NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, October 5, 2005

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

7:00 P.M.
Open Session

MEETING NO. 18
Regular Business Meeting

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

Enclosed is the Agenda for Meeting No. 18, a Regular Business Meeting. The meeting will begin at 6:00 p.m. with roll call and public comments on Closed Session items, followed by the Closed Session. Open Session will convene at 7:00 p.m. in the Circadian of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 18
REGULAR BUSINESS MEETING
Wednesday, October 5, 2005
6:00 P.M. Closed Session
7:00 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 §54957.6 Labor Negotiations
   (CTA, Jacobs; CSEA 777, Hardash;
   CSEA 819, Hardash; ISSU, Sugimoto
   Management/Confidentials, Kossler/Hardash)

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. 17, Regular Business Meeting, September 21, 2005
   E. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   F. OATH OF OFFICE
      Campus Safety Officer – George Ito
   G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF CURRICULUM ADDITIONS [Staff]
   H. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: TITLE V [Board]
   I. DISCUSSION, WITH POSSIBLE ACTION: COMMUNITY COLLEGE INITIATIVE [Board]
J. PRESIDENT'S REPORT (INCLUDING VICE PRESIDENTS)

K. ANNOUNCEMENTS BY FACULTY, STAFF, STUDENTS AND BOARD OF TRUSTEES

L. FUTURE BOARD MEETING DATES

M. FUTURE AGENDA ITEMS

N. ADJOURNMENT
CONSENT ITEMS

22-S Approval of University Campus Tours, Fall 2005
23-S Approval of Student Trip- PCC Associated Student Executive Board, Los Angeles, CA, October 7-8, 2005
24-S Approve Field Trip for Students in the Upward Bound Classic Program
34-I Approval of Instructional Trip for ESL 33A, October 14, 2005
35-I Approval of Instructional Trip for English 1B and Mathematics 15, October 15, 2005
36-I Approval of Instructional Trip for Music 61, October 10, 2005
37-I Approval of Instructional Trip for Music 61, October 18, 2005
65-B Ratify/Amend Professional Conference Attendance
66-B Approval of Participation in the California Community Colleges’ Registry 17th Annual Job Fair
67-B Approve/Ratify/Amend Contracts
68-B Ratify Staff Development Activities
69-B Approve/Ratify Vocational Education Activities
70-B Approve Purchasing Transactions
71-B Reporting and Approval of Revolving Fund Reimbursement
72-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
73-B Increase Mileage Reimbursement Rate
74-B Gann Appropriations Limits for 2005-2006

33-P Stipends for Classified and Unclassified Personnel
34-P Stipends for Academic Personnel
35-P Employment of Hourly Credit Teachers and Substitute Teachers, 2005-2006
36-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MINUTES OF MEETING NO. 17
OF THE BOARD OF TRUSTEES
Pasadena City College
Circadian
1570 East Colorado Boulevard
Pasadena, California 91106
Wednesday, September 21, 2005

Meeting No. 17
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 17 on Wednesday, September 21, 2005, in the Circadian of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. OPEN SESSION

A. CALL TO ORDER
The meeting was called to order at 7:02 p.m. by Mr. Geoffrey Baum, Vice President.

B. ROLL CALL

Trustees Present
Mr. Geoffrey L. Baum, Vice President
Ms. Consuelo Rey Castro, Clerk
Mr. John Martin
Ms. Susanna Miele
Mr. Warren Weber
Mrs. Beth Wells-Miller
Mr. Nicholas Szamet, Student Trustee

Trustees Absent
Dr. Jeanette Mann, President

Administrative Officers in Attendance
Dr. James Kossler, Superintendent/President
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

Administrative Officers Absent
Mr. Peter J. Hardash, Vice President, Administrative Services

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

C. PLEDGE OF ALLEGIANCE
Mr. Martin led the Pledge of Allegiance.

D. INTRODUCTIONS
Division Deans introduced new faculty members. A brief break following the introductions allowed Board members to greet new faculty.

E. PUBLIC COMMENT ON NON-AGENDA ITEMS
There were no public comments on non-agenda items.
F. APPROVAL OF MINUTES - Regular Business Meeting No. 16, September 7, 2005

Mr. Baum pointed out a change in the lettering sequence.

Page 8439 - Board Annual Self-Evaluation
Ms. Miele corrected paragraph two, to read, "Ms. Miele Dr. Mann suggested that the evaluation instrument be scored by a rating scale."

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Miele, the Board voted, by a unanimous vote of the five members present, to approve the Minutes of Meeting No. 16, a Regular Business Meeting, September 7, 2005, as corrected.
Advisory Vote: Aye

G. AMENDMENT TO MINUTES – Summer Board Retreat, August 3, 2005

Mr. Martin read the changes in the text for item F – Institutional Planning Process to now read, "Mr. Martin suggested that in response to community concerns a Strategic Direction should be to offer more core classes needed by the majority of the students. It was moved by Mr. Martin and seconded by Mrs. Wells-Miller, that one of the strategic directions for 2006-2007 should state that the college will place an emphasis on adding more core class offerings. After Ms. Dabelow expressed her concern about the integrity of the strategic planning process and how one defines “core courses”, she asked the Board not to approve the motion. Mr. Martin stated that he would prefer to address this concern by working with the college and withdrew the motion. Mrs. Wells-Miller withdrew the second.

MOTION: ON MOTION OF Mr. Weber and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve the amendment to the Minutes of Meeting No. 14, the Summer Board Retreat, August 3, 2005.
Abstain: Miele
Advisory Vote: Aye

H. APPROVAL OF CONSENT ITEMS

31-P – Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
Mr. Baum separated this consent item for approval.

MOTION: ON MOTION OF Mr. Weber and seconded by Mr. Martin, the Board voted, by a unanimous vote of the five members present, to approve Consent Item 31-P.
Advisory Vote: Aye

The following item was taken out of sequence.

I. OATH OF OFFICE
Mr. Baum administered the oath of office to the new Campus Safety Officer, Christine Salandino, approved in Consent Item 31-P

H. APPROVAL OF CONSENT ITEMS (Continued)

61-B – Approve/Ratify Contracts
B-96642-6
Mrs. Wells-Miller asked for clarification of the contract with Fred Johnson. Dr. Jacobs replied that Mr. Johnson’s services were needed to assist with the operation of the Engineering and Technology Division, pending appointment of a new division dean.

Ms. Miele commended Jo Ann Lee for 33.5 years of service to PCC.

MOTION: ON MOTION OF Mr. Weber and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve the remainder of the Consent Items.
Advisory Vote: Aye
J. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: ADMINISTRATOR’S RECOMMENDATIONS
Dr. Kossler introduced Frank Scialdone, Acting Chief of Police at PCC. Mr. Scialdone discussed the recommendations made by Judge Gutierrez which were directly related to campus police, and explained how each of them had been addressed and met. Ms. Miele questioned whether all officers are expected to wear uniforms while on duty. Mr. Scialdone responded that the Chief and Lieutenant wear “plain clothes” on occasion. Other officers are expected to be in uniform unless they are on a special surveillance assignment. Mr. Scialdone continued to explain that the PCC Police work in tandem with Pasadena Police Department, participating in many of the PPD’s training programs. Ms. Miele asked whether there has been police input in the Time, Place and Manner policy. Dr. Kossler responded that members of the union representing the police officers are involved in the College Coordinating Council, which reviews all policies. Mr. Baum pointed out that there needs to be a certain amount of flexibility allowed in complying with the recommendations, depending upon the circumstances of a particular situation.

K. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: FALL 2005 ACADEMIC HIRING
Mr. Vic Collins, Interim Dean of Human Resources, reviewed a summary of the hiring process for the years 2004 and 2005. He pointed out that the actual hires represent only 2% of the candidate pool. He explained the percentage of candidates per ethnicity in relation to the percentage of hires in each category, indicating that PCC is making progress toward achieving a diverse faculty. Dr. Kossler said that this information would be shared with members of the African American and Latino Advisory Groups as well as the Pasadena Latino Forum. Dr. Kossler also suggested that the years 1995 and 2005 be set as benchmarks in order to track the progress of diverse hiring over the past decade.

L. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF ACCREDITATION MIDTERM REPORT
Prior to discussion of the report, Mr. Rod Foster addressed the Board regarding Recommendation #4. He commended Dr. Kossler for attending the town hall meeting on June 5, 2005, and indicated that he felt this is a positive step toward open communication. He pointed out that the meeting was called to discuss a variety of topics, not solely internet tracking and monitoring. Mr. Baum suggested that the text be changed to indicate such. Dr. Wilcox proceeded to review the report with the Board. Several Board members commended Dr. Wilcox and his staff for the thought and work put into preparation of this report.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Miele, the Board voted, by a unanimous vote of the five members present, to approve transmittal of the Accreditation Midterm Report
Advisory Vote: Aye

M. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: NEW ACCREDITATION STANDARD 1, INSTITUTIONAL MISSION AND EFFECTIVENESS
Dr. Wilcox reviewed four areas related to accreditation including an overview of accreditation, an overview of the standards, themes, and Standard 1. He explained the purposes of accreditation and how those purposes are achieved. Dr. Wilcox gave a general background regarding what the standards are, and what they are not, as well as relating a little history of the development of today’s standards. He visited the themes of dialogue, student learning outcomes, institutional commitments, evaluation, planning and improvement, organization, and institutional integrity. Finally, he examined Standard 1, Institutional Mission and Effectiveness.

Mr. Baum remarked that accreditation is one of the most important functions of the Board. Mrs. Wells-Miller commended Dr. Wilcox on a systematic and thorough explanation. Ms. Dabelow explained how student learning outcomes are being developed at PCC, and Dr. Jacobs stated that the Board will receive additional information on that topic at the December meeting.
L. PRESIDENT'S REPORT [INCLUDING VICE PRESIDENTS]
Dr. Kossler
- pointed out the African American and Latino Student Resource Directories;
- shared information regarding a possible community college initiative for the November 2006 ballot;
- mentioned the development of the CC Master Plan; and
- reported that the report compiled by the Collegiality and Integrity committee was accepted and the recommendations have been assigned.

M. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES
Ms. Kay Dabelow, Academic Senate
- reported that the Senate had a successful retreat and has sent a letter of support for AB982; and announced that Edward Martinez will continue to serve on the Chancellor's Committee on Counseling.

Mr. Hollis Stewart, Classified Senate
- announced that the Classified Senate will have a retreat to develop goals on October 5.

Mr. Steven Juarez, Associated Students
- introduced Melissa Nairy, Vice President of Internal Affairs; reported that there are 52 charter clubs; announced that fundraising efforts for Hurricane Katrina disaster relief has raised $1600 to date; stated that plans for Homecoming are underway and that letters of support for AB982 will be sent to the Governor.

Mr. Geoffrey Baum, Vice President, Board of Trustees
- announced that he is planning a conference to be held October 28 at Huntington Library on the subject of the history of Latino media in Southern California.

N. FUTURE BOARD MEETINGS
The next regular meeting of the Board of Trustees will be on October 5, 2005, at 6:00 p.m. in the Circadian at Pasadena City College.

O. FUTURE AGENDA ITEMS
Ms. Miele requested more information on the Community College Initiative.

P. ADJOURNMENT
Meeting No. 17 was adjourned at 9:28 p.m.
MOTIONS CARRIED AT MEETING NO. 17– September 21, 2005

1. Approval of Minutes of Meeting No. 16, a Regular Business Meeting, September 7, 2005, as corrected.

2. Approval of Amendment to Minutes of Meeting No. 14, the Summer Board Retreat, August 3, 2005.

3. Approval of Consent Item 31-P.

4. Approval of the remainder of the Consent Items.

5. Approval to transmit Midterm Progress Report.

Geoffrey Baum, Vice President
Board of Trustees

James Kessler, Secretary
Board of Trustees
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I. OPEN SESSION (7:00 p.m.)
   A. CALL TO ORDER
   B. ROLL CALL
   C. PLEDGE OF ALLEGIANCE
   D. INTRODUCTIONS
      New Faculty
   E. 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.
   F. APPROVAL OF MINUTES – Meeting No. 16, Regular Business Meeting,
      September 7, 2005
   G. AMENDMENT OF MINUTES – Meeting No. 14, Summer Board Retreat,
      August 3, 2005
   H. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   I. OATH OF OFFICE
      Campus Safety Officer, Christine Salandino
   J. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: ADMINISTRATOR’S
      RECOMMENDATIONS [Board]
   K. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: FALL 2005
      ACADEMIC HIRING [Staff]
   L. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF ACCREDITATION
      MIDTERM REPORT [Staff]
   M. PRESENTATION/DISCUSSION, WITH POSSIBLE ACTION: NEW
      ACCREDITATION STANDARD I, INSTITUTIONAL MISSION AND
      EFFECTIVENESS [Board]
N. PRESIDENT'S REPORT (INCLUDING VICE PRESIDENTS)
O. ANNOUNCEMENTS BY FACULTY, STAFF, STUDENTS AND BOARD OF TRUSTEES
P. FUTURE BOARD MEETING DATES
Q. FUTURE AGENDA ITEMS
R. ADJOURNMENT
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October 5, 2005
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item F: Approval of Additions to the Non-Credit Curriculum

Board Meeting: October 5, 2005

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 Pasadena City College non-credit curriculum additions.

Fiscal Implications: None

Background: These new non-credit courses have been approved by the Curriculum and Instruction Committee and have been recommended to the Vice President of Instruction for review.

Submitted by:
Curriculum & Instruction Committee

Approved for Submission to the Board of Trustees by:

Recommended for Approval by:

Jacqueline Jacobs
Vice President, Instruction

Superintendent/President
ADDs – Effective Spring 2006:

Community Education Center – Noncredit

CIV 2901  CREATIVE STITCHERY FOR SENIORS
Designed to cover a wide range of hand embroidery and stitchery techniques for seniors which include making wall hangings, pictures, pillows, and other decorative items. To enhance stitchery as an art form, various threads and materials will also be used in the finished item.

VOC 4273  INTRODUCTION TO CINEMA/MOTION PICTURE PRODUCTION
Introduction to the basic principles and processes of motion picture production. Examines career paths and the knowledge, skills and training needed for the field. Provides an introductory experience with the major crew roles, including producer, director, screenwriter, cinematographer, editor and others.

VOC 9335  YOUTH SERVICES TRAINING
The course is designed to prepare students as quality employees for youth services programs (parks and recreation, after-school centers, tutoring sites, pre-schools, residential treatment centers, group homes) throughout the city of Pasadena.
CALIFORNIANS FOR COMMUNITY COLLEGES

DRAFT FOR DISCUSSION PURPOSES ONLY

The System of Local Community College Districts Funding and Governance Act
AMENDMENT TO THE CONSTITUTION OF CALIFORNIA

The following is new language (bold, italicized) to be amended into the state Constitution:

ARTICLE IX – EDUCATION

(California Community Colleges)

Sec. 17 The Legislature shall provide for an independent postsecondary education system of local community college districts and a system office outside of state government that functions as a public trust and as part of the Public School System.

Intent: Use the language of the University of California related to “public trust” to show the intent for the system to have greater autonomy. Use language similar to public schools related to “Legislature shall provide for ...” to give authority for funding and general statutory responsibilities in broad areas.

Sec. 18 The primary mission of the independent postsecondary education system of local community college districts shall be to offer academic and vocational instruction at the lower division level for both younger and older students, including those persons returning to school, and to advance California’s economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement. The provision of remedial instruction, instruction in English as a second language, adult noncredit instruction, and support services which help students succeed are essential and important functions. The provision of community services courses and programs is an authorized function. The local community college districts may grant associate degrees. The Legislature may establish additional missions and functions and degree granting authority.

Intent: This maintains the present statutory mission and function statement while granting authority to the legislature to add functions at a later time.

Sec. 19 Each local community college district within the system shall be established in accordance with law and governed by a locally elected board whose functions shall be delineated in law. The locally elected board shall establish local accountability standards to be reported to the local citizens.

Intent: Provide constitutional protection for local elected boards and local districts while maintaining authority for legislature to set laws regarding how districts are formed and the specific authority of local boards.
Sec. 20
(a) The independent postsecondary education system of local community college districts shall be coordinated by a system office governed by a Community College System Board composed of 17 members appointed by the Governor in accordance with law and approved by the Senate, a majority of the membership concurring.

Intent: Provide constitutional protection for a state coordinating board while maintaining authority for the legislature to set laws as to the members appointment process (certain appointees from a list provided by a particular organization, etc.).

(b) The membership of the Community College System Board shall include nine public members, at least two of whom are, or have been, elected local community college district board member. In addition there shall be, three present or retired community college employees, three present or retired full-time community college faculty members and two community college students.
(c) The terms of the members shall be six years through a statutory scheme that provides for consistency and transition, except for the student members who shall serve a one-year term.
(d) The Community College System Board shall establish minimum standards as necessary for the functioning of the local community college districts, annually adopt a proposed system budget for presentation to the governor and legislature, establish the method for allocating the state general apportionment to the system, and be vested with additional coordinating authority as established in law. The system board shall have full powers necessary or convenient for the effective administration of its responsibilities, including the power to employ and set the compensation for a system office chief executive and necessary staff, organize the structure and assignments of its staff, determine expenditures within the system office budget established by law, sue and to be sued, and to delegate such authority or functions as it may deem wise.

Intent: Maintain authority for the legislature to establish statutory responsibilities of system office and board while granting constitutional protection for the administration of its affairs (hiring, structure, budget priorities within amount provided by legislature).

(e) The work of the Community College System Board at all times shall be directed to maintaining and continuing, to the maximum degree permissible, local authority and control in the governance and administration of the local community college districts and system.

Sec. 21 The Community College System Board may withhold from the general fund appropriations distributed for the support of community college districts an amount not to exceed one percent to support the operations of the state level functions of the independent postsecondary education system of local community college districts.

ARTICLE XVI – PUBLIC FINANCE
(f) In determining the amount required to ensure that the total allocations to school districts and community college districts from General Fund proceeds of taxes appropriated pursuant to Article XIIIIB and allocated local proceeds of taxes pursuant to paragraph (3), the amount shall be calculated and appropriated by the Legislature separately each to school districts and community college districts.

Intent: Create a separate guarantee each for the school district and community college district portions of Prop. 98.

(g) For purposes of calculating the total allocations to school districts pursuant to this section, "changes in enrollment" shall be measured by the percentage change in average daily attendance. However, in any fiscal year, there shall be no adjustment for decreases in enrollment between the prior fiscal year and the current fiscal year unless there have been decreases in enrollment between the second prior fiscal year and the prior fiscal year and between the third prior fiscal year and the second prior fiscal year.

(h) For the purposes of calculating the total allocations to community college districts pursuant to this section, "changes in enrollment" shall be measured by the average of the change in statewide adult population and the change in the number of graduates of public and private high schools, measured using the most recent available data. In any year in which community college district full-time equivalent enrollment exceeds funded enrollment, "changes in community college enrollment" shall be increased by the percent in excess of two percent, but less than ten percent of actual enrollment exceeding funded enrollment.

Intent: Allow the community college Prop. 98 pot to grow according to enrollment demands on community colleges, not just K-12.

(i) For the purposes of this section, "total allocations to school districts and community college districts" shall not include any program that was funded by the General Fund in the 2003-04 fiscal year, but not considered as total allocations to school districts and community college districts for the purposes of this section in the 2003-04 fiscal year.

Intent: Prohibit cramming within Prop. 98, whereby additional programs to Proposition 98 to meet the guarantee without actually making the increased investment in education.

(j) For the purposes of this section, "total allocations to school districts and community college districts" shall include appropriations used pursuant to Section 20 of Article IX to support the independent postsecondary education system of local community college districts.

Intent: Allow for the system office funding to be independently determined by the Community College System Board and still attributed to the community college Prop. 98 pot.

(k) Subparagraph (B) of paragraph (3) of subdivision (b) may be suspended for one
year only when made part of or included within any bill enacted pursuant to Section 12 of Article IV. All other provisions of subdivision (b), except subdivisions (f) and (i), may be suspended for one year by the enactment of an urgency statute pursuant to Section 8 of Article IV, provided that the urgency statute may not be made part of or included within any bill enacted pursuant to Section 12 of Article IV.

Intent: Continue to allow for the suspension of the aggregate pots, but not the provision that provides for two separate pots. This will allow for a suspension, where the funding loss is proportionately shared between K-12 and community colleges.

Statutory Provisions

76300. (a) The governing board of each community college district shall charge each student a fee pursuant to this section.

(b) (1) The fee prescribed by this section shall be eighteen dollars ($18) effective with the fall term of the 2003-04 academic year. twenty dollars ($20) per unit per semester, effective with the first full academic term of following the effective date of this statute. (2) Notwithstanding paragraph (1), the fee prescribed by this section shall be twenty-six dollars ($26) per unit per semester, effective with the fall term of the 2004-05 academic year.

(2) The fee prescribed by this section shall not be increased in any year by an amount greater than the change in per capita personal income from the second preceding year to the immediate preceding year.

(3) The chancellor shall proportionately adjust the amount of the fee for term lengths based upon a quarter system and also shall proportionately adjust the amount of the fee for summer sessions, intersessions, and other short-term courses. In making these adjustments, the chancellor may round the per unit fee and the per term or per session fee to the nearest dollar.

(c) For the purposes of computing apportionments to community college districts pursuant to Section 84750, the chancellor shall subtract, from the total revenue owed to each district, 98 percent of the revenues received by districts from charging a fee pursuant to this section.

(d) The chancellor shall reduce apportionments by up to 10 percent to any district that does not collect the fees prescribed by this section.

(e) The fee requirement does not apply to any of the following:

(1) Students enrolled in the noncredit courses designated by Section 84757.
(2) California State University or University of California students enrolled in remedial classes provided by a community college district on a campus of the University of California or a campus of the California State University, for whom the district claims an attendance apportionment pursuant to an agreement between the district and the California State University or the University of California.
(3) Students enrolled in credit contract education courses pursuant to Section 78021, if the entire cost of the course, including administrative costs, is paid by the public or private agency, corporation, or association with which the district is contracting and if these students are not included in the calculation of the full-time equivalent students (FTES) of that district.

(f) The governing board of a community college district may exempt special part-time students admitted pursuant to Section 76001 from the fee requirement.

(g) (1) The fee requirements of this section shall be waived for any student who, at the time of enrollment, is a recipient of benefits under the Temporary Assistance to Needy Families program, the Supplemental Security Income/State Supplementary Program, or a general assistance program or has demonstrated financial need in accordance with the methodology set forth in federal law or regulation for determining the expected family contribution of students seeking financial aid.

(2) The governing board of a community college district also shall waive the fee requirements of this section for any student who demonstrates eligibility according to income standards established by the board of governors and contained in Section 58620 of Title 5 of the California Code of Regulations.

(h) The fee requirements of this section shall be waived for any student who, at the time of enrollment is a dependent, or surviving spouse who has not remarried, of any member of the California National Guard who, in the line of duty and while in the active service of the state, was killed, died of a disability resulting from an event that occurred while in the active service of the state, or is permanently disabled as a result of an event that occurred while in the active service of the state. "Active service of the state," for the purposes of this subdivision, refers to a member of the California National Guard activated pursuant to Section 146 of the Military and Veterans Code.

(i) The fee requirements of this section shall be waived for any student who is the surviving spouse or the child, natural or adopted, of a deceased person who met all of the requirements of Section 68120.

(j) The fee requirements of this section shall be waived for any student in an undergraduate program, including a student who has previously graduated from another undergraduate or graduate program, who is the dependent of any individual killed in the September 11, 2001, terrorist attacks on the World Trade Center and the Pentagon or the crash of United Airlines Flight 93 in southwestern Pennsylvania, if that dependent meets the financial need requirements set forth in Section 69432.7 for the Cal Grant A Program and either of the following apply:

(1) The dependent was a resident of California on September 11, 2001.

(2) The individual killed in the attacks was a resident of California on September 11, 2001.

(k) A determination of whether a person is a resident of California on September 11, 2001, for purposes of subdivision (j) shall be based on the criteria set forth in Chapter 1 (commencing with Section 68000) of Part 41 for determining nonresident and resident tuition.

(l) (1) "Dependent," for purposes of subdivision (j), is a person who, because of his or her relationship to an individual killed as a result of injuries sustained during the terrorist attacks of September 11, 2001, qualifies for compensation under the federal September 11th Victim Compensation Fund of 2001 (Title IV (commencing with Section 401) of
Timing
With the challenges that local colleges and the system are facing (local bond fundraising, need for a strong budget push), why should we pursue a ballot measure now?

Simply put, community colleges need a guaranteed funding stream to match student enrollment.

The Proposition 98 crunch—due to slowing K-12 enrollment growth—is already beginning to impact community colleges, as the community college budget is artificially capped by K-12 enrollment. This budget impact will continue to get worse each year, even if community colleges were provided 11% of Prop. 98, until it will be impossible to meet basic community college needs of COLA and growth. The sooner the needed technical change to Proposition 98 is made, the better equipped California’s community colleges will be to meet the state’s education and workforce needs.

Generally, ballot measures are considered twice every two years—at the statewide primary and statewide general elections in each even-numbered year. With Governor Arnold Schwarzenegger on the ballot for reelection and possible opponents exhausted from the November 2005 special election, opposition to a separate funding guarantee for community colleges will likely be minimal.

Further, the number of valid signatures required for a constitutional amendment is 8% of the votes cast in the most recent gubernatorial election. The 2002 gubernatorial had a very low voter turnout, which triggered a drop in the signature requirement from 670,815 (1999-2002) to the current 598,105 (2003-2006). If the same number of voters participate in the 2006 gubernatorial election as voted in the 2003 recall election, the requirement will increase to 692,633. This increase in signature requirement would significantly increase the cost of, and possible decrease the odds of, qualifying the community college ballot measure.

Content
Are the language and contents of the ballot measure final?

The content of the ballot measure has been put together over the past year by the Californians for Community Colleges coalition, and been tested in a statewide poll. While individual members of the coalition may like different language or contents, the core of the ballot measure is set.

Californians continues to work with experts and legal counsel to ensure that the language maximizes the goals of the Californians without opening the measure of to challenge after passage. Thus the specific language may change before final submission to the Attorney General’s office while core contents remain the same.
Will K-12 schools receive less funding if community colleges are provided a separate guarantee?
No. The ballot measure is carefully crafted to ensure that K-12’s Proposition 98 funds would be untouched. K-12 will be entitled to the same resources they received before, adjusted for inflation and enrollment growth in the same manner as under current law.

Why make only modest changes in the community college Proposition 98 guarantee rather than obtain the significant investment needed to bring California’s community colleges in line with other states?
California’s community colleges are funded significantly below the national average, and the long-term goal must be to seek the funding needed to adequately serve all students with the highest possible quality education. Unfortunately, there is neither sufficient unencumbered general fund revenue nor political support to raise taxes to meet the clear community college need.

While not a panacea to the chronic underfunding of California’s community colleges, the ballot measure would avoid a funding crisis that would impede the community colleges to keep pace with basic enrollment growth and inflation, let alone investment needs in equalization, noncredit funding, access restoration and student services.

Is the ballot measure tied to SB 361 or the Workgroup on Community College Finance?
No. Californians for Community Colleges was separately considering the ballot measure while the funding recommendations were being developed. In fact, the Californians coalition is not working to pass SB 361, while individual members are.

The Proposition 98 funding crisis for community colleges will impede progress of equalization and other current funding items regardless of the formula used. To put it more simply, there will not be enough Proposition 98 funds for community colleges for COLA and growth through this decade under any funding formula.

Does providing more independence for the System Office threaten the autonomy of locally elected governing boards?
No. While the ballot measure would allow the Chancellor to hire his senior staff (instead of deferring to the will of the Governor) and allow the Chancellor additional control over the internal office budget, the ballot measure strengthens local control.

The ballot measure would incorporate locally elected trustees into the state constitution for the first time, and provide that “[t]he work of the Community College System Board at all times shall be directed to maintaining and continuing, to the maximum degree possible, local authority and control in the governance and administration of the local community college districts and system.”

Why roll fees back when our colleges need more revenue? Why $20 per unit?
At a time when CPEC estimates that California’s community colleges should be serving nearly 100,000 more students than are currently being served and roughly that amount left during the budget cuts and fee increases over the last five years, a generation of students are not being equipped with the skills needed to keep California's economy competitive.

If the fair, moderate and predictable fee policy of limiting increases to the annual change in per capita personal income had been observed since fees were set at $13/unit in 1993, the current per unit fee would be $20.

**Qualification**

*Why can’t our students gather the required signatures to avoid raising one million for qualification?*

A constitutional amendment requires 598,105 valid signatures. While we will encourage a robust volunteer signature gathering effort, it is virtually impossible to qualify a statewide constitutional amendment on a volunteer basis. For example, the League of Cities recent ballot measure used significant assistance from firefighters, police and other employees, but still had to pay for signatures to ensure qualification within the 131 days (plus 45 to for signature verification) for the chosen election.

To qualify for the November 7, 2006 election, 598,106 valid signatures must be submitted by May 15, 2006. This provides the Secretary of State’s office the requisite time for verification, including a detailed county verification, if necessary. With an allowed circulation window beginning December 15, 2006, it will require professional assistance to meet the timeline and gather the requisite signatures.

**Winning**

*Can the ballot measure win?*

A statewide poll taken in January 2005 tested the receptiveness of voters to the community college ballot measure. The response was overwhelmingly positive, with 62% of likely voters initially responding that they were likely to vote “yes,” with support increasing to 69% after hearing pro and con arguments. This overwhelming support, a level rarely seen in statewide ballot measures, is due to the carefully crafted nature of the ballot measure, which is particularly supported because of the increased funding security for community colleges and the student fee rollback.

With no significant opposition, the ballot measure would be highly likely to succeed on the November 2006 ballot if it can be qualified, even if only a minimal campaign could be conducted.

**What happens if there is significant opposition?**

Virtually all ballot measures have some opposition, which ranges from people
willing to sign a ballot argument against the measure to multi-million efforts to defeat the measure. The careful crafting of this measure, which holds K-12 harmless and continues to allow the Legislature to suspend Proposition 98 during difficult fiscal conditions, makes it unlikely that interest groups with resources will oppose the measure.

If there is significant opposition, we would expect early attempts to negotiate a compromise before opponents invest millions of dollars, like with local government ballot measure. In this case, even if the ballot measure had sufficient opposition that made a defeat likely, the legislation extracted from a deal makes the initiative circulation costs worth the effort.

Fundraising
How were the district fundraising goals calculated?

Californians for Community Colleges hopes to raise $2.5 million of the $4 million for the campaign through local college leadership. Each district is therefore provided a goal based

on their estimated share of the 2004-05 statewide credit full-time equivalent students. A minimum goal of $5,000 was used in the construction of the goals.

Can public funds be used directly or indirectly for the effort?

No. No public funds may be used for the ballot measure in either the circulation or campaign phase. To the extent support is ordinarily provided under the civic center and educational purpose of the campus, incidental costs may be incurred.

Can district employees raise funds during work hours?

No. Like a local bond campaign, supporters of the community college ballot measure should not campaign or raise funds during work hours. Some activities, such as to provide objective information about the impact of the ballot measure on the institution or in support of a governing board taking a position on the measure, are allowable.

How can we raise the funds?

California's community colleges serve over 2 million people annually with a total budget of over $7 billion. While the measure addresses governance and student fee issues as well, the Proposition 98 changes are projected to raise more than $2 billion in additional revenue for community colleges over the next ten years. A $2.5 million fund raising goal for the long-term fiscal health of the colleges is quite achievable.

Local college leadership can look to several possible sources to meet their fundraising goals:

Senior employees: The League of California Cities and California State Association of Counties raised significant amount of money to qualify their ballot
measure by encouraging senior employees to donate amounts based on their income. If one-half of the administrators and classified professionals throughout the system that make over $80,000 per year each gave $1,000 over the next year, over $1,200,000 would be raised for the effort.

Local unions: Californians for Community Colleges is a partnership between the Community College League of California, the Faculty Association of California Community Colleges, and the Los Angeles Colleges Faculty Guild (AFT-CFT). Local college leaders can look to their local faculty and classified staff unions for support of the district fundraising goals.

Local Foundations and Auxiliary Student Funds: To the extent allowed by law, local foundation revenue and some student government funds from auxiliary services may be used for the ballot effort. The amount that may be contributed may be limited, however, and Californians will provide further guidance and fundraising assistance throughout the effort.

Alumni and Community Supporters: It is important to reach out beyond campus for fundraising as well. This is important to build early community support for the measure and to begin the “buy-in” of likely supporters. Look to retired employees, prominent alumni, and businesses and organizations that collaborate with, and benefit from, local community colleges.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of University Campus Tours
Fall 2005

Board Meeting Date: October 5, 2005

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 trips:

GROUP: Prospective Transfer Students
NUMBER: Fifteen maximum per trip
DATES AND DESTINATIONS:
October 14, 2005: California State Polytechnic University, Pomona
October 21, 2005: California State University, Northridge
October 28, 2005: University of Southern California
November 4, 2005: University of California, Los Angeles
November 18, 2005: California State University, Long Beach
December 2, 2005: University of California, Irvine

TIME: Varies between 8:00 a.m. and 5:00 p.m.
EVENT: Campus Tour and Admission Orientation
TRANSPORTATION: Van
ADVISOR(S): Minnie Hightower, Intermediate Clerk 1, or designated staff person
NOT TO EXCEED: $1,500.00 (Cost of driver and rental vehicle)

FISCAL IMPLICATIONS:
Funds for this purpose are budgeted in the 2005-2006 adopted budget in account code 01-5250-6302-0000 (Transfer Center).

BACKGROUND:
Each year the Transfer Center sponsors visits to four-year institutions to provide prospective transfer students with information about the campus, its programs and services.

Submitted by:
Dina Chase
Assistant Director, Transfer Center

Recommended for Approval:
Lisa Sugimoto, Vice President
Student/Learning Services

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

CONSENT ITEM TITLE:
Approval of Student Trip -
PCC Associated Student Executive Board
Los Angeles, CA October 7-8, 2005

Board Meeting Date: October 5, 2005

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: PCC Associated Student Executive Board
NUMBER: 2
DATES: October 7-8, 2005
TIMES: Various
DESTINATION: Four Points Sheraton-LAX
Los Angeles, CA
EVENT: California Student Senate Presidential Summit
TRANSPORTATION: Personal vehicle
ADVISOR: A. Schaefer (non-accompanying)
NOT TO EXCEED: $532.00

FISCAL IMPLICATIONS: Costs associated with this trip funded by the 2005-2006 Lobby Fee Finance Committee annual budget line item: Conferences. Cost categories and amounts are: $200.00 (1 room x $200.00 x 1 night), lodging; $130.00 (2 x $65.00), registration fees; $132.00 (2 x $66.00), meals; and $50.00 (mileage), transportation; and $20.00, parking.

BACKGROUND: This activity involves travel to a conference with the chancellor to review the constitution and rules for Cal SAC.

Submitted by:

Assistant Dean, Student Affairs

Recommended for Approval:
Lisa Sugimoto, Vice President
Student and Learning Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Field Trip for Students in the Upward Bound Classic Program

Board Meeting Date: October 5, 2005

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 Program
NUMBER: 50 (45 students and 5 staff)
DATE: Saturday, October 15, 2005
DESTINATION: Knotts Berry Farm
8039 Beach Blvd.
Buena Park, CA 90620
TIME: 4:00 pm. to 1:00 a.m.
EVENT: Social Event
TRANSPORTATION: 1 charter bus or school bus for students and staff
ADVISOR: Upward Bound Program staff
NOT TO EXCEED: $3,415.00

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2005-2006 Upward Bound Classic budget, 03-5250-6418-0000. Cost categories amounts are: Transportation, $750.00; Parking, $15.00; Tickets, $1,750.00 ($35.00 X 50); Meals, $750.00 ($15.00 X 50); and $150.00 for necessary miscellaneous out of pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Classic Program is a federal program designed to provide comprehensive academic and cultural activities to high school students to enable them to enter and succeed in secondary and higher education. This event is a component of the orientation and team building activities for low-income high school students who otherwise would not have access to this form of social experience.

Submitted by:

[Signature]
Assistant Dean of EOP&S

Recommended for Approval:

[Signature]
Vice President, Student/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 ESL 33A, October 14, 2005

Board Meeting Date: October 5, 2005

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: ESL 33A
NUMBER: 25 students
DATE: October 14, 2005
TIME: 7:00 a.m.-5:00 p.m.
DESTINATION: San Andreas Fault, California
EVENT: Visit to various San Andreas Fault sites to enhance student comprehension of material covered in class
TRANSPORTATION: District vehicle, private automobiles
ADVISOR: Division of Languages: Carol L. Curtis, Assistant Professor. Division of Natural Sciences David N. Douglass, Professor.
NOT TO EXCEED: $310.00 (transportation)

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2005-06 Adopted Budget of the Student Services/Flea Market account.

BACKGROUND: This instructional field trip is requested by the Division Dean of Languages.

Submitted by:

Division Dean, Languages

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approval of Instructional Trip for English 1B and Mathematics 15, October 15, 2005

Board Meeting Date: October 5, 2005

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: Engl 1B, Math 15
NUMBER: 27 students
DATE: October 15, 2005
TIME: 7:30 a.m.-4:00 p.m.
DESTINATION: Santa Monica College, 1900 Pico Blvd. Santa Monica, California
EVENT: Future Teachers Conference, 2005
TRANSPORTATION: Private automobiles
ADVISOR: Division of English: Lynn Wright, Assistant Professor and Title V Coop Grant Project Director; Dootsdeemalachanok Thongthiraj, Instructor. Division of Mathematics: Linda Hintzman, Assistant Professor.

NOT TO EXCEED: $600.00 (registration fees)

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2005-06 Adopted Budget in account code 03-5250-8743-0000 (Title V).

BACKGROUND: This instructional field trip is requested by the Associate Dean of Academic Support.

Submitted by: [Signature]
Associate Dean, Academic Support

Recommended for Approval:
[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 61,
October 10, 2005

Board Meeting Date: October 5, 2005

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following instructional trip:

GROUP: Music 61
NUMBER: 50 students
DATE: October 10, 2005
TIME: 7:45 a.m.-10:30 a.m.
DESTINATION: Tournament of Roses, 391 S. Orange Grove Blvd., Pasadena, California
EVENT: Performance
TRANSPORTATION: District vehicle, bus
ADVISOR: Division of Performing and Communication Arts: James Arnwine, Interim Division Dean and Professor.

NOT TO EXCEED: $600.00 (transportation)

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2005-06 Adopted Budget in account code 01-5250-1050-0000 (Performing and Communication Arts).

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

Submitted by:

Interim Division Dean, Performing and Communication Arts

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approval of Instructional Trip for Music 61, October 18, 2005

Board Meeting Date: October 5, 2005

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following instructional trip:

GROUP: Music 61
NUMBER: 50 students
DATE: October 18, 2005
TIME: 7:45 a.m.-10:30 a.m.
DESTINATION: Tournament of Roses, 391 S. Orange Grove Blvd., Pasadena, California
EVENT: Performance
TRANSPORTATION: District vehicle, bus
ADVISOR: Division of Performing and Communication Arts: James Arnwine, Interim Division Dean and Professor.
NOT TO EXCEED: $600.00 (transportation)

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2005-06 Adopted Budget in account code 01-5250-1050-0000 (Performing and Communication Arts).

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

Submitted by:
Interim Division Dean, Performing and Communication Arts

Recommended for Approval:

Vice President, Instruction

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

CONSENT ITEM TITLE:
Ratify/Amden Professional Conference Attendance

Board Meeting Date: October 5, 2005

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

Ratify

ATTENDEE: Stephanie Schmidt
LOCATION:
2005 Extended Functions for the Registered Dental Assistant and Registered Dental Hygienist
San Francisco, California
DATES: Weekend Classes between August 13 – October 29, 2005
PURPOSE:
Obtained information pertinent to the Dental Assisting program.
CHARGES: $2,495.00
COST CENTER: 03-5210-7006-0000
RECOMMENDED BY: Dr. Jacqueline Jacobs.

Amend 243-B

ATTENDEE: Brian Kennedy
LOCATION:
Twelfth International Bakhtin Conference
Jyvaskyla, Finland
DATES: July 15 – August 7, 2005
PURPOSE:
Will serve as a presenter and will network with colleagues.
CHARGES:
$600.00 total $1,100.00 total
COST CENTER: $500.00 - 01-5210-6012-0000, $100.00 - 01-5210-1500-2320, $500.00 – 01-5210-6603-2276
RECOMMENDED BY: Dr. Jacqueline Jacobs

Submitted by:
Director, Business Services

Recommended for Approval:
Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Approval of Participation in the California Community Colleges’ Registry 17th Annual Job Fair

Board Meeting Date: October 5, 2005

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 District’s participation in the California Community Colleges’ Registry 17th Annual Job Fair as follows:

January 21, 2006*
9:00 am – 3:00 pm
Los Angeles Airport Hilton Hotel
5711 West Century Blvd.
Los Angeles, CA 90045

The District expects to send faculty, staff and administrative representatives (to be identified later). Total anticipated expenditures shall not exceed $5,000.00. Expenses for the booth to include registration, supplies, duplicating/printing, and other related miscellaneous items; expenses for faculty, staff and administrators assisting to include mileage and parking; expenses for up to four staff responsible for booth set-up and clean-up to include mileage, parking, lodging, and meal allowance.

FISCAL IMPLICATIONS: Funds for this activity are budgeted in account 03-5210-6706-0000, AB1725 Staff Diversity.

BACKGROUND: The California Community Colleges’ Registry Job Fair is designed to assist in the faculty, administrative and support staff recruiting efforts of the 108 California community colleges.

*January 20, set-up day

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE: Approve/Ratify/Amend Contracts

Board Meeting Date: October 5, 2005

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/amend the contracts listed on the attached pages.

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

BACKGROUND: The contracts have been requested by the area cost center manager and reviewed for compliance with legal requirements and with District policies.

Submitted by:
Director, Business Services
Recommended for Approval:
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>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-96645-6</td>
<td>Michelle Latour</td>
<td>$130.00</td>
<td>To provide a voice and piano concert for Music 10 class 10/13/05</td>
<td>PCA: Music 1050-0000</td>
<td>01-5140</td>
</tr>
<tr>
<td>B-96646-6</td>
<td>Jonathon Gold</td>
<td>300.00</td>
<td>To provide services as guest speaker on “L.A. Diversity &amp; Food” as part of the “What Drives L.A.” Initiative 10/12/05</td>
<td>Carnegie Grant 6742-0000</td>
<td>01-5140</td>
</tr>
<tr>
<td>B-96647-6</td>
<td>Christopher Anderson</td>
<td>500.00</td>
<td>To provide services as tutor supervisor at Pasadena High School 10/06/05 thru 6/30/06</td>
<td>Math/Science Upward Bound 6425-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96648-6</td>
<td>Saul Maldonado</td>
<td>500.00</td>
<td>To provide services as tutor supervisor at John Muir High School 10/06/05 thru 6/30/06</td>
<td>Math/Science Upward Bound 6425-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96649-6</td>
<td>Christine Clever</td>
<td>500.00</td>
<td>To provide services as tutor supervisor at Marshall High School 10/06/05 thru 6/30/06</td>
<td>Math/Science Upward Bound 6425-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96650-6</td>
<td>Donna Brown</td>
<td>4,000.00</td>
<td>To provide services to coordinate the Youth Leadership Action Network to identity at-risk youth for Stepping-Up Program 10/06/05 thru 2/28/06</td>
<td>CEC: Noncredit Matriculation 6424-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96656-6</td>
<td>Andres Olvera</td>
<td>680.00</td>
<td>To provide services to design and sew PCC Marching Band and Color Guard members' uniforms 10/10/05 thru 10/21/05</td>
<td>PCA: Music 1050-0000</td>
<td>01-5140</td>
</tr>
</tbody>
</table>

Consent Item No. 67-B  
October 5, 2005
### REVIEW OF TRANSACTIONS AND CONTRACTS

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

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<td>Ratify</td>
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<tr>
<td>B-96651-6</td>
<td>Motoko Ozawa</td>
<td>$300.00</td>
<td>To provide a piano trio concert for Music 10 class 9/29/05</td>
<td>PCA: Music</td>
<td>01-5140</td>
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<td></td>
<td></td>
<td></td>
<td>(Partnership)</td>
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<tr>
<td>B-96652-6</td>
<td>Pasadena Bioscience Collaborative</td>
<td>6,000.00</td>
<td>To provide services related to event management and marketing for the L.A./Orange County Biotech workshops 10/01/05 thru 12/22/05</td>
<td>Vocational Education: Biotechnology</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96653-6</td>
<td>Greg Fox</td>
<td>1,000.00</td>
<td>To participate in Train the Trainer activities as a member of the Biological Technology Program and present one protocol to the biotechnology class 9/06/05 thru 12/15/05</td>
<td>Vocational Education: Biotechnology</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96654-6</td>
<td>Stacie Nakamoto</td>
<td>1,000.00</td>
<td>To participate in Train the Trainer activities as a member of the Biological Technology Program and present one protocol to the biotechnology class 9/06/05 thru 12/15/05</td>
<td>Vocational Education: Biotechnology</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-96655-6</td>
<td>Tim Denton</td>
<td>1,000.00</td>
<td>To participate in Train the Trainer activities as a member of the Biological Technology Program and present one protocol to the biotechnology class 9/06/05 thru 12/15/05</td>
<td>Vocational Education: Biotechnology</td>
<td>03-5120</td>
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<tr>
<td>Amend</td>
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</tr>
<tr>
<td>B-96358-5</td>
<td>Brenda White</td>
<td>3,600.00</td>
<td>To increase amount of agreement for additional services related to the Foster Care Education Program for an amount not-to-exceed $50,400.00 and extend term from 9/30/05 to 10/31/05</td>
<td>CEC: Foster Care Education</td>
<td>03-5140</td>
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Consent Item No. 67-B
October 5, 2005
<table>
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<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
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<tr>
<td>C-2877-4</td>
<td>Delmac Construction &amp; Development Co</td>
<td>$250,000.00</td>
<td>To increase amount of agreement for additional remodeling projects for an amount not-to-exceed $750,000.00 and extend term from 10/21/05 to 10/20/06 3rd Year</td>
<td>Facilities Modifications 6503-0945</td>
<td>01-5630</td>
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<td>C-2878-4</td>
<td>GMC Construction</td>
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<td>To extend term of agreement for miscellaneous remodeling projects from 10/21/05 to 10/20/06 3rd Year</td>
<td>Facilities Modifications</td>
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Consent Item No. 67-B
October 5, 2005
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratify Staff Development Activities

Board Meeting Date: October 5, 2005

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 Staff Development activities listed below:

Ratify

2005-2006 Academic Year New Faculty Orientation Workshops at PCC, dates to be determined. Anticipated expenses not-to-exceed $5,000.00 for materials and refreshments for approximately 35 new participants at each workshop. Cost Center: 01-5210-6007-0000, New Faculty Orientation

September 21, 2005 – Instructional Deans Retreat at the Athenaeum. Anticipated expenses not-to-exceed $2,000.00 for facility and refreshments for approximately 20 participants. Cost Center: 01-5210-6001-2540, Office of Instruction (Partnership)

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

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

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approve/Ratify Vocational Education Activities

Board Meeting Date: October, 5, 2005

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 Vocational Education activities listed below:

Approve:

October 14, 2005 – Vocational Education/Tech Prep High School Counselor Conference at PCC, for counselors, career techs and faculty from area high schools to interact with PCC counselors, faculty and staff from Vocational Education Programs. Anticipated expenses not-to-exceed $800.00 for materials and refreshments for approximately 25 participants. Cost Center: 03-5210-7035-0000, Tech Prep

Ratify:

September 23, 2005 – New Media/Multimedia/Entertainment Initiative Directors Meeting at PCC, for the purpose of continued work on the statewide report on “Crossworking” for the Chancellor’s Office. Anticipated expenses not-to-exceed $200.00 for materials, miscellaneous meeting expenses and refreshments for approximately 10 participants. Cost Center: 03-5210-7014-0000, New Media/Multimedia/Entertainment Initiative

October 4, 11, 18, & 25, 2005 – Data Analysis and Management Workshops at Pasadena Bioscience Collaborative and Huntington Medical Research Institute. Anticipated expenses not-to-exceed $1,600.00 for materials, presenters, and refreshments for approximately 15 participants at each workshop. Cost Center: 03-5210-7027-0000, Biotechnology Center

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

BACKGROUND: These activities are intended to promote contract education and vocational education.

Submitted by:

Sherry Hesser
Director, Business Services

Recommended for Approval:

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: Approve Purchasing Transactions

Board Meeting Date: October 5, 2005

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 from 110741 through 110952.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2005-2006 District Budget in the fund indicated and charged to the cost centers shown.

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

Submitted by:

Director, Purchasing Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
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<th>Vendor Name</th>
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* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of the District as required by Vendor.
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<tr>
<th>PO Number</th>
<th>Vendor Name</th>
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<td>WARD'S NATURAL SCIENCE</td>
<td>LABORATORY SUPPLY</td>
<td>BIO SCI</td>
<td>3</td>
<td>$338.23</td>
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<tr>
<td>110879</td>
<td>CHICKS SPORTING GOODS</td>
<td>ATHLETIC EQUIPMENT</td>
<td>PHYS ED</td>
<td>3</td>
<td>$3,265.65</td>
</tr>
<tr>
<td>110880</td>
<td>BUDDIES ALL-STARS</td>
<td>ATHLETIC EQUIPMENT</td>
<td>PHYS ED</td>
<td>3</td>
<td>$617.03</td>
</tr>
<tr>
<td>110881</td>
<td>HEALY MANUFACTURING, INC.</td>
<td>ATHLETIC EQUIPMENT</td>
<td>PHYS ED</td>
<td>3</td>
<td>$471.84</td>
</tr>
<tr>
<td>110882</td>
<td>FREESTYLE PHOTO SUPPLIES</td>
<td>CAMERA EQUIP. &amp; PHOTO SUPPLIES</td>
<td>ART</td>
<td>1</td>
<td>$699.36</td>
</tr>
<tr>
<td>110884</td>
<td>RELIZON</td>
<td>PRINTING SUP. &amp; EQUIP.</td>
<td>PUBLIC RELAT</td>
<td>1</td>
<td>$1,507.80</td>
</tr>
<tr>
<td>110886</td>
<td>LOUIS AND COMPANY</td>
<td>BUILDING MATERIALS</td>
<td>FACILITY</td>
<td>1</td>
<td>$272.78</td>
</tr>
<tr>
<td>110887</td>
<td>PEARSON ED, PRENTICE HALL</td>
<td>BOOKS</td>
<td>COMMUNITY ED</td>
<td>1</td>
<td>$2,014.33</td>
</tr>
<tr>
<td>110888</td>
<td>KEENAN &amp; ASSOCIATES</td>
<td>INSURANCE</td>
<td>PROP DAM/PUB LIA</td>
<td>6</td>
<td>$10,084.77</td>
</tr>
<tr>
<td>110890</td>
<td>CITY OF PASADENA</td>
<td>UTILITY SERVICES</td>
<td>PKG STR/BONNIE</td>
<td>42</td>
<td>$31,571.45</td>
</tr>
<tr>
<td>110891</td>
<td>GREEN: DONNA M. &amp; ASSOC., LLC</td>
<td>ADVERTISING AND PROMOTIONAL PRODUCTS</td>
<td>FIN AID</td>
<td>3</td>
<td>$538.88</td>
</tr>
<tr>
<td>110892</td>
<td>CAREER AMERICA</td>
<td>INSTRUCTIONAL/EDUCATIONAL INFORMATION</td>
<td>FIN AID</td>
<td>3</td>
<td>$4,974.74</td>
</tr>
<tr>
<td>110893</td>
<td>CAREER AMERICA</td>
<td>SERVICE FEES/PROFESSIONAL SERVICE</td>
<td>FIN AID</td>
<td>3</td>
<td>$10,052.50</td>
</tr>
<tr>
<td>110894</td>
<td>MCKESSON GENERAL MEDICAL</td>
<td>NURSING SUPPLIES</td>
<td>HEALTH SCI</td>
<td>1</td>
<td>$2,876.58</td>
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<tr>
<td>110896</td>
<td>GOENGINEER</td>
<td>SOFTWARE</td>
<td>ENGTECH</td>
<td>1</td>
<td>$2,514.75</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>110898</td>
<td>WWR SCIENTIFIC, INC.</td>
<td>LABORATORY SUPPLY</td>
<td>PHYS SCI</td>
<td>3</td>
<td>$354.12</td>
</tr>
<tr>
<td>110900</td>
<td>HYPERLAST NORTH AMERICA</td>
<td>ART SUPPLIES</td>
<td>ART</td>
<td>1</td>
<td>$954.77</td>
</tr>
<tr>
<td>110902</td>
<td>PERFECT FORM BUSINESS SERVICES</td>
<td>PRINTING SERVICES</td>
<td>ADMIT</td>
<td>1</td>
<td>$2,020.74</td>
</tr>
<tr>
<td>110904</td>
<td>SUNNEN PRODUCTS COMPANY</td>
<td>TOOLS</td>
<td>ENGTech</td>
<td>1</td>
<td>$283.00</td>
</tr>
<tr>
<td>110907</td>
<td>CDW GOVERNMENT, INC.</td>
<td>SOFTWARE</td>
<td>IRC</td>
<td>1</td>
<td>$2,110.88</td>
</tr>
<tr>
<td>110912</td>
<td>C.V. TILE</td>
<td>BUILDING MATERIALS</td>
<td>ENGTech</td>
<td>1</td>
<td>$3,948.85</td>
</tr>
<tr>
<td>110913</td>
<td>ASAP WELDING</td>
<td>BUILDING MATERIALS</td>
<td>ENGTech</td>
<td>1</td>
<td>$1,282.76</td>
</tr>
<tr>
<td>110916</td>
<td>ENOVATION GRAPHIC SYSTEMS, INC.</td>
<td>LIGHTING</td>
<td>ENGTech</td>
<td>1</td>
<td>$308.51</td>
</tr>
<tr>
<td>110919</td>
<td>BACKGROUND UNLIMITED</td>
<td>SERVICE FEES/PROFESSIONAL SVS.</td>
<td>PARKING</td>
<td>3</td>
<td>$2,250.00</td>
</tr>
<tr>
<td>110920</td>
<td>PASENDA EMBROIDERY</td>
<td>INSTRUCTIONAL/EDUCATIONAL MTL.</td>
<td>PARKING</td>
<td>3</td>
<td>$3,480.24</td>
</tr>
<tr>
<td>110921</td>
<td>VLSYSTEMS, INC.</td>
<td>SERVICE FEES/PROFESSIONAL SVS.</td>
<td>MIS</td>
<td>3</td>
<td>$12,730.00</td>
</tr>
<tr>
<td>110922</td>
<td>ANIXTER, INC.</td>
<td>ELECTRONIC SUPPLIES &amp; EQIP.</td>
<td>TELECOMM</td>
<td>1</td>
<td>$1,481.40</td>
</tr>
<tr>
<td>110926</td>
<td>ADVANTAGE DEMOLITION AND GRADING</td>
<td>SERVICE FEES/PROFESSIONAL SVS.</td>
<td>MULTI PURP FIELD</td>
<td>41</td>
<td>$3,247.50</td>
</tr>
<tr>
<td>110929</td>
<td>AMERICAN/FOOTHILL PUBLISHING CO.</td>
<td>PRINTING SERVICES</td>
<td>PUBLIC RELAT</td>
<td>1</td>
<td>$2,079.48</td>
</tr>
<tr>
<td>110930</td>
<td>PERKIN-ELMER CORP.</td>
<td>REPAIR</td>
<td>PHYS SCI</td>
<td>1</td>
<td>$2,861.49</td>
</tr>
<tr>
<td>110931</td>
<td>ALLIANCE ELECTRIC SUPPLY</td>
<td>ELECTRICAL SUPPLIES &amp; EQIP.</td>
<td>FACILITY</td>
<td>1</td>
<td>$401.61</td>
</tr>
<tr>
<td>110932</td>
<td>CDW GOVERNMENT, INC.</td>
<td>DATA PROC./COMPUTER SUPPLIES</td>
<td>COMMUNITY ED</td>
<td>3</td>
<td>$810.79</td>
</tr>
<tr>
<td>110934</td>
<td>IPARADIGMS</td>
<td>SERVICE FEES/PROFESSIONAL SVS.</td>
<td>MIS</td>
<td>3</td>
<td>$10,946.91</td>
</tr>
<tr>
<td>110936</td>
<td>PINK HOUSE STUDIOS, INC.</td>
<td>ART SUPPLIES</td>
<td>ART</td>
<td>1</td>
<td>$1,110.90</td>
</tr>
<tr>
<td>110937</td>
<td>GRAINGER, INC.: W.W.</td>
<td>ELECTRICAL SUPPLIES &amp; EQIP.</td>
<td>FACILITY</td>
<td>1</td>
<td>$275.88</td>
</tr>
<tr>
<td>110938</td>
<td>CLEARVIEW PRINTING, INC.</td>
<td>PRINTING</td>
<td>PHYS ED</td>
<td>1</td>
<td>$1,271.94</td>
</tr>
<tr>
<td>110939</td>
<td>HILTI, INC.</td>
<td>BUILDING MATERIALS</td>
<td>FACILITY</td>
<td>1</td>
<td>$471.97</td>
</tr>
<tr>
<td>110941</td>
<td>STEVENSON INDUSTRIES</td>
<td>OFFICE SUP. &amp; EQIP.</td>
<td>OFFICE SVS</td>
<td>1</td>
<td>$2,091.34</td>
</tr>
<tr>
<td>110942</td>
<td>DIRECT MONITORING SYSTEMS, LLC</td>
<td>ELECTRONIC SUPPLIES &amp; EQIP.</td>
<td>FACILITY</td>
<td>1</td>
<td>$32,335.23</td>
</tr>
<tr>
<td>110943</td>
<td>CITY GRAPHICS</td>
<td>SERVICE FEES/PROFESSIONAL SERVICE</td>
<td>OCC ED</td>
<td>3</td>
<td>$362.64</td>
</tr>
<tr>
<td>110946</td>
<td>SIEMENS BUILDING TECHNOLOGIES, INC.</td>
<td>SERVICE FEES/PROFESSIONAL SVS.</td>
<td>FACILITY</td>
<td>1</td>
<td>$800.00</td>
</tr>
<tr>
<td>110949</td>
<td>NEXGEN</td>
<td>PAINT AND SUPPLIES</td>
<td>FACILITY</td>
<td>1</td>
<td>$643.44</td>
</tr>
<tr>
<td>110951</td>
<td>SEHI COMPUTER PRODUCTS, INC.</td>
<td>COMPUTER EQUIP.</td>
<td>LIBRARY</td>
<td>1</td>
<td>$4,816.48</td>
</tr>
<tr>
<td>110952</td>
<td>PASADENA PAVING, INC.</td>
<td>REPAIRS</td>
<td>MULTI PURP FIELD</td>
<td>41</td>
<td>$1,495.00</td>
</tr>
</tbody>
</table>

$292,937.97

* 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 #</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>SITE</th>
<th>FUND</th>
<th>INC/DEC...</th>
</tr>
</thead>
<tbody>
<tr>
<td>110096</td>
<td>NAZ-DAR/KC WESTERN SUPPLY</td>
<td>Decrease PO per Dept.</td>
<td>ENG/TECH</td>
<td>03</td>
<td>(323.68)</td>
</tr>
<tr>
<td>110203</td>
<td>U. S. AIR CONDITIONING</td>
<td>Decrease PO per Dept.</td>
<td>FACILITY</td>
<td>01</td>
<td>(439.50)</td>
</tr>
<tr>
<td>110383</td>
<td>PASADENA PAVING, INC.</td>
<td>Increase PO per Vendor</td>
<td>FACILITY</td>
<td>41</td>
<td>505.00</td>
</tr>
<tr>
<td>110624</td>
<td>COMPUTERLAND OF SILICON VALLEY</td>
<td>Increase PO per Dept.</td>
<td>COMP. SVS.</td>
<td>01</td>
<td>2,831.00</td>
</tr>
<tr>
<td>110749</td>
<td>WESTERN CENTER ON LAW AND POVERTY</td>
<td>Increase PO per Vendor</td>
<td>EOP &amp; S</td>
<td>03</td>
<td>338.28</td>
</tr>
<tr>
<td>110750</td>
<td>ASAP WELDING</td>
<td>Increase PO per Dept.</td>
<td>FACILITY</td>
<td>01</td>
<td>270.00</td>
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</tbody>
</table>

$ 3,181.10
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: October 5, 2005

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 $5,560.93.

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>09-15-05</td>
<td>13279816</td>
<td>$3,603.72</td>
</tr>
<tr>
<td>09-21-05</td>
<td>13301184</td>
<td>1,957.21</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$5,560.93</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:

Director, Fiscal Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/15/2005</td>
<td>13279816</td>
<td>$3,603.72</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$856.72</td>
</tr>
<tr>
<td></td>
<td>Bus passes</td>
<td>$94.00</td>
</tr>
<tr>
<td></td>
<td>Enrollment refunds</td>
<td>$172.00</td>
</tr>
<tr>
<td></td>
<td>Parking refunds</td>
<td>$2,480.00</td>
</tr>
<tr>
<td></td>
<td>ASB refunds</td>
<td>$1.00</td>
</tr>
<tr>
<td></td>
<td><strong>Grand total:</strong></td>
<td></td>
</tr>
<tr>
<td>9/21/2005</td>
<td>13301184</td>
<td>$1,957.21</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$1,712.69</td>
</tr>
<tr>
<td></td>
<td>Duplicating</td>
<td>$85.52</td>
</tr>
<tr>
<td></td>
<td>Bus passes</td>
<td>$47.00</td>
</tr>
<tr>
<td></td>
<td>Enrollment refunds</td>
<td>$47.00</td>
</tr>
<tr>
<td></td>
<td>ASB refunds</td>
<td>$1.00</td>
</tr>
<tr>
<td></td>
<td>Parking refunds</td>
<td>$64.00</td>
</tr>
<tr>
<td></td>
<td><strong>Grand total:</strong></td>
<td></td>
</tr>
</tbody>
</table>

Grand total: $5,560.93
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: October 5, 2005

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 $26,275.90.

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>9-15-05</td>
<td>13279820</td>
<td>$26,275.90</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$8,691.94</td>
</tr>
<tr>
<td></td>
<td>Medical</td>
<td>$8,691.94</td>
</tr>
<tr>
<td></td>
<td>Travel for Medical</td>
<td>4.42</td>
</tr>
<tr>
<td></td>
<td>Benefit Payments</td>
<td>16,408.90</td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td>1,170.64</td>
</tr>
<tr>
<td></td>
<td>$26,275.90</td>
<td>$26,275.90</td>
</tr>
</tbody>
</table>

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.
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Increase Mileage Reimbursement Rate

Board Meeting Date: October 5, 2005

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize an increase in mileage reimbursement to employees from 40.5 cents per mile to 48.5 cents per mile, effective September 1, 2005.

Employees requesting reimbursement for parking fees must attach their original parking receipts to their mileage form.

FISCAL IMPLICATIONS: Funds are provided in the 2005-2006 budget.

BACKGROUND: The Internal Revenue Service increased the standard mileage reimbursement rate to 48.5 cents per mile effective 09-01-05. Mileage reimbursements to employees for business use of personal automobiles, which are made at a rate no greater than the standard IRS rate, are not reported on employee W-2 statements.

Submitted by: 

Director, Fiscal Services

Recommended for Approval:

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: Gann Appropriations Limits for 2005-2006

Board Meeting Date: October 5, 2005

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 projected Gann Appropriations Limits for 2005-2006.

<table>
<thead>
<tr>
<th>Year</th>
<th>Description</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2005-06</td>
<td>Calculated Appropriations Limits</td>
<td>$145,659,134</td>
<td></td>
</tr>
<tr>
<td>2005-06</td>
<td>PCC Appropriations Subject to Limitation</td>
<td>$84,998,013</td>
<td>58.4%</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: None

BACKGROUND: Proposition 4, approved by the California voters in 1979, established the “Gann Limits” on government spending. It states that government spending would not grow faster than the growth in population and inflation. Government Code Section 7908 (c) and 7910 require each community college district to report to the Chancellor of the California Community Colleges annually its appropriations limits and appropriations subject to limitations. The appropriations limits must be approved by the district’s governing board in accordance with Government Code Section 7910. Pasadena City College’s projected Appropriations Subject to Limitation is well below the Gann Limit “cap” on spending.

Submitted by: Odessa Walker
Director, Fiscal Services

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

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
[Signature] Superintendent/President
CONSENT ITEM TITLE: Stipends for Classified and Unclassified Personnel

Board Meeting Date: October 5, 2005

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the stipends for the persons on the attached list for the fiscal year 2005-06.

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:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Altamirano, Julie</td>
<td>598.20</td>
<td>Assist Nursing Program Director with application process (Health Sciences)</td>
</tr>
<tr>
<td>Bean, Leslie</td>
<td>2,500.00</td>
<td>Assistant Basketball Coach (Physical Education)</td>
</tr>
<tr>
<td>Crawford, Marcus</td>
<td>1,000.00</td>
<td>Assistant Basketball Coach (Physical Education)</td>
</tr>
<tr>
<td>Helman, Daniel</td>
<td>487.50</td>
<td>Hatha Yoga course presenter for Summer and Fall 2005 (Extended Learning Center)</td>
</tr>
<tr>
<td>Jones, Idris</td>
<td>1,000.00</td>
<td>Assistant Basketball Coach (Physical Education)</td>
</tr>
<tr>
<td>Masia, Roxana</td>
<td>1,000.00</td>
<td>Assistant Women's Cross Country Coach (Physical Education)</td>
</tr>
<tr>
<td>Mc Harry, Lucia</td>
<td>2,000.00</td>
<td>Assistant Women's Volleyball Coach (Physical Education)</td>
</tr>
<tr>
<td>Porter, Elizabeth</td>
<td>581.76</td>
<td>Assist Nursing program director with application process (Health Science)</td>
</tr>
<tr>
<td>Tillman, Beverly</td>
<td>8,190.00</td>
<td>Coordinating after-hours tutoring while enhancing MESA support services for 2005/06 academic year (Academic Support)</td>
</tr>
</tbody>
</table>
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons on the attached list to be employed in a special project as listed, approved for the College year 2005-2006, 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.

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:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Douglas, Earlie</td>
<td>2,000.00</td>
<td>Tech Prep Grant—Coordinate the Career Pathways and the Adopt-A-School Program with the Pasadena Unified School District for the 2005-06 school year</td>
</tr>
<tr>
<td>Dwyer, Janis</td>
<td>4,000.00</td>
<td>Copernicus Grant—assisted in implementing the grant during the summer 2005; recruitment, articulation preparation with 4-year schools</td>
</tr>
<tr>
<td>Encinas, Jorge</td>
<td>1,000.00</td>
<td>Carnegie Grant—implementation of innovative practices and alternative assessment; participation in regularly scheduled planning and evaluation meetings</td>
</tr>
<tr>
<td>Fehrenbach, Paula</td>
<td>150.00</td>
<td>Music 10 performance—string trio (department stipend)</td>
</tr>
<tr>
<td>Garcia, Debra</td>
<td>4,000.00</td>
<td>Noncredit Matriculation—coordinate the Youth Leadership Action Network and assist local school districts and community organizations to identify at-risk students for our Stepping-up Programs</td>
</tr>
<tr>
<td>Ireland-Galman, Michelle</td>
<td>4,000.00</td>
<td>Copernicus Grant—assisted in implementing the grant during the summer 2005; recruitment, articulation preparation with 4-year schools</td>
</tr>
<tr>
<td>Lawlor, Amy</td>
<td>3,000.00</td>
<td>Carnegie Grant—development of integrated math and English curriculum; implementation of innovative practices and alternative assessment; participation in regularly scheduled planning and evaluation meetings</td>
</tr>
<tr>
<td>Mitchell, Elizabeth</td>
<td>180.00</td>
<td>Music 10 performance—tuba trio (department stipend)</td>
</tr>
<tr>
<td>Oventlie, Robert</td>
<td>2,000.00</td>
<td>Carnegie Grant—lead faculty advisor for future nurses: program design, curriculum development, scheduling, recruiting; participation in regularly scheduled planning and evaluation meetings; participation in future nurses programs</td>
</tr>
<tr>
<td>Pedrini, Jamie</td>
<td>130.00</td>
<td>Music 10 performance—flute (department stipend)</td>
</tr>
<tr>
<td>Quintanar, Evagelina</td>
<td>2,000.00</td>
<td>Title V Grant—attend &quot;culturally responsive teaching&quot; workshops plus ongoing meetings to discuss best practices in English basic skills</td>
</tr>
<tr>
<td>Scivally, Riner</td>
<td>180.00</td>
<td>Music 10 performance—jazz trio (department stipend)</td>
</tr>
<tr>
<td>Thongthiraj, Took Took</td>
<td>2,000.00</td>
<td>Title V Grant—attend &quot;culturally responsive teaching&quot; workshops plus ongoing meetings to discuss best practices in English basic skills</td>
</tr>
<tr>
<td>Wilkerson, Andrea</td>
<td>240.00</td>
<td>Music 10 performance—jazz (department stipend)</td>
</tr>
<tr>
<td>Young, Phillip</td>
<td>300.00</td>
<td>Music 10 performance—piano trio (department stipend)</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE: Employment of Hourly Credit Teachers and Substitute Teachers, 2005-06

Board Meeting Date: October 5, 2005

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 2005-06. 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>Carlson, Phillip</td>
<td>Adjunct Physician</td>
<td>A</td>
<td>1</td>
<td>Student Health Services</td>
</tr>
<tr>
<td>McLaughlin, Cassandra</td>
<td>Adjunct Counselor</td>
<td>A</td>
<td>1</td>
<td>Counseling</td>
</tr>
<tr>
<td>Omeara, Evan</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>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:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
CONSENT ITEM TITLE: Employment, Charge of Status, Leave of Absence, and Separation of Classified Employees

Board Meeting Date: October 5, 2005

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>MONTHLY RATE</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Barkman, John</td>
<td>54A</td>
<td>$1952.43</td>
<td>50% - 12 mo.</td>
<td>10/06/05</td>
</tr>
<tr>
<td>Research Planning Analyst Planning</td>
<td></td>
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<tr>
<td>&amp; Research Replacing: Sandra Deaton</td>
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</tr>
<tr>
<td>Figueroa, Graciela</td>
<td>39A</td>
<td>$2707.41</td>
<td>100% - 12 mo.</td>
<td>10/24/05</td>
</tr>
<tr>
<td>Intermediate Account Clerk III</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fiscal Services Replacing: Rosette</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Jaltorossian</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Ito, George</td>
<td>53A</td>
<td>$3847.70*</td>
<td>100% - 12 mo.</td>
<td>10/06/05</td>
</tr>
<tr>
<td>College Safety Officer</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Police/Safety Services Replacing:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alfonso Cervantes</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Larreta, Carolina</td>
<td>42A</td>
<td>$2913.86</td>
<td>100% - 12 mo.</td>
<td>10/24/05</td>
</tr>
<tr>
<td>Student Business Services Assistant</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Business Services Replacing:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teresa Marsala</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phillips, Edward</td>
<td>32C</td>
<td>$2693.77**</td>
<td>100% - 12 mo.</td>
<td>10/06/05</td>
</tr>
<tr>
<td>Custodian Facilities Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Alice Holden</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Submitted by:
Office of Human Resources

Recommended for Approval:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
**SEPARATION**

**Gillette, Christine**  
Senior Clerk  
Counseling  
Replacing: Christina Guzman  
Rescinded offer  
09/21/05

**Neciosup, Maria G.**  
Admissions & Records Clerk II  
Admissions & Records  
Resignation  
09/23/05

**Yasui, Victor**  
Computer Support Technician  
Learning Assistance Center  
Resignation  
10/10/05

* Includes 5% shift differential  
** Includes 6% shift differential

**FISCAL IMPLICATIONS:** None

**BACKGROUND:** Routine personnel transactions within budget limits.