NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, July 11, 2007

6:00 P.M.
Closed Session

7:00 P.M.
Open Session

MEETING NO. 17

REGULAR BUSINESS MEETING

Harbeson Hall
Pasadena City College
1570 East Colorado Boulevard
Pasadena, California 91106

Enclosed is the Agenda for Meeting No. 17, a Regular Business Meeting. The meeting will begin at 6:00 P.M. with the Call to Order, Roll Call and Public Comments on Closed Session Items. The Closed Session will follow. Open Session will reconvene at 7:00 p.m. The Board will meet in the Circadian of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 17
REGULAR BUSINESS MEETING
Wednesday, July 11, 2007
6:00 P.M.
Pasadena City College
Harbeson Hall
1570 East Colorado Boulevard, Pasadena, CA 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 (6:00 p.m.)

II. CLOSED SESSION
Government Code §54957
Public Employee Appointments
Instructors: Philosophy, Nursing
College President

III. OPEN SESSION (7:00 p.m.)
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. 14, Regular Business Meeting, June 19, 2007; Meeting No. 15, Regular Business Meeting, June 20, 2007

E. APPROVAL OF CONSENT ITEMS (See page 3, attached)

F. DISCUSSION, WITH POSSIBLE ACTION: SEARCH FOR NEW COLLEGE PRESIDENT (Board)

G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF RESOLUTION #426, SAN GABRIEL/FOOTHILLS ASSOCIATION OF COLLEGES (Board)

H. DISCUSSION, WITH POSSIBLE ACTION: BOARD BYLAW 1030, STUDENT TRUSTEE (Board)

I. PRESIDENT’S REPORT

J. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD
K. FUTURE BOARD MEETING DATES
L. FUTURE AGENDA ITEMS
M. ADJOURNMENT
CONSENT ITEMS

1-S Approval of Student Travel for Upward Bound Classic Program, City of Industry, CA, July 20, 2007
2-S Approval of Student Travel for Upward Bound Math/Science Program, Long Beach, CA, July 13, 2007
1-I Approval of Instructional Trip for Physical Sciences 37, July 13, 2007
2-I Approval of Instructional Trip for VOC 4280, 4282, July 19, 2007
3-I Ratification and Approval for Instructional Activities for Community Education Center
4-I Approval of Instructional Trip for English 35, 135, July 28-August 4, 2007
5-I Ratification of Approval of Instructional Trip for PEACT 82A, July 7, 2007
1-B Approve/Ratify Professional Conference Attendance
2-B Approval of Organizations for Membership, 2007-08 Fiscal Year
3-B Authorization to Reimburse Associated Students’ Fund for Payments to Game Officials
4-B Renewal of Contract for Student Loan Billing & Accounting System, ACS Education Services, Inc.
5-B Authorization to Destroy Records
6-B Reporting and Approval of Revolving Fund Reimbursement
7-B Approve Staff Development Activities
8-B Amendment to Consent Item 218-B – Approve/Ratify Staff Development Activities
9-B Amendment to Consent Item 206-B – Amendment to Consent Item No. 46-B – Approve/Ratify Staff Development Activities
10-B Ratify Career and Technical Education Activities
11-B Ratify Approval to Enter into an Agreement with Los Angeles County Office of Education for Data Processing Services
12-B Approve/Ratify/Amend/Renew Contracts
13-B Ratify Grant Application, Math, Engineering & Science Achievement (MESA), California Community Colleges Program (CCC)
14-B Approve Purchasing Transactions

1-P Stipends for Classified and Unclassified Personnel
2-P Amendment to Consent Item 134-P - Approval of College Assistant and Instructional Aide Positions – July 1, 2007-December 30, 2007
3-P Stipends for Academic Personnel
4-P Employment of Hourly Credit Teachers and Substitute Teachers, Summer 2007
5-P Employment of Hourly Noncredit Teachers and Substitute Teachers, Summer 2007
6-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
7-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008
8-P Salary Compensation Factors – Large Group Instruction
9-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008 (CLOSED SESSION)
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MINUTES OF MEETING NO. 14
OF THE BOARD OF TRUSTEES
Pasadena City College
Circadian
1570 East Colorado Boulevard
Pasadena, California 91106
6:00 Closed Session
7:00 Open Session
Tuesday, June 19, 2007

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

Meeting No. 14
Page 8643
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 14 on Tuesday, June 19, 2007, in the Circadian of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS
The meeting was called to order at 6:00 p.m. by Mr. John Martin, Vice President.

ROLL CALL
Trustees Present
Dr. Consuelo Rey Castro, President
Mr. John Martin, Vice President
Ms. Susanna Miele, Clerk
Dr. Hilary Bradbury-Huang
Dr. Jeanette Mann
Mrs. Beth Wells-Miller

Trustees Absent
Mr. Geoffrey L. Baum
Mr. Michael Sansosti, Student Trustee

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

Administrative Officers Absent

The Academic Senate was not represented.
The Classified Senate was not represented.
The Associated Students Board was not represented.
The Management Association was represented by Ms. Ellen Ligons.

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

Mr. Martin adjourned the Board to Closed Session at 6:02 p.m.
II. CLOSED SESSION
  Government Code §54957

  Public Employee Appointment
  (Interim Dean, Physical Education;
  Instructors, Psychology (2); Anthropology, ESL
  Teacher/Coordinator: High School Diploma Program
  (Science & Math)

  Closed Session was adjourned at 6:52 p.m.

III. OPEN SESSION

  Dr. Rey Castro reconvened the Open Session at 7:01 p.m. and reported that no action was taken during the Closed Session.

A. PLEDGE OF ALLEGIANCE
  Mrs. Murillo led the Pledge of Allegiance.

B. INTRODUCTIONS
  There were no introductions.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
  Detective Alan Chan, speaking on behalf of CSEA Chapter 817, reported an attack on a police dispatcher, and requested that the Board ensure that the Police and Safety officers receive appropriate equipment and resources.

D. APPROVAL OF MINUTES: Meeting No. 13, a Regular Business Meeting,
  June 6, 2007
  Ms. Miele pointed out a typographical error on page 8653.

Page 8653 – Announcements
  Ms. Miele referred to Dr. Mann’s comments and suggested that the wording be changed to “...and mentioned a proposal to form a joint committee comprised of representatives from PUSD, the Pasadena City Council, PCC, Altadena Town Council, and Sierra Madre City council...”. In the same manner, on page Dr. Mann’s request under Future Agenda Items be changed to read, “Dr. Mann requested discussion of participating in an inter-agency committee as proposed by ACT.”

Page 8652 – Item J – Annual Review of Bylaw 1450, Trustees’ Code of Ethics
  Dr. Mann suggested that the second sentence be changed to read, “She asked if it would be a good idea to incorporate an affirmative statement on Conflict of Interest into the bylaws”.

Page 8653 – Item H - Announcements
  Mrs. Wells-Miller wanted it noted for the record that she attended the CEC High School graduation event.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to approve the Minutes of Meeting No. 13, a Regular Business Meeting, June 6, 2007, as corrected.

E. APPROVAL OF CONSENT ITEMS
  257-B and 258-B – Renewal Agreement – Child Care and Development
  Dr. Mann said that it appears these two Resolutions are identical so why are the per child amounts different. Dr. Kossler explained that the differential is based on whether it is a daytime or evening program.
F. APPROVAL OF CONSENT ITEMS (Continued)
260-B – Purchasing Transactions
Dr. Mann asked for clarification of an expenditure made to Sinclair Printing. Mrs. Murillo explained that this was for the printing of the college and supplemental CEC catalogues.

138-P – Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
Mrs. Well-Miller recognized the retirement of Hollis Stewart and said that he will be missed on campus.

138-P – Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
Dr. Mann asked how many requests are received for position reviews, and how many are approved. Dr. Aguiliga said that he will provide her with that information.

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Miele, the Board voted by a unanimous vote of the six members present to approve the Consent Items.

F. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF 2007-08 TENTATIVE BUDGET
Dr. Mann pointed out that this is a formality to approve a roll-over budget to enable the college business to continue until the final budget is approved.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Ms. Miele, the Board voted by a unanimous vote of the six members present to approve the 2007-08 Tentative Budget.

G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF POLICY 3600, ADVISORY COMMITTEES FOR CAREER AND TECHNICAL EDUCATION PROGRAMS
Ms. Miele asked if there is already a policy in place. Ms. Ligons responded that the state requires Career and Technical Education programs to have an outside advisory committee, and although PCC has always had a committee, the requirement was never written into policy. Dr. Bradbury-Huang said that she was unclear as to what the Board was approving, and suggested that the policy have a tighter connection with the strategic goals. Ms. Ligons said that an overall program goal will be developed, which is separate from the policy, and will be brought to the Board at the time of the annual completion report.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to approve Policy 3600, Advisory Committee for Career and Technical Education Programs.

H. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF POLICY 5650, INVESTMENTS
Dr. Bradbury-Huang said that she would be supportive or more rigorous language in the policy. Dr. Kossler suggested that the Administration add a sentence indicating that Board approval is needed for "other investments" and that the Board will review the policy every three years.

MOTION: ON MOTION OF Dr. Bradbury-Huang and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the six members present to approve Policy 5650, Investments, with the proposed changes.

I. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF POLICY 1450, TRUSTEES' CODE OF ETHICS
Dr. Mann stated that she felt the Administration had captured the intent of the Board by adding the Conflict of Interest clause.
I. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF POLICY 1450, TRUSTEES' CODE OF ETHICS (Continued)

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the six members present to approve Policy 1450, Trustees' Code of Ethics.

J. DISCUSSION, WITH POSSIBLE ACTION: COLLABORATIVE IN SUPPORT OF PUSD
Ms. Miele asked what impact this committee would have on the existing PCC/PUSC subcommittee. Dr. Mann responded that this is more focused on resources, and that the two groups will be doing different types of work. Dr. Bradbury-Huang asked if there is a way that people from districts outside the PUSD boundaries could also be involved and Dr. Mann responded that, perhaps, in the future other alliances can be made with neighboring cities. Mr. Martin suggested that certain sections of the proposal be omitted.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Mann, the Board voted by a unanimous vote of the six members present to agree to participate in a joint interest commission and appoint a representative at the appropriate time.

Dr. Rey Castro asked Dr. Kossler to prepare a letter to communicate this Board action to Mayor Bogaard.

K. DISCUSSION, WITH POSSIBLE ACTION: PROCESS FOR THE SELECTION OF THE COLLEGE PRESIDENT
Dr. Rey Castro stated that the interview questions have been developed by the Board officers and Dr. Purdy. Interviews will be conducted tomorrow.

L. PRESIDENT'S REPORT [INCLUDING VICE PRESIDENTS]
Dr. Kossler
- thanked all those who worked on Commencement for making it such an outstanding event;
- announced that the summer enrollment is up 1.7% over the same time last year;
- reported that all projects have cleared the Division of State Architect;
- distributed a Star News insert on PHS seniors college destinations; and
- reminded Board members that the self-evaluation forms are due to Dr. Rey Castro by July 6.

M. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD
Ms. Ellen Ligons, Management Association
- announced that there are 159 PHS graduates planning to attend PCC.

Dr. Jeanette Mann, Board of Trustees
- mentioned an appointment noted in the Campus Report, and suggested that the Board hear about appointments prior to publication.

Dr. Hilary Bradbury-Huang, Board of Trustees
- congratulated the Commencement speakers on their moving addresses.

Dr. Consuelo Rey Castro, President, Board of Trustees
- expressed her regret that the Board had no opportunity to acknowledge Dr. Kossler's retirement during the Commencement exercises.
N. FUTURE BOARD MEETING DATES
The June 20 meeting will be held in the East-West Room of the Athenaeum at Caltech beginning at 11:00 a.m. The following meeting will be July 6, 2007, at 1:00 p.m. in Harbeson Hall.

O. FUTURE AGENDA ITEMS
Mrs. Wells-Miller requested a presentation on the Emergency Response Plan.

Dr. Mann requested discussion of the San Gabriel Foothills Association of Colleges.

Dr. Bradbury-Huang requested discussion on annual investment updates, parallel processes to the PUSD joint interest commission for neighboring communities to collaborate with PCC, and ways to support the transition from high school students to PCC. She also expressed support for Officer Humphrey, the injured police dispatcher.

IV. CLOSED SESSION
Government Code §54957 Public Employee Appointment
(College President)

Dr. Rey Castro stated that a second Closed Session was not necessary.

V. OPEN SESSION
P. ADJOURNMENT
Meeting No. 14 was adjourned at 8:30 p.m.
MOTIONS CARRIED AT MEETING NO. 14—June 19, 2007

1. Approval of Minutes of Meeting No. 13, a Regular Business Meeting, June 6, 2007, as corrected.

2. Approval of Consent Items.

3. Approval of the 2007-08 Tentative Budget.

4. Approval of Policy 3600, Advisory Committees for Career and Technical Education Programs.

5. Approval of Policy 5650, Investments, as revised.

6. Approval of Policy 1450, Trustees' Code of Ethics, as revised.

7. Approval to participate in a joint interest commission with the Pasadena City Council, PUSD, Altadena Town Council, and Sierra Madre City Council, and appoint a representative at the appropriate time.

James Kossler, Secretary
Board of Trustees
BOARD OF TRUSTEES  
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
MEETING NO. 14  
REGULAR BUSINESS MEETING  
Tuesday, June 19, 2007  
6:00 P.M.  
Pasadena City College  
Circadian  
1570 East Colorado Boulevard, Pasadena, CA 91106  

AGENDA  

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

II. CLOSED SESSION  
  Government Code §54957  
  Public Employee Appointment  
  Interim Division Dean, Physical Education  
  Instructors: Psychology (2); Anthropology, ESL,  
  Teacher/Coordinator: High School Diploma  
  Program (Science & Math)  

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. 13, Regular Business Meeting, June 6, 2007  
E. APPROVAL OF CONSENT ITEMS (See page 3, attached)  
F. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF 2007-08 TENTATIVE BUDGET [Staff]  
G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF POLICY 3600, ADVISORY COMMITTEES FOR CAREER AND TECHNICAL EDUCATION PROGRAMS [Staff]  
H. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF POLICY 5650, INVESTMENTS [Board]
I. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF BYLAW 1450, TRUSTEES' CODE OF ETHICS (REVISED) [Board]

J. DISCUSSION, WITH POSSIBLE ACTION: COLLABORATIVE IN SUPPORT OF PUSD [Board]

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

L. PRESIDENT'S REPORT (INCLUDING VICE PRESIDENTS)

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

N. FUTURE BOARD MEETING DATES

O. FUTURE AGENDA ITEMS

IV. CLOSED SESSION
   Government Code §54957 Public Employee Appointment
      (College President)

V. OPEN SESSION
   P. ADJOURNMENT
Meeting No. 15
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 15, a regular business meeting, on Wednesday, June 20, 2007, in the Mezzanine of the Athenaeum at Caltech, 551 South Hill Avenue, Pasadena, CA 91106.

I. OPEN SESSION
A. CALL TO ORDER
   The meeting was called to order at 11:00 a.m. by Dr. Consuelo Rey Castro, President.

B. ROLL CALL
   Trustees Present
   Dr. Consuelo Rey Castro, President
   Mr. John Martin, Vice President
   Ms. Susanna Miele, Clerk
   Mr. Geoffrey L. Baum
   Dr. Hilary Bradbury-Huang
   Dr. Jeanette Mann
   Mrs. Beth Wells-Miller

C. PLEDGE OF ALLEGIANCE
   Dr. Rey Castro led the Pledge of Allegiance.

D. INTRODUCTIONS
   There were no introductions.

E. PUBLIC COMMENT ON NON-AGENDA ITEMS
   There was no public comment

F. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 819, TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Staff]
   Dr. Rey Castro opened the Public Hearing. When there was no public comment, the hearing was closed.

G. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 819 [Staff]
   Dr. Rey Castro opened the Public Hearing. When there was no public comment, the hearing was closed.
F. PUBLIC COMMENT ON CLOSED SESSION ITEMS
   There was no public comment on Closed Session items.

   Dr. Rey Castro adjourned the Board to Closed Session.

II. CLOSED SESSION
   Government Code §54957   Public Employee Appointment
   (College President)

III. OPEN SESSION
   G. ADJOURNMENT
   Dr. Rey Castro reported that no action was taken in the Closed Session. Meeting
   No. 15 was adjourned at 10:30 p.m.
AGENDA

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I. OPEN SESSION
   A. CALL TO ORDER AND ROLL CALL
   B. PLEDGE OF ALLEGIANCE
   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. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 819, TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Staff]
   E. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 819 [Staff]
   F. PUBLIC COMMENT ON CLOSED SESSION ITEMS

II. CLOSED SESSION
   Government Code §54957 Public Employee Appointment
   (College President)

III. OPEN SESSION
   G. ADJOURNMENT
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<td>G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF RESOLUTION #426, SAN GABRIEL FOOTHILLS ASSOCIATION OF COLLEGES</td>
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<td>H. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: BOARD BYLAW 1030, STUDENT TRUSTEE</td>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item G: Approval of Resolution #426, San Gabriel/Foothills Association of Colleges

Board Meeting: July 11, 2007

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, approve Resolution #426, San Gabriel/Foothills Association of Colleges.

Fiscal Implications: It is anticipated that the dues for membership for 2007-2008 will be $300.00 per college. If membership is approved, this amount will be included in the 2007-2008 Adopted Budget.

Background: The mission of the San Gabriel/Foothills Association of Colleges (SanFAC) is to establish and maintain good communication between and among the region's community colleges; to work together and effectively represent our colleges regarding legislative matters; to increase our working relationships with state agencies; to facilitate regional partnerships; and to share information and coordinate programs.

Approved for Submission to the Board of Trustees by:

Superintendent/President
RESOLUTION No. 426
PASADENA AREA COMMUNITY COLLEGE DISTRICT
RESOLUTION IN SUPPORT OF THE FORMATION OF THE
SAN GABRIEL/FOOTHILLS ASSOCIATION OF COLLEGES

WHEREAS, community college trustees from regions throughout California have joined together to form regional associations; and

WHEREAS, the purpose of these associations is to educate and inform locally-elected representatives; to impact legislation; to share information among districts; to coordinate programs; and to combine efforts on issues of common interest; and

WHEREAS, regional community college associations have an opportunity to have a strong collective voice in advocating before regional elected officials at the local, state and federal levels, as well as regional and statewide associations and boards; and

WHEREAS, the community colleges serving the San Gabriel Valley and eastern Foothills region of Southern California, including Citrus, Chaffey, Glendale, Mt. San Antonio, Pasadena and Rio Hondo share a similar student population, and many of the same issues, opportunities and challenges; and

WHEREAS, the aforementioned community colleges have proposed the formation of the San Gabriel/Foothills Association of Colleges; now

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Pasadena Area Community College District supports the formation of the San Gabriel/Foothills Association of Colleges and further resolves to become a member of and participate in the San Gabriel/Foothills Association of Colleges.

Passed and adopted this 11th day of July, 2007.

AYES: _
NOES: _
ABSTENTIONS: _
ABSENT: _

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

James Kessler, Secretary to the Board of Trustees
Pasadena Area Community College District
San Gabriel/Foothills Association of Colleges
(SanFAC)
Mission and Procedures

Mission

The mission of the San Gabriel/Foothills Association of Colleges (SanFAC) is to establish and maintain good communication between and among the region's community colleges; to work together and effectively represent our colleges regarding legislative matters; to increase our working relationships with state agencies; to facilitate regional partnerships; and to share information and coordinate programs.

Representation

The association shall be composed of member community college districts representing the San Gabriel Valley and eastern Foothills region of Southern California, including Chaffey, Citrus, Glendale, Mt. San Antonio, Pasadena and Rio Hondo. Participating members shall include elected trustees, CEOs and government affairs staff.

Every member district shall have the right to appoint two (2) voting members to attend any official meeting of the association. The voting members shall be one trustee and one CEO or his or her designee.

A quorum for voting purposes shall be composed of voting delegates from a majority of the member districts.
Procedures

Meetings

Meetings shall be held a minimum of two times a year. The schedule will vary according to planned activities and the need for consultation and legislative visits.

Meetings shall be held at one of the member district campuses or at a community college conference held by an organization to which all member districts belong.

The responsibility for organizing and chairing the meeting will rotate among districts, with the order to be determined by a drawing at the annual organizational meeting. The term for each district to serve as chair shall be one year.

Minutes

Minutes and agendas from all meetings shall be maintained by the district serving as chair. They shall be stored with minutes and agendas from the previous meeting for one full year. These documents will be available to interested members of the association upon request.

Annual Organizational Meeting

The annual organizational meeting shall be held at the beginning of the fall semester, during which goals, objectives and dues for the upcoming year shall be decided.
Association Expenses

Dues shall be determined at the first organizational meeting of the year and assessed on a yearly basis. The dues shall be placed into an account established by the district serving as the association's chair. The treasury shall move with the chair as it rotates from district to district.

Operational expenses shall be the responsibility of the district serving as chair.

Meeting expenses shall be the responsibility of the host district. The expense for meetings held at a conference shall be paid out of the association treasury.
1. Advocate for student-related issues:
   - Basic skills
   - Accountability
   - Cost of textbooks

2. Meet with legislators to provide information and petition for support
   - In their districts
   - In Sacramento
   - In Washington, D.C.

3. Advance regional transportation initiatives:
   - Bus passes for students
   - Earmarks for special transportation programs
   - Extension of the Metro Gold Line to Ontario

4. Advocate for the community college budget and funding for programs

5. Participate in efforts to pass the Community College Ballot Initiative
1. Student Trustee Qualifications
   a. The student must be a legal resident of the State of California.
   b. The student must be enrolled in 9 or more units or credit at Pasadena Area Community College District. Summer intersession enrollment is not required.
   c. The student must have earned, and maintain, a cumulative grade point average of 2.5 or above (on a 4 point scale).
   d. The student must be in good standing at the College, i.e., not on academic or disciplinary probation.

2. Election of Student Trustee
   a. The Student Trustee shall be chosen by a plurality vote of all members of the student body voting for a Student Trustee candidate in the election. The election shall be scheduled in the Spring Semester.

3. Student Trustee Terms of Office, Recall, Vacancy
   a. The term of Student Trustee shall be one year commencing July 1 of each year.
   b. Student Trustee shall be subject to recall. Student recall petitions must be signed by at least 10% of credit students enrolled at Pasadena City College. The procedures governing the recall election shall otherwise be as set forth in the constitution and the election bylaws of the Associated Students at Pasadena City College as they relate to the recall of student officers.
   c. If the office is vacant due to ineligibility, resignation, or other reason, the Assistant Dean of Student Activities shall schedule a special election within 25 calendar days after the Board of Trustees declares the vacancy unless a regular A.S. election falls within the 25 calendar-day period, in which case the Student Trustee election shall be combined with the A.S. election. If the vacancy should occur during the Summer Intersession, the 25 calendar days shall be counted from the opening date of the Fall Semester.
   d. If the office of Student Trustee is vacated, the position of Acting Student Trustee shall accrue (until the results of the Special Election) to a student holding an A.S. office in the following order of succession, if Student Trustee qualifications are met:
      e. Associated Students President
      f. Associated Students Vice President

4. Student Trustee Compensation
   a. The Student Trustee shall be granted a scholarship of $3,000.00 effective July 1. The Scholarship shall be paid at $250.00 per month against the $3,000.00 over a period of twelve months.
   b. In each month where the student trustee does not attend a meeting he/she is eligible to attend, the $250.00 shall be prorated. Thus, if one meeting is missed out of two, the monthly amount would be one-half of $250.00 ($125.00).
   c. As required by the Education Code (72023.5), the Board will, by May 15 of each calendar year, adopt the rules and regulations implementing compensation for the Student Trustee as provided for above. Such rules and regulations shall be effective until May 15 of the following year.

5. Board Meetings
   a. The Student Member shall be seated with the members of the Board and shall be entitled to attend all non-closed session Board meetings, including receiving all materials presented to the Board members (except for closed session materials) and shall be entitled to participate in the questioning of witnesses and the discussion of issues.
   b. The Student Trustee shall, before a vote takes place, have the same rights as a governing board member would have to speak to a moved and seconded motion.
   c. During the period of May 4, 2006 and June 30, 2007, the Student Trustee may make and second motions.
   d. The Student Trustee may cast an advisory vote.
   e. Although the Student Trustee may participate fully in discussions and his/her consultative role is encouraged, the Student Trustee may not be included in determining whether a quorum is present or whether the required number of votes have been voted in favor of a matter before the Board.
   f. The Student Trustee shall not attend closed sessions except to the extent that any nonmember of the governing board could attend, such as, but not limited to, when properly called as a witness, or to provide information at the invitation of the governing board.

6. Miscellaneous Matters
   a. The Student Member shall not be liable for any acts of the Board.
   b. The Student Member shall not be eligible for health and medical benefits available to members of the governing board.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel for Upward Bound Classic Program
City of Industry, CA  July 20, 2007

Board Meeting Date: July 11, 2007

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

GROUP: Upward Bound Classic Program
NUMBER: 50 (40 students and 10 staff)
DATE: Friday, July 20, 2007
DESTINATION: SpeedZone
City of Industry, CA
TIME: 5:00 p.m. to 11:00 p.m.
EVENT: Social Activity
TRANSPORTATION: 1 bus and 2 PCC vans for students and staff
ADVISOR: Upward Bound Program Staff
NOT TO EXCEED: $1,935.00

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2006-2007 Upward Bound Classic Program cost center: 5300-0000 (to include the months of June, July and August 2007). Cost categories and amounts are: Transportation, $535.00 (1 bus @ $335.00 and 2 PCC vans @ $100.00 each = $200.00); Meals, $750.00 ($15.00 each x 50); Admission, $500.00 ($10.00 each x 50) and $150.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Classic Program is a federal program designed to provide comprehensive academic, recreational, and cultural activities to high school students to enable them to succeed in secondary education, and enroll and succeed in higher education. This event will promote team building and communication skills for low income high school students and provide exposure to a social experience they would otherwise not be able to afford. Social activities are allowable expenditures within the Upward Bound Programs.

Submitted by:

[Signature]
Assistant Dean of EOP&S

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approval of Student Travel for Upward Bound Math/Science Program
Long Beach, CA    July 13, 2007

Board Meeting Date: July 11, 2007

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

GROUP: Upward Bound Math/Science Program
NUMBER: 45 (40 students, 5 staff)
DATE: July 13, 2007
TIME: 8:30 a.m. to 4:30 p.m.
DESTINATION: Queen Mary
            Long Beach, CA
EVENT: Social Activity
TRANSPORTATION: 1 bus
ADVISOR(S): Upward Bound Math/Science Staff
NOT TO EXCEED: $2,219.00

FISCAL IMPLICATIONS: Funds for this activity are budgeted in the 2006-2007 Upward Bound Math/Science Program cost center: 5301-0000 (to include the months of June, July and August 2007). Cost categories and amounts are: Transportation, $479.00 (1 bus); Meals, $765.00 ($17.00 x 45 persons); Admission, $765.00 ($17.00 x 45); Parking, $10.00 and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federal program designed to provide comprehensive academic, cultural and recreational activities to high school students to enable them to succeed in secondary education, to enter and graduate from an institution of higher education, and facilitate careers in the areas of mathematics and the sciences. This event will promote team building and communication skills for high school students and provide exposure to a social experience they would otherwise not be able to afford. Social activities are allowable expenditures within the Upward Bound Math Science Programs.

Submitted by:

[Signature]
Assistant Dean of EOP&S

Recommended for Approval:

[Signature]
Vice President; Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approval of Instructional Trip for
Physical Sciences 37, July 13, 2007

Board Meeting Date: July 11, 2007

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

GROUP: Physc 37 students
NUMBER: 35 students
DATE: July 13, 2007
TIME: 7:00 a.m. – 7:00 p.m.
DESTINATION: Owen's Dry Lake (Owen's River Gorge), California
EVENT: Field observations of the effects of water diversion
TRANSPORTATION: District vehicles
ADVISOR: Division of Natural Sciences: Yuet-ling O’Connor, Associate Professor.
NOT TO EXCEED: $300.00 (transportation)

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1502-0000 (Natural Sciences).

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

Submitted by:

Division Dean, Natural Sciences

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Vice President, Instruction

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for VOC 4280, 4282, July 19, 2007

Board Meeting Date: July 11, 2007

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

GROUP: VOC 4280, 4282 students
NUMBER: 20 students
DATE: July 19, 2007
TIME: 9:00 a.m. – 12:00 noon
DESTINATION: Michael Levine, Inc., 920 S. Maple Ave., Los Angeles, California
EVENT: Introduce students to the operation of the garment industry
TRANSPORTATION: District vehicles
ADVISOR: Community Education Center: Marina Hinds, Instructor
NOT TO EXCEED: $150.00 (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 will be budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1152-0000 (CEC: Noncredit Program).

BACKGROUND: This instructional field trip is requested by the Division Dean, Community Education Center.

Submitted by:

Division Dean, Community Education Center

Recommended for Approval:

Jacqueline Jaff
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Ratification and Approval for Instructional Activities for Community Education Center

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify and approve the following Instructional Activities:

Career Mentor Program:

Ratify
July 12, 2007 – PUSD students under the Career Mentor Summer Program will tour Pasadena City Hall, Pasadena Police Station and Pasadena Central Library and obtain information regarding academic/degree requirements for jobs within the city. Anticipated expenses not to exceed $575 for transportation for approximately 30 participants and 4 faculty/staff. Cost to be charged to the PCC Foundation/San Gabriel Valley Foundation Grant.

Approve
July 17, 2007 – PUSD students under the Career Mentor Summer Program will tour USC campus and meet with admissions representatives. Anticipated expenses not to exceed $575 for transportation to and from PUSD schools for approximately 30 students and 4 faculty/staff. Cost to be charged to the PCC Foundation/San Gabriel Valley Foundation Grant.

FISCAL IMPLICATIONS: This program is funded through a grant managed by the PCC Foundation

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

Submitted by:

Division Dean, Community Education Center

Recommended for Approval:

Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for English 35, 135, July 28 - August 4, 2007

Board Meeting Date: July 11, 2007

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

GROUP: English 35, 135 students
NUMBER: 30
DATE: July 28 – August 4, 2007
DESTINATION: Southern Oregon University
1250 Siskiyou Blvd., Ashland, Oregon
EVENT: Oregon Shakespeare Festival
TRANSPORTATION: Private automobiles, train
ADVISOR: English Division: Lee Reinhartsen, Professor; Manuel Perea, Instructor
NOT TO EXCEED: No cost to district

Expenses for meals, lodging and transportation are paid for by the participants.

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

FISCAL IMPLICATIONS: None.

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

Submitted by:

[Signature]
Division Dean, English

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:
Ratification of Approval of Instructional Trip for PEACT 82A, July 7, 2007

Board Meeting Date: July 11, 2007

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

GROUP: PEACT 82A students
NUMBER: 8 students
DATE: July 7, 2007
TIME: 8:00 a.m. – 8:00 p.m.
DESTINATION: College of the Desert, 43500 Monterey Ave., Palm Desert, California
EVENT: Participation in the College of the Desert Summer Fest Basketball tournament
TRANSPORTATION: District vehicles
ADVISOR: Division of Physical Education: Joe Peron, Instructor
NOT TO EXCEED: $100.00 (transportation)

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1602-0000 (Physical Education – Athletics).

BACKGROUND: This instructional field trip is requested by the Interim Division Dean, Physical Education.

Submitted by:
Beverly Tab
Interim Division Dean, Physical Education

Recommended for Approval:
Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Professional Conference Attendance

Board Meeting Date: July 11, 2007

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

Approve

ATTENDEE: Cecile Davis Anderson
LOCATION: Association of California Community College Administrators' Conference
Los Angeles, California
DATES: July 22–26, 2007
PURPOSE: Received information on professional development of leadership skills.
CHARGES: $1,677.00
COST CENTER: 01-5210-2000-0010
RECOMMENDED BY: Dr. Lisa Sugimoto

Ratify

ATTENDEE: Constance Pohlman
LOCATION: Fifty-Second International Art Exhibition Biennale di Venezia
Venice, Italy
DATES: June 17-24, 2007
PURPOSE: Researched figurative masterpieces and visited museums.
CHARGES: $450.00
COST CENTER: 01-5210-1701-2320
RECOMMENDED BY: Dr. Jacqueline Jacobs

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

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

BACKGROUND: District Policy 5250 reserves to the Board of Trustees approval of any professional conference attendance outside of the United States or with anticipated costs in excess of $1,500.00.

In accordance with District Procedure 5250.10, the requested trip(s) has been recommended by the area Vice President and the College President.
CONSENT ITEM TITLE: Approval of Organizations for Membership, 2007-08 Fiscal Year

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the attached list of organizations for institutional membership in Fiscal Year 2007-08.

FISCAL IMPLICATIONS: Funds for these memberships will be contained in the 2007-08 Adopted Budget under Object Code 5310 in the appropriate cost center.

BACKGROUND: Institutional memberships require Board approval. The attached list contains active memberships from 2006-07 (with membership fees representing 2006-07 actual amounts) and new memberships (reflecting 2007-08 proposed rates).

Submitted by:
Office for Administrative Services

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Vice President, Administrative Services

Superintendent/President
<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Amount</th>
<th>Office</th>
</tr>
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<tbody>
<tr>
<td>Academic Senate for California Community Colleges</td>
<td>3,584</td>
<td>Academic Senate</td>
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<td>Alliance for Community Colleges - See Innovation</td>
<td>35</td>
<td>Languages</td>
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<td>Alliance Francaise de Pasadena</td>
<td>375</td>
<td>VTEA - Paralegal</td>
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<td>American Association for Paralegal Education</td>
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<td>Supt./Pres. &amp; Institutional Advancement</td>
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<td>American Bar Association</td>
<td>700</td>
<td>Business &amp; Computer Technology</td>
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<td>American College Health Association</td>
<td>644</td>
<td>Student Health Center</td>
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<td>American Federation of Arts</td>
<td>375</td>
<td>Visual Arts &amp; Media Studies</td>
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<td>American Mathematical Association of Two-Year Colleges</td>
<td>435</td>
<td>Mathematics</td>
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<td>Arroyo Seco Library Network of the Library of California</td>
<td>N/C</td>
<td>Library</td>
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<td>Associate Degree Nursing Program, Southern California Directors</td>
<td>100</td>
<td>Health Sciences</td>
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<td>Association of Chief H. R. Officers/Affirmative Action Officers (ACHRO/EEO)</td>
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<td>Human Resources - Staff Diversity</td>
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<td>Association of College and University Telecommunications Administrators (ACUTA)</td>
<td>625</td>
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<td>Association of Community College Trustees</td>
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<td>Association of Instructional Administrators</td>
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<td>Association on Higher Education and Disability</td>
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<td>Automotive Engine Rebuilders Association (AERA)</td>
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<td>Engineering &amp; Technology</td>
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<td>California Association for Local Economic Development (CALED)</td>
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<td>Economic Development/SGV Consortium</td>
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<td>Admissions &amp; Records</td>
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<td>California Community Colleges Software Consortium - Santa Rosa (CCCSC)</td>
<td>40,000</td>
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<td>Foster Care Education Program</td>
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<td>Churchill Forum, Churchill Center for Learning Disabilities</td>
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<td>English</td>
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<td>Honors Transfer Council (Long Beach C.C.)</td>
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<td>Innovation, Alliance for CC/League for Leadership Inst.</td>
<td>800</td>
<td>Superintendent/President</td>
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<td>Instructional Technology Council (ITC)</td>
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<td>Academic Support</td>
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<td>Learning Resources Network (LERN)</td>
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<td>Extended Learning Center</td>
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<td>Los Angeles County School Trustees Association</td>
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<td>Metropolitan Cooperative Library System</td>
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<td>Music Association of California Community Colleges (MACCC)</td>
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<td>Performing &amp; Communication Arts</td>
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<td>National Association of Colleges &amp; Employers (NACE)</td>
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<td>Career Planning &amp; Placement</td>
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<td>National Association of Foreign Student Advisors (NAFSA)</td>
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<td>Counseling/Guidance Services</td>
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<td>National Council For Marketing &amp; Public Relations (NCMPR)</td>
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<td>New Media Centers Consortium</td>
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<td>Superintendent/President</td>
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<td>Institutional Planning &amp; Research</td>
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<td>Screen Printing Association International (aka SGIA)</td>
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<td>Southern California Biomedical Council</td>
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<td>Southern California Directors of Vocational Nursing Programs</td>
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<td>Southern California Intersegmental Visual Articulation Council (SCIAC)</td>
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<td>Transfer Center Directors Association</td>
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</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Authorization to Reimburse Associated Students' Fund for Payments to Game Officials

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize the District to reimburse the Associated Students' Fund for documented payments to approved game officials at Pasadena City College athletic competitions during the 2007-08 fiscal year for a total amount not to exceed the approved budget in the account listed below.

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted in the 2007-08 Adopted Budget in cost center 01-5851-1602-0000, Athletics.

BACKGROUND: Recently the district simplified the timely payment of game officials by making those payments through the Associated Students' Fund (Athletic Revolving Account). This recommended action will allow the district to reimburse the Associated Students' Fund for those payments.

Each request for payment to a game official will be signed by the official, by either the Division Dean for Physical Education or by the Division Coordinator for Physical Education or by a Vice President.

Submitted by:

Jacqueline Jacobs
Vice President, Instructional Administration

Recommended for Approval:

Dina M. Muelle
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PAASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Renewal of Contract for Student Loan Billing & Accounting System, ACS Education Services, Inc.

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, renew our agreement with Affiliated Computer Services (ACS), aka ACS Education Services, Inc., Los Angeles, California, to provide student loan billing and accounting services not to exceed $19,000.00 for the 2007-2008 fiscal year.

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted in the 2007-2008 Budget, Fiscal Services, account number 01-5820-3200-0000.

BACKGROUND: It is a common practice of participating educational institutions to contract with a firm specializing in this area. Services provided are routine billing, collections, and correspondence on our National Defense/Direct Student Loan, Perkins Loan, and Nursing Student Loan accounts.

Submitted by:

Odessia Walker
Director, Fiscal Services

Recommended for Approval:

Ricardo Morello
Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Authorization to Destroy Records

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize destruction of Class 3 (Disposable) records listed below according to California Code of Regulations, Section 59025. Authority cited: Sections 66700 and 70901, Education Code.

FISCAL YEAR 1999-2000
Paid Contracts - Vendor
Expenditure Vouchers & Related Vendor Invoices & Purchase Order Copies
Time Sheets
Verification of Service Invoices & Overtime Cards
Paid in Full Assigned or Cancelled National Defense/Direct/Perkins and Nursing Student/Loan Files
Payroll Deduction Registers
Federal & State Grants

FISCAL YEAR 2001-2002
Department Time Reports
Employee Absence Reports

FISCAL YEAR 2002-2003
Cash Collection Reports
Collection Receipts
Journal Vouchers
Paid District Invoices
County Documents
Charge Back Logs
Payroll Labor Distribution Reports
Stores Requisitions and Cards
Warrant Cancellation Requests

FISCAL YEAR 2003-2004
Bank Reconciliations and Canceled Checks
Bank Deposit Slips
NSF Paid Folders/Cards
In-House Accts. Payable “B” Warrant Reports
In-House Registration Refund Reports
In-House Financial Aid “B” Warrant Reports

Submitted by:

[Signature]
Director, Fiscal 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: Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the reimbursement of the Pasadena Area Community College District Revolving Cash Fund in the amount of $2,266.29.

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

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
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</thead>
<tbody>
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<td>06-14-07</td>
<td>15178335</td>
<td>1,234.77</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2,266.29</td>
</tr>
</tbody>
</table>

BACKGROUND: The Board of Trustees originally established the Revolving Fund by resolution in January 1971. Subsequent resolutions have been adopted by the Board in October 1977, October 1980 and November 1981. The current resolution authorizing the fund was adopted by the Board on November 5, 1981, Board Report 168-B. The amount of the fund is $30,000 entrusted to the Director of Fiscal Services, Odessa Walker.

Submitted by: Odessa Walker
Director, Fiscal Services

Recommended for Approval: Estrella Muñizo
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES: [Signature] Superintendent/President
<table>
<thead>
<tr>
<th>DATE</th>
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<td>Enrollment refunds</td>
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<td>Parking refunds</td>
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<td>6/14/2007</td>
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<td>Enrollment refunds</td>
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<td>Parking refunds</td>
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<tr>
<td><strong>Grand total:</strong></td>
<td><strong>$2,266.29</strong></td>
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</table>
CONSENT ITEM TITLE: Approve Staff Development Activities

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the Staff Development activities listed below:

Approve

July 12, 2007 through June 30, 2008 – Accountability Reporting for Community Colleges (ARCC) Committee Meetings at PCC, to administer ARCC funding process. Anticipated expenses not-to-exceed $900.00 for materials and refreshments for approximately 15 participants. Cost Center: 01-5210-4007-2258, ARCC Steering Committee

July 12, 2007 through June 30, 2008 – Office of Human Resources Professional Development Program Training Workshops, both on and off campus, to enhance employee engagement, career development and job enrichment. Anticipated expenses not-to-exceed $24,000.00 for facilities, facilitator and speakers, materials and refreshments for approximately 300 participants. Cost Center: 01-5210-4300-0402, Human Resources (District Professional Development)

FISCAL IMPLICATIONS: Funds for these activities will be 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:
Amendment to Consent Item 218-B - Approve/Ratify
Staff Development Activities

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 218-B, approved on May 16, 2007, as listed below:

Approve

June 1, 2007 – ESL Department Retreat at Altadena Town & Country Club. Anticipated expenses not-to-exceed $2,500.00 $4,500.00 for facilitator, facility and refreshments for approximately 25 participants.
Cost Center: 01-5210-1000-0402, Office of Instruction (Staff Training)

FISCAL IMPLICATIONS: Funds for this activity are budgeted in the cost center indicated.

BACKGROUND: Staff Development activities are designed to enhance excellance and enable the staff to meet the needs of a changing student population. Training sessions, retreats and workshops are held on various topics. Funds are available through the Community College Reform Bill AB1725 or various cost centers.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item 206-B - Amendment to Consent Item No. 46-B - Approve/Ratify Staff Development Activities

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 206-B, approved on May 3, 2007, as listed below:

Approve

September 7, 2006 through June 30, 2007 **July 27, 2007** – Human Resources/Staff Development Career/Professional Development and Diversity Workshops at PCC, will include Lunch & Learn workshops, trainings, and roundtables. Anticipated expenses not-to-exceed $43,500.00 $22,500 for three additional workshops, speakers, materials and refreshments for approximately 520 580 participants. Cost Centers: 01-5210-4300-2276, 01-5210-4300-2419, and 01-5210-4300-2701, Human Resources

FISCAL IMPLICATIONS: Funds for these activities are or will be 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. Funds are available through the Community College Reform Bill AB1725 or various cost centers.

Submitted by: Sheri Otsuka
Director, Business Services

Recommended for Approval: Concepcion Muñoz
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:  
Ratify Career and Technical Education Activities

Board Meeting Date:  July 11, 2007

RECOMMENDATION:  It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify the Career and Technical Education activities listed below:

Ratify:

April 26, 2007 – Game Symposium at Mission College, Santa Clara, a mini-conference focused on the game industry, both entertainment and serious game/simulation sectors. Event sponsored by the Multimedia Initiative Hub Grant. Anticipated expenses not-to-exceed $23,600.00 to cover a flat fee for approximately 30 participants to cover their associated expenses for attending the event, and for an industry consultant as conference director. Cost Center: 03-5210-5122-0000, Digital Media Center Hub Grant

June 14, 2007 – Apparel Skill Advisory Committee Meeting at CEC, to address current changes in the industry. Anticipated expenses not-to-exceed $150.00 for materials and refreshments for approximately 25 participants. Cost Center: 03-5210-5100-0000, VTEA: Administration

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

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

Submitted by:

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:
Ratify Approval to Enter into an Agreement with Los Angeles County Office of Education for Data Processing Services

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify the action of the Vice President for Administrative Services to enter into and execute an agreement with the Los Angeles County Office of Education, 9300 East Imperial Highway, Downey, California 90242-2890 for Data Processing Services. The County Superintendent shall provide the District with machine readable payroll information related to labor distribution, fringe employer contribution and employee database information. Estimated annual cost is $85,000.00. The term of this agreement shall be July 1, 2007 through June 30, 2008.

FISCAL IMPLICATIONS: Funds for this purpose are or will be budgeted in the 2007-2008 budget in Cost Center 01-5820-3200-0000, Fiscal Services.

BACKGROUND: The Los Angeles County Office of Education shall provide the District with tapes containing required personnel and payroll information. The District shall return the tapes within 30 days.

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/Renew Contracts

Board Meeting Date: July 11, 2007

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

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

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

Submitted by: [Signature]
Director, Business Services

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

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
[Signature]
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><strong>Approve</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97092-8</td>
<td>The Scripps-Kensington</td>
<td>No cost to District</td>
<td>To provide classroom space for off-campus Civic Education/Community Development Programs 8/01/07 until terminated</td>
<td>Community Education Center</td>
<td>N/A</td>
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<tr>
<td>B-97098-8</td>
<td>Ernest F. Neumann</td>
<td>75.00 per hour</td>
<td>To provide services as hearing officer and/or panel member in employee discipline hearings on an as-needed basis for an amount not-to-exceed $4,000.00 7/12/07 thru 6/30/08</td>
<td>Collective Bargaining 4301-000</td>
<td>01-5150</td>
</tr>
<tr>
<td>B-97099-8</td>
<td>Ernestine Moore</td>
<td>75.00 per hour</td>
<td>To provide services as hearing officer and/or panel member in employee discipline hearings on an as-needed basis for an amount not-to-exceed $4,000.00 7/12/07 thru 6/30/08</td>
<td>Collective Bargaining 4301-000</td>
<td>01-5150</td>
</tr>
<tr>
<td>B-97104-8</td>
<td>Judy Strattan</td>
<td>10,663.00 per month</td>
<td>To provide services as interim Associate Dean of Student Success Services 7/23/07 thru 10/31/07</td>
<td>Student Success Services 2300-0000</td>
<td>01-5120</td>
</tr>
<tr>
<td><strong>Ratify</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97093-8</td>
<td>Johns Hopkins University – Whiting School of Engineering</td>
<td>5,600.00</td>
<td>To provide for participation for Upward Bound Math/Science students in Johns Hopkins University – Whiting School of Engineering High School Innovation Summer 2007 Program 7/09/07 thru 8/02/07</td>
<td>Math/Science Upward Bound 5301-0607</td>
<td>03-5820</td>
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Consent Item No. 12-B
July 11, 2007
<table>
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<tr>
<th>Contract Number</th>
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<tr>
<td>B-97094-8</td>
<td>Sandra Hill</td>
<td>$33,000.00</td>
<td>To provide services as coordinator for Project LEAP Mentoring Program 7/10/07 thru 6/22/08</td>
<td>Office of Student Affairs</td>
<td>01-5120</td>
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<tr>
<td>B-97095-8</td>
<td>The Regents of the University of California – Irvine</td>
<td>Based on specimen fee schedule</td>
<td>To provide for participation in the Willed Body Program 7/01/07 thru 6/30/10</td>
<td>Natural Sciences 4301-0000</td>
<td>01-1501</td>
</tr>
<tr>
<td>B-97096-7</td>
<td>Linda Harris</td>
<td>6,000.00</td>
<td>To provide services as coordinator for the Career/Mentor Summer Program 6/18/07 thru 8/24/07</td>
<td>San Gabriel Valley Foundation – Career/Mentor Summer Program</td>
<td>N/A</td>
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<tr>
<td>B-97097-8</td>
<td>James Shankwiler, MD</td>
<td>4,500.00 per year</td>
<td>To provide services as team doctor 7/01/07 thru 6/30/12</td>
<td>Physical Education/ Athletics 1602-0000</td>
<td>01-5820</td>
</tr>
<tr>
<td>B-97103-8</td>
<td>Jack Schulman Construction Company, Inc.</td>
<td>1,068,660.00 plus approved reimbursables (356,220.00 for 2007/08)</td>
<td>To provide to overall construction management services for Measure P Projects. Three-year contract includes annual negotiated adjustments. 7/01/07 thru 6/30/10</td>
<td>M/P Construction Management 7401-0000</td>
<td>42-6259</td>
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<td><strong>Amend</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-96926-7</td>
<td>Miralles Associates</td>
<td>28,120.00</td>
<td>To increase amount of agreement for additional architectural and engineering services for an amount not-to-exceed $184,719.00</td>
<td>M/P Classroom Conversion 7409-4024</td>
<td>42-6252</td>
</tr>
</tbody>
</table>

Consent Item No. 12-B
July 11, 2007

Page 2 of 4
# REVIEW OF TRANSACTIONS AND CONTRACTS

## PASADENA AREA COMMUNITY COLLEGE DISTRICT

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
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<th>Department</th>
<th>Account Number</th>
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<tr>
<td>B-95796-3</td>
<td>City of South Pasadena – Eddie Park</td>
<td>$1,000.00</td>
<td>To provide classroom space for Parent Education classes 9/01/07 thru 6/30/08</td>
<td>CEC: Human Services 1153-0000</td>
<td>01-5660</td>
</tr>
<tr>
<td>B-96058-4</td>
<td>Pasadena Christian Church</td>
<td>4,245.28</td>
<td>To provide classroom space for Parent Education classes 9/01/07 thru 6/30/08</td>
<td>CEC: Human Services 1153-0000</td>
<td>01-5660</td>
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<tr>
<td>B-96338-5</td>
<td>XAP Corporation</td>
<td>10,609.00</td>
<td>To provide for online electronic admission application system (CCC Apply) for the California Community College System 7/01/07 thru 6/30/08</td>
<td>Management Information Services 5404-0000</td>
<td>03-5820</td>
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<tr>
<td>B-96570-6</td>
<td>National Captioning Institute</td>
<td>4.50 per program minute</td>
<td>To provide professional closed captioning of video tape and other media for an amount not-to-exceed $15,000.00 8/01/07 thru 6/30/08</td>
<td>DSP&amp;S: Special Services Office 5318-0000</td>
<td>03-5150</td>
</tr>
<tr>
<td>B-96599-6</td>
<td>South West Sound</td>
<td>3,200.00</td>
<td>To provide studio time, equipment and instruction for Telcom 103A/B students 8/27/07 thru 6/30/08</td>
<td>PCA: Communications 1551-0000</td>
<td>01-5660</td>
</tr>
<tr>
<td>B-96625-6</td>
<td>Lifesigns</td>
<td>60.00 per hour</td>
<td>To provide interpreter services for DSP&amp;S faculty meetings for an amount not-to-exceed 8/01/07 thru 6/30/08</td>
<td>DSP&amp;S: Special Services Office 5318-0000</td>
<td>01-5150</td>
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<tr>
<td>B-96812-7</td>
<td>City of Arcadia Recreation Department</td>
<td>800.00</td>
<td>To provide classroom space for Lip Reading &amp; Memory Enhancement classes 9/01/07 thru 6/30/08</td>
<td>CEC: Human Services 1153-0000</td>
<td>01-5660</td>
</tr>
</tbody>
</table>

Consent Item No. 12-B
July 11, 2007
# REVIEW OF TRANSACTIONS AND CONTRACTS

## PASADENA AREA COMMUNITY COLLEGE DISTRICT

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<tr>
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<th>Account Number</th>
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<tbody>
<tr>
<td>B-96829-7</td>
<td>Arcadia Unified School District</td>
<td>$11,000.00</td>
<td>To provide use of facilities at Arcadia High School for Extended Learning Center classes 7/01/07 thru 6/30/08</td>
<td>Extended Learning Center</td>
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<tr>
<td>B-96832-7</td>
<td>San Marino Unified School District</td>
<td>11,500.00</td>
<td>To provide use of facilities at San Marino High School for Extended Learning Center classes 7/01/07 thru 6/30/08</td>
<td>Extended Learning Center</td>
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<td>B-96843-7</td>
<td>Temple City Westminster Presbyterian Church</td>
<td>4,642.00</td>
<td>To provide classroom space for Parent Education classes 9/01/07 thru 6/30/08</td>
<td>CEC: Human Services</td>
<td>01-5660</td>
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<tr>
<td>B-96844-7</td>
<td>Village Presbyterian Church of Arcadia</td>
<td>3,701.25</td>
<td>To provide classroom space for Parent Education classes 9/01/07 thru 6/30/08</td>
<td>CEC: Human Services</td>
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<tr>
<td>B-96845-7</td>
<td>Sierra Madre United Methodist Church</td>
<td>7,080.00</td>
<td>To provide classroom space for Parent Education classes 9/01/07 thru 6/30/08</td>
<td>CEC: Human Services</td>
<td>01-5660</td>
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<td>B-96850-7</td>
<td>The Compensation Center, LLC</td>
<td>125.00 per hour</td>
<td>To provide consulting services related to job classifications and position reviews for an amount not-to-exceed $7,000.00 7/01/07 thru 6/30/08</td>
<td>Human Resources</td>
<td>01-5120</td>
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**Consent Item No. 12-B**
July 11, 2007
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratify Grant Application, Math, Engineering & Science Achievement (MESA), California Community Colleges Program (CCCP)

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, ratify the submittal of a grant application by the Vice President for Instructional Administration to the California Community Colleges Chancellor's Office, Fund for Student Success, to continue the MESA Program providing a strong support system for economically disadvantaged and underrepresented students with enhanced opportunities to successfully transfer and to pursue careers in the fields of mathematics, engineering and the sciences.

FISCAL IMPLICATIONS: Each MESA program is required to serve 100 to 125 students. The maximum funding for each MESA/CCCP program in the 2007/2008 Program Year is $81,500. The program requires a dollar-for-dollar (100%) district match (provided by ARCC) which must include the Program Director's salary. District funds and in-kind match may be combined to meet the 100% matching requirement.

BACKGROUND: The Math, Engineering and Science Achievement/California Community Colleges Program is a statewide program whose purpose is to support the administration and implementation of MESA/CCCP Centers. The Centers provide academic and support services for financially and educationally disadvantaged students majoring in calculus-based fields who seek to transfer to four-year universities. Through these centers, community college faculty, staff, business leaders, and students work collaboratively with four-year universities to achieve program objectives.

Submitted by:
Jackie Jacobs
Vice President, Instructional Administration

Recommended for Approval:
Barbara Marinello
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
AUTHORIZATION TO SUBMIT A GRANT PROPOSAL

Title of Proposal
Math, Engineering and Science Achievement/California Community Colleges Program (MESA/CCC)

Prepared by
Juan Carlos Morales, Robert Miller, and Nancy Roberts

Submitted to
Chancellor's Office, California Community Colleges – Fund for Student Success (FSS)

Abstract of Proposal
This proposal will continue PCC's MESA Program with the primary objective of increasing the number of educationally and financially disadvantaged students at PCC pursuing degrees in mathematics, sciences, engineering, or computer science and transferring to four-year colleges or universities. Since the program's inception in 1999, PCC's MESA students have shown increased retention and success in higher-level math and science classes. MESA will serve a target group of at least 100 (and up to 125) educationally and financially disadvantaged students. Components of the program will include a dedicated MESA Student Center, tutoring assistance and subject-based Academic Excellence Workshops, clustering within transfer level courses, extensive academic counseling and support services, assistance with financial aid and scholarship applications, and training in leadership and other special skills that enhance student success. As part of its student clustering objective, MESA will continue the Math Path block program begun in Fall 2006. Each year, a cohort of 30 MESA students follows the Math Path sequence of intensive math curriculum designed to minimize the time needed to transfer. MESA will also continue campus chapters of student professional groups, and will establish an Industry Advisory Council to support student enrichment activities. In addition to increasing transfer rates, expected outcomes of this project will include improving academic performance, increasing leadership skills, and raising the educational expectations of MESA students.

Staffing Impact
Grant-funded: 50% of Counselor support, faculty stipends, clerical support, student assistants, Academic Excellence Workshop facilitators, and tutors
District Match (through ARCC): Program Director, 50% of Counselor support

Fiscal Impact

<table>
<thead>
<tr>
<th>External Grant</th>
<th>In-Kind Contribution</th>
<th>District Matching</th>
<th>Project Total</th>
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<td>$81,500</td>
<td>$54,393</td>
<td>$89,219</td>
<td>$225,112</td>
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</table>

Authorizations

Project Manager/Contact Person

Dean/Division Chairperson

Area Assistant Superintendent

Asst Supt Administrative Services

Superintendent/President

Date of Board of Trustees Approval
## BUDGET SUMMARY

<table>
<thead>
<tr>
<th>DIRECT COSTS</th>
<th>PROJECT FUNDED</th>
<th>DISTRICT INKIND MATCH*</th>
<th>DISTRICT MATCH **</th>
<th>PROJECT TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Certificated Salaries</td>
<td>*** 14,644</td>
<td>15,145 (1)</td>
<td>10,844 (1)</td>
<td>40,633</td>
</tr>
<tr>
<td>2000 Classified Salaries</td>
<td>*** 34,560</td>
<td>-0- (1)</td>
<td>53,022 (1)</td>
<td>87,582</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>2,574</td>
<td>1,628 (1)</td>
<td>25,353 (1)</td>
<td>29,555</td>
</tr>
<tr>
<td>4000 Materials/Supplies</td>
<td>5,892</td>
<td>-0- (1)</td>
<td>-0- (1)</td>
<td>5,892</td>
</tr>
<tr>
<td>5000 Other Operating</td>
<td>10,695</td>
<td>37,620 (1)</td>
<td>-0- (1)</td>
<td>48,315</td>
</tr>
<tr>
<td>6000 Capital Outlay</td>
<td>-0-</td>
<td>-0- (1)</td>
<td>-0- (1)</td>
<td>-0-</td>
</tr>
<tr>
<td>7000 Other Outgo</td>
<td>10,000</td>
<td>-0- (1)</td>
<td>-0- (1)</td>
<td>10,000</td>
</tr>
<tr>
<td>TOTAL DIRECT</td>
<td>78,365</td>
<td>54,393</td>
<td>89,219</td>
<td>221,977</td>
</tr>
</tbody>
</table>

| INDIRECT COSTS **** (Direct Costs x .04) | 3,135 | N/A | N/A | 3,135 |
| PROJECT TOTALS                | 81,500 | 54,393 | 89,219 | 225,112 |

(1) Cost Center which will provide in-kind or matching funds:
Cost Centers: Accountability Reporting for Community Colleges (ARCC) - District Match

* DISTRICT IN-KIND refers to items already funded in the college budget, but which will be used in support of this project. In-Kind support for this project consists of loaned time for administrative support (Certificated Salaries); associated Employee Benefits; and non-profit use fees for classrooms and labs (Other Operating).

** DISTRICT MATCH refers to new funding the District must secure or provide in support of this project. In this instance, matching funds have been requested from Accountability Reporting for Community Colleges (ARCC). These include 50% of the Counselor’s salary (Certificated Salaries), the full salary of the Program Director (Certificated Salaries), and associated Employee Benefits.

*** Certificated Salaries funded by this grant include 50% of the Counselor’s salary, and stipends for faculty. Classified Salaries paid from grant funds are comprised of part-time clerical support, student assistants, Academic Excellence Workshop facilitators, and tutors. Other Operating costs include travel for project staff and students, a monitoring and evaluation fee of 3% of grant funds (required by the MESA Program), and postage. Other Outgo is comprised of the cost of textbooks for MESA students.

**** The Chancellor’s Office limits indirect costs for this grant to 4% of direct costs.
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Approve Purchasing Transactions

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve purchasing transactions P08-00001 through P08-00025 and blanket orders B08-00001 through B08-00009.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2007-2008 Tentative 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 revised by the Board of Trustees on August 6, 2006, Bylaw No. 1600. The purchase orders listed on the attached report include orders that are $500 or more.
## PURCHASE ORDERS OVER $500

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P08-00001</td>
<td>INTTELCOM</td>
<td>SERVICES FEES</td>
<td>ACAD SUP</td>
<td>1</td>
<td>$69,222.96</td>
</tr>
<tr>
<td>P08-00003</td>
<td>WILLIAMS SCOTSMAN, INC.</td>
<td>MEASURE &quot;P&quot; CAMPUS CENTER</td>
<td>PROJ CTR</td>
<td>42</td>
<td>$33,916.90</td>
</tr>
<tr>
<td>P08-00004</td>
<td>CERTIFIED CONTRACTING SERVICES</td>
<td>ASBESTOS ABATEMENT</td>
<td>FACILITIES</td>
<td>41</td>
<td>$5,170.00</td>
</tr>
<tr>
<td>P08-00005</td>
<td>APPLIED POWER TECHNOLOGIES COR</td>
<td>MAINTENANCE/SERVICE AGREEMENT</td>
<td>MIS</td>
<td>1</td>
<td>$3,045.00</td>
</tr>
<tr>
<td>P08-00006</td>
<td>CONSOLIDATED ELEC. DIST.(CED)</td>
<td>LIGHTING</td>
<td>FACILITIES</td>
<td>1</td>
<td>$825.60</td>
</tr>
<tr>
<td>P08-00009</td>
<td>WESCO</td>
<td>SERVICE FEES/PROFESSIONAL SVCS.</td>
<td>FACILITIES</td>
<td>1</td>
<td>$9,461.19</td>
</tr>
<tr>
<td>P08-00010</td>
<td>TRI-DIM FILTER CORPORATION</td>
<td>SERVICE FEES/PROFESSIONAL SVCS.</td>
<td>FACILITIESF</td>
<td>1</td>
<td>$3,100.00</td>
</tr>
<tr>
<td>P08-00011</td>
<td>MITCHELL INSTRUMENT CO.</td>
<td>ELECTRONIC SUPPLIES &amp; EQUIPT.</td>
<td>FACILITIES</td>
<td>1</td>
<td>$566.15</td>
</tr>
<tr>
<td>P08-00013</td>
<td>SCHINDLER ELEVATOR CORP.</td>
<td>SERVICE FEES/PROFESSIONAL SVCS.</td>
<td>FACILITIES</td>
<td>1</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>P08-00014</td>
<td>CONSOLIDATED ELEC. DIST.(CED)</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>1</td>
<td>$533.52</td>
</tr>
<tr>
<td>P08-00015</td>
<td>KEENAN &amp; ASSOCIATES</td>
<td>SERVICE FEES/PROFESSIONAL SVS.</td>
<td>BUS SVS</td>
<td>61</td>
<td>$10,406.78</td>
</tr>
<tr>
<td>P08-00018</td>
<td>DRAIN ROOTER PLUMBING</td>
<td>SERVICE FEES/PROFESSIONAL SVCS.</td>
<td>FACILITIES</td>
<td>1</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>P08-00019</td>
<td>RED SUPPLY</td>
<td>SUPPLIES FOR MODEL HOME</td>
<td>ENG/TECH</td>
<td>1</td>
<td>$556.62</td>
</tr>
<tr>
<td>P08-00020</td>
<td>ICI DULUX PAINT CENTERS</td>
<td>PAINTS FOR MODEL HOME</td>
<td>ENG/TECH</td>
<td>1</td>
<td>$556.32</td>
</tr>
<tr>
<td>P08-00024</td>
<td>TANDUS</td>
<td>SERVICE FEES/PROFESSIONAL SVCS.</td>
<td>FACILITIES</td>
<td>41</td>
<td>$102,174.91</td>
</tr>
<tr>
<td>P08-00025</td>
<td>WILSON CO.; H.W.</td>
<td>SUBSCRIPTIONS</td>
<td>LIBRARY</td>
<td>1</td>
<td>$834.53</td>
</tr>
</tbody>
</table>

**Total:** $243,372.48

## BLANKET ORDERS OVER $500

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>B08-00003</td>
<td>DEWEY PEST CONTROL</td>
<td>MAINTENANCE/SERVICE</td>
<td>FACILITIES</td>
<td>1</td>
<td>$3,480.00</td>
</tr>
<tr>
<td>B08-00004</td>
<td>JOHNSON LIFT/HYSTER</td>
<td>MAINTENANCE/SERVICE</td>
<td>FACILITIES</td>
<td>1</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>B08-00005</td>
<td>WATER TECHNIQUES</td>
<td>MAINTENANCE/SERVICE</td>
<td>FACILITIES</td>
<td>1</td>
<td>$1,470.00</td>
</tr>
<tr>
<td>B08-00006</td>
<td>SWEINHART ELECTRIC</td>
<td>MAINTENANCE/SERVICE</td>
<td>FACILITIES</td>
<td>1</td>
<td>$10,547.00</td>
</tr>
<tr>
<td>B08-00007</td>
<td>ATHLETIC FIELD SPECIALISTS</td>
<td>MAINTENANCE/SERVICE</td>
<td>FACILITIES</td>
<td>1</td>
<td>$13,800.00</td>
</tr>
<tr>
<td>B08-00008</td>
<td>ACTION DOOR CONTROLS</td>
<td>MAINTENANCE/SERVICE</td>
<td>FACILITIES</td>
<td>1</td>
<td>$8,550.00</td>
</tr>
<tr>
<td>B08-00009</td>
<td>FEDERAL EXPRESS CORP.</td>
<td>SHIPPING SERVICES</td>
<td>OFFICE SVS</td>
<td>1</td>
<td>$10,000.00</td>
</tr>
</tbody>
</table>

**Total:** $51,847.00

* 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>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>122758</td>
<td>SCANTRON</td>
<td>Increase PO per Dept.</td>
<td>MIS</td>
<td>01</td>
<td>$547.18</td>
<td></td>
</tr>
<tr>
<td>124042</td>
<td>STOCK BUILDING SUPPLY</td>
<td>Increase PO per Dept.</td>
<td>ENG/TECH</td>
<td>01</td>
<td>$5,275.02</td>
<td></td>
</tr>
<tr>
<td>B-07138</td>
<td>SYSCO FOOD SERVICES OF LOS ANGELES, INC.</td>
<td>Increase PO per Dept.</td>
<td>CHILD DEV</td>
<td>33</td>
<td>$1,000.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$6,822.20</td>
</tr>
</tbody>
</table>
**PASADENA AREA COMMUNITY COLLEGE DISTRICT**  
Pasadena City College

**CONSENT ITEM TITLE:**  
Stipends for Classified and Unclassified Personnel

**Board Meeting Date:** July 11, 2007

**RECOMMENDATION:** It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the stipends for the persons listed below for the fiscal year 2006-07, 2007-08.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Palacios, Monica</td>
<td>1,600.00</td>
<td>Web Design Presenter</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Upward Bound Summer Program (EOP&amp;S)</td>
</tr>
<tr>
<td>Reyes, Theresa</td>
<td>1,000.00</td>
<td>Assistant Softball Coach</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Physical Education)</td>
</tr>
<tr>
<td>Stoddard, Dana</td>
<td>3,000.00</td>
<td>Summer private swim instructor</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Extended Learning)</td>
</tr>
</tbody>
</table>

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

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

Submitted by:  
Office of Human Resources

Recommended for Approval:  
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item No.134-P – Approval of College Assistant and Instructional Aide Positions – July 1, 2007-December 30, 2007

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize the College Assistant and Instructional Aide positions for the period July 1, 2007 – December 31, 2007, in the listed cost centers, as attached, to perform the duties described in the tables also attached.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Recent legislation requires that the Board of Trustees authorize positions in these categories of employment before employees are actually hired in the positions. Human Resources will request this authorization twice a year (June and December). Human Resources will also continue the current practice of providing the Board with a quarterly report listing the names and positions of employees actually hired in these categories of employment.

Submitted by:
Office of Human Resources
Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
## Hourly Unclassified Positions
**Authorized for July 1, 2007 – December 31, 2007**

<table>
<thead>
<tr>
<th>COST CENTER</th>
<th>JOB TITLES</th>
<th>NUMBER OF POSITIONS ANTICIPATED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From</td>
<td>To</td>
</tr>
<tr>
<td>Disabled Student Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant III</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>College Assistant IV</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>College Assistant V</td>
<td>20</td>
<td>25</td>
</tr>
<tr>
<td>College Assistant XI</td>
<td>20</td>
<td>15</td>
</tr>
<tr>
<td>English</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant V</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td>Instructional Aide III</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>Instructional Aide IV</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>External Relations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant V</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>College Assistant VI</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>College Assistant VII</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Human Resources</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant IV</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>College Assistant VI</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>President's Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant V</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>College Assistant VI</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Public Relations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant V</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>College Assistant VI</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>College Assistant VII</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Visual Arts &amp; Media Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Assistant IV</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>College Assistant V</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>College Assistant VI</td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>Instructional Aide III</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Instructional Aide V</td>
<td>3</td>
<td>2</td>
</tr>
</tbody>
</table>

The description of the duties to be performed by employees in these positions is found on the attachment.
# COLLEGE ASSISTANT

<table>
<thead>
<tr>
<th>Working Limitations</th>
<th>Work in all departments limited to 900 hours and/or 170 workdays in one fiscal year.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Object Code</td>
<td>2312</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>College Title</th>
<th>Examples of Working Titles</th>
<th>Comparable Classified Positions</th>
<th>Description of Level of Duties</th>
<th>Pay Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Assistant I</td>
<td>Comparable to a Student Assistant 1; Technical Assistant 1; College Safety Officer 1</td>
<td>Entry level no specific skills or experience required; supervisor will train</td>
<td>7.50</td>
<td></td>
</tr>
<tr>
<td>College Assistant II</td>
<td>Technical Assistant 2; College Safety Officer 2</td>
<td>Just above entry level; has minimal training</td>
<td>8.00</td>
<td></td>
</tr>
<tr>
<td>College Assistant III</td>
<td>College Safety Officer 3; Sub-Relief Clerk</td>
<td>Clerk</td>
<td>General help in an office or department; has at least basic office skills; may use computer programs</td>
<td>9.00</td>
</tr>
<tr>
<td>College Assistant IV</td>
<td>Child Development Specialist</td>
<td>Department Lab. Aide</td>
<td>General help in office but has at least one specific well-developed skill or expertise</td>
<td>10.00</td>
</tr>
<tr>
<td>College Assistant V</td>
<td>Testing Aide</td>
<td>Intermediate Clerk</td>
<td>Has somewhat specialized skills, but they do not require specialized training</td>
<td>12.00</td>
</tr>
<tr>
<td>College Assistant VI</td>
<td>Music Coach 1; Accompagnist 1</td>
<td>Accountant, Evaluator</td>
<td>Specialized skills that require specialized training, primarily at the college level</td>
<td>16.00</td>
</tr>
<tr>
<td>College Assistant VII</td>
<td>Sign Language Interpreter 1; Real Time Captionist 1; Music Coach 2; Accompagnist 2</td>
<td>Senior Hardware Specialist</td>
<td>More advanced specialized skills and training required</td>
<td>19.00</td>
</tr>
<tr>
<td>College Assistant VIII</td>
<td>Music Coach 3</td>
<td>Intermediate Programmer Analyst</td>
<td>Highly professional work requiring certification and/or skills at the highest level of the profession, and/or serving as a lead to others who are less skilled in the work</td>
<td>23.00</td>
</tr>
<tr>
<td>College Assistant IX*</td>
<td>Sign Language Interpreter 2; Real Time Captionist 2</td>
<td>Specialized skills that require specialized training, primarily at the college level</td>
<td>24.00*</td>
<td></td>
</tr>
<tr>
<td>College Assistant X*</td>
<td>Sign Language Interpreter 3; Real Time Captionist 3</td>
<td>More advanced specialized skills and training required</td>
<td>28.00*</td>
<td></td>
</tr>
<tr>
<td>College Assistant XI*</td>
<td>Sign Language Interpreter 4; Real Time Captionist 4; Staff Registered Nurse</td>
<td>Highly professional work requiring certification and/or skills at the highest level of the profession, and/or serving as a lead to others who are less skilled in the work</td>
<td>30.00*</td>
<td></td>
</tr>
<tr>
<td>College Assistant XII*</td>
<td>Specialized Sign Language Interpreter; Specialized Registered Nurse; Specialized Real Time Captionist</td>
<td>Specialized skills as a Sign Language Interpreter, Registered Nurse or Real Time Captionist</td>
<td>33.00*</td>
<td></td>
</tr>
</tbody>
</table>

* This classification is only available for the specifically listed titles and/or duties.
INSTRUCTIONAL AIDE

<table>
<thead>
<tr>
<th>Working Limitations</th>
<th>Hourly Aides who assist the instructor in the classroom. Work in all departments limited to 900 hours and/or 170 workdays in one fiscal year.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Object Code</strong></td>
<td>2410</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>College Title</strong></th>
<th><strong>Description of Level of Duties</strong></th>
<th><strong>Pay Rate</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Aide I</td>
<td>Entry level, less than one semester experience</td>
<td>7.50</td>
</tr>
<tr>
<td>Instructional Aide II</td>
<td>Some (more than one semester) experience as an Instructional Aide, and/or at least 10 units of college course work successfully completed, and/or college course work in the discipline where the aide will be working</td>
<td>9.00</td>
</tr>
<tr>
<td>Instructional Aide III</td>
<td>At least two semesters’ experience as an Instructional Aide and/or at least 15 units of college course work completed, and/or college course work in the discipline where the aide will be working</td>
<td>10.00</td>
</tr>
<tr>
<td>Instructional Aide IV</td>
<td>At least three semesters’ experience as an Instructional Aide and/or at least 20 units of college course work completed, and/or college course work in the discipline where the aide will be working</td>
<td>15.00</td>
</tr>
<tr>
<td>Instructional Aide V</td>
<td>At least four semesters’ experience as an Instructional Aide and/or at least 30 semester units of college course work completed and/or college course work in the discipline where the aide will be working</td>
<td>18.00</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Stipends for Academic Personnel

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons on the attached list to be employed in a special project as listed, approved for the College year 2006-07 and 2007-08, unless otherwise indicated, or any portion thereof, as stated in their contracts. The length of time of the employment and the assignment shall be determined by College need.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

Dean Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aguilar, Rudy</td>
<td>150.00</td>
<td>Physical Education Division Office—second in a series of special health issues seminar for Health Education students, June 5, 2007</td>
</tr>
<tr>
<td>Burruss, Laurie</td>
<td>1,600.00</td>
<td>Digital Media Center Hub Grant—coordinated the writing of the new grant which was submitted in mid-June. The grant awarded the attendance of the &quot;Hub Leadership Meetings&quot;, 6-15-07 to 6-30-07</td>
</tr>
<tr>
<td>Chang, Yu-Chung</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Cho, Jay</td>
<td>3,000.00</td>
<td>SSPIRE—facilitate 2-week Summer Math Jam, 8-13-07 to 8-24-07</td>
</tr>
<tr>
<td>Davis, Ann</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Evans, David</td>
<td>1,000.00</td>
<td>VTEA-CIS—Computer Hardware/Software coordinator; coordinate new installs, tracks and follow-ups on Help Desk incidents, tests and troubleshoots new software installs, 9/06 to 5/07</td>
</tr>
<tr>
<td>Faccuseh, Maria</td>
<td>3,000.00</td>
<td>SSPIRE—facilitate 2-week Summer Math Jam, 8-13-07 to 8-24-07</td>
</tr>
<tr>
<td>Gutierrez, Jesus</td>
<td>3,000.00</td>
<td>SSPIRE—facilitate 2-week Summer Math Jam, 8-13-07 to 8-24-07</td>
</tr>
<tr>
<td>Han, Amanda</td>
<td>1,000.00</td>
<td>VTEA-Administration—grant development on the SB70 grant application for the Child Development area, 3-1-07 to 3-30-07</td>
</tr>
<tr>
<td>House, Martha</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Keeler, Teresa</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Lee, Ron Chang</td>
<td>5,250.00</td>
<td>Languages—Hewlett Foundation Grant Project Coordinator: will oversee student workers and develop prompts for on-line ESL robot, 6-18-07 to 8-26-07</td>
</tr>
<tr>
<td>Nordstrom, Donna</td>
<td>1,500.00</td>
<td>Title V Coop—XL Health Sciences program development including integrated math/reading curriculum, site visits, job shadowing, research of effective practices, 7-7-07 to 8-24-07</td>
</tr>
<tr>
<td>O'Connor, Ling</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Olivas, Sally</td>
<td>3,000.00</td>
<td>Visual Arts &amp; Media Studies—coordinate the summer issue of the &quot;Courier&quot; newspaper, 6-18-07 to 7-27-07</td>
</tr>
<tr>
<td>Owens, Bob</td>
<td>150.00</td>
<td>Physical Education Division Office—second in a series of special health issues seminar for Health Education students, June 5, 2007</td>
</tr>
<tr>
<td>Rivas-Gomez, Elsie</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Standley, Paula</td>
<td>800.00</td>
<td>Health Sciences—Dental Hygiene Supervising Dentist, spring semester 2007</td>
</tr>
<tr>
<td>Stoddard, Sherri</td>
<td>5,300.00</td>
<td>Extended Learning—swim coordinator, 6-26-07 to 8-24-07</td>
</tr>
<tr>
<td>Vallanueva, Silvia</td>
<td>1,000.00</td>
<td>Title V Coop—participation in Title V Coop sponsored &quot;Culturally Responsive Pedagogy&quot; Summer Institute plus curriculum revision and follow-up meeting in February 2008, July 2007</td>
</tr>
<tr>
<td>Wei, Cathy</td>
<td>2,340.00</td>
<td>Extended Learning—ESL Taiwanese Lead, 7-2-07 to 7-20-07</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 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 2007-08. The length of time of the employment and the assignment shall be determined by College need.

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

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources
Recommended for Approval:  
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Altounian, Alexis</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Arnold, Robert</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>1</td>
<td>Languages</td>
</tr>
<tr>
<td>Borquez, Heather</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>3</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Colman, Lee</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>7</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Cruz, Cindy</td>
<td>Adjunct Counselor</td>
<td>A</td>
<td>2</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Cruz, Cindy</td>
<td>Adjunct Counselor</td>
<td>A</td>
<td>2</td>
<td>Counseling</td>
</tr>
<tr>
<td>Cunnigan, Dixie</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>10</td>
<td>Business</td>
</tr>
<tr>
<td>Davis, Laura</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>33</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Dean, Laurie</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>7</td>
<td>Business</td>
</tr>
<tr>
<td>Frohman, Deborah</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>3</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Griffith, Barbara*</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>20</td>
<td>Counseling</td>
</tr>
<tr>
<td>Han, Amanda</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Jorif, Ivonne*</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>31</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Kaima, Elizabeth*</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>22</td>
<td>Counseling</td>
</tr>
<tr>
<td>Kilislian, Garabet</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>8</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Knott-Silva, Tamara</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>1</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Lee, Dae*</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>6</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Lopez, Jose</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>1</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Mata-Flores, Cynthia</td>
<td>Adjunct Counselor</td>
<td>B</td>
<td>7</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>McDonald, Lydia*</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>19</td>
<td>Languages</td>
</tr>
<tr>
<td>Mills, Nicole</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Languages</td>
</tr>
<tr>
<td>Olivas, Sally</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>7</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Shea, Michael</td>
<td>Adjunct Librarian</td>
<td>A</td>
<td>1</td>
<td>Library</td>
</tr>
<tr>
<td>Shehee, Taniya</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>7</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Sorell, Erica</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Spradling, Philip</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>7</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Sterling, Katherine</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>2</td>
<td>Business</td>
</tr>
<tr>
<td>Strozewski, Elizabeth</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>3</td>
<td>Business</td>
</tr>
<tr>
<td>Swanegan, Michael</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>7</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Thomas, Chiara*</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>6</td>
<td>Counseling</td>
</tr>
<tr>
<td>Tydell, Carol</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>6</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Wager, Kathy</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>4</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Williams, Charlotte*</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>19</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Yamauchi, Kent*</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>30</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Yang, Seung</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>6</td>
<td>Business</td>
</tr>
</tbody>
</table>

*Full-time Faculty
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment of Hourly Noncredit Teachers and Substitute Teachers, Summer 2007

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the person listed below to be employed as temporary a teacher of noncredit classes in the respective major and/or minor at the respective hourly rate derived from the academic hourly salary schedule for teachers of noncredit classes approved for the College year 2007-08 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.

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>Brown-Johnson, Martina</td>
<td>Adjunct NC Faculty</td>
<td>N</td>
<td>2</td>
<td>Community Education Center</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources
Recommended for Approval:  
Dean, Human Resources  
Superintendent/President

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

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

**Board Meeting Date:** July 11, 2007

**RECOMMENDATION:** It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the following changes pertaining to classified employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arevalo, Cecilia</td>
<td>46A</td>
<td>50%</td>
<td>07/12/07</td>
</tr>
<tr>
<td>CAHSEE Grant Coordinator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Education Center</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funded position</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Martinez, Maria Elena</td>
<td>46A</td>
<td>50%</td>
<td>07/12/07</td>
</tr>
<tr>
<td>CAHSEE Grant Coordinator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Education Center</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funded position</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CHANGES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knapp, Beverly</td>
<td>36F*</td>
<td>15 yrs.</td>
<td>100% - 11 mo.</td>
</tr>
<tr>
<td>From: Admissions and Records Clerk II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To: Admissions and Records Assistant</td>
<td>Community Education Center</td>
<td>Replacing: Barbara Oliver</td>
<td>07/12/07</td>
</tr>
<tr>
<td>43D</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 yrs.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100% - 12 mo.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** None

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

* Includes 5% shift differential

Submitted by:
Office of Human Resources

Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CHANGES (cont.)

Mitchell, Valerie
From: Intermediate Clerk II 36F 100% - 12 mo.
To: Secretary II 40E 100% - 12 mo. 07/12/07
Physical Education
Replacing: Mary Alice Cervera

SEPARATIONS

Boyce, Keith
Department Laboratory Technician III
Natural Sciences
Resignation 07/06/07

Ellington, Julrica
Scheduling Technician
Enrollment Management
Probationary termination 06/22/07

Haines, Edwin
Assistant Buyer
Purchasing
Retirement 07/13/07
33 years of service

Pham, Larry
Air Conditioning, Refrigeration and Ventilation
Technician
Facilities Services
Retirement 10/16/07
22 years of service
**CONSENT ITEM TITLE:**
Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008

**Board Meeting Date:** July 11, 2007

**RECOMMENDATION:** It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the following changes pertaining to academic employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brown, Lori</td>
<td>A-14</td>
<td>100% - 10 months</td>
<td>08/27/07 – 06/14/08</td>
</tr>
<tr>
<td>Instructor Health Sciences Temporary – Funded</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clark, Jerry</td>
<td>A-14</td>
<td>100% -10 months</td>
<td>08/27/07 – 06/14/08</td>
</tr>
<tr>
<td>Instructor Natural Sciences Temporary</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SEPARATION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mhunzi, Pete</td>
<td></td>
<td>Retirement</td>
<td>06/14/08</td>
</tr>
<tr>
<td>Instructor Social Sciences</td>
<td></td>
<td>16 years of service</td>
<td></td>
</tr>
<tr>
<td>Staub, Patricia</td>
<td></td>
<td>Retirement</td>
<td>07/31/07</td>
</tr>
<tr>
<td>Instructor Performing &amp; Communication Arts</td>
<td></td>
<td>21 years of service</td>
<td></td>
</tr>
<tr>
<td>Kossler, James P.</td>
<td></td>
<td>Retirement</td>
<td>08/18/07</td>
</tr>
<tr>
<td>Superintendent-President</td>
<td></td>
<td>19 years of service</td>
<td></td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** None

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

Submitted by:
Office of Human Resources
Recommended for Approval:
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Salary Compensation Factors—Large Group Instruction

Board Meeting Date: July 11, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve, pursuant to the agreement with the Pasadena City College Chapter of the California Teachers Association, Article 5.6.2, that the following named instructors be paid as indicated below for teaching a large group instruction (LGI) section during the summer intersession 2007:

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>DIVISION</th>
<th>SECTION</th>
<th>HOURS/WEEK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dabelow, Kay</td>
<td>Social Sciences</td>
<td>8872</td>
<td>1</td>
</tr>
<tr>
<td>Foreman, Kurt</td>
<td>Social Sciences</td>
<td>8025</td>
<td>3</td>
</tr>
<tr>
<td>Foreman, Kurt</td>
<td>Social Sciences</td>
<td>9032</td>
<td>1</td>
</tr>
<tr>
<td>Yamauchi, Kent</td>
<td>Social Sciences</td>
<td>8371</td>
<td>1</td>
</tr>
<tr>
<td>Foster, Rod</td>
<td>Visual Arts/Media Stds</td>
<td>8071</td>
<td>3</td>
</tr>
<tr>
<td>Sierra, Joseph</td>
<td>Visual Arts/Media Stds</td>
<td>8116</td>
<td>3</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Monies will be transferred from hourly instructional accounts.

BACKGROUND: In conformance with the agreement with the Pasadena City College Chapter of the California Teachers Association, Article 5.6.2.

Submitted by:
Office of Human Resources
Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President