The meeting was called to order at 6:02 p.m. by Dr. Jeanette Mann, President.

ROLL CALL

Trustees Present
Dr. Jeanette Mann, President
Mr. Geoffrey L. Baum, Vice President (arrived at 6:29 p.m.)
Ms. Consuelo Rey Castro, Clerk
Mr. John Martin (arrived at 6:05 p.m.)
Ms. Susanna Miele (arrived at 6:10 p.m.)
Mr. Warren Weber
Mrs. Beth Wells-Miller
Mr. Nicholas Szamet, Student Trustee

Administrative Officers in Attendance
Dr. James Kossler, Superintendent/President
Mr. Peter J. Hardash, Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Mr. Victor Collins, Interim Dean, Human Resources
Dr. Stuart Wilcox, Dean, Institutional Planning and Research
Ms. Janet Levine, Dean, External Relations

The Academic Senate was represented by Ms. Kay Dabelow.
The Classified Senate was represented by Mr. Hollis Stewart.
The Associated Students Board was represented by Mr. Steven Juarez.
The Management Association was represented by Mr. Dale Pittman.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment on closed session items.

The Board adjourned to Closed Session at 6:02 p.m.

II. CLOSED SESSION

Government Code §54957
Public Employee Appointment (Dance)

Government Code §54957
Public Employee Dismissal, Discipline, Release

Government Code §54957.6
Labor Negotiations
(CTA, Jacobs; CSEA 777, Hardash; CSEA 819, Hardash; ISSU, Sugimoto)

Closed Session was adjourned at 6:58 p.m.
III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:04 p.m. and reported that no action was taken during the Closed Session.

A. PLEDGE OF ALLEGIANCE

Mr. Martin led the Pledge of Allegiance.

B. INTRODUCTIONS

There were no introductions.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments on non-agenda items.

D. APPROVAL OF MINUTES - Regular Business Meeting No. 15, August 17, 2005

Mr. Baum asked that the wording be changed to read, “Mr. Baum announced that the annual budget will be presented for adoption at the next meeting…”

Mrs. Wells-Miller asked that reference be made to her comment regarding additional core classes. Dr. Kossler pointed out that Mr. Hardash had indicated that there would be additional class sections, but not necessarily core classes.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Rey Castro, the Board voted, by a majority vote of the seven members present, to approve the Minutes of Meeting No. 15, a Regular Business Meeting, August 17, 2005, as amended.

Yes: Baum, Rey Castro, Miele, Martin, Wells-Miller, Weber
Abstain: Mann
Advisory Vote: Aye

Mr. Martin requested that language in the minutes of the August 3, 2005 Board Retreat be reworded. Ms. Miele pointed out that in order to do so, it must be agendized. It will be addressed at the next meeting.

E. APPROVAL OF CONSENT ITEMS

46-B – Approve Change Orders, Measure P, Parking Structure

Mr. Baum asked why there were still change orders when the Board had approved the Notice of Completion with Kajima at the last meeting. Mr. Hardash explained that often the paperwork continues for sometime after completion of the project, and these are all anticipated changes.

48-B – Approve/Ratify/Amend/Renew Contracts

Ms. Miele requested that items funded by grant money not only include the name of the grant, but the name of the division as well.

B-96358-5

Mr. Baum asked why this is not a permanent position. Dr. Kossler responded that it is a grant position which is funded year to year.

22-I – Approval of Instructional Trip for Geology 3F

Dr. Mann questioned why advisors from the English Division will be included in this trip. Dr. Jacobs replied that it is part of the Learning Communities program.

24-P – Resignation of Academic Employees 2005-06

Ms Rey Castro noted the resignation of Ralph Gutierrez and commended him on 34 years of service to the college.
E. **APPROVAL OF CONSENT ITEMS (Continued)**

**MOTION:** **ON MOTION OF** Mr. Weber and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to approve the Consent Items.

Advisory Vote: Aye

F. **PUBLIC HEARING AND APPROVAL OF THE 2005-2006 ADOPTED BUDGET**

Dr. Mann opened the Public Hearing. When there was no comment, the hearing was closed.

Mr. Baum reviewed several line items in the budget, including supplemental taxes, non-resident tuition, long-term subs, increase of academic teaching budgets, and energy costs. Mr. Hardash responded to Mr. Baum's observations and questions. Mr. Baum also commended the administration for maintaining a healthy reserve. Dr. Mann commented that the Board manages a conservative budget. Ms. Rey Castro pointed out that PCC's performance indicators are consistently higher than many colleges that receive far more funding. Mrs. Wells-Miller commended Mr. Hardash and his staff for their diligence in the preparation of this budget.

**MOTION:** **ON MOTION OF** Mrs. Wells-Miller and seconded by Ms. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to approve the 2005-2006 Budget.

Advisory Vote: Aye

G. **DISCUSSION, WITH POSSIBLE ACTION: CURRICULUM ADDITIONS**

Dr. Jacobs explained that these course additions enable licensed cosmetologists to become cosmetology instructors.

**MOTION:** **ON MOTION OF** Mrs. Wells-Miller, and seconded by Ms. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to approve the Curriculum Additions.

Advisory Vote: Aye

H. **DISCUSSION, WITH POSSIBLE ACTION: BOARD ANNUAL SELF-EVALUATION**

Prior to discussion of the self-evaluation, Ms. Inez Yslas addressed the Board, commending them for their oversight of the financial management of the college. She suggested that the trustees be more visible at community events, and expressed hope that the issue of diversity will move from discussion to visible results.

Ms. Miele suggested that the evaluation instrument be scored by a rating scale. She cautioned that the evaluation should reflect the Board’s progress as a whole, and not be personalized.

Mr. Szamet suggested that a new category related to the Board’s relationship with students should be added to the evaluation form. After further discussion, it was decided that some refinement and clarification of the instrument might be needed, and the Board officers will look at it and discuss possible changes at a future meeting.

I. **DISCUSSION, WITH POSSIBLE ACTION: BOARD GOALS FOR 2005-2006, ASSIGNMENT OF RESPONSIBILITIES**

Ms. Yslas addressed the Board regarding Goal #05-8, which is related to diversity by stating that she hopes to hear more about the status of the creation of a career ladder program and opportunities for upward mobility.

After assigning responsibilities for each goal to the Trustees, Dr. Mann asked if it might be wise to establish standards in order to evaluate if a goal has been met. Mr. Weber suggested that scoring the goals could be included as a section of the Board self-evaluation. Mr. Baum recommended that the responsible parties write a short paragraph describing how the goal was met. Dr. Kossler reminded the members that the evaluation...
I. DISCUSSION, WITH POSSIBLE ACTION: BOARD GOALS FOR 2005-2006, ASSIGNMENT OF RESPONSIBILITIES (Continued)
is a measure of how well the Board has succeeded in accomplishing what they set out to do, even though it might not be reflected in the institutional achievements. Dr. Mann requested that some objectives or standards be written by the responsible parties and brought back at the October 5 meeting.

J. DISCUSSION, WITH POSSIBLE ACTION: STATUS REPORT ON ADMINISTRATOR’S RECOMMENDATIONS
Dr. Mann stated that she felt many of the recommendations have not been met. Dr. Kossler replied that the Time, Place and Manner policy has been given to the College Coordinating Council, and once it has passed through the shared governance process, it will come to the Board for approval. He also pointed out that several of the recommendations, as written, cannot be legally implemented. District counsel is looking at how to best address this issue.

Ms. Rey Castro stated that there are policies and procedures in place which address the ethical standards of conduct for students, staff, and police officers, as well as a handbook for club advisors.

Mr. Baum suggested that previous minutes be reviewed to determine what direction the administration was given with respect to a progress report on the recommendations. Mr. Martin indicated that perhaps the completion of the recommendations was not yet recognized, and proposed that the administration “triage” the recommendations and report back which ones had been completed and what progress was being made on the remainder.

K. DISCUSSION, WITH POSSIBLE ACTION: ATHLETICS
Mrs. Wells-Miller stated that she was interested in knowing the cost of maintenance for various sports. She indicated that she has not yet gathered all the data, withdrew this item, and asked that it be addressed at some future meeting. Dr. Mann suggested that if the Board is going to look at athletics, the entire Educational Master Plan should be examined. Mr. Weber commented that perhaps this topic should be discussed at a retreat.

L. PRESIDENT’S REPORT [INCLUDING VICE PRESIDENTS]
Dr. Kossler
- announced that the college has received grants from the National Science Foundation and Nissan, as well as having the Biotech Center grant reinstated;
- reported on how the college is responding to the Hurricane Katrina disaster including sensitivity to displaced students and local students affected by it, fundraising efforts; and relaxed admission requirements.

M. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES
Ms. Kay Dabelow, Academic Senate
- reported that the Academic Senate will have their retreat on September 10 and the first meeting will be held on September 12.

Mr. Hollis Stewart, Classified Senate
- announced that the Classified Senate will have a retreat in October and that the newsletter will be published next week.

Mr. Steven Juarez, Associated Students
- reported on the Associated Students Welcome Week activities including a pep rally and club week and announced that the AS Board will meet on September 9.
M. **ANNOUNCEMENTS** **FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES**  
(Continued)  
**Mr. Nick Szamet, Student Trustee**  
- requested the Board to sign a letter of support for AB982 which relates to campus health centers.

**Mr. John Martin, Board of Trustees**  
- voiced his support of a fee waiver for students displaced by Hurricane Katrina

**Ms. Susanna Miele, Board of Trustees**  
- congratulated the Welcome Day committee for another successful event.

**Mr. Geoffrey Baum, Vice President, Board of Trustees**  
- expressed sympathy for the victims of Hurricane Katrina, and suggested that a letter be sent to the Board of Governors encouraging consideration of a waiver of non-resident tuition for displaced students.

**Mrs. Beth Wells-Miller, Board of Trustees**  
- complimented Dr. Wilcox on the new edition of Observations, noting that the trustees were not listed, and commended Juan Gutierrez for keeping the community informed of PCC events.

**Mr. Warren Weber, Board of Trustees**  
- introduced Dr. Hilary Huang who is running for election to the Board of Trustees in Area 5.

**Dr. Jeanette Mann, President, Board of Trustees**  
- reported that a letter was sent to Governor Schwarzenegger urging him to sign SB930 into law.

N. **FUTURE BOARD MEETINGS**  
The next regular meeting of the Board of Trustees will be on September 21, 2005, at 6:00 p.m. in the Circadian at Pasadena City College.

O. **FUTURE AGENDA ITEMS**  
Mrs. Wells-Miller asked for a report on safety and evacuation plans for the college in the event of a disaster.

Ms. Rey Castro requested a presentation and accompanying report on Title V services and performance outcomes. Dr. Kossler replied that it is already scheduled for the October 5 meeting.

Ms. Miele requested discussion of the Board’s role in the accreditation standards. Dr. Kossler responded that the discussion is scheduled to begin at the September 21 meeting, with one standard being addressed then, and one each at subsequent meetings on October 19, November 18 and January 18.

P. **ADJOURNMENT**  
A moment of silence was observed in remembrance of the victims of Hurricane Katrina. Meeting No. 16 was adjourned at 9:23 p.m.
MOTIONS CARRIED AT MEETING NO. 16 – September 7, 2005

1. Approval of Minutes of Meeting No. 16, a Regular Business Meeting, August 17, 2005, as amended.

2. Approval of Consent Items.


4. Approval of Curriculum Additions.

Jeanette Mann, President
Board of Trustees

James Kossler, Secretary
Board of Trustees