I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS
The meeting was called to order at 6:07 p.m. by Dr. Consuelo Rey Castro, President.

ROLL CALL

Trustees Present
Dr. Consuelo Rey Castro, President
Mr. John Martin, Vice President
Ms. Susanna Miele, Clerk
Mr. Geoffrey L. Baum
Dr. Jeanette Mann
Mrs. Beth Wells-Miller
Mr. Michael Sansosti, Student Trustee

Trustees Absent
Dr. Hilary Bradbury-Huang

Administrative Officers in Attendance
Dr. James Kossler, Superintendent/President
Dr. James Albanese, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Jorge Aguiñiga, Dean, Human Resources
Dr. Stuart Wilcox, Dean, Institutional Planning and Research

Administrative Officers Absent
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Mrs. Elaine Chapman, Interim Dean, External Relations

The Academic Senate was represented by Ms. Kay Dabelow.
The Classified Senate was represented by Ms. Anna Mae Jones.
The Associated Students Board was represented by Ms. Natalie Courtney.
The Management Association was represented by Ms. Ellen Ligons.

PUBLIC COMMENT ON CLOSED SESSION ITEMS
There was no public comment on Closed Session items.

Dr. Rey Castro adjourned the Board to Closed session at 6:08 p.m.
II. CLOSED SESSION
Government Code §54957 Public Employee Discipline, Dismissal, Release

Closed Session was adjourned at 7:02 p.m.

III. OPEN SESSION
Dr. Rey Castro reconvened the Open Session at 7:04 p.m. and reported that no action was taken during the Closed Session.

A. PLEDGE OF ALLEGIANCE
Miss Courtney led the Pledge of Allegiance.

B. INTRODUCTIONS
There were no introductions.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Professor Eloy Zarate thanked the students and the college for their support during the successful campaign to save Dinosaur Park in San Gabriel.

Dvora Mayer, representing CSEA, gave the Board an overview of the concerns of Chapter 777.

David Krause, President of Chapter 777, C.S.E.A., expressed his opinion that an outside person should be brought in to examine the problems. He also remarked that one of the Classified Senate representatives on the level one interview committee for the new college president should be a member of one of the bargaining units.

Robert Lopez, Custodian, asked for fair treatment and a fair contract.

Manny Estrada, Labor Relations Representative, stated that there has been ongoing friction between management and C.S.E.A. members and asked that the Board intervene to correct the problems.

D. APPROVAL OF MINUTES: Meeting No. 4, Regular Business Meeting, February 21, 2007
Page 8601-8602 – Selection of the College President
Ms. Miele pointed out that the vote count for the last motion on page 8601 was recorded after the first motion on 8602.

Page 8601
Dr. Rey Castro pointed out that the motion related to the selection process should read, “The Board of Trustees may appoint an ad-hoc committee of Board members for the purpose of coordinating the logistics of the search”. She also mentioned that the ad-hoc committee would most likely be the Board officers.

Page 8603 – Future Agenda Items
Mrs. Wells-Miller requested that September 7, 2005, the date of her request to have a presentation on Emergency Preparedness, be added to the minutes.

Dr. Mann asked that her report be amended to read, “…once provided for students who were emancipated foster youth.”

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the six members present to approve the Minutes of Meeting No. 4, a Regular Business Meeting, as corrected.

Advisory Vote: Aye
The following item was taken out of order.

F. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: SEARCH SERVICES PROVIDED BY EDWARD W. KELLEY & PARTNERS (SHARON TANABE)

Dr. Kossler introduced Sharon Tanabe, representing the search firm of Edward W. Kelley & Partners. Ms. Tanabe gave a brief overview of the firm and listed several advantages that they can provide, including extensive experience, a broad network, diversity, customized research, best practices, flexibility and client confidence.

Ms. Tanabe then described the process that would be utilized in the search, and listed responsibilities of the search firm including the planning of the search process, helping the committee to understand the institution, developing the position description, recruiting a diverse candidate pool, managing all information, evaluating the candidates and developing an assessment tool, interviewing and referencing, selection, and negotiating the contract.

Ms. Miele asked about having the committee visit the candidates' campuses, and Ms. Tanabe responded that she does not recommend that because it exposes all candidates to a large degree.

Ms. Tanabe answered additional questions related the number of searches that will be conducted simultaneously, the accuracy of references, cost of the search and the adequacy of the candidate pool.

E. APPROVAL OF CONSENT ITEMS

108-l – Instructional Trip for Mathematics 125
Ms. Miele asked about this trip and Dr. Jacobs responded that it focuses on how math can be found in nature. Ms. Miele noted that meals will be provided and Dr. Kossler pointed out that the trip is funded by a grant, and includes the cost of meals.

153-B – Purchasing Transactions
Mr. Baum asked about the item for Pasadena Embroidery being charged to advertising. Dr. Kossler explained that it is, most likely, for athletic uniforms.

154-B – Approve/Amend Contracts
B-96995-7 – Peter Alexander
Mr. Baum remarked that Peter Alexander, who will be PCC’s Artist in Residence this spring, is one of the most sought-after artists in Los Angeles.

B-96815-7 – Anne Sullivan
Ms. Miele asked about the type of research being done by Ms. Sullivan and Dr. Jacobs responded that she conducts research in collaboration with Caltech and JPL for the astronomy program. The cost of this contract will be reimbursed by the Foundation.

157-B – Professional Conference Attendance
Ms. Miele explained that Dr. Rey Castro paid for dinner for several of the trustees who were attending the CCLC Legislative Conference, which increased the cost of her travel.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to approve the consent items.

Advisory Vote: Aye
G. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: UPDATE OF STATUS OF DISTRICT EQUAL EMPLOYMENT OPPORTUNITY PLAN

Dr. Aguiñiga said that this will be the first in a series of updates related to the progress toward implementation of the district EEO Plan. He explained that PCC has already trained the Human Resources staff and developed a training video which everyone who serves on a hiring committee must view.

Dr. Aguiñiga stated that the Chancellor’s office has amended the Education Code and mandated that certain programs will continue. He reported that the plan states that anyone hired must have a sensitivity toward and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students. Dr. Aguiñiga reported that the Chancellor’s office is updating the availability data, which determines if professionals have the required degrees and qualifications to teach at the community college level. Dr. Aguiñiga stated that the 30 Southern California community colleges have begun to prepare a template for the individual plans, even though they have one year from the start date to be developed. However, PCC has already started to make changes to conform to the new requirements, such as rewriting job announcements, training staff, and looking into reactivating affirmative action committees.

H. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: RECEIPT OF COLLEGE’S 2007 ARCC ACCOUNTABILITY REPORT

Dr. Wilcox made a presentation about the College’s 2007 ARCC Accountability Report. He gave some background information and explained the process used to create the report, which includes trends data, peer group comparison, college profile data and self-assessment. Dr. Wilcox stated that all the ARCC measures are in percentages. He completed the presentation by reporting PCC’s performance in six areas; in four of which PCC scored the highest of the peer group.

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the six members present to receive the college’s 2007 ARCC Accountability Report.

I. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: STATUS REPORT ON COLLEGE’S EMERGENCY RESPONSE PROCEDURES

Chief Peter Michael gave the Board some information about his background with the special services bureau at Glendale Police Department. He then explained the difference between the Emergency Response Plan and the Emergency Operations Plan. Chief Michael brought a sample of a flip chart that is posted in every room which explains how to respond to an emergency situation. The Emergency Operations Plan will be modeled after that of the Pasadena Police Department in order to ensure seamless cooperation between the campus and the city. Chief Michael explained that the Chancellor’s office will be developing a standardized Emergency Operations Plan for all the California community colleges. Dr. Mann asked what provisions have been made for emergencies which occur when no one is on campus. Chief Michael explained that in the event of an emergency all police officers are required to call in and report to duty as assigned. Dr. Rey Castro asked how often the faculty and staff receive training and Dr. Kossler said that, because it is so difficult to assemble all the faculty for training, they are directed, in an emergency event, to respond to bells and await further instructions. In response to Mrs. Wells-Miller’s suggestion that a campus safety committee be established, Dr. Kossler stated that there is already a safety committee in place.
J. DISCUSSION, WITH POSSIBLE ACTION: CITY OF PASADENA MEASURE C (LIBRARY SPECIAL TAX)
Dr. Mann suggested that the Board go on record as supporting the City of Pasadena Measure C (Library Special Tax) and a press release be prepared stating such. She pointed out that the city libraries are a major resource in preparing students for PCC and other institutions of higher learning. Dr. Rey Castro pointed out that this is not a new tax; it renews an existing tax until the year 2023. Mr. Martin explained that he will vote no on this item; not because he’s opposed to the tax, but because it is not germane to the business of PCC.

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted, by a majority vote of the six members present, to support the City of Pasadena Measure C (Library Special Tax) and issue a press release stating such.

Aye: Mann, Baum, Miele, Wells-Miller, Rey Castro
No: Martin
Advisory Vote: Aye

K. PRESIDENT’S REPORT [INCLUDING VICE PRESIDENTS]
Dr. Kossler
• reported that the spring semester is off to a smooth start and it looks as if enrollment will be about the same as last spring;
• announced the Dr. Sugimoto and Mrs. Chapman are attending the ACCA conference;
• reported that a “Presidential Search” link will be established on the college webpage; and
• invited the Board to view the new “van wrap” marketing PCC.

M. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES
Ms. Kay Dabelow, Academic Senate
• announced that the Academic Senate Board will meeting on February 26.

Ms. Natalie Courtney, Associated Students
• announced that Welcome Week is going well; Clubs week will begin on March 14; the AS celebrated Black History month by showing several films; and the lobby committee is preparing for their Washington D.C. trip.

Mr. Michael Sansosti, Student Trustee
• reported that the A.S. lobby committee had the opportunity to meet with several legislators during their trip to Sacramento.

Mr. Geoffrey Baum, Board of Trustees
• thanked Dr. Mann and Dr. Bradbury-Huang for participating in the public forum on February 10.

Mrs. Beth Wells-Miller, Board of Trustees
• reminded the audience of the last public forum on February 22, from 12:00 – 2:00 in the Circadian.

Dr. Jeanette Mann, Board of Trustees
• reported on her trip to Washington D. C. to attend the ACCT Legislative Summit.

Dr. Consuelo Rey Castro, President, Board of Trustees
• announced the Mr. Martin, Ms. Miele, and Mrs. Wells-Miller will serve as the panel for the final public forum.
M. FUTURE BOARD MEETINGS
A special meeting of the Board of Trustees will be held on Wednesday, February 28, 2007, in the Circadian of Pasadena City College. The following meeting will be on March 7.

N. FUTURE AGENDA ITEMS
Dr. Mann commented on the shared governance booklet and suggested that future printings include mention of the Board of Trustees’ role in shared governance.

O. ADJOURNMENT
Meeting No. 5 was adjourned at 10:10 p.m.
MOTIONS CARRIED AT MEETING NO. 5– February 21, 2007

1. Approval of Minutes of Meeting No. 4, a Regular Business Meeting, February 7, 2007, as corrected.

2. Approval of Consent Items.

3. Approval to receive the college’s ARCC Accountability Report.

4. Approval to support the City of Pasadena Measure C (Library Special Tax) and issue a press release stating such.

James Kossler, Secretary
Board of Trustees