NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, February 21, 2007

6:00 P.M.
Call to Order, Roll Call, Public Comment on Closed Session Items, Closed Session

7:00 P.M.
Open Session

MEETING NO. 5
Regular Business Meeting

Circadian
Pasadena City College
1570 East Colorado Boulevard
Pasadena, California 91106

Enclosed is the Agenda for Meeting No. 5, a Regular Business Meeting. The meeting will begin at 6:00 P.M. with the Call to Order, Roll Call, Public Comment on Closed Session Items, and the Closed Session. The Regular Business Meeting will begin at 7:00 P.M. The Board will meet in the Circadian of 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" form and give it to the Board Secretary prior to the deliberation of the agenda item. Individual speakers are limited to five 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

II. CLOSED SESSION
   Government Code §54957
   Public Employee Discipline, Dismissal, Release

III. OPEN SESSION
   A. PLEDGE OF ALLEGIANCE
   B. INTRODUCTIONS
   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, but members may make a brief comment or ask questions in response to public comments.
   D. APPROVAL OF MINUTES – Meeting No. 4, Regular Business Meeting, February 7, 2007
   E. APPROVAL OF CONSENT ITEMS (See page 3-4, attached)
   F. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: SEARCH SERVICES PROVIDED BY EDWARD W. KELLEY & PARTNERS (SHARON TANABE) [Board]
   G. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: UPDATE OF STATUS OF DISTRICT EQUAL EMPLOYMENT OPPORTUNITY PLAN [Board]
   H. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: RECEIPT OF COLLEGE’S 2007 ARCC ACCOUNTABILITY REPORT [Staff]
I. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: STATUS REPORT ON COLLEGE’S EMERGENCY RESPONSE PROCEDURES [Board]

J. DISCUSSION, WITH POSSIBLE ACTION: CITY OF PASADENA MEASURE C (LIBRARY SPECIAL TAX) [Board]

K. PRESIDENT’S REPORT (INCLUDING VICE PRESIDENTS)

L. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD

M. FUTURE BOARD MEETING DATES

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT
CONSENT ITEMS

103-I Approval of Instructional Trip for Music 155, April 29, 2007
104-I Approval of Instructional Trip for Music 155, March 31, 2007
105-I Approval of Instructional Trip for Music 155, March 3, 2007
106-I Approval of Instructional Trip for Music 155, 16-18, 2007
108-I Approval of Instructional Trip for Mathematics 125, March 2-3, 2007
109-I Instructional Activities for the Community Education Center

153-B Approve Purchasing Transactions
154-B Approve/Amend Contracts
155-B Approve/Ratify Staff Development Activities
156-B Approve Career and Technical Education Activities
157-B Ratify Professional Conference Attendance
158-B Amendment to Consent Item No. 96-B, Approve/Ratify Staff Development Activities
159-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers' Compensation
160-B Reporting and Approval of Revolving Fund Reimbursement
161-B Budget Augmentation

85-P Stipends for Classified and Unclassified Personnel
86-P Stipends for Academic Personnel
87-P Employment of Hourly Credit Teachers and Substitute Teachers, 2006-07
89-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees, 2006-2007
MEETING NO. 4
OF THE BOARD OF TRUSTEES
Pasadena City College
Circadian
1570 East Colorado Boulevard
Pasadena, California 91106
6:00 Closed Session
7:00 Open Session
Wednesday, February 7, 2007

To listen to the full deliberation of the Board, please go to the college website, www.pasadena.edu/board, and click on “Audiocast of Meetings”.

Meeting No. 4
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 4 on Wednesday, February 7, 2007, in the Circadian of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS
The meeting was called to order at 6:00 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. Hilary Bradbury-Huang
Dr. Jeanette Mann
Mrs. Beth Wells-Miller
Mr. Michael Sansosti, Student Trustee

Administrative Officers in Attendance
Dr. James Kessler, Superintendent/President
Dr. James Albanese, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Dr. Jorge Aguiriaga, Dean, Human Resources
Mrs. Elaine Chapman, Interim Dean, External Relations
Dr. Stuart Wilcox, Dean, Institutional Planning and Research

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 Mr. Dale Pittman.

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 6:02 p.m.
II. CLOSED SESSION
   Government Code §54956.9 Existing Litigation (Mueller)
   Government Code §54957 Public Employee Discipline, Dismissal, Release
   Government Code §54957 Public Employee Evaluation (College President)
   Government Code §54957.6 Labor Negotiations (All Units)

Closed Session was adjourned at 6:40 p.m.

III. OPEN SESSION
Dr. Rey Castro reconvened the Open Session at 7:00 p.m. and reported that no action was taken during the Closed Session.

A. PLEDGE OF ALLEGIANCE
   Mrs. Wells-Miller led the Pledge of Allegiance.

B. INTRODUCTIONS
   Dr. Kossler recognized students from Dr. Anderson's political science class. He then introduced Dale Pittman, representing the Management Association and Anna Mae Jones, representing the Classified Senate.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
   There were no public comments on non-agenda items.

      The following item was taken out of order.

F. OATH OF OFFICE
   Dr. Rey Castro administered the Oath of Office to James Robert Karch, Campus Safety Officer. Chief Michael asked Officer Karch's fiancée to pin his badge and presented him with a copy of the Code of Ethics.

D. APPROVAL OF MINUTES: Meeting No. 3, Regular Business Meeting, January 17, 2007
   Page 8594 -- Announcements
   Ms. Miele requested that the Dr. Rey Castro, Mr. Baum, and Dr. Mann be added to her announcement regarding the CCLC Legislative Conference.

Page 8594 -- Future Agenda Items
   Dr. Bradbury-Huang pointed out that her request to discuss the college's investments as a follow-up to the auditor's report was omitted.

Page 8593 -- Update on Information Technology
   Mrs. Wells-Miller asked that her thanks be extended to include Dr. Robert Cody.

MOTION: ON MOTION OF Mr. Martin and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the seven members present to approve the Minutes of Meeting No. 3, a Regular Business Meeting.

      The following item was taken out of order.

G. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: ANNUAL REPORT ON KPCC OPERATIONS
   Mr. Bill Davis, reported that KPCC operated with a slight operating deficit over the past year because of increased marketing. He announced that KPCC is now the most listened-to public radio station in Southern California, and has won numerous regional TV and news director awards. There has been a new programming addition, Pacific Drift.

   Mrs. Wells-Miller asked about the types of fundraising KPCC does, and Mr. Davis answered that the majority of funds are raised through private and corporate contributions. Mr. Baum pointed out that PCC has increased its visibility with the top of the hour spots. Dr. Mann expressed her appreciation for the student
G. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: ANNUAL REPORT ON KPCC OPERATIONS (Continued)
internship program that KPCC is implementing. Mr. Davis reported that KPCC will be moving into a new facility sometime between September 2008 and January 2009. He also commended Dr. Kossler for his visionary leadership in building the relationship between the college and KPCC.

E. APPROVAL OF CONSENT ITEMS
37 & 38S – Approval of Student Travel – ASPCC Lobby Committee
Mr. Baum pointed out that the AS Lobby Committee will be making trips to both Sacramento and Washington, D.C. and he hoped that they will be lobbying for the same issues as the trustees. Miss Courtney responded that she and Miss Riordica had met with the Board ad-hoc Legislative sub-committee to discuss current legislation so that they would all be on the same page.

45-S – Approval of Instructional Trip for Puente Project
Ms. Miele asked if there is any relationship between the college Puente Project and the Puente Project in the high schools. Dr. Nishime responded that both program run separately and there is no collaboration.

Ms. Miele commended Robert Doud (22 years), Lance Johnson (36 years), Billie Dunn (21 years) and James Ludwig (16 years) for their service to the college and wished them well in their retirements. She also congratulated Dr. Jeanie Nishime on her appointment to the position of Vice President for Student Services at El Camino College and thanked her for her service to PCC.

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

H. DISCUSSION, WITH POSSIBLE ACTION: ISSUES FROM THE BOARD AD-HOC SUBCOMMITTEE WITH PUSD
Ms. Miele opened the discussion by saying that the primary aim is for the two districts to work closely together to ensure that students aren’t lost between high school and college. The consensus of the two sub-committees is that a focus should be placed on technical education. Mr. Martin expressed hope that, once this bridge is attained, it can be expanded to include other districts within the PACCDD area. Dr. Mann added that there is a great deal of community support for vocational education programs, and more information about the PCC programs should be made available.

Mr. Baum thanked the committee, commending them on their progress, and pointed out that the Governor has pledged to support increased funding for career education. Dr. Kossler stated that that money is being targeted for specific areas. Mr. Baum suggested that legislators be kept informed about the collaboration between the two districts. Ms. Miele added that Assemblyman Anthony Portantino hopes to introduce legislation to enhance concurrent enrollment.

Ms. Rey Castro thanked Ms. Ligons and Dr. Newman for their work on the draft concept paper.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to accept the draft concept paper on a possible PUSD/PCC Career and Technical Education Bridge Program.
Advisory Vote: Aye
I. DISCUSSION, WITH POSSIBLE ACTION: BOARD PROTOCOLS AND NORMS

Mr. Baum stated that the Protocols and Norms are good documents for helping the community understand the workings of the Board by showing that Board members do not act independently, but rather as a whole. Dr. Bradbury-Huang said that the protocols are good, objected to the use of the term “accountable” in the norms. There was a lengthy discussion about changing the language, and, after several different options were introduced, the Board members agreed to use the original language, but to re-evaluate it at a future Board retreat.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Mann, the Board voted, by a unanimous vote of the seven members present, to change the wording of Board Norm #4 to read, “Demonstrate support and respect for one another.”
Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted, by a unanimous vote of the seven members present, to change the wording of Board Norms #7 to read, “Seek consensus that is in the best interest of PCC.”
Advisory Vote: Aye

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to adopt the Board Protocols and Norms, as revised, and re-evaluate them at a future Board retreat.
Advisory Vote: Aye

J. DISCUSSION, WITH POSSIBLE ACTION: SELECTION OF THE COLLEGE PRESIDENT

Dr. Rey Castro distributed copies of the draft Selection Calendar and said that the process has begun by the scheduling of public/campus forums. Mrs. Wells-Miller commented that she felt that, since many of the faculty is not on campus during the winter intersession, an extra forum should be added to give all faculty the opportunity to provide input. Ms. Dabelow concurred that the faculty would appreciate this accommodation.

MOTION: ON MOTION OF Dr. Mann and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the seven members present, to schedule an additional public forum for Thursday, February 22, 2007, from 12:00 noon to 2:00, in the Circadian, and to schedule a special Board meeting on Wednesday, February 28, at 6:00 p.m. in the Circadian.
Advisory Vote: Aye

MOTION: ON MOTION OF Ms. Miele and seconded by Dr. Mann, the Board voted, by a unanimous vote of the seven members present, to accept the amended selection calendar as a working calendar for the college president selection.
Advisory Vote: Aye

Next the Board discussed a draft of the process for selecting the college president. There was a lengthy discussion about the Board officers being delegated to serve as the ad-hoc committee for purposes of coordinating the logistics of the search.
J. DISCUSSION, WITH POSSIBLE ACTION: SELECTION OF THE COLLEGE PRESIDENT (Continued)

MOTION: ON MOTION OF Mr. Baum and seconded by Ms. Miele, the Board voted, by a unanimous vote of the seven members present, to adopt the draft selection process for the position of college president, with the Board officers serving as the ad-hoc committee for purposes of coordinating the logistics of the search.

Advisory Vote: Aye

Dr. Rey Castro distributed a list provided by the League office of firms which offer executive search assistance. Dr. Kossler reported that he spoke with two of the firms which are largely used in searches, Community College Search Services and Professional Personnel Leasing, Inc. He stated that Professional Personnel Leasing, Inc. is not available for the PCC search. Ms. Miele indicated that she would like to have at least two firms to interview on February 28, if they are available. Dr. Kossler said that he would follow up and try to schedule at least one more firm.

The Board discussed the composition of the first level committee. Dr. Rey Castro distributed a proposed composition which would create a committee of 15 members; seven from the community and eight from the campus.

A motion was made by Mr. Martin and seconded by Mr. Baum to adopt the first level committee composition as presented, with the Dean of Human Resources serving as a non-voting Equal Employment Opportunity representative. During discussion, several amendments were proposed.

MOTION: ON MOTION OF Ms. Miele and seconded by Mrs. Wells-Miller, the Board voted, by a majority vote of the seven members present, not to amend the committee composition to include a representative from the Community Education Center.

Ayes: Miele, Wells-Miller
Noes: Martin, Baum, Rey Castro, Bradbury-Huang, Mann
Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted, by a majority vote of the seven members present, not to amend the committee composition to exclude the representative of the Executive Committee, and increase the Management Association representation to two.

Ayes: Baum, Mann, Wells-Miller
Noes: Miele, Rey Castro, Martin, Bradbury-Huang
Advisory Vote: Abstain

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted, by a majority vote of the seven members present, not to amend the committee composition to include one additional Academic Senate and one Management Association representative, bringing the total to seventeen

Ayes: Baum, Mann
Noes: Miele, Rey Castro, Martin, Bradbury-Huang, Wells-Miller
Advisory Vote: Abstain

MOTION: ON MOTION OF Dr. Bradbury-Huang and seconded by Ms. Miele, the Board voted, by a majority vote of the seven members present, not to adjust the committee composition to include one representative from the Academic Senate. CTA, Student Trustee, ASB, Management Association, Executive Committee, Classified Senate, and CEC.
J. DISCUSSION, WITH POSSIBLE ACTION: SELECTION OF THE COLLEGE PRESIDENT (Continued)

MOTION:  ON MOTION OF Mr. Martin and seconded by Mr. Baum, the Board voted, by a unanimous vote of the seven members present, to approve the composition of the first level committee as follows: one community representative from each board area; one representative from the Academic Senate, one representative from the Academic Senate/CTA, two representatives from the Classified Senate, one Management Association representative, one Executive Committee representative, the Student Trustee and one representative from the Associated Students, with the Dean of Human Resources acting as the non-voting Equal Employment Opportunity Representative.

Ayes: Bradbury-Huang, Wells-Miller, Miele
Noes: Rey Castro, Martin, Baum, Mann
Advisory Vote: Aye

Board President Rey Castro said that in accordance with Board Bylaw 1240, she would now consider a motion to add an agenda item entitled "Discussion, with possible action: Nomination of Dr. Jeanette Mann for the CCCT Board." She understands that consideration is given to this addition to the agenda because there is a need to take immediate action and the need for that action came to the attention of the District subsequent to the agenda being posted.

MOTION:  ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Miele, the Board voted, by a unanimous vote of the seven members present, to add the Nomination of Dr. Jeanette Mann to the CCCT Board to the February 7, 2007 agenda.

K. DISCUSSION, WITH POSSIBLE ACTION: NOMINATION OF DR. JEANETTE MANN FOR THE CCCT BOARD

MOTION:  ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to nominate Dr. Jeanette Mann for the CCCT Board.

L. PRESIDENT’S REPORT [INCLUDING VICE PRESIDENTS]
Dr. Kossler
- complimented Dean Hodge on the Black History Month presentations;
- reported that the Dodger Caravan visited campus on February 6; and
- announced that Art Night will be Friday, March 9, and the Artist in Residence will be Peter Alexander.

M. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES
Ms. Kay Dabelow, Academic Senate
- thanked the Board for adding an additional public forum.

Ms. Anne Mae Jones, Classified Senate
- announced that Classified Days was held on January 31 and February 1 and that the Classified Senate newsletter was on the Senate webpage.

Ms. Natalie Courtney, Associated Students
- announced that the AS Board will hold a Spring Retreat on Saturday, February 10; commented on a meeting with Trustee Bradbury-Huang regarding public transportation; and announced that Connie Chung has been elected Chief Justice of the AS Board.
M. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES (Continued)

Mr. Michael Sansosti, Student Trustee
- reported that the AS Lobby Committee is preparing for upcoming lobby trips to Sacramento and Washington D.C.

Mr. Geoffrey Baum, Board of Trustees
- thanked Dr. Rey Castro for drafting the selection process documents and commented on PCC participation in the Photojournalists Day at USC.

Dr. Jeanette Mann, Board of Trustees
- announced that she worked with Sherene Adelli to produce a video for the CCCT election; and that she hoped PCC would look into what became of transitional housing once provided for students.

Dr. Hilary Bradbury-Huang, Board of Trustees
- reported that she met with South Pasadena Clean Air car show committee and hoped that PCC would become involved in the event.

Dr. Consuelo Rey Castro, President, Board of Trustees
- reported on the Community College League Legislative Conference.

N. FUTURE BOARD MEETINGS
The next meeting of the Board of Trustees will be held on Wednesday, February 21, 2007, in the Circadian of Pasadena City College. A special meeting will be held on Wednesday, February 28, 2007, at 6:00 p.m. in the Circadian.

O. FUTURE AGENDA ITEMS
Mrs. Wells-Miller requested an update on the Teacher Prep program and again requested a report on emergency preparedness.

Dr. Mann asked for further clarification of the reports on meals for student trips and career education, and requested discussion of the ARCC measures.

P. ADJOURNMENT
Meeting No. 4 was adjourned at 10:55 p.m.
MOTIONS CARRIED AT MEETING NO. 4—February 7, 2007

1. Approval of Minutes of Meeting No. 3, a Regular Business Meeting, January 17, 2007, as corrected.

2. Approval of Consent Items.

3. Approval to accept the draft concept paper on a possible PUSD/PCC Career and Technical Education Bridge Program.

4. Approval to change the wording of Board Norm #4 to read, “Demonstrate support and respect for one another.”

5. Approval to change the wording of Board Norms #7 to read, “Seek consensus that is in the best interest of PCC.”

6. Approval of the Board Protocols and Norms, with the opportunity to re-evaluate the language at a future Board retreat.

7. Approval to schedule an additional public forum for Thursday, February 22, 2007, from 12:00 noon to 2:00 in the Circadian, and to schedule a special Board meeting on Wednesday, February 28, at 6:00 p.m. in the Circadian.

8. Approval to accept the amended selection calendar as a working calendar for the college president selection.

9. Approval to adopt the selection process for the position of college president, with the Board officers serving as the ad-hoc committee for purposes of coordinating the logistics of the search.

10. Approval to accept the composition of the first level committee as follows: one community representative from each board area; one representative from the Academic Senate, one representative from the Academic Senate/CTA, two representatives from the Classified Senate, one Management Association representative, one Executive Committee representative, the Student Trustee and one representative from the Associated Students with the Dean of Human Resources acting as the non-voting Equal Employment Opportunity Representative.

11. Approval to add the Nomination of Dr. Jeanette Mann to the CCCT Board to the agenda.

12. Approval to nominate Dr. Jeanette Mann to the CCCT Board.

James Kossler, Secretary
Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 4
REGULAR BUSINESS MEETING
Wednesday, February 7, 2007
6:00 P.M. Closed Session
7:00 P.M. Open Session
Circadian
1570 East Colorado Boulevard, Pasadena, California 91106

AGENDA

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I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

II. CLOSED SESSION
   Government Code §54956.9(a) Existing Litigation (Mueller)
   Government Code §54957 Public Employee Appointment
       (Vice President for Administrative Services; Division/Athletic Coordinator
   Government Code §54957 Public Employee Discipline,
       Dismissal, Release
   Government Code §54957.6 Labor Negotiations
       (CSEA 777, Aguilera)

III. OPEN SESSION
   A. PLEDGE OF ALLEGIANCE
   B. INTRODUCTIONS
   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, but members may make a brief comment or ask questions in response to public comments.
   D. APPROVAL OF MINUTES – Meeting No. 3, Regular Business Meeting, January 17, 2007
   E. APPROVAL OF CONSENT ITEMS (See page 3-4, attached)
   F. OATH OF OFFICE
      James Karch, College Safety Officer
   G. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: ANNUAL REPORT ON KPCC OPERATIONS [Board]
   H. DISCUSSION, WITH POSSIBLE ACTION: ISSUES FROM THE BOARD AD-HOC SUBCOMMITTEE WITH PUSD [Board]
I. DISCUSSION, WITH POSSIBLE ACTION: BOARD PROTOCOLS AND NORMS [Board]

J. DISCUSSION, WITH POSSIBLE ACTION: SELECTION OF THE COLLEGE PRESIDENT [Board]

K. PRESIDENT'S REPORT (INCLUDING VICE PRESIDENTS)

L. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD

M. FUTURE BOARD MEETING DATES

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT
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<tbody>
<tr>
<td>H. PRESENTATION WITH DISCUSSION AND POSSIBLE ACTION: RECEIPT OF COLLEGE'S</td>
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<td>2007 ARCC ACCOUNTABILITY REPORT</td>
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<td>J. DISCUSSION, WITH POSSIBLE ACTION: CITY OF PASADENA MEASURE C (LIBRARY</td>
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<td>SPECIAL TAX)</td>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item H: Receipt of College's 2007 ARCC Accountability Report

Board Meeting: February 21, 2007

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, receive the 2007 Accountability Reporting for Community Colleges (ARCC) Report for Pasadena City College.

Fiscal Impact: None

Background: This report on a set of performance indicators for the California Community Colleges (CCC) meets a legislative requirement that resulted from Assembly Bill 1417. As required by the Legislature, the CCC System Office will produce this report each year and disseminate it so that each college can share it with its local Board of Trustees. The System Office will also make the report available to state government policymakers and the public at large.

The reports objectives are to make policymakers, local college officials, and elected boards aware of system and college performance in six specific areas of effort and to inform the public about overall system performance. Because the 2007 report is a pilot phase in ARCC, a seventh performance indicator, improvement in ESL (English as a Second Language), will not be usable for evaluation purposes until the 2008 report.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Student Progress and Achievement: Degree/Certificate/Transfer

**Table 1.1:**  
Student Progress and Achievement Rate  
Percentage of first-time students who showed intent to complete and who achieved any of the following outcomes within six years: Transferred to a four-year college; or earned an AA/AS; or earned a Certificate (18 units or more); or achieved "Transfer Directed" status; or achieved "Transfer Prepared" status. (See explanation in Appendix B.)

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<tr>
<td>Student Progress and Achievement Rate</td>
<td>57.2%</td>
<td>51.4%</td>
<td>59.3%</td>
</tr>
</tbody>
</table>

**Table 1.1a:**  
Percent of Students Who Earned at Least 30 Units  
Percentage of first-time students who showed intent to complete and who earned at least 30 units while in the California Community College System. (See explanation in Appendix B.)

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<tbody>
<tr>
<td>Percent of Students Who Earned at Least 30 Units</td>
<td>77.7%</td>
<td>74.9%</td>
<td>80.8%</td>
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</table>

**Table 1.2:**  
Persistence Rate  
Percentage of first-time students with a minimum of six units earned in a fall term and who returned and enrolled in the subsequent fall term anywhere in the system. (See explanation in Appendix B.)

<table>
<thead>
<tr>
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<th>Fall 2002 to Fall 2003</th>
<th>Fall 2003 to Fall 2004</th>
<th>Fall 2004 to Fall 2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Persistence Rate</td>
<td>76.7%</td>
<td>77.9%</td>
<td>76.6%</td>
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### Student Progress and Achievement: Vocational/Occupational/Workforce Development

**Table 1.3:**
Annual Successful Course Completion Rate for Credit Vocational Courses

<table>
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<tbody>
<tr>
<td>Annual Successful Course Completion Rate for Vocational Courses</td>
<td>73.5%</td>
<td>72.5%</td>
<td>70.6%</td>
</tr>
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</table>

**Table 1.4:**
Annual Successful Course Completion Rate for Credit Basic Skills Courses

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<tbody>
<tr>
<td>Annual Successful Course Completion Rate for Basic Skills Courses</td>
<td>63.7%</td>
<td>62.5%</td>
<td>60.2%</td>
</tr>
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</table>

**Table 1.5:**
Improvement Rates for ESL and Credit Basic Skills Courses

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<tbody>
<tr>
<td>ESL Improvement Rate *</td>
<td>66.2%</td>
<td>67.1%</td>
<td>61.3%</td>
</tr>
<tr>
<td>Basic Skills Improvement Rate</td>
<td>52.8%</td>
<td>52.9%</td>
<td>55.0%</td>
</tr>
</tbody>
</table>

* Based on inter-institutional differences in the coding of data from ESL programs and other anomalies in the existing ESL data, the ESL Improvement Rates presented in this table lack reliability, and, therefore, rates are shown only for illustration purposes. Planned changes to data coding, among other strategies, should improve the quality of this indicator in future ARCC reports.
### Table 1.6: Annual Unduplicated Headcount and Full-Time Equivalent Students (FTES)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Unduplicated Headcount</td>
<td>42,938</td>
<td>42,486</td>
<td>42,840</td>
</tr>
<tr>
<td>FTES*</td>
<td>22,022</td>
<td>22,107</td>
<td>21,782</td>
</tr>
</tbody>
</table>

Source: Chancellor’s Office, Management Information Systems and 320 Report

*FTES data for 2003-2004 and 2004-2005 are based on the FTES recalculation. FTES data for 2005-2006 are based on the FTES annual data. The 2005-2006 recalculation data were not available at the time of this report.

### Table 1.7: Age of Students at Enrollment

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 18</td>
<td>2.9%</td>
<td>3.1%</td>
<td>3.6%</td>
</tr>
<tr>
<td>18 - 24</td>
<td>53.4%</td>
<td>55.7%</td>
<td>56.2%</td>
</tr>
<tr>
<td>25 - 49</td>
<td>36.9%</td>
<td>34.9%</td>
<td>34.3%</td>
</tr>
<tr>
<td>Over 49</td>
<td>6.7%</td>
<td>6.3%</td>
<td>6.0%</td>
</tr>
<tr>
<td>Unknown</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

Source: Chancellor’s Office, Management Information Systems

### Table 1.8: Gender of Students

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>56.7%</td>
<td>56.4%</td>
<td>55.9%</td>
</tr>
<tr>
<td>Male</td>
<td>43.2%</td>
<td>43.6%</td>
<td>43.9%</td>
</tr>
<tr>
<td>Unknown</td>
<td>0.0%</td>
<td>0.1%</td>
<td>0.2%</td>
</tr>
</tbody>
</table>

Source: Chancellor’s Office, Management Information Systems
### Table 1.9: Ethnicity of Students

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian</td>
<td>25.5%</td>
<td>25.4%</td>
<td>26.2%</td>
</tr>
<tr>
<td>Black/African American</td>
<td>6.5%</td>
<td>6.6%</td>
<td>6.3%</td>
</tr>
<tr>
<td>Filipino</td>
<td>4.0%</td>
<td>4.2%</td>
<td>4.2%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>32.5%</td>
<td>33.0%</td>
<td>33.5%</td>
</tr>
<tr>
<td>Native American</td>
<td>0.6%</td>
<td>0.7%</td>
<td>0.6%</td>
</tr>
<tr>
<td>Other Non-White</td>
<td>4.9%</td>
<td>4.7%</td>
<td>4.4%</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>0.3%</td>
<td>0.3%</td>
<td>0.4%</td>
</tr>
<tr>
<td>White</td>
<td>18.3%</td>
<td>17.9%</td>
<td>17.8%</td>
</tr>
<tr>
<td>Unknown/Decline to State</td>
<td>7.4%</td>
<td>7.2%</td>
<td>6.6%</td>
</tr>
</tbody>
</table>

Source: Chancellor’s Office, Management Information Systems
### Table 1.10: Peer Grouping

<table>
<thead>
<tr>
<th>Indicator</th>
<th>College's Rate</th>
<th>Peer Group Average</th>
<th>Peer Group Low</th>
<th>Peer Group High</th>
<th>Peer Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Student Progress and Achievement Rate</td>
<td>59.3</td>
<td>51.3</td>
<td>42.8</td>
<td>59.3</td>
<td>A6</td>
</tr>
<tr>
<td>B Percent of Students Who Earned at Least 30 Units</td>
<td>80.8</td>
<td>72.0</td>
<td>66.3</td>
<td>80.8</td>
<td>B3</td>
</tr>
<tr>
<td>C Persistence Rate</td>
<td>76.6</td>
<td>70.7</td>
<td>66.3</td>
<td>76.6</td>
<td>C4</td>
</tr>
<tr>
<td>D Annual Successful Course Completion Rate for Credit Vocational Courses</td>
<td>70.6</td>
<td>74.6</td>
<td>66.7</td>
<td>85.6</td>
<td>D2</td>
</tr>
<tr>
<td>E Annual Successful Course Completion Rate for Credit Basic Skills Courses</td>
<td>60.2</td>
<td>56.4</td>
<td>44.7</td>
<td>68.3</td>
<td>E5</td>
</tr>
<tr>
<td>F Improvement Rate for Credit Basic Skills Courses</td>
<td>55.0</td>
<td>48.0</td>
<td>20.1</td>
<td>55.0</td>
<td>F6</td>
</tr>
</tbody>
</table>

Note: Please refer to Appendix B for the specifications of these rates. The technical details of the peer grouping process are available in Appendix D.
THE COLLEGE
Founded in 1924, Pasadena City College (PCC) is now in its 82nd year of service to the Southern California area. The official district service area includes the cities of: Altadena, Arcadia, La Canada Flintridge, Pasadena, Rosemead, San Marino, Sierra Madre, South Pasadena, Temple City, and a portion of El Monte. However, in the fall of 2006, 66% of the enrolled credit students came from communities outside the College’s service area.

The mission of Pasadena City College is successful student learning. The College provides high-quality, academically rigorous instruction in a comprehensive transfer and vocational curriculum, as well as learning activities designed to improve the economic condition and quality of life of the diverse communities within the College service area.

THE 2007 REPORT FOR PASADENA CITY COLLEGE
The 2007 Accountability Report for Community Colleges (ARCC) provides data on six College Performance Indicators. Data are also presented on how the College performed on each indicator relative to a peer group of colleges (determined by the Chancellor’s Office staff). Pasadena City College’s performance was reported as follows:

- **Student Progress and Achievement Rate**: PCC had the highest rate in the peer group.
- **Percent of Students Who Earned at Least 30 Units**: PCC had the highest rate in the peer group.
- **Persistence Rate**: PCC had the highest rate in the peer group.
- **Annual Successful Course Completion Rate for Credit Vocational Courses**: PCC was below the average of the peer group, but was not the lowest rate in the peer group.
- **Annual Successful Course Completion Rate for Credit Basic Skills Courses**: PCC was above the average of the peer group, but was not the highest rate in the peer group.
- **Improvement Rate for Credit Basic Skills Courses**: PCC had the highest rate in the peer group.

THE COLLEGE ASSESSMENT OF THE 2007 REPORT
The College was pleased to learn that, in four of the six indicators, PCC has the highest rate in its respective peer groups. Much of the success in these areas is directly attributable to the College’s dedicated and effective use of Partnership for Excellence funds to support projects that promoted student success over the last ten years.

The College, under the direction of the Associate Dean for Career and Technical Education, and working with those division deans and faculty who have vocational programs within their curriculum, will develop a Focused Strategic Plan for reversing the declining rate of successful course completion in the College’s vocational programs. In developing that plan, the College will explore, among other options, successful strategies that are being used by other colleges in the peer group.

The College, under the direction of the Vice President for Instruction, has already convened an Ac-Hoc Basic Skills Task Force to develop a Focused Strategic Plan in the areas of English, ESL, and especially Mathematics, and including appropriate student support services, to reverse the declining rate of successful course completion in the College’s basic skills courses.
**IMPARTIAL ANALYSIS OF MEASURE C**

This is a ballot measure to renew a municipal parcel tax to supplement a portion of the funds required to maintain the City’s Library system. In special elections in 1993 and 1997, Pasadena voters approved separate measures to create an ordinance establishing and then extending a Library Special Tax. The purpose of the Tax is to supplement the City’s annual General Fund expenditure to maintain the current level of services at the Central Library and nine branch libraries (i.e., Allendale, Hastings, Hill Avenue, Lamanda Park, LaPintoresca, Linda Vista, San Rafael, Santa Catalina, and Villa Parke). The current ordinance is set to expire on June 30, 2008, unless voters authorize an extension by a two-thirds majority.

The proceeds of the Library Special Tax are used exclusively for funding a portion of the Library’s maintenance and operational costs. The City’s current annual budget for the Information Services Department (Library) is $11.4 million. The Library Special Tax provides $1.79 million of that amount, approximately 16%. Both the Library Special Tax and the City’s General Fund allocation are adjusted annually based on the increase in the Consumer Price Index. Currently, the annual tax rates are: $26.31 for a single-family detached or attached unit; $17.10 for an apartment unit; and $193.40 for nonresidential parcels.

Measure C maintains the current level of library services and authorizes a continuation of the existing features of the Library Special Tax, with minor changes. These modifications include a one-time increase to the Fiscal Year 2008 annual tax rate by $4.25 for a single-family detached or attached unit; $3.00 for an apartment unit; and $30.00 for each non-residential parcel. This Measure would extend the Tax to Fiscal Year 2023, a fifteen-year period. Both the Library Special Tax and the City’s General Fund expenditure would continue to be indexed annually based on the Consumer Price Index. Exemptions to the Tax are maintained for religious facilities, community service organizations and persons meeting specific income, senior citizen or disability criteria.

**FISCAL IMPACT:** It is anticipated that the passage of Measure C will have an impact on the City’s General Fund appropriations as it includes a requirement that the City allocate annually no less than 80% of the total budget appropriations for the Information Services Department (Library) from City resources. The Library Special Tax could not be imposed on Pasadena taxpayers if the City does not maintain this financial commitment to the Library.

**MICHELE BEAL BAGNERIS**  
City Attorney

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**ANÁLISIS IMPARCIAL DE LA MEDIDA C**

Esta es una medida electoral para renovar un impuesto predial municipal que complementa parte de los fondos necesarios para mantener el sistema de Bibliotecas Públicas de la Ciudad. En las elecciones especiales celebradas en 1993 y 1997, los votantes de Pasadena aprobaron medidas separadas para crear una ordenanza que fijara y después prorrogara un Impuesto Especial para Biblioteca. La finalidad de este Impuesto es complementar el Fondo Municipal General de gastos anuales para mantener el nivel actual de servicios en la Biblioteca Central y sus nueve sucursales (a saber, Allendale, Hastings, Hill Avenue, Lamanda Park, LaPintoresca, Linda Vista, San Rafael, Santa Catalina, y Villa Parke). Está previsto que la ordenanza en vigor en el 30 de junio del 2008 a menos que los votantes autoricen una prórroga mediante una mayoría de dos tercios.

Los ingresos del Impuesto Especial para Biblioteca se destinan exclusivamente a financiar parte de los gastos de operación y mantenimiento de la Biblioteca. En la actualidad el presupuesto municipal anual para el Departamento de Servicios de la Información (Biblioteca) es de 11.4 millones de dólares. De esa cifra el Impuesto Especial para Biblioteca suministra 1.79 millones, aproximadamente el 16%. El Impuesto Especial para Biblioteca y la aportación del Fondo Municipal General se reajustan ambos anualmente según el aumento en el Índice de Precios al Consumo. Actualmente, las tarifas impositivas son: $26.31 dólares para viviendas unifamiliares independientes o adosadas; $17.10 dólares para apartamentos; y $193.40 dólares para parcelas no residenciales.

La Medida C mantiene el nivel actual de servicios bibliotecarios y autoriza una prórroga de las características vigentes del Impuesto Especial para Biblioteca con cambios menores. Estas modificaciones incluyen un aumento único para el Año Fiscal del 2008 de la tarifa impositiva anual de $4.25 dólares para viviendas unifamiliares independientes o adosadas; $3.00 dólares para apartamentos; y $30.00 dólares para parcelas no residenciales. Esta Medida prorrogaría el impuesto hasta el Año Fiscal de 2023, un período de quince años. El Impuesto Especial para Biblioteca y el Fondo Municipal General continuarían ambos catalogándose anualmente según el Índice de Precios al Consumo. Se mantendrían las exenciones para los centros de carácter religioso, las organizaciones de servicio a la comunidad o aquellas personas que cumplieran criterios específicos por sus ingresos, edad avanzada o discapacidad.

**IMPACTO FISCAL:** Se prevé que la aprobación de la Medida C repercuta en las partidas presupuestarias del Fondo Municipal General porque incluye el requisito de que la Ciudad aporte de sus recursos no menos del 80% anual de todas las partidas presupuestarias para el Departamento de Servicios de la Información (Biblioteca). No se podrá recaudar el Impuesto Especial para Biblioteca a los contribuyentes de Pasadena si la Ciudad no mantiene este compromiso financiero con la Biblioteca.

**MICHELE BEAL BAGNERIS**  
Fiscal Municipal
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 155, April 29, 2007

Board Meeting Date: February 21, 2007

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 following instructional trip:

GROUP: Music 155 students
NUMBER: 23 students
DATE: April 29, 2007
TIME: 3:00 p.m. – 11:30 p.m.
DESTINATION: A.B. Miller High School, 6821 Oleander Ave., Fontana, California
EVENT: Percussion competition
TRANSPORTATION: Bus and district truck (25ft. enclosed)

NOT TO EXCEED: $1,800.00 (transportation)

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle and to purchase gasoline and services outside of Los Angeles County.

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2006-07 Adopted Budget in account code 01-5250-1554-2418 (Performing and Communications Arts), account code 01-5250-1554-0000 (Performing and Communications Arts); and the Student Services Fund - Music.

BACKGROUND: This instructional field trip is requested by the Division Dean, Performing and Communication Arts.

Submitted by:
[Signature]
Division Dean, Performing and Communication Arts

Recommended for Approval:
[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approval of Instructional Trip for Music 155, March 31, 2007

Board Meeting Date: February 21, 2007

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 following instructional trip:

GROUP: Music 155 students
NUMBER: 23 students
DATE: March 31, 2007
TIME: 5:00 p.m. – 11:30 p.m.
DESTINATION: Centennial High School, 1820 Rimpau Ave., Corona, California
EVENT: Percussion competition
TRANSPORTATION: Bus and district truck (25ft. enclosed)

NOT TO EXCEED: $1,800.00 (transportation)

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle and to purchase gasoline and services outside of Los Angeles County.

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2006-07 Adopted Budget in account code 01-5250-1554-2418 (Performing and Communications Arts), account code 01-5250-1554-0000 (Performing and Communications Arts); and the Student Services Fund - Music.

BACKGROUND: This instructional field trip is requested by the Division Dean, Performing and Communication Arts.

Submitted by:

[Signature]
Division Dean, Performing and Communication Arts

Recommended for Approval:

[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE: Approval of Instructional Trip for Music 155, March 3, 2007

Board Meeting Date: February 21, 2007

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 following instructional trip:

GROUP: Music 155 students
NUMBER: 23 students
DATE: March 3, 2007
TIME: 5:00 p.m. – 11:30 p.m.
DESTINATION: Artesia High School, 12108 E. Del Amo Blvd., Lakewood, California
EVENT: Drumline/Percussion competition
TRANSPORTATION: Bus and district truck (25ft. enclosed)

NOT TO EXCEED: $1,800.00 (transportation)

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle.

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2006-07 Adopted Budget in account code 01-5250-1554-2418 (Performing and Communications Arts), account code 01-5250-1554-0000 (Performing and Communications Arts); and the Student Services Fund - Music.

BACKGROUND: This instructional field trip is requested by the Division Dean, Performing and Communication Arts.

Submitted by:

Division Dean, Performing and Communication Arts

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 155,
March 16-18, 2007

Board Meeting Date: February 21, 2007

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 following instructional trip:

GROUP: Music 155 students
NUMBER: 23 students
DATE: March 16-18, 2007
TIME:
  Depart: 03/16/07, 8:00 a.m.
  Return: 03/18/07, 5:00 p.m.
DESTINATION:
  Show Site: James Logan High School 1800 H St., Union City, California
  Hotel Site: Crowne Plaza Hotel, 32083 Alvarado Niles Rd., Union City California
EVENT: Percussion competition
TRANSPORTATION: Bus and district truck (25ft. enclosed)
ADVISOR:
  Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor. Campus Police and Safety: Luis Garcia.
NOT TO EXCEED: $6,800.00 (transportation, meals, lodging)

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle and to purchase gasoline and services outside of Los Angeles County.

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2006-07 Adopted Budget in account code 01-5250-1554-0000 (Performing and Communications Arts); the Student Services Fund – Music; and the Lancer Band Reserve – Trust and Agency Account.

BACKGROUND: This instructional field trip is requested by the Division Dean, Performing and Communication Arts.

Submitted by,

[Signature]
Division Dean, Performing and Communication Arts

Recommended for Approval
[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 62, March 23-25, 2007

Board Meeting Date: February 21, 2007

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 following instructional trip:

GROUP: Music 62 students
NUMBER: 50 students
DATE: March 23-25, 2007
TIME:
  Depart: 03/23/07, 8:00 a.m.
  Return: 03/25/07, 9:00 p.m.
DESTINATION:
  CSU Fresno, 5241 N. Maple Ave., Fresno, California
EVENT:
  Lancer Concert and Band Performance Tour and participation in the 28th Annual Intercollegiate Wind Festival
TRANSPORTATION: Bus
ADVISOR:
  Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor; James Arnwine, Division Dean and Professor.
NOT TO EXCEED:
  $7,625.00 (transportation, meals, lodging)

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2006-07 Adopted Budget in account code 01-5250-1554-0000 (Performing and Communications Arts); the Student Services Fund – Music; and the Lancer Band Reserve – Trust and Agency Account.

BACKGROUND: This instructional field trip is requested by the Division Dean, Performing and Communication Arts.

Submitted by:

Division Dean, Performing and Communication Arts

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Mathematics 125, March 2-3, 2007

Board Meeting Date: February 21, 2007

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 following instructional trip:

GROUP: Math 125 students
NUMBER: 36 students
DATE: March 2-3, 2007
TIME: Depart: 03/02/07, 9:00 a.m.
Return: 03/03/07, 9:00 p.m.
DESTINATION: Salton Sea, Mecca Beach, Salton Sea, California
EVENT: Collect data for use in Math Path course; study mathematics found in nature.
TRANSPORTATION: District vehicles (4 vans, 1 pickup truck)
ADVISOR: Division of Mathematics: Ann Davis, Assistant Professor; Carrie Mortensen, Instructor; Jay Cho, Instructor. Division of Natural Sciences: Erika Catanese, Instructor; Sara Di Fiori, Instructor; Yuet-Ling O'Connor, Instructor.
NOT TO EXCEED: $1,740.00 (transportation, $860.00; food and campsire expenses, $880.00)

Students will be camping out.

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle.

Some shifting of time, date and place may be necessary due to weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2006-07 Adopted Budget in account code 03-5250-5242-0000 (NSF MaS Grant).

BACKGROUND: This instructional field trip is requested by the Division Dean, Mathematics.

Submitted by:
Interim Division Dean, Mathematics

Recommended for Approval:
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
CONSENT ITEM TITLE:
Instructional Activities for the Community Education Center

Board Meeting Date: February 21, 2007

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 following Instructional Activities:

Independent Living Program:

February 23, 2007 – Black History Month Celebration: Cultural Diversity and Tolerance from 4:00 p.m. to 9:00 p.m. to be attended by approximately 150 people. Event is co-sponsored by Casey Family Programs and includes resource fair for youth ages 14 to 21. Expenses not to exceed $500 for presenters, supplies, materials, refreshments and printing. Cost to be charged to 03-various object codes-5214-0000.

March 24, 2007 – Parent Awareness Month Conference from 8:00 a.m. to 3:00 p.m. A parent education conference co-sponsored by Day One to be attended by approximately 300 participants. Expenses not to exceed $2100 for presenters, supplies, materials and refreshments. Cost to be charged to 03-various object codes-5212-0000 (Foster Care Education) and 03-various object codes-5217-0000 (Early Start Emancipation).

March 24, 2007 – Princess For A Day – self-esteem building event from 10:00 a.m. to 3:00 p.m. for youth ages 16 to 18, co-sponsored by Department of Children and Family Services. Anticipated expenses not to exceed $1000 for presenters, supplies, materials, technicians, and refreshments. Cost to be charged to 03-various object codes-5214-0000 (Independent Living).

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2006-2007 budget in the cost center indicated.

BACKGROUND: These instructional activities are requested by the division dean of the Community Education Center.

Submitted by:

Rick Hodge, Dean
Community Education Center

Recommended for Approval:

Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchasing Transactions

Board Meeting Date: February 21, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve purchasing transactions 122154 through 122299.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2006-2007 District Budget in the fund indicated and charged to the cost centers shown.

BACKGROUND: Orders have been issued in accordance with legal requirements and with Purchasing Policies adopted by the Board of Trustees on April 20, 1994. The purchase orders listed on the attached report include orders that are $250.00 or more.

Submitted by:
Director, Purchasing Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Fund Amount</th>
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</thead>
<tbody>
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<td>12216</td>
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<td>OFFICE SUPPLIES/EQUIP.</td>
<td>BOARD</td>
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<td>12216</td>
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<td>3</td>
<td>$299.31</td>
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* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of the District as required by Vendor.
<table>
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<th>PO Number</th>
<th>Vendor Name</th>
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$278,429.23

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of the District as required by Vendor.
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<td>Decrease PO per Vendor</td>
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<td>LESLIE'S POOL SUPPLIES, INC.</td>
<td>Increase PO per Dept.</td>
<td>FACILITY</td>
<td>01</td>
<td>$400.00</td>
</tr>
<tr>
<td>B-07111</td>
<td>PASADENA GRAPHIC ARTS</td>
<td>Increase PO per Dept.</td>
<td>PUB RELAT</td>
<td>01</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>B-07205</td>
<td>FORD GRAPHICS</td>
<td>Increase PO per Dept.</td>
<td>PROJECT CTR</td>
<td>42</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>B-07212</td>
<td>WESTERN GRAPHICS PLUS</td>
<td>Increase PO per Dept.</td>
<td>FIN A/D</td>
<td>03</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>B-07246</td>
<td>SOURCE IMPORT AUTO PARTS</td>
<td>Increase PO per Dept.</td>
<td>ENG/TECH</td>
<td>03</td>
<td>$2,900.00</td>
</tr>
<tr>
<td>B-07272</td>
<td>DUVAC ELETRONICS</td>
<td>Increase PO per Dept.</td>
<td>NAT SCI</td>
<td>03</td>
<td>$300.00</td>
</tr>
<tr>
<td>B-07322</td>
<td>TRI-RAD, INC.</td>
<td>Increase PO per Dept.</td>
<td>HEALTH SCI</td>
<td>01</td>
<td>$1,639.00</td>
</tr>
</tbody>
</table>

$213,963.30
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/amend the contracts listed on the attached pages.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the cost centers shown.

BACKGROUND: The contracts have been requested by the area cost center manager and reviewed for compliance with legal requirements and with District policies.
### REVIEW OF TRANSACTIONS AND CONTRACTS

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Approve</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-96993-7</td>
<td>Kremer &amp; Associates</td>
<td>$25,000.00 plus approved reimbursables</td>
<td>To provide consulting services related to the planning and design process of the PCC Bookstore 2/22/07 thru 3/01/09</td>
<td>M/P Campus Center 7405-0000</td>
<td>42-6218</td>
</tr>
<tr>
<td>B-96994-7</td>
<td>Cheryl Gully</td>
<td>1,000.00</td>
<td>To provide services as trainer for Foster Care Education Program 2/24/07 thru 6/30/07</td>
<td>CEC: Foster Care Education 5212-0000</td>
<td>03-5140</td>
</tr>
<tr>
<td>B-96995-7</td>
<td>Peter Alexander</td>
<td>5,000.00</td>
<td>To provide services as Artist In Residence 3/19/07 thru 3/23/07</td>
<td>VAMS: Art 1701-0000</td>
<td>01-5140</td>
</tr>
<tr>
<td>B-96996-7</td>
<td>Gwen Washington</td>
<td>640.00</td>
<td>To provide services as facilitator for Foster Care Education Program 2/22/07 thru 6/30/07</td>
<td>CEC: Foster Care Education 5212-0000</td>
<td>03-5140</td>
</tr>
<tr>
<td>B-96997-7</td>
<td>Ciciley Lewis</td>
<td>2,100.00</td>
<td>To provide services as facilitator for Independent Living Program – B 2/23/07 thru 6/30/07</td>
<td>CEC: Independent Living Program – B 5214-0000</td>
<td>03-5140</td>
</tr>
<tr>
<td>B-96998-7</td>
<td>Seung-Mee Seo</td>
<td>250.00</td>
<td>To provide services as tutor supervisor at Marshall High School 2/22/07 thru 6/30/07</td>
<td>Math/Science Upward Bound 5301-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96999-7</td>
<td>Ryan Norris</td>
<td>1,200.00</td>
<td>To provide services as cameraman for production of a DVD for Counseling/Assessment 2/22/07 thru 5/31/07</td>
<td>Credit Matriculation 5317-0000</td>
<td>03-5150</td>
</tr>
</tbody>
</table>

Consent Item No. 154-B
February 21, 2007

Page 1 of 2
<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amend</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-96794-7</td>
<td>Occidental College</td>
<td>$600.00</td>
<td>To increase amount of agreement for additional classroom space and meals for an amount not-to-exceed $11,600.00</td>
<td>Math/Science Upward Bound 5301-0000</td>
<td></td>
</tr>
<tr>
<td>B-96814-7</td>
<td>Glenn Miller</td>
<td>4,000.00</td>
<td>To increase amount of agreement for additional services as astronomy tutor for an amount not-to-exceed $6,500.00 and extend term from 12/31/06 to 6/30/07</td>
<td>Natural Sciences Division 1502-0000</td>
<td>01-5120</td>
</tr>
<tr>
<td>B-96815-7</td>
<td>Anne Sullivan</td>
<td>4,000.00</td>
<td>To increase amount of agreement for additional services as research assistant for an amount not-to-exceed $9,000.00 and extend term from 12/31/06 to 6/30/07</td>
<td>Natural Sciences Division 1502-0000</td>
<td>01-5120</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE: Approve/Ratify Staff Development Activities

Board Meeting Date: February 21, 2007

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 Staff Development activities listed below:

Approve

February 22 – 24, 2007 – Campus Change Network Leadership Retreat at UCLA Conference Center in Lake Arrowhead. Anticipated expenses not-to-exceed $3,000.00 for lodging, meals and transportation for approximately 10 participants (staff, faculty, administrators, trustee, anc student). Cost Center: 1-5210-4300-2415, Human Resources (Partnership)

March 2, 2007 – Student Learning Outcomes (SLO) Workshop at PCC, to discuss assessment of SLO, and disseminate information to members. Anticipated expenses not-to-exceed $435.00 for materials and refreshments for approximately 30 participants. Cost Center: 01-5210-1000-2319, Office of Instruction (Partnership)

May 9, 2007 – Preventing Harassment, Discrimination and Retaliation in the Academic Setting Workshop for Managers and Supervisors at PCC, as required by AB1825 which mandates two hours of training every two years. Anticipated expenses not-to-exceed $2,000.00 for speaker and refreshments for approximately 60 participants. Cost Center: 01-5210-4300-2415, Human Resources (Partnership)

Ratify

December 13, 2006 – Holiday Reception at PCC, to announce nominees and recipient of Risser Award. Anticipated expenses not-to-exceed $3,030.00 for invitations, printing, decorations, technical support and refreshments for approximately 300 participants. Cost Center: 01-5210-4300-2276, Human Resources (Partnership) and Management Association

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers indicated.

BACKGROUND: Staff Development activities are designed to enhance excellence and enable the staff to meet the needs of a changing student population. Training sessions, retreats and workshops are held on various topics.

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:  
Approve Career and Technical Education Activity

Board Meeting Date: February 21, 2007

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 Career and Technical Education activity listed below:

Approve:

May 11, 2007 – Annual Industry/Education Partnership Breakfast at Altadena Town & Country Club, for business and industry representatives. Anticipated expenses not-to-exceed $15,000.00 for facilities, guest speakers, musicians, materials and refreshments for approximately 300 participants. Cost Centers: 03-5210-5101-0000, 5102-0000, 5103-0000, 5104-0000, 5105-0000, 5106-0000, 5107-0000, 5108-0000, 5109-0000, 5110-0000, and 5115-0000, Career and Technical Education

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers listed.

BACKGROUND: These activities are intended to promote Career and Technical Education programs.

Submitted by: [Signature]
Director, Business Services

Recommended for Approval: [Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Ratify Professional Conference Attendance

Board Meeting Date: February 21, 2007

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 following conference attendance outside the United States or with anticipated costs in excess of $1,500.00.

Ratify

ATTENDEE: Consuelo Rey Castro
LOCATION: Community College League of California Annual Legislative Conference
Sacramento, California
DATES: January 26-30, 2007
PURPOSE: Obtained information on current state legislation.
CHARGES: $1,534.00
COST CENTER: 01-5210-4100-0000
RECOMMENDED BY: Dr. James Kossler

If necessary, it is also recommended that advance payment be authorized for lodging deposit and registration. Authorization is granted for an advance payment check (no less than $50.00) to be drawn upon the request for the attendee.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the requesting Cost Center budgets as listed above.

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 trip(s) has been recommended by the area Vice President and the College President.

Submitted by:
Director, Business Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item No. 96-B –
Approve/Ratify Staff Development Activities

Board Meeting Date: February 21, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 96-B, approved on November 15, 2006, as follows:

Approve

January 31, 2007 & February 1, 2007 – Classified Days at CEC. Anticipated expenses not-to-exceed $4,500.00 $7,500.00 for speakers, printing, supplies, materials, breakfast, lunch and refreshments for approximately 90 participants each day. Cost Center: 01-5210-4002-2411, Classified Senate (Partnership) and 01-5210-4300-2415, Human Resources (Partnership)

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers indicated.

BACKGROUND: Staff Development activities are designed to enhance excellence and enable the staff to meet the needs of a changing student population. Training sessions, retreats and workshops are held on various topics.

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Reporting and Approval of Self-Insurance Fund Reimbursement, Workers' Compensation

Board Meeting Date: February 21, 2007

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 Workers' Compensation Self-Insurance Fund Bank account in the amount of $35,668.43.

FISCAL IMPLICATIONS: The funds were expended for Medical, Travel, Legal, and Benefit Payments.

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-25-07</td>
<td>14737029</td>
<td>$14,287.02</td>
</tr>
<tr>
<td></td>
<td>14772778</td>
<td>21,381.41</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$35,668.43</td>
</tr>
</tbody>
</table>

Medical                  $9,846.11
Benefit Payments         19,625.17
Legal                    5,851.22
Mileage                  359.38
Interest                 -13.45

$35,668.43

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

Submitted by:

[Signature]
Director, Fiscal Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: February 21, 2007

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 Pasadena Area Community College District Revolving Cash Fund in the amount of $3,151.96.

FISCAL IMPLICATIONS: The funds were expended for refunds, materials or services.

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-31-07</td>
<td>14736871</td>
<td>$910.32</td>
</tr>
<tr>
<td>02-05-07</td>
<td>14751589</td>
<td>680.60</td>
</tr>
<tr>
<td>02-06-07</td>
<td>14757556</td>
<td>1,561.04</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>$3,151.96</strong></td>
</tr>
</tbody>
</table>

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, Odessa Walker.

Submitted by:
Odessa Walker
Director, Fiscal Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
### Revolving Fund Reimbursement
**February 2007 Expense Summary**

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/31/2007</td>
<td>14736871</td>
<td>$910.32</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$794.00</td>
</tr>
<tr>
<td></td>
<td>Printing</td>
<td>$32.32</td>
</tr>
<tr>
<td></td>
<td>Library refunds</td>
<td>$5.00</td>
</tr>
<tr>
<td></td>
<td>Postage</td>
<td>$39.00</td>
</tr>
<tr>
<td></td>
<td>Parking refunds</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

| 2/5/2007   | 14751589       | $1,561.04|
|            | Supplies       | $1,343.34|
|            | Printing       | $59.00   |
|            | Blade sharpening| $22.00  |
|            | Postage        | $89.70   |
|            | Bus passes     | $47.00   |

**Grand total:** $3,151.96
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Budget Augmentation

Board Meeting Date: February 21, 2007

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 following augmentation to the 2006-07 Adopted Budget for Cooperative Agency Resources Education (C.A.R.E.).

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-8621-5306-0000</td>
<td>State Revenue, Categorical, C.A.R.E</td>
<td>$ 7,772</td>
</tr>
<tr>
<td>03-7610-5306-0000</td>
<td>Payments to Students, Books &amp; Supplies</td>
<td>$ 7,772</td>
</tr>
</tbody>
</table>

BACKGROUND: This increase is based upon the most recent information available from the Chancellor's Office.

<table>
<thead>
<tr>
<th>2006-07 Adopted Budget</th>
<th>Increase</th>
<th>2006-07 Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.A.R.E.</td>
<td>$ 131,284</td>
<td>$ 139,056</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This augmentation is in accordance with Education Code Section 85210 which states that the governing board of the district may, by formal action of the Board, pass a resolution setting forth the need for additional expenditures and appropriate the assured income in excess of the total anticipated in the budget.

Submitted by:  
Director, Fiscal Services

Recommended for Approval:  
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Stipends for Classified and Unclassified Personnel

Board Meeting Date: February 21, 2007

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 stipends for the persons listed below for the fiscal year 2006-07.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morales, Juan Carlos</td>
<td>2,500</td>
<td>Develop material for Winter and Summer Math Jam, recruit and train Jam tutors</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Partnership for Excellence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Teaching &amp; Learning Center)</td>
</tr>
</tbody>
</table>

Amend Consent Item 19-P

<table>
<thead>
<tr>
<th>Name</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jarin, Jose</td>
<td>Increase Stipend From: 3,000.00 To: 6,000.00</td>
</tr>
<tr>
<td></td>
<td>Assistant Football Coach (Physical Education)</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
**CONSENT ITEM TITLE:**
Stipends for Academic Personnel

**Board Meeting Date:** February 21, 2007

**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 persons listed below to be employed in a special project as listed, approved for the College year 2006-07, unless otherwise indicated, or any portion thereof, as stated in their contracts. The length of time of the employment and the assignment shall be determined by College need.

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arenson, Lauren</td>
<td>750.00</td>
<td>Partnership for Excellence—completed all aspects of the Tutor Training course in preparation for being the faculty trainer in the Social Sciences Learning Center, 9/06 to 12/06</td>
</tr>
<tr>
<td>Green, Kathy</td>
<td>3,500.00</td>
<td>Partnership for Excellence—develop and digitize online content for writing center, consult with student focus groups, coordinate with publishing company to customize online content, 9/06 to 2-15-07</td>
</tr>
<tr>
<td>Khollesi, Babak</td>
<td>500.00</td>
<td>Instruction—create pilot program for testing online forms, spring 2007</td>
</tr>
<tr>
<td>Lawlor, Amy</td>
<td>3,500.00</td>
<td>Partnership for Excellence—develop and digitize online content for writing center, consult with student focus groups, coordinate with publishing company to customize online content, 9/06 to 2-15-07</td>
</tr>
<tr>
<td>Rose, Shelagh</td>
<td>300.00</td>
<td>Partnership for Excellence—develop online content for English 902 web-based curriculum, 1-31-07 to 2-14-07</td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** Paid from dollar-controlled accounts.

**BACKGROUND:** The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signatures]

Dean, Human Resources
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment of Hourly Credit Teachers and Substitute Teachers, 2006-07

Board Meeting Date: February 21, 2007

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 persons on the attached list to be employed as temporary teachers of credit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of credit classes approved for 2006-07. The length of time of the employment and the assignment shall be determined by College need.

It is further recommended that the Office of Human Resources be authorized to make adjustments in class and step pursuant to Board rules as published in the Faculty Handbook, 1982-83, pages 4.10-4.17, and to adjust overload rate for contract instructors pursuant to the CTA collective bargaining agreement.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Butler, Thomas</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Cowell, William</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Engineering and Technology</td>
</tr>
<tr>
<td>Ersig-Marcus</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>1</td>
<td>Performing &amp; Comm Arts</td>
</tr>
<tr>
<td>Gutierrez, Jesus</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Lee, Wendee</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Miller, Mark</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>7</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Mitchell, Valerie</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>1</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Murphy, John</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>7</td>
<td>Engineering and Technology</td>
</tr>
<tr>
<td>Nalbandyan, Zorayr</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Rees, Patricia</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>5</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Robles, Victor</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Performing &amp; Comm Arts</td>
</tr>
<tr>
<td>Seliger, Philip</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>1</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Sharobiem, Mary</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Suehr, Richard</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>1</td>
<td>Visual Arts &amp; Media Studies</td>
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<tr>
<td>Summers, Mary R.</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>6</td>
<td>Languages</td>
</tr>
<tr>
<td>Wells, Calvin</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Engineering and Technology</td>
</tr>
<tr>
<td>Wong, Su Lan</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Mathematics</td>
</tr>
</tbody>
</table>

*Initial placement pending verification of education and experience.*
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:

Board Meeting Date: February 21, 2007

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 following changes pertaining to academic employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Albanese, James</td>
<td>Contract</td>
<td>100% - Temporary (Exempt from STRS earnings limit)</td>
<td>03/01/07 – 08/31/07 (or until position is filled, whichever is sooner)</td>
</tr>
<tr>
<td>Interim Vice President</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing Peter Hardash</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brown, Lori</td>
<td>*</td>
<td>100% - 5 months Temporary – Funded</td>
<td>02/20/07 – 06/16/07</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Sciences</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hileman-Ford, Deborah</td>
<td>*</td>
<td>100% - 5 months Temporary – Funded</td>
<td>02/20/07 – 06/16/07</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Sciences</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

CHANGE OF STATUS

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staley, Douglass</td>
<td>B-25</td>
<td>From: 100%</td>
<td>02/20/07 – 06/16/07</td>
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<tr>
<td>Instructor</td>
<td></td>
<td>To: 86.6%</td>
<td></td>
</tr>
<tr>
<td>Business &amp; Computer Technology</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

*Official placement will be made upon receipt of official transcripts and verification of previous employment.

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transactions within budget limits.

Submitted by:
Office of Human Resources

Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College


Board Meeting Date: February 21, 2007

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 following changes pertaining to classified employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMPLOYMENT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alvarez, Melva</td>
<td>41A</td>
<td>100% - 11 mo.</td>
<td>02/22/07</td>
</tr>
<tr>
<td>TLC Program Outreach Assistant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching and Learning Center</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funded Position</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Position</td>
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<td></td>
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</table>

CHANGE OF STATUS

<table>
<thead>
<tr>
<th>NAME</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jimenez, Benjamin</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Custodian</td>
<td>32F</td>
<td>10 yrs.</td>
<td></td>
</tr>
<tr>
<td>To: Skilled Trades Worker</td>
<td>44A</td>
<td>10 yrs.</td>
<td>50% - 12 mo.</td>
</tr>
<tr>
<td>Custodian</td>
<td>32F</td>
<td>10 yrs.</td>
<td></td>
</tr>
<tr>
<td>Facilities Services</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Littleton, Ronnie</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>From: Custodian</td>
<td>32F</td>
<td>100% - 12 mo.</td>
<td></td>
</tr>
<tr>
<td>To: Skilled Trades Worker</td>
<td>44A</td>
<td>10 yrs.</td>
<td>50% - 12 mo.</td>
</tr>
<tr>
<td>Custodian</td>
<td>32F</td>
<td>10 yrs.</td>
<td></td>
</tr>
<tr>
<td>Facilities Services</td>
<td></td>
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</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Name</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nelson, Homa</td>
<td></td>
<td>100% - 11 mo.</td>
<td>07/01/07-06/30/08</td>
</tr>
<tr>
<td>Evaluator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admissions and Records</td>
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</tbody>
</table>

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transactions within budget limits

Submitted by:
Office of Human Resources

Recommended for Approval:

[Signature]
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
February 7, 2007

77-P Stipends for Academic Personnel
78-P Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2007
79-P Employment of Hourly Noncredit Teachers and Substitute Teachers, Winter 2007
80-P Employment of Hourly Credit Teachers and Substitute Teachers, 2006-07
81-P Employment, Change of Status, Leave of Absence, and Resignation of Academic Employees, 2006-2007
82-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
83-P Amend Consent Item 67-P – Sabbatical Leaves, 2007-2008
84-P Employment, Change of Status, Leave of Absence, and Resignation of Academic Employees, 2006-2007 (CLOSED SESSION)

- Appointments: Vice President for Administrative Services
  Division/Athletic Coordinator

February 21, 2007

85-P Stipends for Classified and Unclassified Personnel
86-P Stipends for Academic Personnel
87-P Employment of Hourly Credit Teachers and Substitute Teachers, 2006-07
89-P Employment, Change Status, Leave of Absence, and Separation of Classified Employees, 2006-22007

March

April

May

June

Consent Item 0607

Note: There may be a closed session item.