NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, March 18, 2015

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

MEETING NO. 8
REGULAR BUSINESS MEETING

Pasadena City College
Creveling Lounge
1570 East Colorado Boulevard
Pasadena, California 91106

Enclosed is the Agenda for Meeting No. 8, 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 the end of Closed Session. The Board will meet in Creveling Lounge, 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 of Trustees" form and give it to the Board Secretary prior to the beginning of the meeting. No public comment cards will be accepted after the start of the meeting. Individual speakers are limited to three 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 §54957.6 Collective Bargaining (PCC-CFT, CSEA #777, POA)
Lead Negotiator: Ms. Gail Cooper, General Counsel

Government Code §54957.9(a) Negotiation with Unrepresented Employees (Management Association, Confidentials)
Designated Negotiator: Dr. Robert B. Miller, Interim Superintendent/President

Government Code §54957 Public Employee Appointments: Dean, Student Life; Coordinator, Teaching and Learning Center

III. OPEN SESSION (7:00 P.M.)

A. PLEDGE OF ALLEGIANCE

B. INTRODUCTIONS AND RECOGNITIONS

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
   The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda.

D. APPROVAL OF MINUTES
   Meeting No. 6, Regular Business Meeting, March 4, 2015
   Meeting No. 7, Special Meeting, March 4, 2015

E. APPROVAL OF CONSENT ITEMS (see page 3, attached)

ACTION ITEMS RECOMMENDED FOR APPROVAL

F. 2015 COMMENCEMENT SPEAKER

G. ADOPTION OF 2015/16 CALENDAR
H. APPROVAL OF FACILITIES MASTER PLAN DEVELOPMENT FIRM – HGA ARCHITECTS AND ENGINEERS

I. FOUNDATION GALA – ONE-TIME TO SERVE ALCOHOL ON DISTRICT PREMISES


K. ADOPT RESOLUTION No. 532, ADOPTING PUBLIC AGENCY RETIREMENT SERVICES (PARS) SUPPLEMENTAL EMPLOYEE RETIREMENT PLAN (SERP)

INFORMATION ITEMS

L. SCHOOL OF HUMANITIES AND SOCIAL SCIENCES – ENGLISH PROGRAM HIGHLIGHTS

M. ACCREDITATION UPDATE

N. SUPERINTENDENT-PRESIDENT'S REPORT

ANNOUNCEMENTS

O. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND BOARD OF TRUSTEES

P. PROPOSED FUTURE BOARD BUSINESS MEETING DATES

   Wednesday, April 1, 2015
   6:00 P.M. Joint Meeting with Associated Students

   Thursday, April 16, 2015
   6:00 P.M. Joint Meeting with PUSD
   Harbeson Hall

   Wednesday, May 6, 2015
   6:00 P.M. Regular Business Meeting

   Wednesday, May 20, 2015
   6:00 P.M. Regular Business Meeting

Q. PROPOSED FUTURE AGENDA ITEMS

IV. ADJOURNMENT

Pasadena City College and Creveling Lounge are wheelchair accessible. Reasonable accommodation services are available when requests are made by 4:00 pm of the Monday before the Board meeting. Please contact Mary Thompson at 626.585.7202 if you need assistance in order to participate in a public meeting or if you need agenda and public documents modified as required by the Americans with Disabilities Act.
CONSENT ITEMS

165-B Approve/Ratify Contracts
166-B Approve/Ratify Purchasing Transactions
167-B Approve Information Technology Purchasing Transactions
168-B Approve Professional Conference Attendance
169-P Accept Notice of Completion, C140115, Upgrade CEC, CDC and C Buildings HVAC Controls
170-B Adoption of Resolution No. 533, Election to Prequalify Contractors on Public Projects with Projected Expenditures of One Million Dollars ($1,000,000) or More
171-B Approve Budget Augmentation
172-B Reporting and Approval of Self-Insurance Fund Reimbursement, Worker’s Compensation
173-B Reporting and Approval of Revolving Fund Reimbursement
174-B Authorize the Rejection and Rebidding of Bid 905 Walkways and Lighting

90-P Authorization to Reimburse Applicant
91-P Appointment of Classified Administrator (1) – CLOSED SESSION
92-P Appointment of Academic Employee (1) – CLOSED SESSION
93-P Ratification of MOU with Pasadena City College Faculty Association (PCCFA)
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 6 on Wednesday, March 4, 2015, 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 Ms. Brown, President.

ROLL CALL

Trustees Present
Ms. Berlinda Brown, President
Ms. Linda Wah, Vice President
Dr. Jeanette Mann, Clerk
Dr. Anthony Fellow
Mr. John Martin
Dr. Ross Selvidge
Mr. William Thomson (arrived at 6:31 p.m.)
Mr. Marshall Lewis, Student Trustee

Administrative Officers in Attendance
Dr. Robert Miller, Interim Superintendent
Mr. Joseph Simoneschi, Acting Assistant Superintendent, Senior Vice President, Business and College Services
Ms. Gail Cooper, General Counsel

Administrative Officer Absent
Dr. Robert Bell, Assistant Superintendent, Senior Vice President, Academic and Student Affairs
Ms. Bobbi Abram, Executive Director, Foundation

The Management Association was represented by Dr. David Douglass.
The Academic Senate was represented by Mr. Eduardo Cairo.
The Classified Senate was represented by Ms. Graciela Caringella.
The Associated Students Board was represented by Mr. Jordyn Orozco.

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

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

Government Code §54957.6
Collective Bargaining (PCCFA)
Lead Negotiator: Mr. Bruce Barsook, Attorney, Liebert Cassidy Whitmore

Government Code §54957.6
Collective Bargaining (PCC-CFT, CSEA #777, POA)
Lead Negotiator: Ms. Gail Cooper, General Counsel

Government Code §54957.9(a)
Negotiation with Unrepresented Employees (Management Association, Confidentials)
Designated Negotiator: Dr. Robert B. Miller, Interim Superintendent/President

Government Code §54957
Employee Discipline, Dismissal, Release (One Employee)

Government Code §54957
Public Employee Appointment: Dean, Student Life

III. OPEN SESSION

Ms. Brown reconvened Open Session at 7:09 p.m. and reported that the Board of Trustees voted with five affirmative votes [Mann, Martin, Selvidge, Thomson, Wah] and two absent [Fellow, Thomson] to mitigate a previously served suspension of a classified employee in the classification of carpenter to ten (10) working days pursuant to a negotiated settlement agreement. The employee waived his appeal rights also pursuant to the negotiated settlement agreement.

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

B. INTRODUCTIONS AND RECOGNITIONS
There were no introductions and recognitions. President Brown welcomed the Accreditation visiting team.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was public comment from Mark Whitworth and Mary Erin Crook.

D. APPROVAL OF MINUTES
Meeting No. 4, Regular Business Meeting, February 18, 2015
Meeting No. 5, Spring Retreat, February 21, 2015 (revised)

MOTION: ON MOTION OF Ms. Wah and seconded by Dr. Mann, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve the Minutes of Meeting No. 4, Regular Business Meeting, February 18, 2015; and the Minutes of Meeting No. 5 (revised), Spring Retreat, February 21, 2015. Absent: Fellow.
Advisory Vote: Aye

E. APPROVAL OF CONSENT ITEMS
Consent Item 164-B was withdrawn for a separate vote later in the meeting. Consent Item 16-S was withdrawn for separate vote. Consent Item 89-P was withdrawn.
MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Wah, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve Consent Items 15-S, 17-S through 21-S, 18-I, 150-B through 163-B, and 78-P through 88-P. Absent: Fellow
Advisory Vote: Aye

MOTION: ON MOTION OF Mr. Thomson and seconded by Ms. Wah, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve Consent Item 16-S, Approval of Student Travel: Intervarsity Christian Fellowship Club. Absent: Fellow
Advisory Vote: Aye

F. STUDENT EQUITY PLAN
Dr. Cynthia Olivo, Associate Vice President, Student Affairs, presented the Student Equity Plan.

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Wah, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve the Student Equity Plan. Absent: Fellow
Advisory Vote: Aye

G. APPROVAL OF ADDITIONS AND DELETIONS TO NONCREDIT CURRICULUM

MOTION: ON MOTION OF Ms. Wah and seconded by Dr. Mann, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve the Additions and Deletions to Noncredit Curriculum. Absent: Fellow
Advisory Vote: Aye

H. RESOLUTION No. 531 IN SUPPORT OF COLLEGE & CAREER ACCESS PATHWAYS ACT ASSEMBLY BILL 288: FIRST READING OR POSSIBLE ACTION

MOTION: ON MOTION OF Ms. Wah and seconded by Dr. Mann, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve Resolution No. 531 in Support of College & Career Access Pathways Act, Assembly Bill 288. Absent: Fellow
Advisory Vote: Aye

I. 2015 COMMENCEMENT SPEAKER UPDATE
Dr. Miller presented the Commencement Speaker update. The recommendation for commencement speaker, Mr. Chad Crittenden, will be brought to the board on March 18.

J. PCC AT ROSEMEAD UPDATE
Dr. Ofelia Arellano, Dean, Academic Affairs and Dr. Raquel Torres-Retana, Director, Rosemead site presented the PCC at Rosemead update.

MOTION: ON MOTION OF Mr. Martin and seconded by Ms. Wah, the Board voted by six affirmative votes [Brown, Mann, Martin, Selvidge, Thomson, Wah] to approve Consent Item 164-B: Amend Lease Agreement with El Monte Union High School District for Pasadena City College – Rosemead. Absent: Fellow
K. WORKFORCE EDUCATION AND ECONOMIC DEVELOPMENT UPDATE
Dr. Salomon Davila, Dean, School of Career and Technical Education and Dr. Shannon Johnson, instructor, Engineering and Technology presented the Workforce Education and Economic Development update.

L. ACCREDITATION UPDATE
Dr. Kathleen Scott, Associate Vice President, Academic Affairs and Accreditation Liaison Officer and Ms. Stephanie Fleming, Self-Evaluation Coordinator provided the accreditation update.

M. SUPERINTENDENT-PRESIDENT'S REPORT
Stephanie Fleming has been warmly thanked and applauded for her efforts on the accreditation, also the 70-90 writing members and Matt Jordan. He was party to at least six different interviews. Areas of significant challenge are governance and planning. Great two days, the accreditation team is in the team room at the Hilton, beginning its deliberations and developing recommendations and will meet with him tomorrow morning prior to the exit interview at 11:30 a.m. tomorrow. The ACCJC commissioners have the final say. We are well prepared to achieve whatever goals are set forth in the recommendations. Jamie Escalante exhibit opens tonight -- write-up in Star News today, donation to attend reception of $25 to support scholarships. Exhibit will be in the Circadian until April 6. Thanks to Christopher Jimenez y West and others.

N. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND BOARD OF TRUSTEES

a. SHARED GOVERNANCE REPRESENTATIVES

Mr. Eduardo Cairo, Academic Senate
• Questioned how the training on workforce education is going to occur and why hasn't the Academic Senate been informed that faculty will be trained. It would be nice for us to be informed on this issue. We were asked if the Senate would be willing to introduce the topic of Armenian history into classes. The response is no. Asked if we prefer shared or participatory governance. Shared was unanimous. Regarding the program that asked the students to whom do you owe your success, the Academic Senate response was that the board is unaware of the role the faculty played in putting on the program; the students didn't mention faculty or the board for their success. Screening committee finalized process for selecting names to forward to the Board of Trustees. We felt that there was a need to interview the candidates, maybe down the road that procedure can be changed. Forwarding six candidates who are well-qualified for the position.

Dr. David Douglass, Management Association
• Appreciated leadership of Prof. Fleming, Dr. Scott and Dr. Cornner in preparing the management team for the accreditation site visit. Many managers expressed that they felt more prepared for this site visit than any other. Managers will be here next week getting caught up.

Ms. Graciela Caringella, Classified Senate
• Announced that First Town hall meeting will be on Thursday, March 26 in C-323 from noon-1pm to enhance collegiality amongst staff. Started classified scholarship process. Awarding one student and one classified staff member scholarship. Open elections upcoming, nominations to begin on March 9th. Planning Classified Days which is a retreat for classified staff in the month of May.
Mr. Jordyn Orozco, Associated Students
- Expressed a personal thank you to Steph Fleming, Kathy Scott and Dean Jordan for a wonderful self-evaluation and coordinating the accreditation team site visit. Great opportunity for him to meet other administrators from other campuses. Associated Students just approved 72 hour film festival scholarship. Unique way to offer students a creative way to receive a scholarship. Joint meeting on April 1st, hoped it's not a joke, looking forward to talking to President Brown to discuss agenda.

b. BOARD OF TRUSTEES

Mr. Marshall Lewis, Student Trustee
- Reported that Superintendent-President Screening Committee was well done and regarding the interviews, it would be good if we were able to have a phone conversation – you go through 800 pages and you can't differentiate. Really productive, long deliberations and narrowed it down to six candidates. Recommended to Associated Students executive board a censure on a faculty member. The developing climate over the past couple of years has gotten worse and it's time to talk about it and go back to the way we were, get the relationships back on track.

Mr. William Thomson, Trustee
- Reported that yesterday he was honored to read to the first grade class at Washington Elementary School, a STEM school.

Mr. John Martin, Trustee
- Commented that regarding the difference in perception between students and employers as far as students being ready for the workforce, statistically this reflects life as it is and has to do with age and experience.

Dr. Jeanette Mann, Trustee
- Thanked President Cairo for reporting back to us from the Academic Senate. Very impressed by preparation on campus for accreditation, enormous time and effort, attended forums and heard positive and negative comments. Not quite as optimistic as to what the outcome will be but we will have to address the issues and move on.

Ms. Linda Wah, Trustee
- Attended joint CEO/Trustees meeting with the League -- posted advocacy package for dual enrollment; vote not to support stability funding, no appetite for that right now; vote on prop 13 reform to close loopholes on some corporations. League moving forward on permanent CEO. LACSTA – March 13 Adult Ed workshop at 9am at Rio Hondo. Dr. Mann asked LACSTA to post flyer on Foster Youth Summit on March 23-24.

Ms. Berlinda Brown, Trustee
- Thanked everyone for their hard work, very stressful trying to prepare for accreditation. She remembered getting ready for accreditation at LA County Hospital. Two milestones have been reached: the negotiations for PCCFA and the accreditation site team visit. She would like to see the campus start a new day. Do something to bring healing, restore some of that communication. Better to work in unison. Let bygones be bygones.
O. PROPOSED FUTURE BOARD BUSINESS MEETING DATES

Wednesday, March 18, 2015
6:00 P.M. Regular Business Meeting

Wednesday, April 1, 2015
6:00 P.M. Joint Meeting with Associated Students

Thursday, April 16, 2015
6:00 P.M. Joint Meeting with PUSD

P. PROPOSED FUTURE AGENDA ITEMS
Ms. Wah – outreach to other districts.

IV. ADJOURNMENT
Ms. Brown adjourned meeting No. 6 at 9:09 p.m.
MOTIONS CARRIED AT MEETING NO. 6 – March 4, 2015

1. Approval of the Minutes of Meeting No. 4, Regular Business Meeting, February 18, 2015; and the Minutes of Meeting No. 5 (revised), Spring Retreat, February 21, 2015.

2. Approval of Consent Items 15-S, 17-S through 21-S, 18-I, 150-B through 163-B, and 78-P through 88-P.

3. Approval of Consent Item 16-S, Approval of Student Travel: Intervarsity Christian Fellowship Club.

4. Approval of the Student Equity Plan.

5. Approval of the Additions and Deletions to Noncredit Curriculum.


Submitted by:

Robert B. Miller, Secretary
Board of Trustees
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)
Lead Negotiator: Mr. Bruce Barsook, Attorney, Liebert Cassidy Whitmore

Government Code §54957.6 Collective Bargaining (PCC-CFT, CSEA #777, POA)
Lead Negotiator: Ms. Gail Cooper, General Counsel

Government Code §54957.9(a) Negotiation with Unrepresented Employees (Management Association, Confidentials)
Designated Negotiator: Dr. Robert B. Miller, Interim Superintendent/President

Government Code §54957 Employee Discipline, Dismissal, Release (One Employee)

Government Code §54957 Public Employee Appointment: Dean, Student Life

III. OPEN SESSION (7:00 P.M.)

A. PLEDGE OF ALLEGIANCE

B. INTRODUCTIONS AND RECOGNITIONS

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
   The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda.

D. APPROVAL OF MINUTES
   Meeting No. 4, Regular Business Meeting, February 18, 2015
   Meeting No. 5, Spring Retreat, February 21, 2015

E. APPROVAL OF CONSENT ITEMS (see page 3, attached)
ACTION ITEMS RECOMMENDED FOR APPROVAL

F.  STUDENT EQUITY PLAN

G.  APPROVAL OF ADDITIONS AND DELETIONS TO NONCREDIT CURRICULUM

H.  RESOLUTION No. 531 IN SUPPORT OF COLLEGE & CAREER ACCESS PATHWAYS ACT
     ASSEMBLY BILL 288: FIRST READING OR POSSIBLE ACTION

INFORMATION ITEMS

I.  2015 COMMENCEMENT SPEAKER UPDATE

J.  PCC AT ROSEMEAD UPDATE

K.  WORKFORCE EDUCATION AND ECONOMIC DEVELOPMENT UPDATE

L.  ACCREDITATION UPDATE

M.  SUPERINTENDENT-PRESIDENT'S REPORT

ANNOUNCEMENTS

N.  ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND BOARD OF
     TRUSTEES

O.  PROPOSED FUTURE BOARD BUSINESS MEETING DATES

   Wednesday, March 18, 2015
   6:00 P.M. Regular Business Meeting

   Wednesday, April 1, 2015
   6:00 P.M. Joint Meeting with Associated Students

   Thursday, April 16, 2015
   6:00 P.M. Joint Meeting with PUSD

P.  PROPOSED FUTURE AGENDA ITEMS

IV.  ADJOURNMENT

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CONSENT ITEMS

15-S Approval of Student Travel: Dance 22 A/B (Performance), American College Dance Festival (Baja Region)
16-S Approval of Student Travel: Intervarsity Christian Fellowship Club
17-S Approval of Student Travel – Chemistry Club
18-S Approval of Student Travel – PCC RN Club
19-S Approval of Student Travel – Puente Program
20-S Approval of Student Travel: Speech 5 A/B Forensics, VMPA, CCC Forensics Association Speech and Debate Tournament
21-S Approval of Student Travel: Speech 5 A/B Forensics, VMPA, Phi Rho Pi National Speech and Debate National Tournament

18-I Approve Contract Education Independent Contractors/Instructors

150-B Ratify Grant Application, Program for Academic Support Services (PASS)
151-B Ratify Grant Application, Access to Success (A2S) Program
152-B Ratify Grant Application, Los Angeles Scholars Investment Fund (LASIF)
153-B Approve Budget Augmentation
154-B Reporting and Approval of Self-Insurance Fund Reimbursement, Worker’s Compensation
155-B Reporting and Approval of Revolving Fund Reimbursement
156-B Approve/Ratify Contracts
157-B Approve/Ratify Purchasing Transactions
158-B Approve Information Technology Purchasing Transactions
159-B Approve Professional Conference Attendance
160-B Approve Piggybackable Agreement
161-B Authorization to Dispose of Surplus Equipment
162-B Approve Change Order, R-Building Restrooms Upgrade
163-B Authorization to Bid: Heating, Ventilation, and Air Conditioning (HVAC) Automation Control Units
164-B Amend Lease Agreement with El Monte Union High School District for Pasadena City College - Rosemead

78-P Approve/Ratify Compensation for Academic Personnel
79-P Employment of Hourly Faculty, 2014-2015
80-P Employment of Hourly Unclassified Employees, College Assistants and Volunteers for 2014-2015
81-P Employment of Hourly Unclassified Employees, Student Workers for 2014-2015
82-P Approve Employment, Change of Status and Separation of Academic Employees
83-P Recommendation to Employ Faculty Under Second Contract – 2015-2016
84-P Recommendation to Employ Faculty Under Third Contract – 2015-2016
85-P Recommendation to Employ Faculty Under Fourth Contract – 2015-2016
86-P Recommendation to Grant Tenure – 2015-2016
87-P Employment, Change of Status and Separation of Classified Employees
88-P Approve/Ratify Compensation for Classified Personnel
89-P Withdrawn
Meeting No. 7

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Special Meeting No. 7 on Wednesday, March 4, 2015, 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 6:00 p.m. by Ms. Brown, President.

ROLL CALL

Trustees Present
Ms. Berlinda Brown, President
Ms. Linda Wah, Vice President
Dr. Jeanette Mann, Clerk
Dr. Anthony Fellow
Mr. John Martin
Dr. Ross Selvidge
Mr. William Thomson
Mr. Marshall Lewis, Student Trustee

A. PLEDGE OF ALLEGIANCE

Dr. Selvidge led the Pledge of Allegiance.

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEM

There was no public comment.

Ms. Brown adjourned the Board to Closed Session at 6:02 p.m.

II. CLOSED SESSION

Government Code §54956.8 Negotiation of Lease Agreement with El Monte Union High School District
Negotiator: Dr. Robert B. Miller, Interim Superintendent-President

III. ADJOURNMENT

Ms. Brown adjourned Meeting No. 7 at 6:31 p.m.
Submitted by:

Robert B. Miller, Secretary
Board of Trustees
AGENDA

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I. CALL TO ORDER, ROLL CALL and PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEM (6:00 P.M.)

A. PLEDGE OF ALLEGIANCE

II. CLOSED SESSION

Government Code §54956.8 Negotiation of Lease Agreement with El Monte Union High School District
Negotiator: Dr. Robert B. Miller, Interim Superintendent-President

III. ADJOURNMENT
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Board Agenda Item F: 2015 Commencement Speaker

Board Meeting: March 18, 2015

Recommendation: The Interim Superintendent-President recommends the selection of Chad Crittenden as the 2015 Commencement speaker.

Fiscal Impact: Funds for this purpose will be budgeted within the 2014-2015 Associated Student Activity Fees Account.

Background: In accordance with Board Procedures 5950, the Commencement Speaker Committee met on February 24, 2015 to develop the rank order for the candidates for consideration as commencement speaker. Following approval of the ranked listing by the Board on March 4, 2015 the candidates were contacted in rank order to determine availability and interest. Mr. Chad Crittenden has agreed to serve as commencement speaker and has been recommended by the Commencement Speaker Committee to the Interim Superintendent/President.

Approved for Submission to the Board of Trustees by:

[Signature]
Interim Superintendent/President
Mr. Crittenden worked at a local community college before pursuing studies at University of California at Davis, majoring in International Relations with an emphasis on world resources, the environment, and Spanish. In 2002, Crittenden was diagnosed with Synovial Sarcoma, a rare and deadly cancer. Amputation was necessary just below the knee. His recovery was miraculously quick; he completed a triathlon nine months after the surgery. Challenged Athletes Foundation (CAF) sponsored Chad for triathlons, which he's been doing ever since. Has been involved with Adaptive Action Sports (AAS) which helps amputees compete in snowboarding. In 2007, AAS brought a group of advanced snowboarders (amputees) to Windell's Snowboard camp at Mt. Hood. Chad completed the NYC Marathon in 2009, and in 2012 reached the summit of Mt. Kilimanjaro as part of the CAFrica expedition which raised over $140,000 for the Challenged Athletes Foundation. Crittenden has been cancer-free for over ten years.
Adoption of 2015-2016 Academic Calendar

March 18, 2015

Recommendation: The Interim Superintendent/President recommends that the Board of Trustees, Governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve and adopt the attached Interim Superintendent/President Recommended 2015-2016 Academic Calendar.

Fiscal Impact: Funds for this purpose will be budgeted within the 2015-2016 Adopted Budget as approved by the Board of Trustees.

Background: In accordance with Board Policy 2300, the Interim Superintendent/President has consulted with the appropriate constituent groups and recommends the adoption of the attached 2015-2016 Academic Calendar. The College Calendar Committee and College Council recommend the adoption of another calendar which includes a winter term.

The Interim Superintendent/President Recommended calendar is essentially unchanged from the 2014-2015 academic year calendar. Consideration has been given to the following items in recommending the proposed academic calendar for adoption:

1. The District and the PCCFA recently completed collective bargaining discussions during which it was agreed that upon the issuance of the PERB decision, either party may reopen negotiations on the subject of the calendar.

2. The conclusion of the selection process for the new Superintendent/President.

3. The programming within Banner to accommodate the mounting of a 2016 Winter Intersession (see attached).

4. The impact on scheduling of disbursements for students receiving financial aid (see attached).

As a result of consideration of these items and in recognition of the work of the College's Shared Governance committees, the proposed calendar is recommended for adoption.

Attached: Interim Superintendent/President Recommended Calendar
Calendar Committee/College Council Recommended Calendar
Attachment
Approved for Submission to the Board of Trustees by:

Interim Superintendent/President
JULY
3-5 Independence Day – Campus Closed
AUGUST
29 Last Day of Classes – Summer Intersession
31 First Day of Classes – Fall Semester – 16 Weeks*
SEPTEMBER
7 Labor Day – Campus Closed
NOVEMBER
11 Veterans Day – Campus Closed
26-29 Thanksgiving – Campus Closed
DECEMBER
13-20 Final Examinations
20 Last Day of Classes – Fall Semester
Jan. 3
JANUARY 2016
11 First Day of Classes – Spring Semester – 16 Weeks*
18 Martin Luther King Jr. Day – Campus Closed
FEBRUARY
12-15 Lincoln’s Birthday/Presidents Day – Campus Closed
MARCH
7-10 Spring Break – Classes Not In Session
11-13 Spring Break – Campus Closed
31 Cesar Chavez Day – Campus Closed
APRIL
2-8 Final Examinations
6 Commencement – 2016
8 Last Day of Classes – Spring Semester
9-15 Classes Not In Session
16 First Day of Classes – Summer Intersession
30 Memorial Day – Campus Closed
JUNE
JULY
4 Independence Day – Campus Closed

Required 176 Days of Instruction Met

Green Days = Classes Not In Session
Pink Days = Campus Closed
Yellow Days = Final Exams
Blue Days = First Day of Classes
Orange Days = Faculty Professional Development Day

*See Schedule of Classes for Class Start/End Dates
## Pasadena City College
### Calendar 2015 – 2016

### July
- 3-5 Independence Day – Campus Closed

### August
- 29 Last Day of Classes – Summer Intersession
- 31 First Day of Classes – Fall Semester – 16 Weeks*

### September
- 7 Labor Day – Campus Closed

### November
- 11 Veterans Day – Campus Closed
- 26-29 Thanksgiving – Campus Closed

### December
- 13-20 Final Examinations
- 20 Last Day of Classes – Fall Semester
- 24-28 Winter Vacation – Campus Closed
- Jan. 3

### January 2016
- 11 First Day of Classes – Winter Intersession – 6 Weeks*
- 18 Martin Luther King Jr. Day – Campus Closed

### February
- 12-15 Lincoln’s Birthday/Presidents Day – Campus Closed
- 20 Last Day of Classes – Winter Intersession – 6 Weeks*
- 22 First Day of Classes – Spring Semester – 16 Weeks*

### March
- 31 Cesar Chavez Day – Campus Closed

### April
- 18-21 Spring Break – Classes Not In Session
- 22-23 Spring Break – Campus Closed

### May
- 30 Memorial Day – Campus Closed

### June
- 12-18 Final Examinations
- 17 Commencement 2016
- 18 Last Day of Classes – Spring 2016 Semester
- 20 First Day of Classes – Summer Intersession 2016

### July
- 4 Independence Day – Campus Closed

**Required 176 Days of Instruction Met**

**Green Days** = Classes Not In Session  
**Pink Days** = Campus Closed  
**Yellow Days** = Final Exams  
**Blue Days** = First Day of Classes  
**Orange Days** = Faculty Professional Development Day

*See Schedule of Classes for Class Start/End Dates*
Effects of Implementation of Winter Intersession in Banner
The College's Banner system has not been configured with the inclusion of a 2016 Winter intersession. If the District considers moving forward with a decision to change the 2015-2016 Academic Calendar to include the Winter Intersession, it is highly recommend that outside consultants be retained to assist with the necessary setup/programming of the system to include Winter. The original setup/programming in Banner was conducted by consultants from Ellucian and as such, the staff in the Information Technology Services Department are not experienced with these procedures. If the Winter Intersession is established for the 2015-2016 academic calendar, it is essential that the programming for this in the Banner system be done correctly to avoid any potential disruptions to student registration and/or financial aid distribution processes. The amount of time necessary to effectively accomplish this programming is extremely limited, given the registration of 2015 Summer classes begins on April 9, 2015 and registration for 2015 Fall classes will begin in early July 2015.

Impacts on Student Financial Aid
If a 2016 Winter Intersession is established, it will create a disadvantage for students. Their yearly financial aid funds will be divided into 4 payment periods, thus reducing the amount of funds available for each term:

- Four payment periods: Fall 25%, Winter 25%, Spring 25%, Summer 25% = 100%.
  - Students can potentially lose 50% of their eligible awards if they don't take advantage of the Winter and/or Summer terms, because financial aid must identify the academic calendar before the start of the academic year. For example: student is eligible for a $4,000.00 Pell Grant. The $4,000.00 will then need to be divided into the 4 terms (Fall, Spring, Winter, and Summer), which will be $1,000.00 each term based on a full-time enrollment.

If a calendar that included a Winter Intersession is adopted, the Financial Aid Office will be required to apply the following regulations as required by Federal Department of Educational (DOE):

- Satisfactory Academic Progress (SAP) calculations (HEA Sec. 484(c), 34 CFR 668.16(e), 34 CFR 668.32(f), 34 CFR 668.34)
  - Spring 2015 semester was a challenge; we returned from the holiday break on 1/2/15. School started on 1/19/15. Before performing the SAP calculation for all students, we had to wait for Fall 2014 grades to roll. Unfortunately, the week we came back, there were still close to 400 sessions in which instructors had not submitted grades for their students. This caused a delay in the SAP calculation. Although we had a backup plan, it affected students that we could not calculate SAP for due to the Fall 2014 grade delay. Potential grade delays in Fall 2015 will present similar challenges.

- Return to Title IV Calculation (R2T4) HEA Sec. 34 CFR 685.309 (b) and 34 CFR 682.610 (c))
  - If Winter session is treated as a separate term, R2T4 must be calculated for those students. Thus, this calculation may jeopardize the student’s Spring aid eligibility and SAP is also affected because they have withdrawn.

- External Auditors for the A-133 requirements
  - Review of Winter session will be included in the audit.

It is understood that students will not have funds for the Winter session and this will cause some hardship for those enrolled. The Board of Governors Fee Waiver (BOGFW) will be available for eligible students, but the grants that they are eligible for will be disbursed at a later date. The Financial Aid Office staff will communicate to students through emails, online messaging, posters, etc. to inform, advise and educate students regarding resources and eligibility, in order to help them budget the cost of attendance effectively.

In addition, students can enroll in a maximum of 9 units during the Winter session. If a student chooses to do so, it will reduce the available funds for the Spring term. Currently, the District operates on a standard term calendar (Fall/Spring/Summer) for Federal Student Aid (FSA) purposes. This means that the payment periods are divided equally (Fall 50%, Spring 50% = 100%). If students have less than full-time enrollment status for these terms, they may be eligible to receive the remaining funds in the Summer. The California Student Aid Commission (CSAC) required colleges to submit a 2015-16 College Cost Estimate (CCE) due on January 23, 2015. The Commission uses the CCE to determine the financial
need and award amounts for Cal Grant applicants. If the updated CCE information is not received by the deadline, the Commission will use the prior year's reported figures which are outdated and could disadvantage some students in the determination of the student's financial need at PCC.
The Centennial Facilities Master Plan (CFMP) is designed to support the continued drive for excellence of the College over the next ten to fifteen years. The CFMP will provide guidance for the long-range program development, growth and capital plans for the existing campus and off-site locations, as well as potential expansion of the College with the addition of new satellite centers. The CFMP will coordinate with the College’s Educational Master Plan (EMP) providing a recommendation for the final build-out size for the main campus and the potential additional locations.

Based upon our understanding of the project, HGA Architects and Engineers (HGA) will provide the following Basic Services and Specialty Consultant Services as well as Optional Services, if required, during the Master Plan Phase II of the project.

1. Gather input from the District and College leadership and other constituencies.
2. Evaluate the facilities needed to serve the delivery of the critical programs outlined in the EMP.
3. Produce written, graphic and digital documentation of plans for the ten to fifteen year build-out, and capital plans to accommodate the student enrollment projection in the EMP. The capital plans may include the following information:
   a) Site analysis including open space, landscape and utilities
   b) Appropriate land use designations and placement to determine the ideal development for the campus and what additional growth will be required elsewhere to maintain that level of character and density.
   c) Maximum buildable areas available
   d) Urban design guidelines and appropriate massing, building height and constraints for each available building site
   e) Allocation of building areas to maintain an open space structure
   f) A density appropriate to pedestrian-oriented campuses/colleges
   g) Review of existing building and landscape regulatory documents, including zoning, the East Colorado Specific Plan and other existing design guidelines or standards
   h) Pedestrian and vehicular circulation (including bicycle, service, and emergency access) and parking locations
   i) College academic and related uses such as recreation, athletic, child care, counseling, student services, and visual and performing arts venues
   j) Synergistic uses and potential adjacencies for program interaction and facility efficiency
   k) Integration of long-term master plan sustainability concepts
   l) Integration of information technology into all facilities
   m) Phasing, cost and implementation strategies including swing space for three phases
   n) Integrate historic considerations into the Master Plan for iconic structures, landscape, and significant and celebrated spaces as identified by the District.
4. Coordinate sustainability and infrastructure planning with the development of the Integrated Energy Master Plan, which will include current conditions assessments, net zero energy goals, water goals, and short term goals for building upgrades prepared by the client's consultant.

5. Develop a GIS Database utilizing existing data from campus Fusion database. Meet with College to ascertain what information is to be included and decide whether the information is graphic, or only linked to a campus graphic. Develop up to ten layers and submission of data sets.

Final CFMP
Prepare the Final CFMP report based on comments from the College. The Final CFMP will serve as a tool that can strengthen the College's identity and assist with fundraising efforts for future projects. It will include:

a) Executive Summary
b) Introduction
c) Guiding Principles
d) Enrollment Projections, Utilization Analysis and Space Projections
e) Program / Pedagogies
f) Site | Infrastructure – (Landscape goals, Civil, Mechanical, Electrical, Technology, Transportation)
g) Integrated Sustainability Principles
h) Master Plan Design Rationale
i) District Wide Land Use Map
j) Phasing, Cost and Implementation Plan
k) Appendix

Proposed Project Schedule

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<tr>
<th>Event</th>
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<tr>
<td>Notice-to-Proceed</td>
<td>March 18, 2015</td>
</tr>
<tr>
<td>Phase II A Refinement and Detailed Planning</td>
<td>March – June, 2015</td>
</tr>
<tr>
<td>Constituent Review</td>
<td>July – Aug. 2015</td>
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<td>PCC Constituent Review</td>
<td>Sept. – Oct. 2015</td>
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<td>Phase II B Prioritization and Implementation Planning:</td>
<td>Sept. – Oct. 2015</td>
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<td>Phase II C Plan Documentation:</td>
<td>Nov. 2015</td>
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<tr>
<td>Submit Draft Master Plan Report and College Review</td>
<td>Late Nov. 2015</td>
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<tr>
<td>Submit Final Master Plan Report and Presentation:</td>
<td>Mid Dec. 2015</td>
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## Pasadena City College Centennial Facility Master Plan | Schedule and Process

### Phase I: Visioning and Concept Plans
- **Facility Planning Meeting (FPC)** (1/22/14) *(Shared Governance)*
- **Department Visioning Sessions** (Apr - May)
- **Selection Committee Meetings**

### Phase II A Refinement and Detailed Planning
- **AD Hoc Committee** (12/17)
- **AD Hoc Committee** 3/6
- **AD Hoc Committee** 3/25
- **AD Hoc Committee** 4/24
- **AD Hoc Committee** 5/15
- **Board Approves Contract 3/18**
- **Department Visioning Policy Decisions (Mar-Apr)**
- **Board Study Session Plan Review (End of July)**
- **CORE Group** 2/6
- **CORE Group** 3/27
- **CORE Group** 4/24
- **CORE Group** 5/15
- **CORE Group** 6/19

### Phase II B Prioritization & Implementation
- **Faculty/Staff Feedback Day-long Workshop** (End of July)
- **Board Study Session Policy Decisions (April/May)**
- **AD Hoc Committee**
- **FPC #4 Meeting**
- **Board Approves Plan**

### Phase II C Plan Documentation
- **Review Draft Ideal Plan**
- **Develop Revised Phasing, Capital Costs & Implementation Plan**
- **Develop Final Draft CFMP**
- **Final CFMP**

### Technical Planning
- **Phase I Submittals Concept Plan**

### Community Education & Outreach
- **Stakeholder Interviews**
- **District Visioning Sessions** (2/7 & 2/8)
- **Webcast Community Forum** (Nov 6)
- **Online Outreach (Mindmixer Online Website, Facebook, Twitter)**

### 2014
- **Jan**: FPC #4 Meeting
- **Feb**: FPC #3 Meeting
- **Mar**: FPC #2 Meeting
- **Apr**: Board Selects HGA *(12/10)*
- **May**: Board Approves Concept Plans (12/17)
- **Jun**: Departmental Visioning Sessions *(Mar-Apr)*
- **Jul**: Board Study Session Policy Decisions *(April/May)*
- **Aug**: Core Group 2/6
- **Sep**: Department Study Session Plan Review *(End of July)*
- **Oct**: Core Group 3/27
- **Nov**: Core Group 4/24
- **Dec**: Core Group 5/15

### 2015
- **Jan**: Board Approves Plan
- **Feb**: Core Group 6/19
- **Mar**: Core Group 2/6
- **Apr**: Core Group 3/27
- **May**: Core Group 4/24
- **Jun**: Core Group 5/15
- **Jul**: Core Group 6/19
- **Aug**: FPC #4 Meeting
- **Sep**: Faculty/Staff Feedback Day-long Workshop
- **Oct**: Board Approves Plan
- **Nov**: Review Draft Ideal Plan
- **Dec**: Develop Revised Phasing, Capital Costs & Implementation Plan
- **Jan**: Develop Final Draft CFMP

### 2016
- **Jan**: Final CFMP

---

* HGA is not responsible for this task.
District Facilities Visioning

• Any new or enhanced facilities need to maintain the **integrity and character of PCC**, the historic “brand”, while being forward thinking. Build for the future.

• The CMP should enable the **ultimate learning, teaching and working environment**.

• PCC needs to embrace and develop the campus with a **new paradigm that integrates teaching, learning and doing** in a single space.
Principles

Distributed Services
Flexible
Integrated
24/7 Access
Build for the Future
Welcoming
Partnership
Unscripted Space
Reuse and Maximize
Universal Design
Comfortable
Department Visioning & Core Team Sessions
Create the Ideal “2030” Plan

- Consolidated Programs
- Highest & Best Use
- Optimal Utilization
- Maintain Historic and Open Space

Today’s Needs → Swing Space → Cost Effective → Data Driven → 2030 Campus “Ideal Plan”

- Short-Mid-Term Needs

- Mid-Term Needs

- Cost Effective

- Data Driven

- Consolidated Programs

- Highest & Best Use

- Optimal Utilization

- Maintain Historic and Open Space
Ongoing Data Development & Growth
PCC Growth

• PCC controls its growth and needs to make a conscious decision about how and where it wants to grow
• Understand utilization and current capacity
• Role of Centers, Distance Learning, Online Classes
• Provide Alternatives with assumptions to help understand implications of different growth projections
FTES Projections

- Categories
  - State funded
    - Credit
    - Noncredit
  - Nonresident
  - Unfunded
Determining Space Needs
Determining Space Needs

1. Convert Demographic Growth into Projected Enrollment
2. Analyze Current Space Utilization
3. Anticipate New Programs, Initiatives and Partnerships
4. Understand Changing Pedagogies
5. Benchmark to Your Peers
6. Project Space Needs by Department and By Type of Space
7. Do the Possible Alternatives Contribute to Student Success?
8. Develop “Building Blocks”
Steps to CFMP & Timeline
Path to CFMP

1. Determine Growth to 2030
2. Understand Optimal Capacity of Main Campus (appropriate building height, density, open space, historic footprint)
3. Determine Where and How to Meet Larger Community Needs with Satellites and/or Online
4. Determine what will be Fixed, Renovated or Replaced
5. Identify Program and Space Priorities and Campus Direction
6. Create Phasing Plan, Costs and Implementation
1. Visioning
2. Create Draft “Ideal Plan”
3. Refine “Ideal Plan”
4. Finalize CFMP & Implementation
Community Outreach

- Community Workshops
- Coordinated Meetings with School Districts
- Community Organization Presentations
- Online Engagement
- One-On-One Meetings
- Education Materials
- Communication Online, Newsletters, Press
Board Agenda Item I: Review of Alcohol Permit for “PCC Celebrates!” Fundraising Gala to be held on May 16, 2015

Board Meeting: March 18, 2015

Recommendation:
It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, support the acquisition of a one-day alcohol permit for the inaugural signature fundraising event, “PCC Celebrates!”, as facilitated by the Pasadena City College Foundation. The support for said permit can be found in Business and Professions Code 25608:

(a) Every person who possesses, consumes, sells, gives, or delivers to any other person, any alcoholic beverage in or on any public schoolhouse or any of the grounds of the schoolhouse, is guilty of a misdemeanor. This section does not, however, make it unlawful for any person to acquire, possess, or use any alcoholic beverage in or on any public schoolhouse, or on any grounds of the schoolhouse, if any of the following applies:

(15) The alcoholic beverages are possessed, consumed, or sold, pursuant to a license or permit obtained under this division for special events held at the facilities of a public community college during the special event. As used in this paragraph, "special event" means events that are held with the permission of the governing board of the community college district that are festivals, shows, private parties, concerts, theatrical productions, and other events held on the premises of the public community college and for which the principal attendees are members of the general public or invited guests and not students of the public community college.

Fiscal Implications:
The Foundation is raising funds to support scholarship assistance to PCC students. We have a projected income of $700,000.

Background:
Per the Pasadena City College Strategic Plan, becoming a Fundraising Organization is a top priority, and developing a signature fundraising event will come to fruition with the first gala, “PCC Celebrates! Student Success” on May 16, 2015. The reception and dinner will be catered by The Kitchen for Exploring Foods. As such, they hold the appropriate liquor license and insurance and have filed a permit with the Alcohol Beverage Commission on our behalf.

Approved for Submission to the Board of Trustees by:
Interim Superintendent/President
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERRS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Aon Risk Services Northeast, Inc.
New York NY Office
199 water Street
New York NY 10038-3551 USA

CONTACT NAME:
PHONE: (866) 283-7122
FAX: (800) 363-0105
E-MAIL: A:.

INSURED: The Kitchen For Exploring Foods, LLC.
1150 South Olive Street
Los Angeles CA 90015 USA

INSURER(S) AFFORDING COVERAGE:
NAIC #
Safety National Casualty Corp 15105

CERTIFICATE NUMBER: 570056919293
REVISION NUMBER:

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Limits shown are as requested

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AUTO LIABILITY

- ANY AUTO
- ALL OWNED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS
- HIRED AUTOS

- UMBRELLA LIABILITY OCCUR
- EXCESS LIABILITY CLAIMS-MADE

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY

- ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER EXCLUDED? N/A
- Mandatory in New York

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Event Date: May 16, 2015 Gala.

CERTIFICATE HOLDER:
Pasadena Area Community College District
Operating as Pasadena City College
1570 E. Colorado Blvd.
Pasadena CA 91106 USA

ACORD 25 (2014/01)

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CERTIFICATE OF LIABILITY INSURANCE

PRODUCER: Aon Risk Services Northeast, Inc.  
New York NY Office  
199 Water Street  
New York NY 10038-3551 USA  

COVERAGES  

CAREERTS NUMBER: 570057004821  

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.  

CERTIFICATE HOLDER  
Pasadena City College Foundation  
1570 E. Colorado Blvd.  
Pasadena CA 91106 USA  

CANCELLATION  

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  

AUTHORIZED REPRESENTATIVE  
Aon Risk Services Northeast, Inc.  

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**AGENCY**
Aon Risk Services Northeast, Inc.

**NAMED INSURED**
The Kitchen For Exploring Foods, LLC.

**POLICY NUMBER**
See Certificate Number: 570057004821

**CARRIER**
See Certificate Number: 570057004821

### ADDITIONAL REMARKS SCHEDULE

**AGENCY CUSTOMER ID:** 570000029090

**LOC #:**

**ADDITIONAL REMARKS**
THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25  FORM TITLE: Certificate of Liability Insurance

#### INSURER(S) AFFORDING COVERAGE

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If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

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© 2008 ACORD CORPORATION. All rights reserved.
STATE OF CALIFORNIA
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
ALCOHOLIC BEVERAGE LICENSE
ON-SALE GENERAL EATING PLACE

VALID FROM
Jun 01, 2014

EXPIRES
May 31, 2015

RA MUSIC LLC
1150 S OLIVE ST
STE TG25
LOS ANGELES, CA 90015-2223

TYPE NUMBER DUP
47 397414

AREA CODE
1933 04

BUSINESS ADDRESS
DBA: KENDALLS BRASSERIE
135 N GRAND AVE
LOS ANGELES, CA 90012

OWNERS: RA MUSIC LLC

IMPORTANT INFORMATION
EFFECTIVE PERIOD: This license is effective only for the operating period shown above. A new license will be sent 4 to 6 weeks after the expiration date on your license if payment is timely. Your license status will remain in good standing for 60 days after the expiration date if the renewal payment was received timely. To check the status of your license, visit http://www.abc.ca.gov/datport/LQSMenu.html.

RENEWAL NOTICES: Renewal notices are sent to premises address unless a specific mailing address is requested. If a notice is not received 30 days before expiration date shown above, contact the nearest ABC office. To assure receipt of notices, advise your local ABC office of any change in address.

RENEWAL DATES: It is the licensee's responsibility to pay the required renewal fee by the expiration date shown above. A Penalty is charged for late renewal and the license can be automatically revoked for failure to pay.

RENEWAL PAYMENTS: Renewal payments can be made in person by visiting your local office or sent by mail to ABC Headquarters, 3927 Lennane Drive, Suite 100, Sacramento, CA 95834. If you do not have your renewal notice, your license number and the reason for payment (ex. "renewal") must be clearly indicated on the check. You can contact your local ABC office for your renewal fee amount.

SEASONAL LICENSES: It is the licensee's responsibility to pay the required renewal fee prior to the next operating period.

POSTING: Cover this license with glass or other transparent material and post it on premises in a conspicuous place.

CONDITIONS: A copy of all applicable conditions must be kept on premises.

LICENSEE NAME: Only 10 names will be printed on each license. If there are more names associated with the license, they will be indicated by "AND XX OTHERS". All names are on file and available upon request from your local ABC office.

DBA: If you change your business name please notify your local ABC office.

If you have any questions regarding this license, contact your local ABC office. You can find the contact information for each district office at http://www.abc.ca.gov/distmap.html.

NOTE: CONTACT YOUR LOCAL ABC OFFICE IF YOUR LICENSED PREMISES WILL BE TEMPORARILY CLOSED FOR MORE THAN 15 DAYS OR WILL BE PERMANENTLY CLOSED.

Page 1 License Serial# 812437
STATE OF CALIFORNIA
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
ALCOHOLIC BEVERAGE LICENSE
CATERER PERMIT

VALID FROM
Jun 01, 2014

EXPIRES
May 31, 2015

RA MUSIC LLC
1150 S OLIVE ST
STE TG25
LOS ANGELES, CA 90015-2223

58  397414  1

AREA CODE
1933  04

BUSINESS ADDRESS
DBA: KENDALLS BRASSERIE
135 N GRAND AVE
LOS ANGELES, CA 90012

OWNER:    RA MUSIC LLC

IMPORTANT INFORMATION

EFFECTIVE PERIOD: This license is effective only for the operating period shown above. A new license will be sent 4 to 6 weeks after the expiration date on your license if payment is timely. Your license status will remain in good standing for 60 days after the expiration date if the renewal payment was received timely. To check the status of your license, visit http://www.abc.ca.gov/datport/LQSMenu.html.

RENEWAL NOTICES: Renewal notices are sent to premises address unless a specific mailing address is requested. If a notice is not received 30 days before expiration date shown above, contact the nearest ABC office. To assure receipt of notices, advise your local ABC office of any change in address.

RENEWAL DATES: It is the licensee's responsibility to pay the required renewal fee by the expiration date shown above. A Penalty is charged for late renewal and the license can be automatically revoked for failure to pay.

RENEWAL PAYMENTS: Renewal payments can be made in person by visiting your local office or sent by mail to ABC Headquarters, 3927 Lennane Drive, Suite 100, Sacramento, CA 95834. If you do not have your renewal notice, your license number and the reason for payment (ex. "renewal") must be clearly indicated on the check. You can contact your local ABC office for your renewal fee amount.

SEASONAL LICENSES: It is the licensee's responsibility to pay the required renewal fee prior to the next operating period.

POSTING: Cover this license with glass or other transparent material and post it on premises in a conspicuous place.

CONDITIONS: A copy of all applicable conditions must be kept on premises.

LICENSEE NAME: Only 10 names will be printed on each license. If there are more names associated with the license, they will be indicated by "AND XX OTHERS". All names are on file and available upon request from your local ABC office.

DBA: If you change your business name please notify your local ABC office. If you have any questions regarding this license, contact your local ABC office. You can find the contact information for each district office at http://www.abc.ca.gov/distmap.html.

NOTE: CONTACT YOUR LOCAL ABC OFFICE IF YOUR LICENSED PREMISES WILL BE TEMPORARILY CLOSED FOR MORE THAN 15 DAYS OR WILL BE PERMANENTLY CLOSED.

Page 12 License Serial# 812437
Address Information
Ship to: LAURA AZROU ISGH
KENDALLS BRASSERIE / PATINA
135 N GRAND AVE
LOS ANGELES, CA
900123013
US
2139727322
Ship from: Shauna Grant
Patina Restaurant Group
1150 South Olive Street
Suite TG25
Los Angeles, CA
90015
US
2138143254

Shipment Information:
Tracking no.: 770335893800
Ship date: 06/17/2014
Estimated shipping charges: 7.06

Package Information
Pricing option: FedEx Standard Rate
Service type: FedEx 2-Day
Package type: FedEx Envelope
Number of packages: 1
Total weight: 1 LBS
Declared Value: 0.00 USD
Special Services:
Pickup/Drop-off: Use an already scheduled pickup at my location

Billing Information:
Bill transportation to: Patina Corp FedEx-974
Your reference: LIQUOR LICENSES
P.O. no.: 26031
Invoice no.: 26090
Department no.: 26090

Thank you for shipping online with FedEx ShipManager at fedex.com.

Please Note
FedEx will not be responsible for any claim in excess of $100 per package, whether the result of loss, damage, delay, non-delivery, misdelivery, or misinformation, unless you declare a higher value, pay an additional charge, document your actual loss and file a timely claim. Limitations found in the current FedEx Service Guide apply. Your right to recover from FedEx for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney’s fees, costs, and other forms of damage whether direct, incidental, consequential, or special is limited to the greater of $100 or the authorized declared value. Recovery cannot exceed actual documented loss. Maximum for items of extraordinary value is $500, e.g., jewelry, precious metals, negotiable instruments and other items listed in our Service Guide. Written claims must be filed within strict time limits; Consult the applicable FedEx Service Guide for details.

The estimated shipping charge may be different than the actual charges for your shipment. Differences may occur based on actual weight, dimensions, and other factors. Consult the applicable
Board Agenda Item J: Adoption of 2014/15 – 2015/16 Memorandum of Understanding Between the Pasadena City College Management Association and the Pasadena Area Community College District.

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, approve Action Item J, Adoption of 2014/15 – 2015/16 Memorandum of Understanding Between the Pasadena City College Management Association and the Pasadena Area Community College District.

Effective July 1, 2014: increase of 3%
Effective July 1, 2015: increase of 2%
Effective July 1, 2015: increase of one half of the funded 2015-2016 Cost of Living Adjustment (COLA)

Fiscal Implications: Funds for this purpose are provided in the 2014-2015 District Budget.

Background: On March 18, 2015 the Pasadena City College Management Association and the Pasadena Area Community College District came to this understanding.

Approved for Submission to the Board of Trustees by:

Interim Superintendent/President
Board Agenda Item K: Adopt Resolution 532, adopting Public Agency Retirement Services (PARS) Supplemental Employee Retirement Plan (SERP)

Board Meeting: March 18, 2015

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, approve Resolution No. 532, adopting Public Agency Retirement Services (PARS) Supplemental Employee Retirement Plan (SERP): Pasadena City College Management Association.

Background: The District has worked with Public Agency Retirement Services (PARS) to design a Supplementary Employee Retirement Plan (SERP), a retirement incentive that may encourage eligible Management Association employees to retire early. One of the primary goals of the program is to generate savings or, at a minimum, accrue no further cost to the District by increasing the number of retirements in the 2014-2015 fiscal year. The program also results in employment opportunities in special need and/or growth areas of the District.

Under relevant sections of Section 403(b) of the Internal Revenue Code, the governing board is required to adopt the PARS Supplemental Employee Retirement Plan.

Approved for Submission to the Board of Trustees by:

Interim Superintendent/President
RESOLUTION NO. 532  
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

SUPPLEMENTAL RETIREMENT PLAN 2014-2015

At the meeting of the Board of Trustees of the Pasadena Area Community College District, held in Pasadena, California on March 18, 2015;

WHEREAS, it is determined to be in the best fiscal interest of the District and its employees to provide a retirement incentive offer to eligible employees who wish to voluntarily exercise their option to separate from District Service;

WHEREAS, there is no cash option available to employees in lieu of this retirement incentive offer;

WHEREAS, Public Agency Retirement Services (PARS) has made available to the District a Supplementary Retirement Plan, a retirement incentive program supplementing STRS/PERS, and qualifying under the relevant sections of Section 403(b) of the Internal Revenue Code;

WHEREAS, the District, pursuant to applicable policy and/or collective bargaining agreements (Pasadena City College Management Association) desires to adopt the Supplementary Retirement Plan and to fund the incentive through non-elective employer, post-employment contributions to the PARS designated 403(b) provider.

NOW, THEREFORE, BE IT RESOLVED:

1. The Governing Board hereby adopts the PARS Supplementary Retirement Plan, as part of the District Retirement Program, effective March 18, 2015; and

2. The retirement incentive must have a level of participation acceptable to the District in order for the plan to go into effect. If this level of participation is not reached, the District may withdraw the retirement incentive. If the District withdraws the retirement incentive, resignations may be rescinded; and

3. The Governing Board hereby appoints the Acting Assistant Superintendent/Senior Vice President, Business and College Services, or his/her successor or his/her designee as the District’s Plan Administrator; and

4. The District’s PARS Plan Administrator is hereby authorized to execute the contracts, custodial agreement facilitating the payment of contributions to the 403(b) arrangement, and other legal documents related to a trust or the plan on behalf of the District and to take whatever additional actions are necessary to maintain the District’s participation in the plan and to maintain compliance of any relevant regulations issues.

PASSED AND ADOPTED by majority vote of the members of the Governing Board of the Pasadena Area Community College District this 18th day of March, 2015 by the following vote:
Ayes: _______
Noes: _______
Abstentions: _______
Absent: _______

I, Jeanette Mann, Clerk of the Governing Board of the Pasadena Area Community College District, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at a regularly called and conducted meeting held on said date.

____________________________________
Jeanette Mann
Clerk, Board of Trustees
Pasadena Area Community College District
Summary of Exit Report

- Evaluated institution as a whole using accreditation standards
- Recommendations based on standards
- Team spoke with over 300 faculty, staff, administrators, board members, and students
- Final decision from ACCJC
Overall Comments

- Excellent learning environment, dynamic programs, vibrant community
- Need for campus to become more familiar with the standards
- Start looking at the 2014 standards
- Include all pertinent data and highlight programs
Commendations

- Distance Education
- Commitment to Student Success: Design Tech, First Year Experience, Veterans’ Services, Graduation Initiative
- A welcoming and inclusive environment: Mission, values, services, campus life (cross cultural programs, advisory committees)
- Facilities Services
- Child Development Center
Possible Recommendations
(Final report to campus due in July)

- Governance – Systematic, transparent, participative processes
- Evaluation of Governance
- Ethics
- Evaluation materials – include responsibility for learning outcomes
- Professional development program
- Planning processes evaluated
- Integrated planning
Primary Message

• Get along

• Work together for the good of the institution

• Move forward
Preliminary Plan
(Proposed)

• Discussions within appropriate committees
• Four ad hoc task groups:
  • Governance
  • Evaluation Documents (SLOs)
  • Professional Development
  • Integrated Planning and Evaluation
Preliminary Plan — Continued
(Proposed)

• Board
  • Review Ethics policies
  • Implement Board Education Plan and Board Self-Evaluation
  • Governance-related issues from Recommendation #1
    • Upcoming Plans: Coffees and Strategic Conversations
Ad Hoc Task Groups
(Proposed plan)

• Prioritize work
• Create a plan – steps, timelines, responsible individuals/committees
• Decide what work can be done/started this semester
• Identify tasks to be done over summer
• Create preliminary plan for work in Fall 2015
• Document work for evidence
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Contracts

Board Meeting Date: March 18, 2015

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 contracts listed on the attached pages.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2014-2015 Adopted District Budget in the account numbers shown.

BACKGROUND: The contracts have been requested by the area organizational code managers and reviewed for compliance with legal requirements and with District policies.

Recommended for Approval:

[Signature]
Acting Senior Vice President/Assistant Superintendent
Business and College Services

Approved by:

[Signature]
Acting Senior Vice President/Assistant Superintendent
Business and College Services

[Signature]
Senior Vice President/Assistant Superintendent
Academic and Student Affairs

(Requires three signatures)

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES

[Signature]
Interim Superintendent/President
# REVIEW OF CONTRACTS

<table>
<thead>
<tr>
<th>Contract No.</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Services</th>
<th>Dates of Services</th>
<th>Department</th>
<th>Account No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>B150267</td>
<td>Learning Grove: Speech-Language Pathology, Inc.</td>
<td>No Cost</td>
<td>To provide off-campus supervised fieldwork for Speech-Language Pathology Assistant (SLPA) Students. EMP: K3, B1.2</td>
<td>8/15/15 thru 6/30/20</td>
<td>Speech-Language Pathology Assistant Program</td>
<td>N/A</td>
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<tr>
<td>B150266</td>
<td>Hacienda La Puente Unified School</td>
<td>No Cost</td>
<td>To provide off-campus supervised fieldwork for Speech-Language Pathology Assistant (SLPA) Students. EMP: K3, B1.2</td>
<td>8/15/15 thru 6/30/20</td>
<td>Speech-Language Pathology Assistant Program</td>
<td>N/A</td>
</tr>
<tr>
<td>B150268</td>
<td>High Desert Speech and Language Center, Inc.</td>
<td>No Cost</td>
<td>To provide off-campus supervised fieldwork for Speech-Language Pathology Assistant (SLPA) Students. EMP: K3, B1.2</td>
<td>8/15/15 thru 6/30/20</td>
<td>Speech-Language Pathology Assistant Program</td>
<td>N/A</td>
</tr>
<tr>
<td>B150265</td>
<td>Wu Orthodontics</td>
<td>No-Cost</td>
<td>Affiliation agreement for clinical training experience. EMP: B1.2, K3</td>
<td>5/1/15 thru 5/31/18</td>
<td>School of Health Sciences</td>
<td>N/A</td>
</tr>
<tr>
<td>B150264</td>
<td>J &amp; B Dental Arts</td>
<td>No-Cost</td>
<td>Affiliation agreement for clinical training experience. EMP: B1.2, K3</td>
<td>4/1/15 thru 3/31/20</td>
<td>Dental Laboratory Technology</td>
<td>N/A</td>
</tr>
<tr>
<td>B150261</td>
<td>Los Angeles County Office of Education</td>
<td>No-Cost</td>
<td>To provide classroom space for Adult Secondary Education courses. EMP: J1, K3, D4.2</td>
<td>3/16/15 thru 3/15/20</td>
<td>Community Education Center</td>
<td>N/A</td>
</tr>
<tr>
<td>B150237</td>
<td>San Gabriel Valley Economic Partnership</td>
<td>$40,000.00</td>
<td>Amendment No. 1. The District will receive additional funding of $40,000.00 for a total of $80,000.00 to provide business/industry an intermediary role in the Advanced Manufacturing Engineering Technology Linked Learning (AMETLL), a Career Pathways Grant for the purpose of developing internship and business relations for project based learning opportunity for students in the pathway. EMP: D1-D4.3</td>
<td>7/1/14 thru 6/30/15</td>
<td>Economic and Workforce Development</td>
<td>225338-533800-582000-6490</td>
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## UNRESTRICTED GENERAL FUND

<table>
<thead>
<tr>
<th>Contract No.</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Services</th>
<th>Dates of Services</th>
<th>Department</th>
<th>Account No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>B150263</td>
<td>Study Smart Tutors</td>
<td>$4,800.00</td>
<td>SAT and ACT Exam Preparation for the Upward Bound Program Participants. EMP: E1</td>
<td>4/11/15 thru 4/30/15</td>
<td>Upward Bound</td>
<td>215300-530000-512000-6490</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE:  
Approve/Ratify Purchasing Transactions

Board Meeting Date:  March 18, 2015

RECOMMENDATION:  It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve all purchase orders, P1502137 through P1502246.  EMP:  L

FISCAL IMPLICATIONS:  Funds for this purpose are budgeted in the 2014-2015 Adopted 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.  Only purchase orders and change orders greater than $500.00 are listed on the attached.

Recommended for Approval:

Acting Senior Vice President/Assistant Superintendent 
Business and College Services

Approved by:

Acting Senior Vice President/Assistant Superintendent 
Business and College Services

Senior Vice President/Assistant Superintendent 
Academic and Student Affairs

APPROVED FOR SUBMISSION TO 
The Board of Trustees

Interim Superintendent/President

(Requires three signatures)
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>Vendor YTD Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1502158</td>
<td>US Equipment Co</td>
<td>Repair and Maintenance of Equipment</td>
<td>Building Services</td>
<td>1,929.88</td>
<td>79,051.72</td>
</tr>
<tr>
<td>P1502205</td>
<td>Abco Electric Motors</td>
<td>Repair/Upkeep Bldgs and Grounds</td>
<td>Building Services</td>
<td>777.55</td>
<td>9,380.97</td>
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<tr>
<td>P1502141</td>
<td>S O S Survival Products</td>
<td>Supplies and Materials</td>
<td>Emergency Operations</td>
<td>2,132.55</td>
<td>2,664.15</td>
</tr>
<tr>
<td>P1502244</td>
<td>McMaster-Carr Supply Company</td>
<td>Supplies and Materials</td>
<td>Facilities Custodial Services</td>
<td>1,107.78</td>
<td>15,124.44</td>
</tr>
<tr>
<td>P1502150</td>
<td>H and H Elevator Services</td>
<td>Repair and Maintenance of Equipment</td>
<td>Facilities Trades</td>
<td>6,100.00</td>
<td>84,140.00</td>
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<tr>
<td>P1502152</td>
<td>Ferguson Enterprises Inc.</td>
<td>Supplies and Materials</td>
<td>Facilities Trades</td>
<td>785.32</td>
<td>28,665.94</td>
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<tr>
<td>P1502159</td>
<td>State of CA Dept Industrial Relations</td>
<td>Other Services</td>
<td>Facilities Trades</td>
<td>4,850.00</td>
<td>32,722.92</td>
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<tr>
<td>P1502179</td>
<td>Unisan Products</td>
<td>Supplies and Materials</td>
<td>Facilities Trades</td>
<td>3,219.42</td>
<td>129,110.28</td>
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<td>P1502180</td>
<td>Unisan Products</td>
<td>Supplies and Materials</td>
<td>Facilities Trades</td>
<td>922.36</td>
<td>129,110.28</td>
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<tr>
<td>P1502206</td>
<td>Grainger, Inc.</td>
<td>Supplies and Materials</td>
<td>Facilities Trades</td>
<td>2,729.67</td>
<td>19,367.70</td>
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<tr>
<td>P1502161</td>
<td>Century Forms, Inc.</td>
<td>New Equipment $5,000 or Greater</td>
<td>Fiscal</td>
<td>5,970.50</td>
<td>5,970.50</td>
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<td>P1502198</td>
<td>Robert Half Legal</td>
<td>Other Services</td>
<td>Fiscal</td>
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<td>92,772.62</td>
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<td>P1502199</td>
<td>Robert Half Legal</td>
<td>Other Services</td>
<td>Fiscal</td>
<td>1,936.80</td>
<td>92,772.62</td>
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<td>P1502200</td>
<td>Robert Half Legal</td>
<td>Other Services</td>
<td>Fiscal</td>
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<td>Robert Half Legal</td>
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<td>748.44</td>
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<td>P1502202</td>
<td>Robert Half Legal</td>
<td>Other Services</td>
<td>Fiscal</td>
<td>626.82</td>
<td>92,772.62</td>
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<tr>
<td>P1502193</td>
<td>McKesson General Medical</td>
<td>Supplies and Materials</td>
<td>HS: Nurses Aide Program</td>
<td>587.92</td>
<td>10,278.47</td>
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<tr>
<td>P1502170</td>
<td>CCLC/CCCCA</td>
<td>Other Services</td>
<td>LIB: Shattaf Library</td>
<td>3,627.72</td>
<td>135,274.42</td>
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<tr>
<td>P1502191</td>
<td>VWR Scientific, Inc.</td>
<td>Supplies and Materials</td>
<td>NS: Physical Sciences</td>
<td>1,735.16</td>
<td>18,284.72</td>
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<tr>
<td>P1502221</td>
<td>Pasco Scientific</td>
<td>Supplies and Materials</td>
<td>NS: Physical Sciences</td>
<td>1,911.02</td>
<td>3,057.17</td>
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<tr>
<td>P1502197</td>
<td>Robert Half Legal</td>
<td>Other Services</td>
<td>Office of General Counsel</td>
<td>853.58</td>
<td>92,772.62</td>
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<td>P1502230</td>
<td>Alarms Plus, Inc.</td>
<td>Repair and Maintenance of Equipment</td>
<td>Transportation Services</td>
<td>1,350.00</td>
<td>1,350.00</td>
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<tr>
<td>P1502220</td>
<td>N A C E</td>
<td>Dues and Membership</td>
<td>Career Planning/Placement</td>
<td>600.00</td>
<td>600.00</td>
</tr>
</tbody>
</table>

**Total Unrestricted General Fund** | 46,278.48 |

**RESTRICTED GENERAL FUND (INCLUDING GRANTS)**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>Vendor YTD Total</th>
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<tbody>
<tr>
<td>P1502149</td>
<td>Tri Star Cages</td>
<td>New Equipment between $500-4999</td>
<td>CTEA: Engineering &amp; Technology</td>
<td>2,155.29</td>
<td>9,155.29</td>
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<td>P1502177</td>
<td>Kings Two Dental</td>
<td>Supplies and Materials</td>
<td>CTEA: Across All CTE Programs</td>
<td>3,522.81</td>
<td>6,450.78</td>
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<tr>
<td>P1502223</td>
<td>I-B Food Services</td>
<td>Supplies and Materials</td>
<td>Trio-Talent Search</td>
<td>2,079.11</td>
<td>173,660.56</td>
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<td>P1502174</td>
<td>Automotive Service Excellence</td>
<td>Supplies and Materials</td>
<td>E&amp;T: Engineering &amp; Technology</td>
<td>540.00</td>
<td>1,770.00</td>
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<tr>
<td>P1502194</td>
<td>Kings Two Dental</td>
<td>Supplies and Materials</td>
<td>HS: Dental Assisting</td>
<td>2,927.97</td>
<td>6,450.78</td>
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<tr>
<td>P1502227</td>
<td>Ultradent Products</td>
<td>Supplies and Materials</td>
<td>HS: Dental Assisting</td>
<td>1,087.37</td>
<td>1,087.37</td>
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<tr>
<td>P1502225</td>
<td>Southern California Medical Equipment</td>
<td>Supplies and Materials</td>
<td>HS: Radiologic Technology</td>
<td>850.00</td>
<td>850.00</td>
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<td>P1502187</td>
<td>Marinus Scientific</td>
<td>Supplies and Materials</td>
<td>HS: Biological Sciences</td>
<td>760.15</td>
<td>1,245.14</td>
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<td>P1502182</td>
<td>Hl Corporation</td>
<td>Supplies and Materials</td>
<td>PE Athletics</td>
<td>566.00</td>
<td>566.00</td>
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<tr>
<td>P1502232</td>
<td>B and H Photo-Video Pro Audio</td>
<td>Supplies and Materials</td>
<td>VAMS: Art</td>
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<td>P1502233</td>
<td>Rio Grande</td>
<td>Supplies and Materials</td>
<td>VAMS: Art</td>
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<td>P1502234</td>
<td>Aardvark Clay</td>
<td>Supplies and Materials</td>
<td>VAMS: Art</td>
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<td>8,329.71</td>
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<td>P1502235</td>
<td>Laguna Clay Company</td>
<td>Supplies and Materials</td>
<td>VAMS: Art</td>
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<td>6,072.67</td>
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<tr>
<td>P1502236</td>
<td>Silpak</td>
<td>Supplies and Materials</td>
<td>VAMS: Art</td>
<td>800.00</td>
<td>3,381.12</td>
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<td>P1502239</td>
<td>Home Depot</td>
<td>Supplies and Materials</td>
<td>VAMS: Art</td>
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<td>14,534.69</td>
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<td>P1502142</td>
<td>Pearson Dental Supply</td>
<td>New Equipment between $500-4999</td>
<td>HS: Dental Lab Tech</td>
<td>1,546.27</td>
<td>18,843.72</td>
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* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of District as required by Vendor.
### PURCHASE ORDERS OVER $500

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>YTD Total</th>
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</thead>
<tbody>
<tr>
<td>P1502143</td>
<td>Patterson Dental</td>
<td>Laboratory supplies and equipment</td>
<td>HS: Dental Lab Tech</td>
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<td>29,990.70</td>
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<tr>
<td>P1502144</td>
<td>Midwest Medical Supply</td>
<td>New Equipment between $500-4999</td>
<td>HS: Dental Lab Tech</td>
<td>3,738.60</td>
<td>3,738.60</td>
</tr>
<tr>
<td>P1502172</td>
<td>Mideo Systems</td>
<td>New Equipment $5,000 or Greater</td>
<td>HS: Dental Lab Tech</td>
<td>10,414.95</td>
<td>22,480.10</td>
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<tr>
<td>P1502173</td>
<td>Pearson Dental Supply</td>
<td>Forensic Universal Imaging Unit</td>
<td>HS: Dental Lab Tech</td>
<td>7,689.37</td>
<td>18,843.72</td>
</tr>
<tr>
<td>P1502216</td>
<td>* PCC Bookstore</td>
<td>Other Payments to Students Books/Su</td>
<td>M.E.S.A.</td>
<td>1,308.00</td>
<td>145,158.59</td>
</tr>
<tr>
<td>P1502165</td>
<td>* I-8 Food Services</td>
<td>Other Payments to Students Other Se</td>
<td>E.O.P &amp; S</td>
<td>1,636.26</td>
<td>173,660.56</td>
</tr>
<tr>
<td>P1502146</td>
<td>CDW Government</td>
<td>New Equipment between $500-4999</td>
<td>DSPS: Special Services</td>
<td>4,742.12</td>
<td>279,759.30</td>
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<tr>
<td>P1502203</td>
<td>Staples</td>
<td>Supplies and Materials</td>
<td>DSPS: Special Services</td>
<td>850.00</td>
<td>97,508.03</td>
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<tr>
<td>P1502243</td>
<td>M3</td>
<td>Furniture</td>
<td>DSPS: Special Services</td>
<td>28,398.00</td>
<td>30,049.00</td>
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<tr>
<td>P1502212</td>
<td>Murphy's Ink</td>
<td>Supplies and Materials</td>
<td>State Matriculation Contract</td>
<td>27,076.45</td>
<td>27,076.45</td>
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<tr>
<td>P1502207</td>
<td>Liebert Cassidy Whitmore</td>
<td>Conferences, Seminars, Workshops, R</td>
<td>AB1725: Staff Diversity</td>
<td>3,950.00</td>
<td>7,309.95</td>
</tr>
<tr>
<td>P1502145</td>
<td>McMaster-Carr Supply Company</td>
<td>Supplies and Materials</td>
<td>Parking and Traffic</td>
<td>2,288.22</td>
<td>15,124.44</td>
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<tr>
<td>P1502188</td>
<td>ATI LLC</td>
<td>Supplies and Materials</td>
<td>Foothill Workforce Investment (WIA)</td>
<td>8,280.00</td>
<td>10,242.00</td>
</tr>
</tbody>
</table>

**Total Restricted General Fund (Including Grants)**: 127,718.42

### CAPITAL OUTLAY FUND

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>YTD Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1502147</td>
<td>NRS INC</td>
<td>Construction and Modifications</td>
<td>C/O Facility Renovations</td>
<td>4,442.12</td>
<td>24,511.33</td>
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<tr>
<td>P1502155</td>
<td>Regatta Solutions</td>
<td>Repair/Upkeep Bldgs and Grounds</td>
<td>C/O Facility Renovations</td>
<td>5,132.14</td>
<td>7,052.14</td>
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<tr>
<td>P1502160</td>
<td>Thomas Anderson Wallcovering</td>
<td>Construction and Modifications</td>
<td>C/O Facility Renovations</td>
<td>4,685.00</td>
<td>4,685.00</td>
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</tbody>
</table>

**Total Capital Outlay Fund**: 14,259.26

### BUILDING FUND

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>YTD Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1502153</td>
<td>Norman's Nursery</td>
<td>Construction and Modifications</td>
<td>M/P Landscaping</td>
<td>1,182.65</td>
<td>5,365.30</td>
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<tr>
<td>P1502151</td>
<td>Montgomery Hardware Company</td>
<td>Construction/Modifications $100,000</td>
<td>M/P Restroom Upgrades</td>
<td>558.80</td>
<td>16,932.90</td>
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</table>

**Total Building Fund**: 1,771.25

### SCHEDULED MAINTENANCE FUND

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>YTD Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1502196</td>
<td>Ferguson Enterprises</td>
<td>Repair/Upkeep Bldgs and Grounds</td>
<td>Sewerline Replacement C,V</td>
<td>4,970.96</td>
<td>28,665.94</td>
</tr>
<tr>
<td>P1502156</td>
<td>Porter Boiler Service</td>
<td>Repair and Maintenance of Equipment</td>
<td>S/M HVAC Upgrade</td>
<td>1,990.98</td>
<td>9,270.98</td>
</tr>
</tbody>
</table>

**Total Scheduled Maintenance Fund**: 6,961.94

### SELF-INSURANCE WORKERS COMPENSATION

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>YTD Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1502195</td>
<td>United Interiors</td>
<td>New Equipment between $500-4999</td>
<td>Workers Compensation</td>
<td>849.88</td>
<td>12,515.23</td>
</tr>
</tbody>
</table>

**Total Self-Insurance Workers Compensation Fund**: 849.88

**Total**: $196,065.98

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of District as required by Vendor.
CONSENT ITEM TITLE:
Approve Information Technology Purchasing Transactions

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve all Information Technology purchase orders P1502137 through P1502246. EMP: L

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2014-2015 Adopted 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 consist of orders 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. Only purchase orders greater than $500.00 are listed on the attached.

Recommended for Approval:

[Signature]
Acting Senior Vice President/Assistant Superintendent
Business and College Services

Approved by:

[Signature]
Acting Senior Vice President/Assistant Superintendent
Business and College Services

[Signature]
Senior Vice President/Assistant Superintendent
Academic and Student Affairs

(Requires three signatures)

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
[Signature]
Interim Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Requestor</th>
<th>PO Amount</th>
<th>YTD Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1502246</td>
<td>Thomson West</td>
<td>Multiuser Software License</td>
<td>MATH: Mathematics</td>
<td>19,740.00</td>
<td>19,892.60</td>
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<tr>
<td></td>
<td></td>
<td>WestLaw Software License Fee</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P1502204</td>
<td>Computerland of Silicon Valley</td>
<td>Software</td>
<td>DSPS: Special Services</td>
<td>2,053.05</td>
<td>181,023.35</td>
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<tr>
<td></td>
<td></td>
<td>Nuance Dragon Dictate Software Package</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P1502208</td>
<td>Ai Squared</td>
<td>Computer Equipment between $500-4999</td>
<td>DSPS: Special Services</td>
<td>809.56</td>
<td>1,256.93</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZoomText Image Reader</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Unrestricted General Fund: $22,602.61
Total: $22,602.61
CONSENT ITEM TITLE: Approve Professional Conference Attendance

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve professional conferences attendance outside the United States and/or with anticipated costs in excess of $1,500.00.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2014-2015 Adopted District Budget in the account numbers shown.

UNRESTRICTED GENERAL FUND:

APPROVE:

ATTENDEE: Marylynn Aguirre
LOCATION: Nuts and Bolts for Nurse Educators: The Evidence Base of Learning Success, Minneapolis, Minnesota
DATES: August 6-9, 2015*
PURPOSE: Strategies from leading nursing educators to improve classroom, clinical, and nursing lab learning environments and add evidence based practice to nursing education
CHARGES: $1,795.00
ACCOUNT NO.: 106000-421900-521000-6490
RECOMMENDED BY: Robert Bell
EMP: A2, B1
August 5 – additional travel day

Recommended for Approval:

Acting Senior Vice President/Assistant Superintendent
Business and College Services

Approved by:

Acting Senior Vice President/Assistant Superintendent
Business and College Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
Interim Superintendent/President

(Requires three signatures)
ATTENDEE: Kristin Pilon  
LOCATION: Academic Senate Spring Session 2015, San Francisco, California  
DATES: April 9-11, 2015*  
PURPOSE: Enrich knowledge of professional development programs and learn new strategies to enhance student persistence.  
CHARGES: $1,623.00  
ACCOUNT NO.: 106000-421900-521000-6490  
RECOMMENDED BY: Robert Bell  
EMP: A3.2, B1.1  
April 8 – additional travel day

ATTENDEES: Ahni Dodge, Patricia Lynn  
LOCATION: 2015 Western Business Educational Association Regional Conference, Scottsdale, Arizona  
DATES: May 20-25, 2015  
PURPOSE: Update skills and knowledge in Business Administration Education  
CHARGES: $1,583.00 for Dodge, $1,550.00 for Lynn  
ACCOUNT NO.: 106000-421900-521000-6490  
RECOMMENDED BY: Robert Bell  
EMP: A2, B1.1, B2.1, C1.2

ATTENDEES: Ross Selvidge, Linda Wah  
LOCATION: Community College League of California 2015 Annual Trustees Conference, Monterey, California  
DATES: May 1-3, 2015*  
PURPOSE: To promote and sustain college’s mission to assure student learning and make a difference for the community.  
CHARGES: $1,869.00 each  
ACCOUNT NO.: 100000-410000-521000-6600  
RECOMMENDED BY: Robert Miller  
EMP: B1  
April 30 – additional travel day

RESTRICTED FUND:

APPROVE:

ATTENDEE: Patricia D’Orange Martin  
LOCATION: Diversity, Learning and Student Success, San Diego, California  
DATES: March 26-28, 2015*  
PURPOSE: Best practices in reshaping institutional dialogues, language, practices, and policies that are equity-minded. Learning about design quality high-impact practices that help students to demonstrate achievement of intended learning outcomes.  
CHARGES: $2,006.00  
ACCOUNT NO.: 225337-533700-521000-6320  
RECOMMENDED BY: Robert Bell  
EMP: B1, E1  
March 25 – additional travel day
| ATTENDEES: | Marie McClendon, Yoshiko Yamato  
| LOCATION: | Nisod's International Conference on Teaching and Leadership Excellence, Austin, Texas  
| DATES: | May 23-26, 2015*  
| PURPOSE: | To present on how to get the PCC Science Technology Engineering Mathematics (STEM) ready in one semester. To gather information at the DANA Center on how they prepare STEM students.  
| CHARGES: | $1,859.00 each  
| ACCOUNT NO.: | 235507-550700-521000-6020  
| RECOMMENDED BY: | Robert Bell  
| EMP: | A2, B1, D3, E1  

| ATTENDEE: | David Douglass  
| LOCATION: | Earth Educators Rendezvous, University of Boulder Colorado, Boulder, Colorado  
| DATES: | July 13-17, 2015  
| PURPOSE: | Co-presenting on Teaching with InTeGrate Materials in a Two-Year College Environment  
| CHARGES: | $2,192.00  
| ACCOUNT NO.: | 215262-526200-521000-6410  
| RECOMMENDED BY: | Robert Bell  
| EMP: | B1, E1  

**NO COST TO THE DISTRICT:**

| ATTENDEE: | Jorge Ribeiro  
| LOCATION: | Teaching English to Speakers of Other Languages (TESOL) 2015 International Convention and English as a Second Language (ESL) Language Expo, Toronto, Canada  
| DATES: | March 25-28, 2015  
| PURPOSE: | To stay current on ESL teaching techniques, theory and practices  
| CHARGES: | No-Cost  
| ACCOUNT NO.: | N/A  
| RECOMMENDED BY: | Robert Bell  
| EMP: | A2.1  

| ATTENDEE: | Cathy Wei  
| LOCATION: | The 9th International Conference on Internet Chinese Education, Cambridge, Massachusetts  
| DATES: | June 19-21, 2015*  
| CHARGES: | $1,746.00  
| ACCOUNT NO.: | Trust and Agency Fund  
| RECOMMENDED BY: | Robert and Agency Fund  
| EMP: | B2.1, B2.2  

**BACKGROUND:** District Policy 5250 reserves to the Board of Trustees approval of any professional conference attendance outside of the United States or with anticipated costs in excess of $1,500.00. In accordance with District Procedure 5250.10, the requested trips have been recommended by the College President.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Accept Notice of Completion, C140115, Upgrade CEC, CDC, and C Buildings HVAC Controls

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, accept the Upgrade of HVAC Controls Project in the CEC, CDC, and C Buildings as complete and authorize the administration to file for recording the Notice of Completion on Contract Number C140115, to Emcor Services/Mesa Energy Systems, Inc. EMP: L3

FISCAL IMPLICATIONS: No additional financial obligation is created by this action.

BACKGROUND: At its meeting of March 5, 2014, Consent Item 119-B, and the meeting of April 2, 2014, Consent Item 135-B, the Board of Trustees authorized the issuance of Contract Number C140115 to Emcor Services/Mesa Energy Systems for the Upgrade of HVAC Controls Project in the CEC, CDC, and C Buildings. Per the terms and specification of said contract, the Facilities Services Department has advised that this project is now complete.

Recommended for Approval:

Executive Director, Facilities Services

Approved by:

Acting Senior Vice President/Assistant Superintendent
Business and College Services

Senior Vice President/Assistant Superintendent
Academic and Student Affairs

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Interim Superintendent/President

(Requires three signatures)
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Adoption of Resolution #533
Election to Prequalify Contractors on Public Projects with Projected Expenditures of One Million Dollars ($1,000,000) or More.

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt, pursuant to Public Contract Code (PCC) 20111.6 (a-m), Resolution #533 – Election to Prequalify Contractors on public projects with projected expenditures of one million (1,000,000.00) dollars or more, the position that the District will require prospective bidders, including general contractors and, if utilized, all electrical, mechanical and plumbing subcontractors holding A, B, C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, or C-46 licenses, to prequalify based on financial condition, work history, bond ability, licensing, and insurance. Qualified contractor shall be placed on a prequalified list for one calendar year. Any bid submitted without prequalification shall be rejected.

FISCAL IMPLICATIONS: There are no fiscal implications to the District.

BACKGROUND: As a condition of bidding and in accordance with the provisions of Public Contract Code 20111.6 of the State of California, prospective bidders shall provide answers to questions contained in a standard District provided prequalification questionnaire and financial statement. Prospective bidders shall certify their response and statements are true to fact under penalty of civil action. A uniform point system shall be established for evaluation and qualification of bidders.

Qualified bidders shall be reported to the Board at the award of each project. The questionnaires and financial statements are not public records and not open to public inspection.

Recommended for Approval:

Acting Senior Vice President/Assistant Superintendent
Business and College Services

Approved by:

Senior Vice President/Assistant Superintendent
Business and College Services

Senior Vice President/Assistant Superintendent
Academic and Student Affairs

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES

Interim Superintendent/President

(Requires three signatures)
District process of prequalifying bidders pursuant to Public Contract Code 20111.6:

<table>
<thead>
<tr>
<th>Prequalify Bidders</th>
<th>Prequalification Process</th>
<th>Formal Bid Process</th>
</tr>
</thead>
<tbody>
<tr>
<td>$86,000.00 to $999,999.00</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>$1,000,000.00</td>
<td>Yes: Publish invitation to Prequalify Bidders and Subcontractors holding license classifications: C-4, C-7, C10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, or C-46 to Distribute / Receive Questionnaire Form Verify Response Data Convene Evaluation Panel Communicate results and provide Appeal Time Receive Bids from Qualified Bidders for Project</td>
<td>Yes: Submit Recommendation to the Board for the lowest, responsible, responsive prequalified bidder.</td>
</tr>
</tbody>
</table>
RESOLUTION NO. 533
PASADENA AREA COMMUNITY COLLEGE DISTRICT
PASADENA CITY COLLEGE

ELECTION TO BECOME SUBJECT TO
PREQUALIFICATION OF CONTRACTORS ON PUBLIC WORKS PROJECTS

At the meeting of the Board of Trustees of Pasadena Area Community College District, held at Pasadena California, on March 18, 2015;

WHEREAS, Public Contract Code section 20651.5 and 20111.5 provided Community College’s with the option of prequalifying prospective bidders for public works projects;

WHEREAS, Public Contract Code section 20111.6 establishes the type of public works projects that will require prequalification;

WHEREAS, Such contracts are outside of the Board’s established adoption of Resolution No. 510 for the California Uniform Public Construction Cost Accounting Act;

WHEREAS, The District has established the process of Prequalification herewith and pursuant to Public Contract Code Section 20111.6 which requires each prospective bidder to complete a District provided questionnaire and financial statement form to be evaluated and rated by District Representatives. Answers to prequalification questions not submitted on provided forms will be discarded.

NOW, THEREFORE, BE IT RESOLVED:

The Pasadena Area Community College District hereby elects under Public Contract Code section 20111.6 to subject prospective bidders to a prequalification and evaluation process set forth in said code, as it may from time to time be amended.

PASSED AND ADOPTED by vote of the members of the Governing Board of the Pasadena Area Community College District this 18th day of March, 2015 by the following votes:

Ayes: _______________
Nays: _______________
Abstentions: _________
Absent: ____________

I, Jeanette Mann, Clerk of the Governing Board of the Pasadena Area Community College District, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regularly called and conducted meeting held on said date.

Jeanette Mann
Clerk, Board of Trustees
Pasadena Area Community College District
Recommendation: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, Approve Budget Augmentation to the 2014-2015 Adopted District Budget for the grants and programs listed below.

Fiscal Implications:

**TANF:** EMP: A2 & E1.1
2014-2015 Adopted District Budget: $54,917
Increase: $13,888
2014-2015: $68,805

**Basic Skills:** EMP: A2.1,A.3,E1.1,E4.1
2014-2015 Adopted District Budget: $124,344
Increase: $101,862
2014-2015: $226,206

**Credit SSSP (Matriculation):** EMP: A & E
2014-2015 Adopted District Budget: $809,746
Increase: $2,314,553
2014-2015: $3,124,299

**CALWORKS:** EMP: A2 & E1.1
2014-2015 Adopted District Budget: $244,500
Increase: $84,697
2014-2015: $329,197

Background: Recently, we learned that certain grant funding from State and Federal agencies were increased. As a result, the District is updating its budget both on the revenue and expense sides. These increases are based on the most recent information available from the Chancellor’s Office and the Department of Education.

Recommended for Approval:

Signature: Director, Fiscal Services

Approved by:

Signature: Acting Senior Vice President/Assistant Superintendent Business and College Services

Signature: Interim Superintendent/ President

(Requires three signatures)
<table>
<thead>
<tr>
<th>Non Credit Matriculation: EMP: D2.1</th>
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</thead>
<tbody>
<tr>
<td>$ 167,092</td>
</tr>
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<td>=========</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Workforce Investment Act: EMP: A2</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>===</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Reporting and Approval of Self-Insurance Fund Reimbursement, Worker’s Compensation

Board Meeting Date: March 18, 2015

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 Worker’s Compensation Self-Insurance Fund bank account in the amount of $54,255.72. EMP: L

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2014-2015 Adopted District Budget in Organizational Code 401500 (Worker’s Compensation).

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
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<td>21964488</td>
<td>$54,255.72</td>
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<td></td>
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<td>$54,255.72</td>
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<tr>
<td>Medical</td>
<td></td>
<td>$32,532.62</td>
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<td>Mileage</td>
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<td>$989.18</td>
</tr>
<tr>
<td>Legal</td>
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<td>$1,549.34</td>
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<tr>
<td>Benefits</td>
<td></td>
<td>$19,184.58</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$54,255.72</td>
</tr>
</tbody>
</table>

BACKGROUND: Effective April 1, 1988, Keenan and Associates handles Claims Administration for our Self-Insurance Fund Worker’s Compensation program per action by the Board of Trustees on March 17, 1988. The fund is administered by the District.

Recommended for Approval:

Director, Fiscal Services

Approved by:

Acting Senior Vice President/Assistant Superintendent
Business and College Services

Senior Vice President/Assistant Superintendent
Academic and Student Affairs

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES

Interim Superintendent/ President

(Requires three signatures)
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, accept the reporting and approval of Revolving Fund Reimbursement for the Pasadena Area Community College District Revolving Cash Fund in the amount of $5,716.18. EMP: L

FISCAL IMPLICATIONS: Funds for this purpose are expended in the 2014-2015 Adopted District Budget in the Revolving Cash Fund.

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
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<tbody>
<tr>
<td>02/23/15</td>
<td>21948526</td>
<td>$ 590.55</td>
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<tr>
<td>02/23/15</td>
<td>21948527</td>
<td>$ 1,100.12</td>
</tr>
<tr>
<td>02/23/15</td>
<td>21948528</td>
<td>$ 1,342.69</td>
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<td>02/26/15</td>
<td>21958184</td>
<td>$ 1,064.39</td>
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<td>03/02/15</td>
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<td>$ 1,618.43</td>
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<th>WARRANT NUMBER</th>
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<td>02/23/15</td>
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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.

Recommended for Approval:

Director, Fiscal Services

Approved by:

Acting Senior Vice President/Assistant Superintendent Business and College Services
Senior Vice President/Assistant Superintendent Academic and Student Affairs

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Interim Superintendent/President

(Requires three signatures)
### REVOLVING FUND REIMBURSEMENT
#### OCTOBER EXPENSE SUMMARY

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CONSENT ITEM TITLE:
Authorize the Rejection and Rebidding of;
Bid 905 Walkways and Lighting

Board Meeting Date: March 18, 2014

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, reject all bids received for Bid 905, Walkways and Lighting and authorize the rebidding of said project.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2014-2015 District Budget under the following cost center shown:

420000-741700-6625000-4000 (Walkways and Lighting)

BACKGROUND: Due to earthquake damage, root damage and natural wear and tear of use, the District Walkways are in need of repair. The lighting is in need of upgrade to more energy efficient fixtures. To maintain a safe college environment, at its meeting of February 5, 2014, Consent Item 100-B, the Board of Trustees approved the authorization to bid, Bid 905 Walkways and Lighting through the California Uniform Purchasing Construction Cost Accounting Act (CUPCCAA) process.

Bid 905 was advertised according to the California Uniform Construction Cost Accounting Act's (CUPCCAA) procedures, in the Star News. The Bid package and addenda were also made available on the District's web site.

Eight (8) vendors responded to the District’s Notice Calling for Bids and three (3) vendors submitted their bids. All responsive bidders estimated the project over the CUPCCAA limit of One Hundred Seventy-Five Thousand ($175,000.00). Following an evaluation of the contractor’s bids, and the District’s needs, it was determined in the best interest of the District to reject all responsible and responsive bids received under Bid 905 Walkways and Lighting, and rebid this project under the formal bid process outlined in Education Code 81641, and 81370.

The Bid process will start again and contractors will be sourced to ensure market value.

Recommended for Approval:

Executive Director, Facilities Services

Approved by:

Acting/Senior Vice President/Assistant Superintendent, Business and College Services

Senior Vice President/Assistant Superintendent, Academic and Student Affairs

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES

Superintendent/President

(Required three signatures)
CONSENT ITEM TITLE: Authorization to Reimburse Applicants

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve reimbursement to the applicants listed on the attached for costs associated with interviewing at Pasadena City College for the purpose of obtaining a full-time position. Costs related to reimbursement shall not exceed the amount shown. EMP: A3.1

FISCAL IMPLICATIONS: Reimbursement is restricted to travel, lodging, car rental, gas, parking, and meal expenses. Funds for this purpose are budgeted in cost center 03-5210-5502-0000 (Staff Diversity).

BACKGROUND: Travel reimbursement for second-level interviews.

Recommended for Approval:

Semi L. Hampton
Executive Director, Human Resources

Approved by:

[Signature]
Acting Senior Vice President/Assistant Superintendent
Business and College Services

[Signature]
Senior Vice President/Assistant Superintendent
Academic and Student Affairs

(Requires three signatures)

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES

[Signature]
Interim Superintendent/President
Applicant: Jainesh Singh
Position: Coordinator, Teaching and Learning Center
Amount: $410.84
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratification of MOU with Pasadena City College Faculty Association (PCCFA)

Board Meeting Date: March 18, 2015

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify the Memorandum of Understanding (MOU) reached with PCCFA.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2014-2015 Adopted District Budget.

BACKGROUND: On February 27, 2015, PCCFA and the Pasadena Area Community College District came to this agreement.

Recommended for Approval:

[Signature]
Executive Director, Human Resources

Approved by:

[Signature]
Acting Senior Vice President/Assistant Superintendent Business and College Services

[Signature]
Senior Vice President/Assistant Superintendent Academic and Student Affairs

(Requires three signatures)

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Interim Superintendent/President
MEMORANDUM OF UNDERSTANDING
RE: CASH IN LIEU 10/2014 – 9/2015

The Memorandum of Understanding (MOU) is made by and between the Pasadena Area Community College District ("District") and Pasadena City College Faculty Association ("PCCFA") with respect to the payment of cash in lieu of employee health benefit plan.

The term of this MOU is October 1, 2014 through September 30, 2015. During the term, each unit member who elects cash in lieu will be paid a total of $6,000. The monthly payment shall vary depending on the number of months the individual works per year: A 12 month employee shall receive $500 per month, an 11 month employee shall receive $545.45 per month, and a 10 month employee shall receive $600 per month. All payments are retroactive to October 1, 2014; however, any prior cash in lieu payments during the term of this MOU shall be deducted from the amounts to be paid hereunder.

For individuals are not employed for the entire term of this MOU, the cash in lieu amount shall be prorated for the period the individual is actually employed.

The parties hereto acknowledge that the health benefit plans provided to unit members have not changed; however, the cash in lieu amount has changed by reason of a change in the premium structure of the lowest priced employee benefit plan. The parties further acknowledge that the fact that the amount of cash in lieu agreed upon herein is greater than one half of the current lowest paid plan as provided in the terms of the operative collective bargaining agreement shall not modify the terms of the collective bargaining agreement nor have any bearing on the amount of cash in lieu following the expiration of this MOU.

Dated: February 26, 2015  
PASADENA CITY COLLEGE FACULTY ASSOCIATION

By: Dr. Julie Kiotas  
President

Dated: February 26, 2015  
PASADENA AREA COMMUNITY COLLEGE DISTRICT

By: Joseph Simoneschi  
Acting Senior Vice President