NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, May 16, 2007

6:00 P.M.
Closed Session

7:30 P.M.
Open Session

MEETING NO. 12
REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 12, a Regular Business Meeting. The meeting will begin at 6:00 P.M. with the Call to Order, Roll Call and Public Comments on Closed Session Items. The Closed Session will follow. Open Session will reconvene at 7:30 p.m. The Board will meet in the Circadian of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 12
REGULAR BUSINESS MEETING
Wednesday, May 16, 2007
6:00 P.M. Closed Session
7:30 P.M. Open Session
Circadian
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 Appointment
   (Instructors, English (3); Vice President,
   Administrative Services; Dean, External Relations)

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. 11, Regular Business Meeting, May 3, 2007
   E. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   F. DISCUSSION, WITH POSSIBLE ACTION: RESOLUTION NO. 417, THE COLLABORATIVE FOR HIGH PERFORMANCE SCHOOLS [Board]
   G. DISCUSSION, WITH POSSIBLE ACTION: DISTRICT SPONSORSHIP OF EMPLOYEE PERMANENT RESIDENCY APPLICATIONS [Staff]
   H. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF ACADEMIC CALENDAR, 2008-09
   I. DISCUSSION, WITH POSSIBLE ACTION: POLICY 2550, TIME, PLACE AND MANNER REGULATIONS FOR THE USE OF COLLEGE PROPERTIES [Staff]
J. DISCUSSION, WITH POSSIBLE ACTION: PROCESS FOR THE 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
CONSENT ITEMS

69-S Approval of Student Travel for Upward Bound Classic and Upward Bound Math/Science Programs, Huntington Beach, CA, July 27, 2007
70-S Approval of Student Travel for PCC International Club of Marine Biology Scholars, San Diego, CA, June 1, 2007
71-S Approval of Student Travel for PCC Rights of Passage in Education, Pasadena, CA, May 24, 2007
72-S Adoption of Resolution No. 419 – Campus Special Recognition – Commencement 2007
73-S Adoption of Resolution No. 420 – Community Special Recognition – Commencement 2007
74-S Adoption of Resolution No. 421 – Community Special Recognition – Commencement 2007
75-S Acceptance of Anthony Portantino as the 2007 Commencement Speaker
130-I Approval of Instructional Trip for Anthropology 30H, June 18 – July 5, 2007

215-B Approve/Ratify Professional Conference Attendance
216-B Amendment to Consent Item No. 178-B – Approve Extended Learning Presenters
217-B Approve/Ratify Contracts
218-B Approve/Ratify Staff Development Activities
219-B Approve/Ratify Career and Technical Education Activities
220-B Approve Purchasing Transactions
221-B Approve Purchase Order to Vizual Symphony
222-B Amendment to Consent Item No. 149-B – Approve Staff Development Activity
223-B Ratify Extended Learning Presenters
224-B Reporting and Approval of Revolving Fund Reimbursement
225-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers' Compensation
226-B Budget Augmentation
227-B Authorization for Year-End Appropriation Transfers
228-B Budget Augmentation
229-B Budget Augmentation
230-B Budget Augmentation
231-B Budget Augmentation
232-B Budget Augmentation
233-B Authorization to Solicit Bids: Automatic Transmission Tester

117-P Stipends for Classified and Unclassified Personnel
118-P Stipends for Academic Personnel
119-P Employment of Hourly Credit Teachers and Substitute Teachers, 2006-07
120-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
122-P Authorization to Reimburse Applicant(s)
Meeting No. 11

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met with the Associated Students' Board for Meeting No. 11 on Thursday, May 3, 2007, in the Creveling Lounge 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 11:09 a.m. by Dr. Consuelo Rey Castro, President.

ROLL CALL

Trustees Present
Ms. Consuelo Rey Castro, President
Mr. John Martin, Vice President
Ms. Susanna Miele, Clerk
Mr. Geoffrey L. Baum
Dr. Hilary Bradbury-Huang (left at 1:00 p.m.)
Dr. Jeanette Mann
Mrs. Beth Wells-Miller
Mr. Michael Sansosti, Student Trustee

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

Associated Students Board Present
Miss Natalie Courtney, President
Miss Erin Garrovillas, Vice President, Academic Affairs
Mr. Scott Blanks, Vice President, Internal Affairs
Miss Evelyn Contreras, Vice President, Student Services
Miss Patricia Hong, Vice President, Business Affairs
Mr. Adam Kratt, Vice President, Campus Activities
Miss Jessie Funes, Vice President, Cultural Diversity
Miss Jennifer Mac, Vice President, Public Relations
Miss Elaine Reodica, Vice President, External Affairs
Miss Connie Chung, Chief Justice
Miss Eliyani Oktaviana, Secretary

The Academic Senate was represented by Mr. Jim Bickley.
The Classified Senate was represented by Ms. Anna Mae Jones.
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 11:12 a.m.

II. CLOSED SESSION
Government Code §54957
Public Employee Appointment
(Appointment of Instructors: Physiology; Fitness/Physical Education; and Appointment of Instructor/Coordinator: Noncredit ESL)

Closed Session was adjourned at 12:11 p.m.

III. OPEN SESSION
Dr. Rey Castro reconvened the Open Session at 12:15 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
Dr. Rey Castro presented certificates to Diane Anthony and Yuanchao Wang, who were honored by Phi Theta Kappa Honor Society and the American Association of Community Colleges for their participation in the 2007 All-USA Academic Team competition.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Dr. Rey Castro asked if it would be agreeable to the speakers to postpone this items until the business meeting.

Mr. Rich McKee responded that he had a 1:00 class and wouldn’t be available at that time. Mr. McKee then addressed the Board regarding district sponsorship of full-time, tenure track faculty applying for permanent residence status in the United States.

Ms. Brandy Burnett, parent of a PCC student, requested a report on the plan PCC has in place for communication with faculty, staff and on-site students in the event of an emergency situation.

D. JOINT MEETING WITH PCC ASSOCIATED STUDENTS’ BOARD

1. INTRODUCTION OF MEMBERS OF BOTH BOARDS
Members of the ASPCC Board introduced themselves.

2. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: THE STUDENT SERVICE FUND
Ms. Courtney and Dr. Thayer explained that the income for the Student Service Fund is generated from the bookstore, cafeteria, and campus vending machine sales. The purpose of the Student Service Fund is to support student and co-curricular activities such as lectures, concerts, recreational and intramural activities, and student activity entry fees. Miss Courtney pointed out that the funding requirement that was established in 1972 states that “the funds shall not be used in any way for programs that do not relate to the well-being of the college in total”. Dr. Thayer cited that some of the current and future challenges include a decrease in revenue during construction and relocation of the campus bookstore, cafeteria and the office of Student Affairs. Students are encouraged to make their purchases of food and materials on campus, so that the money they spend is recycled back into the Student Service Fund.
2. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: THE STUDENT SERVICE FUND (Continued)
Dr. Mann commented that perhaps it would be more advantageous to lower prices so that students could more readily afford to make purchases on campus. Dr. Kessler explained that at most community colleges the Student Service Funds are derived from the same sources or from a student activity fee. Dr. Mann responded that the student activity fee would, most likely, be more reasonable. Dr. Bradbury-Huang questioned how the students' needs are met and Dr. Thayer cited several ways in which the student preferences are determined.

3. DISCUSSION, WITH POSSIBLE ACTION: THE FALL STUDENT SURVEY
Dr. Stuart Wilcox explained that during the fifth week of the fall semester, approximately 2500 students are polled on a variety of topics such as their opinions about the instruction they receive, the extent to which they are engaged in the learning process, and how satisfied they are with various college support services. Dr. Mann noted that there is room for improvement in all areas. Mr. Kratt asked why a three-point system is used and Dr. Wilcox explained that, because that system has been used for the past ten years, continuity would be lost if it was changed. Mr. Baum asked how much input students had on the rating instrument and suggested that the various areas be reviewed and developed by the students to begin a new five-year study.

4. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: THE STUDENT LOBBY COMMITTEE
Miss Elaine Riodica stated that the goal of the student lobby committee is to empower students through political engagement, which is done by hosting student forums on campus, lobbying in the state and national capitols, and encouraging voter registration. Future projects include a women's forum, more student outreach, updating of the website and sponsoring an ICC forum. Miss Riodica concluded her remarks by recognizing the efforts of the entire lobby committee.

5. OPEN DISCUSSION BETWEEN ASSOCIATED STUDENTS' BOARD AND BOARD OF TRUSTEES
Dr. Mann questioned why there is little interaction with faculty outside of the classroom and Miss Riodica responded that it was due to a lack of office space for part-time faculty. Mr. Sansosti added that, even with office space, some teachers appear to be unwilling to help students and Miss Chung suggested that teachers be more approachable.

Miss Jesse Nunes also addressed a need for more office space for adjunct faculty; a review of the “one day pay” policy; timely delivery of financial aid checks; and installation of additional microwave ovens on campus.

Miss Courtney suggested that gender neutral restrooms be considered; that students be provided with more nutritional choices in the cafeteria; and the matter of sustainability of the college campus.

Mr. Adam Kratt introduced Tonya Gomez, who related to the Board her experience with the lack of gender-neutral restrooms.

Miss Patricia Hong, citing her personal experiences, encouraged more support activities for international students. Mrs. Wells-Miller suggested that, perhaps, a mentoring program could be developed with local churches or service organizations. Miss Chung added that she would like to see the International Student Office plan more events for international students.
5. OPEN DISCUSSION BETWEEN ASSOCIATED STUDENTS' BOARD AND BOARD OF TRUSTEES
Miss Courtney suggested that joint meetings be held more frequently. Ms. Rey Castro thanked the students for sharing information and exchanging ideas and encouraged them to bring any future concerns to the Board at their regular meetings.

Dr. Bradbury-Huang left the meeting at this time.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS (Continued)
Mr. Greg Smith, Physical Education Professor, spoke to the Board in support of Skip Robinson.

Mr. Rod Foster, Instructor, questioned the procedure for creating a new job description for the Dean of Physical Education without consulting the Academic Senate. He also asked why the PE Dean position vacancy is being fast-tracked for hire and suggested that the new college president might want to form his/her own team.

Ms. Jesse Moore, Physical Education Instructor, listed several items of concern in the P.E. Dean job description and recommended that the hiring process be discontinued until the suggested changes are made.

E. APPROVAL OF MINUTES:
Regular Business Meeting No. 9, April 4, 2007 and Meeting No. 10, Spring Board Retreat, April 18, 2007
Page 8629 – Process for Selection of the College President
Dr. Aguiñiga corrected the word “advertisements” to read “brochures

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Miele, the Board voted, by a unanimous vote of the six members present, to approve the Minutes of Meeting No. 9, a Regular Business Meeting, April 4, 2007.
Advisory Vote: Aye

Ms. Miele pointed out a typographical error on Page 8633 of the April 18 Minutes.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Miele, the Board voted, by a unanimous vote of the six members present, to approve the Minutes of Meeting No. 10, the Spring Board Retreat, April 18, 2007.
Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS
210-B – Sole Source Declaration and Approval of Purchase Order to Visual Information Systems Co.
Mrs. Wells-Miller stated that this money might be spent in a different manner. Mr. Baum asked if the changes to the sign would be in compliance with any City codes. Dr. Kossler pointed out that the dimensions of the sign are not changing, but that they would check with the City to ensure that there were no code violations. Dr. Mann said that she understood that operating the current sign was very labor-intensive, and that this new sign should be considered as outreach to the community.

214-B - Authorization to Enter into a Technical Service Agreement with Verizon Business Services
Ms. Miele asked why the three lowest bids were not listed on the consent item. Mr. Nandikishore said that he will provide that information.

123-I – Approval of Instructional Trip
Dr. Mann commented that this is an excellent field trip and commended the instructors for coordinating the trip with the course content.
F. APPROVAL OF CONSENT ITEMS (Continued)
129-1 – Instructional Activity for Community Education Center
Dr. Mann pointed out that this should be a ratification.

201-B – Approve/Ratify/Amend Contracts
B-97042-7 – Pepsi Bottling Company.
Dr. Albanese explained that this is a continuation of a 15 year relationship with Pepsi. Dr. Mann asked if Pepsi offers students free credit cards and Dr. Albanese responded that they do not.

B-96934-7 – Christine Oh
Ms. Miele asked if Ms. Oh had been paid prior to approval of this contract. Dr. Jacobs explained that she is working in a full time vacant position, which will soon be filled, but has been paid. Dr. Mann pointed out that this should be a ratification.

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 approve the Consent Items.
   Advisory Vote: Aye

G. PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT (PACCD)
Dr. Rey Castro opened the Public Hearing. When there was no comment from the public, the hearing was closed.

H. PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT (PACCD) TO THE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU)
Dr. Rey Castro opened the Public Hearing. When there was no comment from the public, the hearing was closed.

I. APPROVAL TO TRANSMIT THIRD QUARTERLY FINANCIAL STATUS REPORT
Ms. Miele asked about the amount in the financial aid accounts, and Dr. Albanese explained that this is report is for the General Fund, not the Financial Aid fund.

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 transmittal of the Third Quarterly Financial Status Report.
   Advisory Vote: Aye

J. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF BOARD OF TRUSTEES’ GOALS FOR 2006-07
Dr. Mann commented that Dr. Kossler captured the essence of the goals developed by the Board and requested that the new goals be placed in each trustee’s binder.

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Miele, the Board voted, by a unanimous vote of the six members present, to approve the Board of Trustees’ Goals for 2006-2007.
   Advisory Vote: Aye

K. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF RESOLUTION NO. 417, THE COLLABORATIVE FOR HIGH PERFORMANCE SCHOOLS
Dr. Rey Castro pulled this item for consideration at a future meeting.

L. DISCUSSION, WITH POSSIBLE ACTION: PROCESS FOR THE SELECTION OF THE COLLEGE PRESIDENT
Dr. Rey Castro stated that the Board would be scheduling a meeting sometime after the July 6 selection of the new College President to allow time for acceptance of the position and negotiation of a contract.
L. DISCUSSION, WITH POSSIBLE ACTION: PROCESS FOR THE SELECTION OF THE COLLEGE PRESIDENT (Continued)
Mr. Baum asked if there would be an alternate for CTA and Dr. Kossler responded that the first level selection committee must remain as it stands. Dr. Kossler explained that Mr. Sansosti would not be able to serve on the committee due to his class schedule, and Mr. Gregory Newell was being brought forward by the Associated Students for approval by the Board.

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 Gregory Newell as a student representative on the first level selection committee. Advisory Vote: Aye

M. PRESIDENT’S REPORT (INCLUDING VICE PRESIDENTS)
Dr. Kossler
- announced that a breakfast meeting with Asian-American leaders will be held on campus on Saturday, May 5, to learn how PCC is perceived by the Asian-American community;
- reported that 96% of the registered nursing students passed the Nursing Board exams;
- announced that the college received numerous public relations awards; and
- announced that Juan Gutierrez graduated from Leadership Pasadena.

N. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD
Ms. Anna Mae Jones, Classified Senate
- announced that the Classified Senate will hold a retreat on May 11, and a general membership meeting on May 23.

Ms. Ellen Ligons, Management Association
- announced Staff Recognition Day on May 8, from 1:00-3:00.

Dr. Jeanette Mann, Board of Trustees
- reported that she will attend the CCCT conference in San Francisco, May 4-6, and the Regional Caucus Meeting at Citrus College on May 9.

Ms. Susanna Miele, Clerk, Board of Trustees
- commended Theresa Reed, Director of the Foster and Kinship Care Program at CEC.

Ms. Consuelo Rey Castro, President, Board of Trustees
- reported that the Adelante Mujer event at PCC was a great success; announced that Dr. Bradbury-Huang will attend the Strategic Planning Retreat; and announced the appointment of Mrs. Wells-Miller as the Board representative to the Accreditation Steering Committee.

O. FUTURE BOARD MEETING DATES
The next meeting of the Board of Trustees will be held on Wednesday, May 16, 2007, in the Circadian. Ms. Miele will not be able to attend.

P. FUTURE AGENDA ITEMS
Mrs. Wells-Miller requested a report from Chief Peter Michael regarding the college’s emergency response plan. She also requested discussion of the one-day pay policy and an update on the Teacher Prep program.

Ms. Miele requested discussion of the Time, Place and Manner policy. She also suggested that the student concerns be placed in a package for discussion.
P. FUTURE AGENDA ITEMS (Continued)
Dr. Mann requested a discussion on student credit cards and discussion of office space for adjunct faculty.

Dr. Rey Castro asked for a presentation regarding the late distribution of financial aid checks.

Q. ADJOURNMENT
Meeting No. 11 was adjourned at 2:53 p.m.
MOTIONS CARRIED AT MEETING NO. 11 - May 3, 2007

1. Approval of Minutes of Meeting No. 9, Regular Business Meeting, April 4, 2007, and Meeting No. 10, the Spring Board Retreat, April 18, 2007.

2. Approval of Consent Items.

3. Approval to transmit the Third Quarterly Financial Status Report.

4. Approval of Board of Trustees' Goals for 2006-07.

5. Approval of Gregory Newell as a student representative for the First Level Selection Committee.

James Kossler, Secretary
Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 11
JOINT MEETING WITH ASSOCIATED STUDENTS' BOARD
Thursday, May 3, 2007
11:00 A.M. Closed Session
12:00 Noon Open Session
Creveling Lounge
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 Appointment (Appointment of Instructors: Physiology; Fitness/Physical Education; and appointment of Instructor/Coordinator: Noncredit ESL)

III. OPEN SESSION
A. PLEDGE OF ALLEGIANCE
B. INTRODUCTIONS
   Phi Theta Kappa/USA Today: All-USA Academic Team
   Diane G. Anthony
   Yuanchao Wang
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. JOINT MEETING WITH PCC ASSOCIATED STUDENTS’ BOARD
   1. INTRODUCTION OF MEMBERS OF A.S./PACCD BOARD MEMBERS
   2. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: THE STUDENT SERVICE FUND [Students]
   3. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: THE FALL STUDENT SURVEY [Students]
   4. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: THE STUDENT LOBBY COMMITTEE [Students]
   5. OPEN DISCUSSION BETWEEN ASSOCIATED STUDENTS’ BOARD AND BOARD OF TRUSTEES (Board/Students)
E. APPROVAL OF MINUTES – Meeting No. 9, Regular Business Meeting, April 4, 2007, Meeting No. 10 – Spring Board Retreat, April 18, 2007

F. APPROVAL OF CONSENT ITEMS (See page 3 attached)

G. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Staff]

H. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) [Staff]

I. APPROVAL TO TRANSMIT THIRD QUARTERLY FINANCIAL STATUS REPORT [Staff]

J. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF BOARD OF TRUSTEES' GOALS FOR 2006-07 [Board]

K. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF RESOLUTION NO. 417, THE COLLABORATIVE FOR HIGH PERFORMANCE SCHOOLS [Board]

L. DISCUSSION, WITH POSSIBLE ACTION: PROCESS FOR THE SELECTION OF THE COLLEGE PRESIDENT [Board]

M. PRESIDENT'S REPORT (INCLUDING VICE PRESIDENTS)

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

O. FUTURE BOARD MEETING DATES

P. FUTURE AGENDA ITEMS

Q. ADJOURNMENT
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<td><strong>H.</strong> DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF ACADEMIC CALENDAR 2007-2008</td>
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May 16, 2007
RESOLUTION NO. 417
PASADENA AREA COMMUNITY COLLEGE DISTRICT
PASADENA CITY COLLEGE

THE COLLABORATIVE FOR HIGH PERFORMANCE SCHOOLS

WHEREAS, the Pasadena Area Community College District has had a long-standing commitment to the construction of energy-efficient campus facilities and the maintenance of an energy-efficient utility and heating-ventilating-air conditioning infrastructure, and

WHEREAS, the Governor of the State of California has directed the Division of the State Architect in the Department of General Services to adopt guidelines to enable and encourage schools built with state funds to be resource and energy efficient, and

WHEREAS, the Division of the State Architect, in consultation with the California Energy Commission, the California Department of Education, the Office of Public Schools Construction, the California Integrated Waste Management Board, the Office of the Secretary of Education, and the Department of Health Services, has concluded that the best guideline for meeting the Governor's directive is the Collaborative for High Performance Schools (CHPS) Best Practices Manual, and

WHEREAS, it is the wish of the Pasadena Area Community College District Board of Trustees to adopt external criteria to serve as a guide for the construction management staff and for the architects hired by the District in the design and construction of energy efficient, healthy, productive, and environmentally sustainable facilities;

NOW, THEREFORE, BE IT RESOLVED, the Pasadena Area Community College District hereby adopts the Collaborative for High Performance Schools criteria to be used in designing, building, renovating, and operating facilities owned by the District. Further,

• with regard to projects (above $10,000.00) that have already been submitted to the Division of the State Architect, the District directs staff to report to the Board of Trustees the degree to which the projects meet or exceed the minimum requirements for CHPS certification, and
• with regard to major projects (above $10,000.00) not yet submitted to the Division of the State Architect, the District directs staff to require the Director of Facilities Services and the project architect, without sacrificing building programming and within budgetary allocations, to certify that the project meets or exceeds the minimum requirements for CHPS certification and to report the full project scores to the Board of Trustees.

Passed and adopted this 16th day of May, 2007.

Ayes: __________
Noes: __________
Abstentions: __________
Absent: __________

Consuelo Rey Castro
President of the Board of Trustees
Pasadena Area Community College District

James Kossler, Secretary to the Board of Trustees
Pasadena Area Community College District and
President, Pasadena City College
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item H: Approval of Academic Calendar – 2008-2009

Board Meeting: May 16, 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 attached proposed Academic Calendar for 2008-2009.

Fiscal Impact: None

Background: The proposed calendar for 2008-2009 was recommended by the Collective Bargaining Advisory Committee on the College Calendar. It has been reviewed by all the shared governance groups and approved by all the collective bargaining representatives.

Submitted and Recommended by: Approved for Submission to the Board of Trustees by:

Vice President, Student and Learning Services

Superintendent/President
## Pasadena City College Calendar 2008–2009

### June 2008
- 13 Commencement – 2008
- 15 Last Day of Classes – Spring 2008 Semester
- 16 Summer Intersession – 6/16 - 8/30
  - See Schedule of Classes for Class Start/End Dates

### July
- 4 Independence Day – Campus Closed

### August
- 30 Last Day of Classes – Summer Intersession

### September
- 1 Labor Day – Campus Closed
- 2 First Day of Classes – Fall Semester – 16 Weeks

### October
- 1 Faculty Flex Day

### November
- 11 Veteran’s Day – Campus Closed
- 27-29 Thanksgiving – Campus Closed

### December
- 20 Last Day of Classes – Fall Semester
- 24 – Winter Vacation – Campus Closed

### January 2009
- 12 First Day of Classes – Winter Intersession – 6 Weeks
- 19 Martin Luther King Jr. Day – Campus Closed

### February
- 13-14 Lincoln’s Birthday – Campus Closed
- 16 President’s Day – Campus Closed
- 21 Last Day of Classes – Winter Intersession – 6 Weeks
- 23 First Day of Classes – Spring Semester – 16 Weeks

### March
- 18 Faculty Flex Day
- 31 Cesar Chavez Day – Campus Closed

### April
- 20-25 Spring Break – Classes Not In Session
- 24-25 Campus Closed

### May
- 25 Memorial Day – Campus Closed

### June 2009
- 19 Commencement – 2009
- 20 Last Day of Classes – Spring 2009 Semester
- 22 Summer Intersession – 6/22 - 8/28
  - See Schedule of Classes for Class Start/End Dates

### July
- 3-4 Independence Day – Campus Closed
- Total Instructional Days = 176

### Green Days = Classes Not In Session
### Pink Days = Campus Closed
### Yellow Days = Final Exams
### Orange Days = Flex Days
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item I: Approval of District Policy 2550, Time, Place, and Manner Regulations for the Use of College Properties

Board Meeting: May 16, 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 District Policy 2550, Time, Place, and Manner Regulations for the Use of College Properties.

Fiscal Impact: None

Background: In accordance with the District's Shared Governance Policy, through the College Coordinating Council, the policy and procedures were shared with the Classified Senate, the Management Association, the Academic Senate, and the Associated Students.

The Classified Senate, the Management Association, and the Associated Students approved the policy and procedures more than a year ago. The Academic Senate has had the policy under consideration since that time. At this point, it is not known what the ultimate position of the Academic Senate will be; however, since this is not one of the listed "academic and professional matters" it is not a matter which requires "collegial consultation". The Academic Senate may express its views during the deliberation by the Board.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/PRESIDENT
It is the policy of the Pasadena Area Community College District to value the free exchange of ideas and expressive activity, and to foster and protect the exercise of Constitutional rights to free speech in accordance with the First Amendment of the United States Constitution and Article 1, Section 2 of the California Constitution. Accordingly, the College has designated certain areas generally open to students and the community which are available for free speech and expression in accordance with the time, place and manner regulations adopted under this policy.

However, the College has not opened all of its properties and facilities for general use. Except for the areas designated by the College as areas open to the public generally under this policy, and subject to the requirements of the California Education Code, the College reserves its property and facilities (as nonpublic fora) to be used for the educational purposes and activities of the College and its students. The College also reserves the rights to modify or revoke its designations of areas generally open to the public and to revise its regulations pertaining to the use of its property.

The College’s commitment to foster and protect the rights to free speech and free expression, and to accommodate such speech and expression in facilities maintained and/or owned by the College, extends only to speech and expression protected by the Federal or State constitutions. For example, conduct or expression which is unlawful or creates a clear and present danger of the commission of unlawful acts on College properties, or substantially disrupts the orderly operations of the College, or invades the rights of others, is prohibited.

This policy and its implementing procedures shall be applied equitably and fairly. The College shall place no restrictions on any person, organization or group on the basis of the content of Constitutionally protected free speech or free expression.

Nothing in this policy shall be deemed to be in conflict with District Policy 3100, Academic Freedom.
These procedures are intended to implement District Policy 2550 by establishing a lawful framework within which the fundamental rights of free speech and expression can be exercised while maintaining an atmosphere that is conducive to learning and other academic pursuits, preserving the dignity and seriousness of College ceremonies and public exercises, and respecting the rights of all individuals. These Regulations shall be applied in a manner that is consistent with the United States and California Constitutions, Education Code Sections 76120, 66301 and 82537, Government Code Section 3543.1, and other applicable laws regulating the rights and obligations of members of the College community and others who may use College Properties.

1. Definitions
   For purposes of these procedures, the following definitions apply:
   a. Grounds open to the public generally: Paved, exterior open spaces, and paved exterior pedestrian walkways on College Property except:
      1) space that has been reserved for: classes, public performances or organized activities;
      2) space that has been reserved for food service or eating;
      3) parking lots that have been reserved for parking in accordance with the College’s permitting procedures or other uses designated by the College;
      4) on vehicular driveways and streets;
      5) on stairways and ramps to or between college structures.
      Grounds are open to the public generally between the hours of 6:00 a.m. and 12:00 midnight. Between the hours of 12:00 midnight and 6:00 a.m., these areas are generally closed to all activities except coming and going to a College building or crossing the campus.
   b. College Property: Any College owned, operated or maintained property, including all College grounds and structures.
   c. Official College Functions: Scheduled academic classes and activities; normal daily operations of College units; and programs, performances or activities sponsored by College units in the course of fulfilling their College mission.
   d. Employee Representative Organization: An independent organization which exists for the purpose, in whole or in part, of dealing with College management concerning grievances, labor disputes, wages, hours and other terms and conditions of employment of employees, as defined by Section 3540.1(d) of the Educational Employment Relations Act (EERA).
   e. Board Approved Campus Organization: Any organization whose purpose is to provide support for the College and/or its students and staff, and which is currently approved by the Board of Trustees.
   f. Chartered student club: Any club whose membership is limited to College students, and which is currently chartered according to procedures specified in the Associated Students Inter-Club Council Bylaws for student organizations.
   g. Student: One who is currently enrolled at the College or one who has completed the immediately preceding term and is eligible for re-enrollment.
   h. Student Government: Associated Students of Pasadena City College.
   i. College Personnel: Individuals employed by any academic or nonacademic department or division or other official College entity without regard to type of monetary compensation.
   j. College Unit: Any academic or nonacademic department or division or any other official College entity.
2. Use of College Properties-General Provisions Applicable to All Activities

a. The College derives its basic authority from the California Education Code. All pertinent federal, state and local statutes are in force on College property and may be enforced by authorized campus or off-campus agencies.

b. All persons on College Property are required to abide by College policies and procedures. Violation of College policies or procedures may subject a person to legal penalties; if the person is a student, faculty member or staff member of the College, that person may also be subject to College discipline.

c. Individuals on College Property or in attendance at an official College function assume an obligation to conduct themselves in a manner compatible with the College’s responsibilities as an educational institution under the California Education Code. This means that all persons are responsible for complying with applicable College policies. This includes but is not limited to the following prohibitions: no person on College Property or at official College functions may block entrances to or otherwise interfere with the free flow of traffic into and out of campus buildings; prevent or disrupt the effective carrying out of a College function or approved activity such as classes, lectures, meetings, events, interviews, ceremonies, or conduct of College business; engage in the production of amplified or non-amplified sound that disrupts campus activities; camp or lodge, except in authorized facilities or locations; engage in physically abusive, threatening or intimidating conduct toward any person; exhibit disorderly or lewd conduct; participate in a disturbance of the peace or unlawful assembly; use, possess, sell or manufacture narcotic or illegal drugs; possess weapons, including all firearms of any kind; fail to comply with the directions of a College official acting in the performance of his or her duties; or engage in the theft or misuse of College property or equipment. In accordance with Policy No. 2550, College policies shall not be applied to prohibit constitutionally protected rights of free speech and expression. Speech and expression which is unlawful or creates a clear and present danger of the commission of unlawful acts on College properties, or substantially disrupts the orderly operations of the College, or invades the rights of others is a violation of College policy and is prohibited.

d. Persons using grounds open to the public generally or who have reserved space for programs or activities under Section 7 below shall not create noise or diversion that unreasonably disrupts the orderly conduct of the campus or classes taking place at that time. Individuals or groups desiring to use amplification at an event in designated exterior areas may reserve time during College Hours (noon to 1 p.m. on Tuesdays and Thursdays) Such reservations can be made through the Office of Student Affairs for Student Groups, and the Campus Use Office for all others. Reservations are made on a first come, first served basis. Amplification will be permitted provided it does not unreasonably disrupt the operations of the campus.

e. Sales or distribution of commercial products on campus must be conducted in accordance with procedures administered through the Office of Student Affairs. Commercial sales in support of student programs and activities or Board-Approved Organizations or Chartered Clubs is not considered a commercial activity under these procedures, provided that the primary purpose of such support is to underwrite a College program or activity, as opposed to the promotion or endorsement of a commercial product. The College may publicly acknowledge such support but shall not endorse any commercial products or services.
f. Registration of Voters: College Properties may be used for the purpose of voter registration. Such activity is restricted to grounds open to the public generally (as defined in these procedures).

g. All persons on College Property are required, for reasonable cause, to identify themselves to, and comply with instructions of, authorized College officials acting in the performance of their duties.

h. The name, initials, insignia, seal or address of the College or any of its offices or units shall not be used except for official or authorized College purposes.

i. No sign, poster, paint, chalk or ink messages may be placed, affixed or applied to the walls, windows, floors or other surfaces of campus buildings or structures, streets, walkways, utility poles, construction fences, trees, shrubbery, or Sculpture Garden surfaces, except as provided for in Section 5, below.

3. Free Speech and Advocacy
   a. On College grounds open to the public generally (as defined in these procedures) individuals and groups may assemble and engage in discussion and free expression, provided that such activities are not unlawful, do not create a clear and present danger of the commission of unlawful acts on College properties, and do not substantially disrupt the orderly operations of the College or invade the rights of others. Space is available on a first-come, first-served basis, subject to the prior reservation of certain spaces under Sections 3.b below.

   b. Space can be reserved in Designated Areas in accordance with the provisions of Section 7.j.2 below. Reservations for the use of the spaces defined in Section 7.j.2 are made through the Office of Student Affairs. Reservations for use of all other College properties are made in the Campus Use Office.

4. Distribution of Literature
   a. Literature may be distributed on College Properties or at official College functions subject to the following provisions:

      1) On College grounds open to the public generally (as defined in these procedures), literature may be distributed provided that:

         a) The free flow of traffic at any point is not obstructed.

         b) Literature or materials are not forced upon others.

         c) Literature is not placed on or in vehicles parked on campus.

         d) Tables or portable (i.e., hand carried) displays used to facilitate distribution are placed on paved pedestrian walkways, and do not block the walkways or entrances to buildings so as to impede the free flow of traffic. Tables or portable displays must be attended at all times by the individuals or groups sponsoring the distribution, and such individuals or groups must ensure that their literature does not litter the area.

         e) Literature advertising any on-campus program for which a donation is requested must make it clear that such a donation is not required as a condition of admission nor may a specific amount of donation be indicated.

         f) All individuals and/or groups will be responsible to ensure that their literature does not litter the area.
2) Literature may be distributed in campus buildings or at College events or programs only in accordance with the following provisions:
   a). Literature may be distributed only in rooms or areas reserved for meetings or programs; and
   b). Compliance with the restrictions stated in Section 4.a.1).a)-f) above.

5. Posting of Literature, Signs, or Banners
   a. Literature, signs or personal announcements may not be posted on College bulletin boards, buildings or elsewhere on campus, except that:
      1) Materials may be posted on College Unit boards with the prior consent of the College Unit.
      2) Materials may be posted on the designated, open posting bulletin boards located on campus.
   b. All materials posted including signs and banners shall clearly indicate the name of the sponsoring College Unit, Student Government, Board-Approved Campus Organization, Chartered Student Club and Employee Representative Organization. Material posted by Student Government or a Chartered Student Club shall bear the posting removal date and authorization stamp from the Office of Student Affairs.
   c. Posters, signs or banners advertising any on-campus event or program for which a donation is requested must make it clear that such a donation is not required as a condition of admission nor may a specific amount of donation be indicated.
   d. Posting of literature and materials within the areas of College Units or on Unit bulletin boards must be in accord with the specific procedures applicable to these areas and boards. Information regarding the specific procedures may be obtained from the individual Units. Such procedures shall ensure that all materials conform to the general provisions governing distribution and posting.
   e. Posters, signs or banners announcing any on-campus event or program must convey information in a manner that assures the right of the College community to have the fullest possible knowledge of an event or program. Posters, signs or banners which are written in any language other than English must provide, on the same poster, sign or banner, an accurate and complete translation, in English, of the information contained therein.
   f. Posters, signs, banners and other materials and literature advertising official College functions may be placed in designated posting locations on campus. (Note: Section 2 a. 9), above, applies.).

6. Fund Raising
   a. On College grounds open to the public generally (as defined in these procedures) individuals and groups may engage fundraising through direct requests for funds, sales of tickets or materials provided such activities comply with the requirements in Section 2 and Section 4.1.a-f above.
   b. College Units must receive authorization of the College (through the Office of External Relations) to engage in fund raising activities and must comply with the established procedures governing such matters.
   c. Board-Approved Campus Organizations may raise funds to support their activities in accordance with the following provisions:
      1) on College grounds open to the public generally as set forth in Section 6.a above; and,
      2) at their own programs and meetings in accordance with Sections 7.j. below.
d. All student fund raising activities must have the prior authorization of the Office of Student Affairs which is responsible for the accounting and proper expenditure of such funds. In addition, student fund raising activities, including the collection of initiation fees and membership dues, must be specifically approved by the Office of Student Affairs. Written policies and procedures pertaining to student fund raising activities may be obtained from the Office of Student Affairs.

7. Programs and Activities
   a. College Units, Student Government, Board-Approved Campus Organizations, Chartered Student Clubs and Employee Representative Organizations are authorized to use College properties for organized programs and activities subject to the provisions of these procedures.
   b. Non-college organizations may be allowed use of designated and available College Properties only in accordance with the specific policies governing such use, as administered by the Campus Use office.
   c. A request for use of College Properties may be denied if the request is not in accordance with College policies and these procedures. Denial of use requests by authorized users may be appealed to the appropriate College vice president, who shall promptly respond to the appeal, generally within five business days. In determining whether to approve a request for use of designated College Properties for programs and activities, the College may consider as appropriate the nature and size of the activity, the availability of proximate, alternate locations which afford opportunities for similar or larger-sized audiences, the expected duration of the activity, the activity's timing in relation to the academic calendar (for example, proposed scheduling during the first week of classes or during final examination week), the number of participants, the expected noise level to be generated by the activity, and the need for College resources and personnel to facilitate, oversee or control the activity. In accordance with Policy No. 2550, such determination shall not be based on the content of Constitutionally protected speech or expression.
   d. If any unscheduled or scheduled activity substantially disrupts the orderly operation of the campus or an official College function or any other scheduled activity, it shall be discontinued at the direction of College Police sworn personnel or, in the absence of College Police sworn personnel, by duly authorized College administrators. Failure to comply with an order to discontinue a disruptive activity, program or event may lead to removal from the campus and/or arrest, or in the case of College students or employees implementation of College discipline procedures appropriate to the individual involved.
   e. College Properties may be reserved on a first-come, first-served basis by College Units, Student Government, Board-Approved Campus Organizations, Chartered Student Clubs and Employee Representative Organizations for activities, programs or events. For direction to the appropriate department regarding scheduling, contact the Office of Student Affairs for student groups and the Campus Use Office for all other groups. Such use is also subject to the specific limitations and scheduling procedures of the facilities involved. Permission to use facilities is not to be construed as endorsement by the College.
   f. No reservations by Student Government or Chartered Student Clubs may be finalized until arrangements have been approved as to time, place and manner by the Office of Student Affairs.
g. Users requiring special facility arrangements, equipment or staffing may be assessed charges in accordance with rate tables published by the administrative bodies involved. In such cases, deposits and financial accountability may be required.

h. No publicity for any program may be released before the program or activity has been approved and reservations for facility use have been finalized.

i. Donations may not be required as a condition of admission to any on-campus program, activity or meeting. Implication by literature or by any arrangement at the program that a donation is required is prohibited.

j. Outdoor Areas
   1) General Provisions
      a) Outdoor areas of the campus may be reserved for activities and programs in accordance with existing College policies and campus procedures, and specific restrictions applicable to each area.
      b) Use of outdoor areas must not interfere with the use of those areas by others for other than reasonably short periods, or unreasonably disrupt the orderly operation of the campus or official College functions, or unreasonably disrupt the peace and quiet of the campus and the community adjacent to the campus.

   2) Designated Areas
      a) The specific areas (listed below) may be used for programs or activities subject to the General Provisions (above) and specific restrictions applicable to each area. Use of these areas may be substantially altered or precluded due to construction or renovation and related activities.
         (i) Deck near the east entrance to the Palm Café;
         (ii) Outdoor patio and the uncovered Quadrangle bounded generally by the buildings R, C, D, L, and CC;
         (iii) Pedestrian access ways onto the campus from the parking lots or structures; and
      b) For special events, such areas as shall freely allow access to the pedestrian traffic flow to and from the special event but shall not interfere with ingress to or egress from the special event.

   3) Restricted Areas: Areas essential to the operation of the College are not available for programs and activities. These areas include: interior hallways and stairways, elevators, bathrooms, lobbies, office waiting areas, employee/student offices, mechanical rooms and storage room.

8. Severability
   If any portion of these Regulations is found to be unlawful or unenforceable by a court with jurisdiction, it shall be deemed modified to conform to the requirements for legality as determined at that time, or if that is not possible, the offending provision shall be removed and severed without affecting the validity of the remaining provisions.
BOARD MEETINGS:

Board: Initial Discussion of Design of the Process
  Draft selection process
  Draft calendar
  Ad-hoc committee of the Board
  Use of consultant
  First level committee

Board: Public Input
  Public Forum for Community Input (Sat, Feb 10)
  Public Forum for Campus Input (Mon Feb 12)
  Public Forum for Campus Input (Thurs Feb 22)

Board: Selection of Consultant

Board: Approve Job Announcement

Board: Approve First Level Committee

Advertise / Recruit for Position (Mar 21 - May 14)

First Level Committee: Orientation (Apr 13)

First Level Committee: Development of Questions (May 4)

First Level Committee: Paper Review (May 15-22)

First Level Committee: Selection of Interviewees (May 24)

First Level Committee: Interviews (Jun 7-8)

CCSS: Background checks (Jun 8 -Jun 29)

Board: Interviews (Jun 20)

Board: Campus Visits (Jun 21-29)

Board: Appointment of College President (Jul 6)

College President Begins Assignment (Aug 1)

Fall Semester 2007 Begins (Aug 29)

* Board Retreat

May 7, 2007
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel for Upward Bound Classic and Upward Bound Math/Science Programs
Huntington Beach, CA July 27, 2007

Board Meeting Date: May 16, 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 student trip:

GROUP: Upward Bound Classic and Upward Bound Math/Science Programs
NUMBER: 115 (98 students and 17 staff)
Upward Bound Classic: 50 students, 10 staff
Upward Bound Math Science: 48 students, 7 staff

DATE: Friday, July 27, 2007
DESTINATION: Huntington Beach, CA
TIME: 9:00 a.m. to 7:00 p.m.
EVENT: Social Activity
TRANSPORTATION: 2 Charter busses, two PCC vans
ADVISOR: Upward Bound Programs Staff
NOT TO EXCEED: $4,927.00 (for both programs)

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2006-2007 Upward Bound Classic Program cost center: 5300-0000 and Upward Bound Math/Science Program cost center, 5301-0000 (to include the months of June, July and August 2007). Cost categories and amounts are: Transportation, $1,902.00 ($851.00 per bus x 2 = $1,702.00 plus $100.00 per van x 2 = $200.00); Parking fees, $200.00 ($50.00 per vehicle x 4); Picnic site fees, $200.00 flat fee; Processing fee, $25.00; Meals, $2,300.00 ($20.00 for two meals each x 115) and $300.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Classic and Upward Bound Math/Science Programs are federal programs designed to provide comprehensive academic, recreational, and cultural activities to high school students to enable them to succeed in secondary education, and enroll and succeed in higher education. This event is a component of the Summer Residential experience to obtain feedback from participants on student learning outcomes. Social activities are allowable expenditures within the Upward Bound Programs.

Submitted by:

Assistant Dean of EOP&S

Recommended for Approval:

Vice President, Student/Learning Services

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

CONSENT ITEM TITLE: Approval of Student Travel for PCC International Club of Marine Biology Scholars San Diego, CA June 1, 2007

Board Meeting Date: May 16, 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 student travel:

GROUP: PCC International Club of Marine Biology Scholars
NUMBER: 30 (29 students, 1 advisor)
DATES: June 1, 2007
TIMES: 7:00 a.m. to 7:00 p.m.
DESTINATION: Sea World
San Diego, CA
EVENT: Sea World Tours
TRANSPORTATION: District-arranged vehicles
ADVISOR: J. Conner
NOT TO EXCEED: $1,100.00

FISCAL IMPLICATIONS: Costs associated with this trip to be funded by the: 2006-2007 Associated Students Executive Board Annual Budget. Cost category and amount is: $1,100.00, transportation.

BACKGROUND: This activity involves travel to a subject area-oriented theme park.

Submitted by:

Assistant Dean, Student Affairs

Recommended for Approval:

Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE: Approval of Student Travel for PCC Rights of Passage in Education
Pasadena, CA May 24, 2007

Board Meeting Date: May 16, 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 student travel:

GROUP: PCC Rights of Passage in Education
NUMBER: 25 (24 students, 1 advisor)
DATES: May 24, 2007
TIMES: 6:00 p.m. to 9:00 p.m.
DESTINATION: Hamburger Hamlet
Pasadena, CA
EVENT: Awards Dinner
TRANSPORTATION: Personal vehicles
ADVISOR: G. Lopez
NOT TO EXCEED: $700.00

FISCAL IMPLICATIONS: Costs associated with this trip to be funded by the: 2006-2007 Student Service Fund Board of Directors Annual Budget. Cost category and amount is: $700.00 (25 x $28.00), meals.

BACKGROUND: This activity involves travel to a restaurant for year-end banquet.

Submitted by:
Assistant Dean, Student Affairs

Recommended for Approval:
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
CONSENT ITEM TITLE: Adoption of Resolution No. 419 – Campus Special Recognition – Commencement 2007

Board Meeting Date: May 16, 2006

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt Resolution No. 419 awarding Campus Special Recognition honors to Dr. Wendie Johnston.

FISCAL IMPLICATIONS: None

BACKGROUND: Among the most special of the annual awards presented at the college-wide commencement exercises are the Community and Campus Special Recognition honors. Each year during the spring, the Special Recognition Committee receives nominations for people and groups that have made extraordinarily positive contributions to Pasadena City College. Upon presentation of the nominees by members of the committee, the group then selects the community and campus recipients. The decision in favor of this recipient was unanimous.

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES

Signed:

Vice President, Student and Learning Services

Superintendent/President
RESOLUTION NO. 419
PASADENA AREA COMMUNITY COLLEGE DISTRICT
PASADENA CITY COLLEGE

COMMENCEMENT SPECIAL RECOGNITION – CAMPUS
DR. WENDIE JOHNSTON

WHEREAS, Dr. Johnston has been a faculty member in the Pasadena City College Natural Sciences Division for thirty-nine years; and

WHEREAS, Dr. Johnston was the founding faculty member for the Biotechnology Program at Pasadena City College in 1998, and became the Director of the Los Angeles/Orange County Regional Biotechnology Center in 1999; and

WHEREAS, Dr. Johnston has developed, through the Biotechnology Program, valuable new linkages for her students between Pasadena City College and Caltech, the Cal State System, the Huntington Memorial Research Institute, the Pasadena Bioscience Collaborative, and with biotechnology industry leaders such as Amgen, Biogen, Idec, and Genentech; and

WHEREAS, Dr. Johnston, through her own energy, enthusiasm, and advocacy for the Biotechnology Program, has secured the donation of over $2 million in state-of-the-art biotechnology equipment from her industry partners; and

WHEREAS, Dr. Johnston has four times been nominated for the Rsseer PCC Teacher of the Year Award, has received the San Gabriel Valley Economic Partnership Award for Technology Leadership, and was the recipient of the YWCA Outstanding Woman in Education Award;

NOW, THEREFORE LET IT BE RESOLVED, that the Board of Trustees bestows upon the Dr. Wendie Johnston, Special Campus Recognition at the 2007 Commencement ceremonies.

Passed and adopted this 16th day of May, 2007.

Aye: ______
No: ______
Abstain: ______
Absent: ______

Consuelo Rey Castro
President, Board of Trustees
Pasadena Area Community College District

James Kossler, Secretary to the Board of Trustees
Pasadena Area Community College District, and
President, Pasadena City College
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

**CONSENT ITEM TITLE:**
Adoption of Resolution No. 420 – Community Special Recognition – Commencement 2007

**Board Meeting Date:** May 16, 2007

**RECOMMENDATION:** It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt Resolution No. 420 awarding Community Special Recognition honors to Mr. Armando Gonzalez.

**FISCAL IMPLICATIONS:** None

**BACKGROUND:** Among the most special of the annual awards presented at the college-wide commencement exercises are the Community and Campus Special Recognition honors. Each year during the spring, the Special Recognition Committee receives nominations for people and groups that have made extraordinarily positive contributions to Pasadena City College. Upon presentation of the nominees by members of the committee, the group then selects the community and campus recipients. The decision in favor of this recipient was unanimous.

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Recommended for Approval: 

[Signatures]

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES

[Signatures] 

Vice President, Student and Learning Services
Superintendent/President
RESOLUTION NO. 420
PASADENA AREA COMMUNITY COLLEGE DISTRICT
PASADENA CITY COLLEGE

COMMENCEMENT SPECIAL RECOGNITION – COMMUNITY
MR. ARMANDO GONZALEZ

WHEREAS, Armando Gonzalez, an award-winning Pasadena Architect, is a fellow of the American Institute of Architecture; and

WHEREAS, Armando Gonzalez served for several years as a member of the Pasadena City College Foundation Board of Directors; and

WHEREAS, Armando Gonzalez is the founding co-chair of the Pasadena City College President's Latino Advisory Committee, and has served with distinction in that capacity for nine years; and

WHEREAS, Armando Gonzalez has guided the development of a new scholarship fund, under the President's Latino Advisory Committee, which has already provided thousands of dollars to Pasadena City College students; and

WHEREAS, Armando Gonzalez has demonstrated an enduring and enthusiastic personal commitment to supporting the academic success of Latino students at Pasadena City College;

NOW, THEREFORE LET IT BE RESOLVED, that the Board of Trustees bestows upon Mr. Armando Gonzalez, Special Community Recognition at the 2007 Commencement ceremonies.

Passed and adopted this 16th day of May, 2007.

Aye: 
No: 
Abstain: 
Absent: 

________________________________________
Consuelo Rey Castro
President, Board of Trustees
Pasadena Area Community College District

________________________________________
James Kessler, Secretary to the Board of Trustees
Pasadena Area Community College District, and
President, Pasadena City College
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Adoption of Resolution No. 421 – Community Special Recognition – Commencement 2007

Board Meeting Date: May 16, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt Resolution No. 421 awarding Community Special Recognition honors to Mrs. Dolores Hickambottom.

FISCAL IMPLICATIONS: None

BACKGROUND: Among the most special of the annual awards presented at the college-wide commencement exercises are the Community and Campus Special Recognition honors. Each year during the spring, the Special Recognition Committee receives nominations for people and groups that have made extraordinarily positive contributions to Pasadena City College. Upon presentation of the nominees by members of the committee, the group then selects the community and campus recipients. The decision in favor of this recipient was unanimous.

Recommended for Approval:

Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES

Superintendent/President
RESOLUTION NO. 421
PASADENA AREA COMMUNITY COLLEGE DISTRICT
PASADENA CITY COLLEGE

COMMENCEMENT SPECIAL RECOGNITION – COMMUNITY
MRS. DOLORES HICKAMBOTTOM

WHEREAS, Dolores Hickambottom is a distinguished graduate of Pasadena City College; and

WHEREAS, Dolores Hickambottom has been an active and influential participant in local politics, having served as the field representative for two State Senators, as well as for a State Assemblyman and a Pasadena Mayor; and

WHEREAS, Dolores Hickambottom is the founding co-chair of the Pasadena City College President’s African-American Advisory Committee, and has served with distinction in that capacity for nine years; and

WHEREAS, Dolores Hickambottom has encouraged and guided informed dialogue between the campus and the community to ensure that Pasadena City College remains an accessible and welcoming educational resource for African American students; and

WHEREAS, Dolores Hickambottom is the recipient of many community recognitions, including the Altadena Citizen of the Year Award and the YWCA Women of Excellence Award;

NOW, THEREFORE LET IT BE RESOLVED, that the Board of Trustees bestows upon Mrs. Dolores Hickambottom Special Community Recognition at the 2007 Commencement ceremonies.

Passed and adopted this 16th day of May, 2007.

Aye: 
No: 
Abstain: 
Absent: 

Consuelo Rey Castro
President, Board of Trustees
Pasadena Area Community College District

James Kessler, Secretary to the Board of Trustees
Pasadena Area Community College District, and
President, Pasadena City College
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Acceptance of Anthony Portantino as the 2007
Commencement Speaker

Board Meeting Date: May 16, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, accepts Mr. Anthony Portantino, representative of the 44th Assembly District in the State of California, to deliver the address at the 82nd annual Commencement Exercises on June 15, 2007.

FISCAL IMPLICATIONS: None

BACKGROUND: Anthony Portantino was unanimously and enthusiastically supported by the Commencement Speaker Selection Committee, as indicated on the Potential Commencement Speaker List presented to the Board of Trustees in a previous consent item.

As an elected official, Mr. Portantino declined the offer of a speaker's honorarium.

Submitted by:

[Signature]
Assistant Dean, Student Affairs

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

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 Anthropology 30H, June 18 - July 5, 2007

Board Meeting Date: May 16, 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: Anthropology 30H students
NUMBER: 20 students
DATE: June 18 – July 5, 2007
TIME: Depart: 6/18/07, 8:00 a.m.
Return: 7/05/07, 10:00 p.m.
DESTINATION: Milford Archaeological Research Institute, 191 North 400 West, Milford, Utah; Minersville Reservoir Park, P.O. Box,1531, Beaver, Utah (campground)
EVENT: Anthropology field class - training in the preparation of excavation and identification of cultural artifacts
TRANSPORTATION: Private automobiles
ADVISOR: Division of Social Sciences: Mari Pritchard Parker, Instructor; Dana Shew, Instructional Aide.
NOT TO EXCEED: No cost to the District

Students will be camping out and providing their own meals and transportation.

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

FISCAL IMPLICATIONS: None

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

Submitted by:

Michael Emrich
Division Dean, Social Sciences

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:
Approve/Ratify Professional Conference Attendance

Board Meeting Date: May 16, 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 and ratify the following conference attendance outside the United States or with anticipated costs in excess of $1,500.00.

Approve

ATTENDEE: Brock Klein
LOCATION: International Society for the Scholarship of Teaching and Learning
Sydney, Australia
DATES: June 23 – July 6, 2007
PURPOSE: Will obtain information on scholarly inquiries and interdisciplinary teaching and learning.
CHARGES: $3,000.00 total
COST CENTER: $2,000.00 – 01-5210-5201-0000, $750.00 – 03-5210-5202-0000, $250.00 – 01-5210-4300-2276
RECOMMENDED BY: Dr. Jacqueline Jacobs

ATTENDEE: Robert Miller
LOCATION: Instructional Strategies for Blended and Online Learning
Boston, Massachusetts
DATES: June 12-15, 2007
PURPOSE: Will obtain information on new pedagogical options and educational activities that fit the online technology at PCC.
CHARGES: $2,611.00
COST CENTER: 01-5210-1000-2319
RECOMMENDED BY: Dr. Jacqueline Jacobs

Submitted by:
Director, Business Services

Recommended for Approval:
Interim Vice President, Administrative Services

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

ATTENDEE: Jia Quan
LOCATION: International Symposium on Experimental Methodologies
Hangzhou, China
DATES: April 7-11, 2007
PURPOSE: Obtained information on new learning paradigms, teaching pedagogy and assessing methods in the field of e-learning systems.
CHARGES: $1,000.00
COST CENTER: 01-5210-1502-2320
RECOMMENDED BY: Dr. Jacqueline Jacobs

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 or will be 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.
CONSENT ITEM TITLE: Amendment to Consent Item No. 178-B – Approve Extended Learning Presenters

Board Meeting Date: May 16, 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. 178-B, approved on April 4, 2007, as follows:

Amend:

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<th>FEE</th>
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<tr>
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<td>Weight Loss - The Healthy Way</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Health Vision</td>
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It is further recommended that the presenters be paid the amount indicated from account #01-5140-4402-0000, in addition to remuneration when appropriate for actual instructional materials that are consumed.

FISCAL IMPLICATIONS: There is no cost to the District. Extended Learning presenters are paid from participants’ fees.

BACKGROUND: Services of the presenters are requested by the Director of Extended Learning.

Submitted by:

Interim Dean, External Relations

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:
Approve/Ratify Contracts

Board Meeting Date: May 16, 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 contracts listed on the attached pages.

FISCAL IMPLICATIONS: Funds for this purpose are or will be 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.

Submitted by:

Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President
## 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>
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<td>B-97049-7</td>
<td>Ability First – Crown House/Sierra Rose District</td>
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<td>To provide classroom space for Civic Education/Community Development classes 6/01/07 until terminated</td>
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<td>B-97057-7</td>
<td>Innovative Therapy Associates</td>
<td>No cost to District</td>
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<td>PCA: Speech Language Pathology Assistant Program</td>
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<td>B-97059-8</td>
<td>California State Polytechnic University, Pomona</td>
<td>$45,000.00</td>
<td>To provide lodging, meals and meeting space for 45 Classic Upward Bound Program participants and seven District staff 7/15/07 thru 7/27/07</td>
<td>Classic Upward Bound 5300-0000</td>
<td>Misc. Object Codes</td>
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<td><strong>Ratify</strong></td>
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<tr>
<td>B-97055-7</td>
<td>Brain Works Consulting</td>
<td>12,475.00</td>
<td>To provide general project management services for the Student Services Automated Reporting for Community Colleges (SSARCC) as requested by the Chancellor's Office 3/01/07 thru 6/30/07</td>
<td>Statewide EOP&amp;S 5403-0000</td>
<td>03-5120</td>
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<tr>
<td>B-97056-7</td>
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Consent Item No. 217-B
May 16, 2007
### REVIEW OF TRANSACTIONS AND CONTRACTS

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

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<td>To provide consulting services related to the annual report to the Southern California Air Quality Management District (SCAQMD) to ensure annual compliance 4/30/07 thru 4/30/08</td>
<td>SCAQMD Ride Reduction 3305-0000</td>
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Consent Item No. 217-B  
May 16, 2007
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Staff Development Activities

Board Meeting Date: May 16, 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

May 23, 2007 – Classroom Technology Retreat at Altadena Town & Country Club, to provide presentations on the latest trends in classroom technology. Anticipated expenses not-to-exceed $1,400.00 for materials, facility and refreshments for approximately 25 participants. Cost Center: 01-5210-2000-2319, Student & Learning Services (Partnership)

June 1, 2007 – Student & Learning Services Retreat at Altadena Town & Country Club, to discuss new methodology of teaching students learning strategies and survival skills on campus. Anticipated expenses not-to-exceed $2,500.00 for speaker, Merrill Demming, facility, materials and refreshments for approximately 25 participants. Cost Center: 01-5210-2000-2319, Student & Learning Services (Partnership)

June 1, 2007 – Student Learning Outcome Council Assessment Meeting at PCC. Anticipated expenses not-to-exceed $435.00 for materials and refreshments for approximately 25 participants. Cost Center: 01-5210-1000-2319, Office of Instruction (Partnership)

June 1, 2007 – ESL Department Retreat at Altadena Town & Country Club. Anticipated expenses not-to-exceed $2,500.00 facility and refreshments for approximately 25 participants. Cost Center: 01-5210-1000-0402, Office of Instruction (Staff Training)

June 4, 2007 – Critical Thinking and Test Item Writing Workshop at PCC, to facilitate instructors on how to construct reliable and valid exams using test items that are written to assess students’ critical thinking skills. Anticipated expenses not-to-exceed $4,500.00 for facilitator (Elsevier, Inc.), approved travel related expenses, materials and refreshments for approximately 35 Health Sciences Division participants. Cost Center: 01-5210-1000-0402, Office of Instruction (Staff Training)

Submitted by:

Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
Ratify

May 4, 2007 – Student Learning Outcome Council Assessment Meeting at PCC. Anticipated expenses not-to-exceed $435.00 for materials and refreshments for approximately 25 participants. Cost Center: 01-5210-1000-2319 (Partnership)

May 8, 2007 – Staff Recognition Celebration at PCC, to announce recipients of employee Recognition/Oustanding Services Awards and Classified Scholarships. Anticipated expenses not-to-exceed $3,000.00 for printing, duplicating, decorations, supplies, technical support, and refreshments for Approximately 300 participants. Cost Center: 01-5210-4300-0402, Human Resources

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.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Career and Technical Education Activities

Board Meeting Date: May 16, 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 Career and Technical Education activities listed below:

Approve:

June 7, 2007 – Southern California Biomedical Council 9th Annual Investors Conference at Wilshire Grand, to market Biotechnology Program. Anticipated expenses not-to-exceed $1,250.00 for exhibit space. Cost Center: 03-5210-5118-0000, Biotechnology Center

June 29, 2007 – Southern California Bioinformatics Summer Institute at California State University Los Angeles, a student research seminar. Anticipated expenses not-to-exceed $300.00 for speakers and refreshments for approximately 25 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center

July 1, 2007 – August 30, 2007 - Southern California Bioinformatics Summer Institute at California State University Los Angeles, a student research seminar. Anticipated expenses not-to-exceed $2,500.00 for speakers and refreshments for approximately 25 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center

July 9 – 13, 2007 – Science & Ethics of Biotechnology Workshop at Huntington Botanical Gardens, to train teachers in recombinant DNA labs using the Amgen-Bruce Wallace Lab Program protocols. Anticipated expenses not-to-exceed $2,000.00 for technician, supplies and refreshments for approximately 25 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
Ratify:

April 19, 2007 – 2007 Entrepreneurship Award Event at Cal Tech, sponsored by Entretech, with approximately 250 participants from business and industry. Anticipated expenses not-to-exceed $1,750.00 toward facility and refreshments. Cost Center: 03-5210-5118-0000, Biotechnology Center

April 22, 2007 – Sickle Cell Event at PCC, an opportunity to share information on Career and Technical Education program. Anticipated expenses not-to-exceed $1,700.00 for facilities, technicians, stage manager, engineer and house manager, security and custodians. Estimated attendance was 1,400. Cost Center: 03-5210-5115-0000, Tech Prep

May 2, 2007 – Electronic Assembly Department Advisory Committee Meeting at CEC. Anticipated expenses not-to-exceed $150.00 for materials and refreshments for approximately 25 participants. Cost Center: 03-5210-5103-0000, VTEA – CIS

May 2, 2007 – Business Office Services Advisory Committee Meeting at CEC. Anticipated expenses not-to-exceed $150.00 for materials and refreshments for approximately 25 participants. Cost Center: 03-5210-5101-0000, VTEA - Business

May 7, 2007 – Cosmetology Advisory Committee Meeting at CEC. Anticipated expenses not-to-exceed $100.00 for materials and refreshments for approximately 25 participants. Cost Center: 03-5210-5103-0000, VTEA: CIS

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

BACKGROUND: These activities are intended to promote Career and Technical Education programs.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: May 16, 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 123207 through 123421.

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:
Edgar R. Neubach
Director Purchasing Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
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<th>PO Number</th>
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<th>Description</th>
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* Indicates Vendor is located within the Pasadena Area Community College District.
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<td>$1,100.90</td>
</tr>
<tr>
<td>123385</td>
<td>&gt; BEST BUY GOV, LLC</td>
<td>APPLIANCE</td>
<td>NATURAL SCI</td>
<td>1</td>
<td>$310.57</td>
</tr>
<tr>
<td>123388</td>
<td>WVR SCIENTIFIC, INC.</td>
<td>SCIENTIFIC EQUIP.</td>
<td>OCC ED</td>
<td>3</td>
<td>$6,164.70</td>
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<tr>
<td>123389</td>
<td>• ANDERSON BUSINESS TECHNOLOGY</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>VISUAL ARTS</td>
<td>1</td>
<td>$7,385.90</td>
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<tr>
<td>123390</td>
<td>CPP, INC./DAVIES BLACK PUBLISH</td>
<td>INSTRUCTIONAL/EDUCATIONAL MTL.</td>
<td>HUM RES</td>
<td>1</td>
<td>$1,988.00</td>
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<tr>
<td>123392</td>
<td>HUTTON: TODD, M.D.</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>HUM RES</td>
<td>1</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>123393</td>
<td>B &amp; H PHOTO-VIDEO PRO AUDIO</td>
<td>CAMERA EQUIP. &amp; PHOTO SUP.</td>
<td>PUBLIC RELAT.</td>
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<tr>
<td>123394</td>
<td>B &amp; H PHOTO-VIDEO PRO AUDIO</td>
<td>CAMERA EQUIP. &amp; PHOTO SUP.</td>
<td>VISUAL ARTS</td>
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<td>$1,786.13</td>
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<tr>
<td>123395</td>
<td>• THROOP CO: GEORGE L.</td>
<td>ART SUPPLIES</td>
<td>ART DEPT</td>
<td>3</td>
<td>$429.64</td>
</tr>
<tr>
<td>123400</td>
<td>• HARRY'S GLASS SHOP, INC.</td>
<td>REPAIRS</td>
<td>PARKING</td>
<td>3</td>
<td>$270.63</td>
</tr>
<tr>
<td>123401</td>
<td>APPLE COMPUTER, INC.</td>
<td>COMPUTER EQUIP.</td>
<td>PUBLIC RELAT.</td>
<td>1</td>
<td>$3,080.80</td>
</tr>
<tr>
<td>123402</td>
<td>TIGER DIRECT</td>
<td>COMPUTER SUPPLIES</td>
<td>COMP SVS</td>
<td>1</td>
<td>$4,648.19</td>
</tr>
<tr>
<td>123403</td>
<td>MARKET-BASE SOLUTIONS</td>
<td>SERVICE FEE</td>
<td>AQMD</td>
<td>1</td>
<td>$13,133.00</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of the District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>123404</td>
<td>ABC SUPPLY CO. INC.</td>
<td>BUILDING MATERIALS</td>
<td>ENGTECH</td>
<td>1</td>
<td>$876.74</td>
</tr>
<tr>
<td>123407</td>
<td>ARTSCENE</td>
<td>SUBSCRIPTION</td>
<td>VISUAL ARTS</td>
<td>1</td>
<td>$470.00</td>
</tr>
<tr>
<td>123408</td>
<td>MASTERS DISTRIBUTORS</td>
<td>ELECTRONIC SUP. &amp; EQUIP.</td>
<td>ENGTECH</td>
<td>3</td>
<td>$483.07</td>
</tr>
<tr>
<td>123409</td>
<td>TIGER DIRECT</td>
<td>AUDIO/VISUAL SUPPLIES &amp; EQUIPT.</td>
<td>PUBLIC RELAT</td>
<td>1</td>
<td>$1,640.09</td>
</tr>
<tr>
<td>123410</td>
<td>FRAZEE PAINT &amp; WALLCOVERING</td>
<td>PAINT AND SUPPLIES</td>
<td>FACILITY</td>
<td>1</td>
<td>$482.36</td>
</tr>
<tr>
<td>123412</td>
<td>GRAINGER, INC.: W.W.</td>
<td>LIGHTING</td>
<td>FACILITY</td>
<td>1</td>
<td>$283.51</td>
</tr>
<tr>
<td>123413</td>
<td>PREMIUM QUALITY LIGHTING</td>
<td>LIGHTING</td>
<td>FACILITY</td>
<td>1</td>
<td>$922.83</td>
</tr>
<tr>
<td>123414</td>
<td>UNISOURCE WORLDWIDE, INC.</td>
<td>JANITORIAL/CUSTODIAL SUPP/EQUIP</td>
<td>FACILITY</td>
<td>1</td>
<td>$18,939.42</td>
</tr>
<tr>
<td>123415</td>
<td>SUNSTATE EQUIPMENT COMPANY</td>
<td>RENTAL OF EQUIPMENT/TOOLS</td>
<td>MEAS. P CMPS CTR</td>
<td>42</td>
<td>$2,039.56</td>
</tr>
<tr>
<td>123416</td>
<td>CONVERSE CONSULTANTS</td>
<td>SERVICE FEES/PROFESSIONAL SVCS.</td>
<td>FACILITY</td>
<td>1</td>
<td>$288.00</td>
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<tr>
<td>123418</td>
<td>ZEPHYR TEC, CORP.</td>
<td>COMPUTER SUPPLIES</td>
<td>COMP SVS</td>
<td>3</td>
<td>$836.06</td>
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<tr>
<td>123420</td>
<td>PC NATION</td>
<td>COMPUTER EQUIPT.</td>
<td>COMP SVS</td>
<td>1</td>
<td>$2,471.35</td>
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<tr>
<td>123421</td>
<td>MATHMONKEYS, LLC</td>
<td>SOFTWARE</td>
<td>COMP SVS</td>
<td>3</td>
<td>$329.00</td>
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</tbody>
</table>

$752,393.06

* Indicates Vendor is located within the Pasadena Area Community College District.
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<table>
<thead>
<tr>
<th>PO #</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>SITE</th>
<th>FUND</th>
<th>INC/DEC</th>
</tr>
</thead>
<tbody>
<tr>
<td>121150</td>
<td>RYDIN SIGN &amp; DECAL</td>
<td>Increase PO per Dept.</td>
<td>PARKING</td>
<td>03</td>
<td>$4,113.50</td>
</tr>
<tr>
<td>122412</td>
<td>MORRIS FLAMINGO, INC.</td>
<td>Decrease PO per Dept.</td>
<td>COSMET</td>
<td>03</td>
<td>$(392.17)</td>
</tr>
<tr>
<td>122677</td>
<td>MORTECH MANUFACTURING</td>
<td>Decrease PO per Dept.</td>
<td>NAT SCI</td>
<td>01</td>
<td>$(5,472.03)</td>
</tr>
<tr>
<td>122927</td>
<td>GRAINGER, INC.: W.W.</td>
<td>Decrease PO per Dept.</td>
<td>FACILITY</td>
<td>01</td>
<td>$(322.59)</td>
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<tr>
<td>122962</td>
<td>ALBION ENGINEERING</td>
<td>Decrease PO per Dept.</td>
<td>OCC ED</td>
<td>03</td>
<td>$(462.71)</td>
</tr>
<tr>
<td>123009</td>
<td>PC NATION</td>
<td>Increase PO per Dept.</td>
<td>PROJECT CNTR</td>
<td>42</td>
<td>$837.26</td>
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<tr>
<td>123097</td>
<td>BIO-RAD LABORATORIES</td>
<td>Increase PO per Dept.</td>
<td>OCC ED</td>
<td>03</td>
<td>$356.06</td>
</tr>
<tr>
<td>123150</td>
<td>ALERT SECURITY SYSTEMS, INC.</td>
<td>Increase PO per Dept.</td>
<td>POLICE</td>
<td>01</td>
<td>$3,198.00</td>
</tr>
<tr>
<td>B-07044</td>
<td>CART MASTERS</td>
<td>Increase PO per Dept.</td>
<td>TRANSPORT</td>
<td>01</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>B-07101</td>
<td>ALL-QUALITY RECOGNITION SVS.</td>
<td>Increase PO per Dept.</td>
<td>PARKING</td>
<td>03</td>
<td>$150.00</td>
</tr>
<tr>
<td>B-07110</td>
<td>HOUSE OF PRINTING</td>
<td>Increase PO per Dept.</td>
<td>PUB RELAT</td>
<td>01</td>
<td>$8,000.00</td>
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<tr>
<td>B-07125</td>
<td>MERRY X-RAY EQUIPMENT</td>
<td>Increase PO per Dept.</td>
<td>SAFETY</td>
<td>01</td>
<td>$1,000.00</td>
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<tr>
<td>B-07128</td>
<td>LIGHTING RESOURCES, LLC</td>
<td>Increase PO per Dept.</td>
<td>SAFETY</td>
<td>01</td>
<td>$1,800.00</td>
</tr>
<tr>
<td>B-07136</td>
<td>COMMUNICATION CENTER</td>
<td>Increase PO per Dept.</td>
<td>PARKING</td>
<td>03</td>
<td>$3,000.00</td>
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<tr>
<td>B-07186</td>
<td>ORTA &amp; CERVANTES FAMILY</td>
<td>Increase PO per Dept.</td>
<td>T.A.N.F.</td>
<td>03</td>
<td>$2,400.00</td>
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<tr>
<td>B-07186</td>
<td>ORTA &amp; CERVANTES FAMILY</td>
<td>Increase PO per Dept.</td>
<td>T.A.N.F.</td>
<td>03</td>
<td>$7,973.60</td>
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<tr>
<td>B-07212</td>
<td>WESTERN GRAPHICS PLUS</td>
<td>Increase PO per Dept.</td>
<td>FIN AID</td>
<td>03</td>
<td>$4,000.00</td>
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<tr>
<td>B-07321</td>
<td>AIRGAS DUARTE</td>
<td>Increase PO per Dept.</td>
<td>HEALTH SCI</td>
<td>01</td>
<td>$400.00</td>
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<tr>
<td>B-07330</td>
<td>PCC BOOKARTE</td>
<td>Increase PO per Dept.</td>
<td>T.A.N.F.</td>
<td>03</td>
<td>$1,900.00</td>
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<tr>
<td>B-07377</td>
<td>PCC BOOKSTORE</td>
<td>Increase PO per Dept.</td>
<td>CEC</td>
<td>01</td>
<td>$300.00</td>
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</tbody>
</table>

$34,277.92
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchase Order to Vizual Symphony

Board Meeting Date: May 16, 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 purchase of Sixteen (16) Smart Classroom Lecterns with integrated controls from Vizual Symphony, a local area vendor. It is also recommended that the Board approve Purchase Order 123493 to Vizual Symphony for the purchase of these lecterns for a total of One Hundred Three Thousand Three Hundred Forty-Eight Dollars and Seventy-Five Cents ($103,348.75).

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2006-2007 District Budget under the following cost centers shown:

01-6413-1202-0000 (Comp Equip/E&T Architecture)
01-6413-1251-0500 (Comp Equip/English)
01-6413-1301-0000 (Comp Equip/Health Sciences)
01-6413-1351-0500 (Comp Equip/Languages)
01-6413-1451-0000 (Comp Equip/Mathematics)
01-6413-1501-0000 (Comp Equip/Natural Sciences)
01-6413-1551-0500 (Comp Equip/Performing/Comm. Arts)

BACKGROUND: The District is purchasing these lecterns through a piggyback clause that El Camino Community College issued in October 2004 and utilizing a local Pasadena area vendor as permitted under Public Contract Code Section 20652 by mutual agreement with the successful bidder. The participation clause in their contract covers Southern California community college districts wishing to participate in their Cooperative Purchasing Agreement.

These sixteen lecterns with integrated electronic components will become the standard for future smart classroom upgrades.

Submitted by:

Edgar R. Saadahloore
Director, Purchasing Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item No. 149-B –
Approve Staff Development Activity

Board Meeting Date: May 16, 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. 149-B, approved on February 7, 2007, as follows:

Approve

April 27, 2007 – Community Education Center Staff Retreat at Pasadena Hilton, to discuss student success through student retention and development of CEC growth and unit plan objectives for 2007-08. Anticipated expenses not-to-exceed $4,035.00 $5,065.00 for supplies, materials, projector, wireless connection, printing, facilities and refreshments for approximately 50 55 participants. Cost Center: 01-5210-1000-0402, Office of Instruction (Professional Training)

FISCAL IMPLICATIONS: Funds for this activity 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:

Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratify Extended Learning Presenters

Board Meeting Date: May 16, 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 employment for the following presenters on the attached list for Extended Learning Fee classes on the designated dates.

EXTENDED LEARNING FEE CLASSES PRESENTERS

RATIFY January 2, 2007 to June 30, 2007

<table>
<thead>
<tr>
<th>PRESENTER</th>
<th>CLASS NAME</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kumaras Center for the Arts and Etiquette</td>
<td>Ballroom Dancing</td>
<td>50 Percent of Net</td>
</tr>
<tr>
<td>Kumaras Center for the Arts and Etiquette</td>
<td>Ballroom Dancing for Teens</td>
<td>50 Percent of Net</td>
</tr>
</tbody>
</table>

It is further recommended that the presenters be paid the amount indicated from account #01-5140-4402-0000, in addition to remuneration when appropriate for actual instructional materials that are consumed.

FISCAL IMPLICATIONS: There is no cost to the District. Extended Learning presenters are paid from participants’ fees.

BACKGROUND: Services of the presenters are requested by the Director of Extended Learning.

Submitted by:
Interim Dean, External Relations

Recommended for Approval:
Interim Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: May, 16, 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 $6,114.36.

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>04-18-07</td>
<td>15007942</td>
<td>$1,159.07</td>
</tr>
<tr>
<td>05-02-07</td>
<td>15053609</td>
<td>4,955.29</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$6,114.36</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
### MAY 2007 EXPENSE SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/18/2007</td>
<td>15007942</td>
<td>$1,159.07</td>
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<tr>
<td></td>
<td>Supplies</td>
<td>$296.07</td>
</tr>
<tr>
<td></td>
<td>Enrollment fee refunds</td>
<td>$781.00</td>
</tr>
<tr>
<td></td>
<td>ASB fee refunds</td>
<td>$3.00</td>
</tr>
<tr>
<td></td>
<td>Health fee refunds</td>
<td>$34.00</td>
</tr>
<tr>
<td></td>
<td>Citation refunds</td>
<td>$45.00</td>
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<tr>
<td>5/2/2007</td>
<td>15053609</td>
<td>$4,955.29</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$2,452.22</td>
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<tr>
<td></td>
<td>Postage</td>
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<tr>
<td></td>
<td>Enrollment fee refunds</td>
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<tr>
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<td>ASB fee refunds</td>
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<td>Health fee refunds</td>
<td>$138.00</td>
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<tr>
<td></td>
<td>Parking fee refunds</td>
<td>$74.00</td>
</tr>
</tbody>
</table>

**GRAND TOTAL:** $6,114.36
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: May 16, 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 $ 42,506.85.

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>04-20-07</td>
<td>15018316</td>
<td>$17,964.55</td>
</tr>
<tr>
<td></td>
<td>15053613</td>
<td>24,542.30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$42,506.85</td>
</tr>
<tr>
<td>05-02-07</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Medical $18,831.58
Benefit Payments $17,088.25
Legal $6,596.67
Interest $-9.65

$42,506.85

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:

Director, Fiscal Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: May 16, 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 2006-2007 Adopted Budget for the Federal Supplemental Opportunity Grant (FSEOG) Program.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Revenue: 01-8150-5310-0000</td>
<td>Federal Revenue, FSEOG, ACA</td>
<td>$ 3,645</td>
</tr>
<tr>
<td>Increase Appropriation: 01-7900-3000-0000</td>
<td>Contingencies</td>
<td>$ 3,645</td>
</tr>
</tbody>
</table>

BACKGROUND: FSEOG is a campus based program administered directly by schools rather than the Department of Education to provide financial aid to eligible students. The district is entitled to claim 5% of these funds for administrative allowance. The total award is $ 500,000, 5% ACA = $23,810; ACA budgeted = $20,165, increase ACA by $ 3,645.

2006-07 Adopted Budget
FSEOG $ 496,355

Increase $ 3,645

2006-2007 Revised Budget
$ 500,000

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:
Odesa Walker
Director, Fiscal Services

Recommended for Approval:
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:  
Authorization for Year End Appropriation Transfers

Board Meeting Date: May 16, 2007

RECOMMENDATION:  It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize the County Superintendent of Schools to make appropriation transfers to cover budget overdrafts, if any.

FISCAL IMPLICATIONS: Transfers will be within the total 2006-07 revised Adopted Budget as approved by the Board of Trustees.

BACKGROUND: Although Education Code Section 85200 was repealed on January 1, 1991, the Los Angeles County Office of Education will continue to honor our request to authorize the County Superintendent of Schools to make appropriation transfers at year end, in order to permit payment of obligations incurred during the 2006-07 school year. Districts are encouraged to provide this authorization.

The consequences of non-approval may result in refusal to release salary or commercial warrants until specific board action is received.

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:
Budget Augmentation

Board Meeting Date: May 16, 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 the Statewide Strategic Initiative Hubs – Multimedia/Entertainment Grant.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-8629-5122-0000</td>
<td>State Revenue</td>
<td>$116,346</td>
</tr>
<tr>
<td>01-8629-5122-0000</td>
<td>State Revenue – 4% Indirect</td>
<td>4,654</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>$121,000</strong></td>
</tr>
</tbody>
</table>

Increase Appropriations:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-1420-5122-0000</td>
<td>Academic Stipends</td>
<td>$8,000</td>
</tr>
<tr>
<td>03-2310-5122-0000</td>
<td>Classified Salaries, Stipends</td>
<td>6,346</td>
</tr>
<tr>
<td>03-3130-5122-0000</td>
<td>Employee Benefits</td>
<td>1,293</td>
</tr>
<tr>
<td>03-4301-5122-0000</td>
<td>Supplies</td>
<td>707</td>
</tr>
<tr>
<td>03-5120-5122-0000</td>
<td>Consultants</td>
<td>30,000</td>
</tr>
<tr>
<td>03-5210-5122-0000</td>
<td>Conferences, Seminars, Workshops and Retreats</td>
<td>30,000</td>
</tr>
<tr>
<td>03-5820-5122-0000</td>
<td>Operating Expenses and Services</td>
<td>40,000</td>
</tr>
<tr>
<td>01-7900-3000-0000</td>
<td>Contingencies</td>
<td>4,654</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>$121,000</strong></td>
</tr>
</tbody>
</table>

BACKGROUND: The Pasadena City College Digital Media Center Hub will provide both external and internal liaison work in addition to extending services to underserved regions 5 and 9. This area covers South San Joaquin Valley and the Inland Empire. The grant amount is $121,000, and the term of the grant is from March 6, 2007, to and including February 29, 2008. Laurie Burruss is the Project Director.

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: Odessa Wolfe
Director, Fiscal Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE: Budget Augmentation

Board Meeting Date: May 16, 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 the Noncredit Matriculation Grant.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-8626-5207-0000</td>
<td>State Revenue, Categorical, Noncredit Matriculation</td>
<td>$ 339</td>
</tr>
<tr>
<td>03-2312-5207-0000</td>
<td>Classified Salaries, Overtime, Relief, or Extra Help</td>
<td>$ 339</td>
</tr>
</tbody>
</table>

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

2006-07 Adopted Budget  2006-07 Revised Budget
Noncr. Matric. $ 411,922  $ 412,261
$ 339

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:
CONSENT ITEM TITLE: Budget Augmentation

Board Meeting Date: May 16, 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 Faculty and Staff Diversity.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-8629-5502-0000</td>
<td>State Revenue, Categorical, Diversity - Current Year</td>
<td>$22,742</td>
</tr>
<tr>
<td>03-8629-5502-0506</td>
<td>State Revenue, Categorical, Diversity - Prior Year</td>
<td>5,653</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$28,395</td>
</tr>
</tbody>
</table>

Increase Appropriations:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-5210-5502-0000</td>
<td>Conferences, Seminars, Workshops and Retreats</td>
<td>$22,742</td>
</tr>
<tr>
<td>03-5210-5502-0506</td>
<td>Conferences, Seminars, Workshops and Retreats</td>
<td>5,653</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$28,395</td>
</tr>
</tbody>
</table>

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

2006-07 Adopted Budget
Diversity -0- $28,395
2006-07 Revised Budget
$28,395

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:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: May 16, 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 Career Technical Equipment One-Time Funds.

FISCAL IMPLICATIONS:

PAC#
Increase Revenue:
03-8629-5247-0000
State Revenue,
Categorical, Career Technical
$16,080

Increase Appropriations:
03-6412-5247-0000
Equipment
$16,080

DESCRIPTION
AMOUNT

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

2006-07 Adopted Budget
Career Tech $779,606

Increase
$16,080

2006-07 Revised Budget
$795,686

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:
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: May 16, 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 Instructional Equipment and Scheduled Maintenance and Repairs.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Revenue:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-8629-1000-0300</td>
<td>State Revenue, Categorical, Instructional Equipment</td>
<td>$ 18,931</td>
</tr>
<tr>
<td>43-8629-0000-0300</td>
<td>State Revenue, Categorical, Scheduled Maintenance</td>
<td>$ 18,931</td>
</tr>
</tbody>
</table>

| Increase Appropriations:    |                                                  |        |
| 03-6412-1000-0300           | Instructional Equipment                          | $ 18,931 |
| 43-6289-3000-0000           | Scheduled Maintenance                             | $ 18,931 |

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>Instruc. Eq. $ 920,385</td>
<td>$ 18,931</td>
<td>$ 939,316</td>
</tr>
<tr>
<td>Sched. Maint. $ 920,385</td>
<td>$ 18,931</td>
<td>$ 939,316</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:  
Odessa Weiker
Director, Fiscal Services

Recommended for Approval:  
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE:
Authorization to Solicit Bids: Automatic Transmission Tester

Board Meeting Date: May 16, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize the solicitation of bids for a new automatic transmission tester.

FISCAL IMPLICATIONS: No fiscal obligation is created by the authorization to solicit bids. However, the anticipated cost of the currently needed tester is approximately Eighty Thousand Dollars ($80,000). Funds for this purpose are provided in the 2006-2007 District Budget under the following cost center shown:

01-6412-1201-0000 (E&T: Technology)

BACKGROUND: The Engineering and Technology Division recommends the purchase of this automatic transmission tester so the students can pressurize and test transmissions prior to reinstalling them into a vehicle. This testing tool allows for a complete analysis of the rebuilt transmission from both a safety and operational perspective, giving the students experience necessary for employment in the automotive field.

Submitted by:

Edgar R. Leonard
Director of Purchasing Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:  
Stipends for Classified and Unclassified Personnel

Board Meeting Date:  May 16, 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 stipend for the person 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>Haywood, Makio</td>
<td>1,500.00</td>
<td>Assistant Track 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:  
M. Higginson  
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:  
W. Frank Kilb  
Superintendent/President
CONSENT ITEM TITLE: Stipends for Academic Personnel

Board Meeting Date: May 16, 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 and 2007-08, 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>Fields, Lana</td>
<td>TBD</td>
<td>TANF-CDC Grant—CalWORKs liaison for program, $62.50/student/month, not to exceed $11,250, 7-1-07 to 12-30-07</td>
</tr>
<tr>
<td>Quintanar, Evangelina</td>
<td>100.00</td>
<td>Partnership for Excellence—presented two workshops for tutor training on the topic of &quot;Tutoring Study Skills&quot;, 4-12-07 to 4-13-07</td>
</tr>
<tr>
<td>Stroud, Linda</td>
<td>TBD</td>
<td>TANF-CDC Grant—program facilitator, $125/student/month, not to exceed $22,500, 7-1-07 to 12-30-07</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:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
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: May 16, 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 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.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barber, Kireilyn</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>7</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Hebert, Lloyd</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>7</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Kesian, Kohar</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>9</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Pibel, Ann</td>
<td>Adjunct Librarian</td>
<td>A</td>
<td>2</td>
<td>Library</td>
</tr>
<tr>
<td>Ramachandran, Hemalatha</td>
<td>Adjunct Librarian</td>
<td>A</td>
<td>7</td>
<td>Library</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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Classified Employees

Board Meeting Date: May 16, 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><strong>CHANGES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cornelious, Cheryl</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Acting, Secretary II</td>
<td>40C</td>
<td>100% - 12 mo.</td>
<td>04/16/07</td>
</tr>
<tr>
<td>To: Intermediate Clerk II</td>
<td>36D</td>
<td>100% - 12 mo.</td>
<td></td>
</tr>
<tr>
<td>Performing and Communications Arts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lin, Ken</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Library Technician II</td>
<td>35C</td>
<td>100% - 12 mo.</td>
<td>05/01/07-12/30/07</td>
</tr>
<tr>
<td>To: Acting, Library Technician III</td>
<td>38C</td>
<td>100% - 12 mo.</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SEPARATIONS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flagor, Barbara</td>
<td></td>
<td>Retirement</td>
<td>06/30/07</td>
</tr>
<tr>
<td>Secretary II</td>
<td></td>
<td>16 years of service</td>
<td></td>
</tr>
<tr>
<td>Career and Technical Education</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outlaw, Ronaldo</td>
<td></td>
<td>Resignation</td>
<td>04/02/07</td>
</tr>
<tr>
<td>Department Laboratory Aide</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visual Arts and Media Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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: May 16, 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>SEPARATIONS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hetland, Harvey</td>
<td></td>
<td>Retirement</td>
<td>06/17/07</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td>31.5 years of service</td>
<td></td>
</tr>
<tr>
<td>Engineering and Technology</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walzer-Prieto, Amanda</td>
<td></td>
<td>Resignation</td>
<td>06/17/07</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

CONSENT ITEM TITLE:  
Authorization to Reimburse Applicant(s)

Board Meeting Date:  May 16, 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 reimbursement to the following applicant(s) for costs associated with interviewing at Pasadena City College for the purpose of obtaining a full-time position. Costs related to reimbursement shall not exceed the amount shown:

Angela Smith  $ 300.60

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

BACKGROUND: Reimbursement for travel for second-level interviews is used to assist with the recruitment of qualified candidates for positions.

Submitted by:
Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President