concern, as chair of the Policy Review Committee, that there are 17 policies to be reviewed in May, according to the calendar. For this to be an acceptable review there has to be some evidence that the Board actually looked at these policies and engaged in some discussion. She is concerned with the short window of time. Dr. Rocha will ask Board President Dr. Fellow to have some time for this at the retreat. The Board Policy Review Committee could schedule monthly meetings in February, March and April. Dr. Mann added that she was just on an accreditation team in October and it was very clear to her that all policies are to be reviewed within a six year period. Some had been reviewed but not updated as to the date when reviewed. She did not think the Accreditation Committee would accept the fact that 60-70 percent of policies had been reviewed but rather proof would be needed that the policies had been looked at in the past six years. The policies need to be reviewed and the date they were reviewed noted on the policies.

K. PROGRESS REPORT: ACCREDITATION SELF-STUDY REPORT
Matt Jordan, Interim Associate Dean, General Education and Stephanie Fleming, Associate Professor, Performing and Communication Arts presented the progress report on the accreditation self-study.
Dr. Mann stated that in Standard IV, governance, there is a requirement that the Board be involved in the self-evaluation. She suggested mentioning that several board members have been to the ACCJC training. The Board not being involved in the self-study is a major problem and it needs to be figured out how to involve the Board. Matt Jordan said he was recently at a conference with Barbara Beno.
who clarified that Board participation is defined as receiving reports, receiving information and reading and receiving the final evaluation, and does not mean the Board serves on a writing group.

L. OPENING DAY ENROLLMENT REPORT: SPRING 2014 SEMESTER
Crystal Kollross provided the opening day enrollment report for the spring 2014 semester.

M. 2014 ADMINISTRATION FUNCTIONS AND STAFFING
There was public comment from Dan Haley.

Dr. Rocha said this was an information item that has been posted on the PCC website. Accreditation requires that there be an organizational chart. The Board and administration staffs the administration with what is best for the college and the students. Staffing will enhance accountability.

N. REPORT ON COLLEGE OPERATIONS, INITIATIVES AND SHARED GOVERNANCE
The written reports of the assistant superintendents were included in the Board's packets.
Faculty hiring fair will be held on Saturday; Martin Luther King holiday, a day for social justice, is Monday; associate vice president-elect Dave Douglass is moving forward on STEM programs – one of the purposes of his role is to enhance revenue from grants from both federal government and foundations, taking on strategic projects such as transfers to private schools, e.g. Whittier, especially in the area of STEM; thanked Board Audit Committee for its work and pointed out that in receiving the report the Committee accepted there are no material weaknesses – the Foundation audit showed that in the past year the Foundation took in $3M in new donations and $2M went out directly to students. Endowment is now at $23M, four years ago it was at $16M. Measure P audit was spotless in terms of financial reporting. Thanked Rueben Smith, Executive Director, Facilities, and his staff. Thanked everyone in Bob Miller's area for the work done on the audit that says the books are clear and PCC is financially stable.

O. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND BOARD OF TRUSTEES

a. SHARED GOVERNANCE REPRESENTATIVES

Mr. Nicholas Alderete, Associated Students
- Reported that the week of welcome is currently going on in the Quad; attending CCLC annual legislative conference later this month; putting together legislative agenda for the rest of the year, with visits to Washington DC in March and Sacramento again in February.

Ms. Yajaira de la Paz, Classified Senate
- Reported that Classified Senate is looking forward to a year that will have more professional learning opportunities for classified staff; main event in May in celebration of week of Classified Senate Appreciation to be held at Huntington Library; also smaller events during the year will be scheduled in collaboration with the Academy of Professional Learning.

Mr. Eduardo A. Cairó, Academic Senate
- Reported that first Academic Senate meeting was held on Monday - focus of meeting was to invite representatives from state wide representation; informative meeting and two main issues were unresponsive board and unresponsive administration; seeking guidance from California Community League as well as the Chancellor’s office to try to obtain some resolution to
problems in order to move forward; in regards to CAPM meetings unwillingness of Executive Committee to meet is a result of the inaccurate information that comes out of these meetings, therefore no CAPM meetings; many questions have been sent to administration which have gone unanswered.

Dr. David Douglass, Management Association
- Reported that management is busy building enrollment and getting students into classes; had a great monthly management team meeting today, looking forward to new semester.

b. BOARD OF TRUSTEES

Mr. Simon Fraser, Student Trustee
- Wanted to commend the staff, especially those involved with enrollment, because has not heard a single complaint that a student could not get a class; thanked the staff in the L building; Student Trustee Association will be having first annual spring conference in March designed as a professional development day for student trustees.

Mr. John Martin, Trustee
- Thanked Board President Fellow, Dr. Rocha and the team for a phenomenal meeting and appreciated how succinct and clear the information was in the Board’s packets, which covered key elements to get PCC off to a great start in the new year.

Dr. Ross Selvidge, Trustee
- Thanked the auditors for the great job in responding to questions at the recent Audit Committee meeting which made it easier for his first look at the PCC books.

Ms. Linda Wah, Trustee
- Attended the Board of Governors (BOG) meeting as the League representative earlier this week – voted on BOG waiver, took a motion to exempt foster youth, took another motion to study underserved groups to allow them to appeal. Student success steps are resulting in success. Internships – reported data which shows that 60% of all students placed in internships have been hired by the companies. LACSTA – third roundtable for adult education will be held on February 3 at Rio Hondo College, money has been allocated by Chancellor’s Office for adult education.

Dr. Anthony Fellow, Trustee
- Announced that he would like to open up shared governance by setting up a meeting very soon between the Board officers and shared governance representatives. Every other month or so other trustees would join.

P. FUTURE BOARD MEETING DATES

Saturday, February 1, 2014
9:00 A.M. Retreat
Marriott Courtyard Suites, Pasadena

Wednesday, February 5, 2014
6:00 P.M. Regular Business Meeting

Wednesday, February 19, 2014
Study Session TBA
Wednesday, March 5, 2014
6:00 P.M.  Regular Business Meeting

Q.  FUTURE AGENDA ITEMS
Ms. Brown requested a report on the status of the U building; Mr. Thomson requested (a) a summary of impact of federal education dollars and (b) Commencement speaker recommendations and the role of the board; Mr. Thomson added that time needs to be spent focusing on the relationship between shared governance and the board; Ms. Wah requested (a) data from Ellucian that shows how automation has moved the college into student success, (b) how new positions have contributed to student success and (c) the timeline for the small business development plan.

IV.  ADJOURNMENT
Dr. Fellow adjourned meeting No. 2 at 8:45 p.m.
MOTIONS CARRIED AT MEETING NO. 2 – January 15, 2014

1. Approval of the Minutes of Meeting No.1, Regular Business Meeting, December 18, 2013.

2. Approval of Consent Items 17-I, 81-B through 89-B, and 59-P through 63-P, with Consent Items 88-B and 63-P revised.


Submitted by:

Mark W. Rocha, Secretary
Board of Trustees