Meeting No. 24

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 24 on Wednesday, October 3, 2007, in Harbeson Hall 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 6:21 p.m. by Dr. Consuelo Rey Castro, President.

ROLL CALL

Trustees Present
Dr. Consuelo Rey Castro, President
Mr. John Martin, Vice President – arrived 6:52 p.m.
Dr. Hilary Bradbury-Huang – arrived 6:40 p.m.
Ms. Susanna Miele
Mrs. Beth Wells-Miller
Mr. Geoffrey L. Baum – arrived 6:20 p.m.
Mr. Sean O’Connor, Student Trustee

Trustees Absent
Dr. Jeanette Mann

Administrative Officers in Attendance
Dr. Paulette J. Perfumo, Superintendent/President
Mrs. Kindred Murillo, Vice President, Administrative Services
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Dr. Jorge Aguiñiga, Dean, Human Resources
Mrs. Elaine Chapman, Interim Dean, External Relations
Dr. Stuart Wilcox, Dean, Institutional Planning and Research

Administrative Officers Absent
Dr. Jacqueline Jacobs

The Academic Senate was represented by Ms. Kay Dabelow.
The Classified Senate was represented by Mr. Raymond Mitchell.
The Associated Students Board was represented by Mr. Michael Sansosti.
The Management Association was represented by Ms. Ellen Ligons.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment on Closed Session items.

Dr. Rey Castro adjourned the Board to Closed Session at 6:22 p.m.
II. CLOSED SESSION
Government Code §54957    Public Employee Discipline/Dismissal/Release
Government Code §54957.6    Labor Negotiations (CSEA 777, Murillo)
(CSEA 819, Murillo)

Closed Session was adjourned at 7:30 p.m.

III. OPEN SESSION
Dr. Rey Castro reconvened the Open Session at 7:35 p.m.

A. PLEDGE OF ALLEGIANCE
Mr. Sean O'Connor led the Pledge of Allegiance.

B. INTRODUCTIONS
There were no introductions.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Dr. William ‘Rod’ Foster advised that copies of two notices addressed to Dr. Perfumo had been sent to Administration/Dr. Jacobs, Mrs. Murillo, and Dr. Aguiniga, and to the Board of Trustees/Dr. Rey Castro. The first advised that effective the previous week, the CTA was no longer the exclusive bargaining agent for Faculty on the PCC campus, and the 2nd notice advised that, as of October 3, 2007, the Pasadena Community College Faculty Association would now be the bargaining agent for the Faculty on campus. He said the directors held the first meeting of the Association earlier that day, elected officers and adopted bylaws.

Ms. Susie Ling and Mr. Philip Ricards, Instructors/Social Sciences Division jointly read comments from a memorandum also submitted to the Board of Trustees and signed by several other Social Sciences Division faculty referring to the recent Flex Day held on September 25, 2007 which stated their concern that too much emphasis was being placed on SLO’s (Student Learning Outcomes) and restated their commitment to working on traditional approaches to student learning.

D. APPROVAL OF MINUTES:  Meeting No. 22, Fall Retreat, September 7, 2007
MOTION: ON MOTION OF Mr. Baum, and seconded by Ms. Miele, the Board voted by the following vote to approve the minutes of Meeting No. 22, Fall Retreat, September 7, 2007 as submitted.
Ayes:   Rey Castro, Martin, Miele,  Baum, Bradbury-Huang, Wells-Miller
Noes:  None
Absent:  Mann
Advisory vote:  O'Connor abstained

APPROVAL OF MINUTES:  Meeting No. 23, Regular Business Meeting, September 19, 2007:
Page 8701:  Dr. Rey Castro noted that under 'Roll Call/Trustees Present', Mr. Michael Sansosti, Student Trustee should read Mr. Sean O’Connor, Student Trustee, and that the second heading under ‘Roll Call’ which lists Dr. Consuelo Rey Castro, President should be corrected to read Trustees Absent instead of Trustees Present.

Page 8702:  Ms. Miele noted that in the Discussion under Item E-Approval of Consent Items it was she who initially questioned the authorization for overnight accommodations and not Dr. Mann.

Page 8676, Minutes of Meeting No. 19, August 1, 2007, Regular Business Meeting:  Dr. Rey Castro announced for the record that the Minutes of August 1, 2007, Page 8676, Item F-Selection of the College President incorrectly stated that Ms. Glenna Watterson was speaking as the President of ISSU; Ms. Watterson was actually speaking as an individual.
D. APPROVAL OF MINUTES, continued.

MOTION: ON MOTION OF Mrs. Wells-Miller, and seconded by Ms. Miele, the Board voted by the following vote to approve the minutes of Meeting No. 23, Regular Business Meeting, September 19, 2007 as corrected.

Ayes: Martin, Miele, Baum, Bradbury-Huang, Wells-Miller
Noes: None
Absent: Mann
Abstained: Rey Castro
Advisory vote: Aye/O’Connor

E. APPROVAL OF CONSENT ITEMS

54-B - Approve/Amend Contracts – Tri Span, Inc.: In response to a question from Mr. Baum regarding the scope of this contract increase, Mrs Murillo explained that when demolition of the Campus Center began, the presence of asbestos was found to be more extensive than anticipated, noting that this is not unusual for buildings over 40 years old. Mrs. Murillo also confirmed that the $600,000 being considered in this item is an increase over a $200,000 amount already approved by the Board at a prior meeting and added that the actual abatement of asbestos on campus over the next three to four years could run as high as $3 million.

55-B – Approve Staff Development Activities: Mr. Baum said he was delighted to see that the College was taking an active role in the city-wide Art Night but asked if the $49,250.00 in anticipated expenses would all be paid to the City. Ms. Linda Magee, speaking for Dr. Jacqueline Jacobs, explained that $2000.00 would be paid to the City as a registration fee; the balance would pay the expenses for the several events PCC was sponsoring. She said an ARCC grant would cover approximately $47,000 and Staff Development funds would cover the balance. Mr. Baum said his questions apparently stemmed from a different understanding of what staff development was. Dr. Perfumo said the events sponsored by the College constituted an educational opportunity for employees as well as students and were considered staff development in nature; the balance of the estimated costs included miscellaneous expenses, materials, speaker fees, and technician services. Dr. Perfumo and Ms. Miele also clarified that the ARCC grant is not an external grant but District funding which was previously known as PFE (Partnership for Excellence).

56-B – Approve/Ratify Career and Technical Education Activities: Ms. Miele said it was not clear what the Board was being asked to approve under the Ratify item. Ms. Ligons explained this item is for multimedia workshops/activities at multiple southern California locations coordinated through the Chancellor’s Office for which Pasadena City College acts as the fiscal agent. Ms. Hassan, Director/Business Services explained that the colleges where the events are held send billings to PCC for payment on behalf of the Chancellors Office; the Board approved the overall grant last spring and was now asked to approve PCC as the fiscal agent so bills received for workshops which have already occurred can be paid. Ms. Miele said if authorization to make PCC the fiscal agent for this grant is what this item is requesting, she did not feel the Board needed to see the individual bills; she just wanted to clarify the action the Board was being asked to take. In response to a question from Dr. Rey Castro, Ms. Ligons said the college does receive a percentage of the grant as compensation for acting as the fiscal agent. Ms. Ligons said she would ask the Chancellor’s Office for the total amount to be paid through this grant and bring this information back to the Board.

61-B – Approve the Office of the President Meetings/Activities: In response to a question from Mrs. Wells-Miller, Dr. Perfumo explained that the $30,000.00 being transferred to the President’s budget for funding community outreach activities would come from Fund 40/General Fund. Mr. Baum noted Dr. Perfumo’s planning was in accordance with the Board’s direction for greater levels of community outreach from the President’s office.
E. APPROVAL OF CONSENT ITEMS, continued.

MOTION: ON MOTION OF Mr. John Martin, and seconded by Mrs. Wells-Miller, the Board voted by the following vote to approve Consent Items 17-S through 20-S, 36-I through 39-I, 54-B through 61-B, and 36-P through 39-P.

Ayes: Rey Castro, Martin, Miele, Baum, Bradbury-Huang, Wells-Miller
Noes: None
Absent: Mann
Advisory vote: Aye/O'Connor

F. PUBLIC HEARING AND ADOPT THE 2007-2008 FINAL BUDGET

Referring to copies of her PowerPoint presentation and the 2007-2008 Proposed Final Budget Summary which had been sent to each Trustee prior to the meeting, Vice President Murillo gave a general overview of the proposed FY07-08 Final Budget and reviewed some assumptions of the Legislature’s finalized State Budget which included an inflation adjustment of 4.53% (formerly COLA), Growth at 2%, a Basic Skills set aside, and $33 million to cover fee reductions. She also noted the warning from the System Office (Chancellor’s Office) that a tighter FY08-09 State budget was anticipated. She reviewed the restricted and unrestricted accounts within the District budget and the proposed allocations to those funds as well as the anticipated expenditures for the year noting that PCC is in line with other colleges in the area of expenditures. She reported that funds for the Accountability Reporting for Community Colleges (ARCC/formerly PFE) are estimated at $4,400,000 but will be budgeted separately and are expended through the campus ARCC Committee per a prior Board of Trustees directive. She also spent some time reviewing Fund 41/Capital Outlay and Fund 42/General Obligation Bond and the various campus operational and construction-related items within those funds addressing several questions from the trustees. In summary she reported that the District was in a strong financial position with balanced revenues versus expenses, would maintain reserves of 5%, continue contributions for Retiree health benefits, and budget for compensation as a percent of expenses at 87.41%. Noting this Board’s strong history of overseeing a balanced budget, she assured the Board that Administration would maintain fiscally prudent practices and did anticipate a tighter budget year statewide for FY08-09.

Mr. Martin thanked Dr. Perfumo and Mrs.Murillo for a clear and concise report which addressed the Board’s desire for a well-managed, balanced budget. He said the very size of the budget made it a serious responsibility. Vice President Murillo thanked Ms. Sherry Hassan/Director-Business Services and Ms. Odessa Walker/Director-Fiscal Services for their very hard work and support through this process.

Following the presentation and discussion, Dr. Rey Castro declared the Public Hearing open for public comment on the 2007-2008 Final Budget. Hearing none, Dr. Rey Castro closed the Public Hearing.

MOTION: ON MOTION OF Mrs. Beth Wells-Miller and seconded by Mr. Martin, the Board voted by the following vote to adopt the 2007-2008 Final Budget and authorize its transmittal to the Chancellor’s Office, California Community Colleges.

Ayes: Rey Castro, Martin, Miele, Baum, Bradbury-Huang, Wells-Miller
Noes: None
Absent: Mann
Advisory vote: Aye/O'Connor

G. PUBLIC HEARING REGARDING RE-OPENER NEGOTIATIONS FROM THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 777 TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT

Dr. Rey Castro declared the Public Hearing open for public comment on the re-opener negotiations from the California School Employees Association (CSEA), Chapter 777 to the Pasadena Area Community College District. Hearing none, Dr. Rey Castro closed the Public Hearing.
H. PUBLIC HEARING REGARDING RE-OPENER NEGOTIATIONS FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 777

Dr. Rey Castro declared the Public Hearing open for public comment on the re-opener negotiations from the Pasadena Area Community College District to the California School Employees Association (CSEA), Chapter 777. Hearing none, Dr. Rey Castro closed the Public Hearing.

I. APPOINTMENT OF REPRESENTATIVES TO CITY OF PASADENA INITIATIVE TO STOP YOUTH VIOLENCE

Dr. Rey Castro said she had appointed Dr. Jeanette Mann and herself to serve on the city-wide ad hoc committee to stop youth violence. Noting that the committee’s organizational meeting was scheduled for October 4, Dr. Rey Castro said Ms. Miele would attend for Dr. Mann who was out of town. Dr. Rey Castro said she and Dr. Mann would update the Board periodically on the committee’s progress. Mr. Baum thanked Dr. Rey Castro for her leadership in making Pasadena City College an active participant in finding a solution to the problem of youth violence in the city and offered his services as an alternate to this committee.

J. FOUNDATION ANNUAL REPORT 2006-2007

Mrs. Elaine Chapman, Interim Dean/External Relations, referred to materials distributed to each Trustee including a copy of the Foundation Annual Report 2006-2007 which would support her presentation. She gave a brief overview of the activities of the Foundation saying total revenue for 2006-2007 was just under $3 million and made up of donations/contributions, and investment revenues from Federal, State, and other governmental grants, cash donations, and in-kind gifts. Expenses for 2006-2007 totaled $1,540,000 comprised of Foundation and Scholarship Fund Association (SFA) student scholarships, grants to department programs, in-kind gifts (pass-through), and administrative functions. The Foundation began the new fiscal year with a June 30, 2007 balance of $12,840,000. Mrs. Chapman then gave a short description of the associate organizations within the Foundation which serve unique fundraising needs within the college but are under the overall management of the Foundation: Scholarship Fund Association, Arts Association, and the President’s Circle. She also reported there were several social/reception functions during the year which were underwritten by the Foundation including two retirement events for recently retired PCC President, Dr. James Kossler.

K. DISCUSSION: FUND RAISING OPPORTUNITIES FOR THE COLLEGE

Mrs. Wells-Miller said she was excited about the thought of the PCC Foundation taking on new fundraising projects and shared suggestions with the Board which she felt could be underwritten by the PCC Foundation such as the refurbishment of Sexson Auditorium which could then be used as the site for a performing arts series similar to what Citrus College has been doing, and the purchase of caps and gowns for Community Education Center graduates who might not otherwise be able to afford them. She also suggested the Foundation think about inviting Larry Wilson to join the Foundation Board of Directors. Mr. O’Connor said he was in agreement with the suggestion to purchase caps and gowns for CEC graduates which he felt would be an incentive to students to continue their studies at PCC.
L. PRESIDENT’S REPORT
Dr. Perfumo/Superintendent-President

- Reported her office has been in contact with the Pasadena Unified School District (PUSD) to begin planning for a joint meeting of the PCC and PUSD Boards.
- Reported she enjoyed the opportunity to attend the recent Association of Community College Trustees (ACCT) annual conference in San Diego with Board Vice President, Mr. Martin. She said there were a number of outstanding workshops including one on retention which she found particularly helpful as she formulates ideas on retention as it ties into the basic skills effort on campus.
- The Community College Initiative is well under way. Because PCC raised $3000 over last year’s goal of $50,000, our goal this year is $47,000. Dr. Perfumo noted that PCC students were very instrumental in raising a good portion of last year’s funds and said we would be working with Mr. Sansosti and Mr. O’Connor on ways to involve students in this year’s campaign. She announced that a campaign fundraising dinner was planned for November 5 in Los Angeles and she would work on filling a table by inviting executive Committee members and vendors to purchase tickets. She said a packet of materials would be sent to each of the Trustees by the next Board meeting.
- Reported that Flex Day on September 25, which centered on the development, implementation, and assessment of SLO’s at the program and institutional levels, went very well. The keynote speaker, who shared how SLO’s transformed his teaching, was excellent. She said the College was working diligently on meeting SLO implementation deadlines and integrating SLO efforts into the accreditation process. She commended Carol Curtis, SLO Coordinator, for her work on organizing the day.
- Said she had been invited to join the Pasadena Rotary and would make up missed Pasadena Rotary meetings by attending Rotary meetings in the surrounding cities. She said she was looking forward to attending a South Pasadena Chamber function on October 5 with Dr. Bradbury-Huang at her invitation.
- Attended a recent surprise breakfast celebration in the Dental Assisting Program at the invitation of Dr. Lori Gagliardi to celebrate Stephanie Schmidt’s completion of a masters program and her receipt of a special fellowship. She was then hosted to a tour of the department. She also congratulated Dr. Gagliardi on the recent completion of her doctorate.
- Reminded everyone that the Groundbreaking for construction of the new Industrial Technology Building and the Campus Center/Bookstore would take place on October 17, 2007 at 4:00 p.m. in the Quad.

M. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD
Ms. Kay Dabelow/Academic Senate

- Distributed copies of the Senate Seconds, PCC/PUSD Connections Committee from committee chair Beverly Tate/Interim Dean of P.E.; and the approved Senate goals for 2007-08 to each of the Board members and reported that:
- Dr. Corbett was a very energized keynote speaker for Flex Day who was well-received by his audience. She said it was great to share the morning activities and listening to Dr. Corbett along with Classified staff because SLO’s are a college-wide shared commitment.
- Dr. Perfumo addressed the Academic Senate at their meeting on September 24.
- The Faculty Development Committee will offer workshops and will be sending out a faculty development newsletter. Faculty who take part in staff development activities will be asked to write articles for the newsletter.
- The Senate approved an equivalency memo which has been forwarded to Dr. Perfumo.
M. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD, continued.

Ms. Kay Dabelow/Academic Senate, continued.
• Reminded everyone that on October 24th, in C333 from 12 noon to 1:20 p.m., the Senate will be co-sponsoring a workshop addressing environmental issues with Dr. Bradbury-Huang who will present on the advantages and importance of being “greener.” She referred to the flyer in the Trustees’ packets.
• The Senate approved a fundraising activity to be called “Ceramic Afternoon with Jim Gonzalez” on November 16 where guests can take ceramic lessons. Details are forthcoming. She thanked Mr. Alex Kritselis/Division Dean-Visual and Media Arts Division for supporting this event for the Senate.

Mr. Raymond Mitchell/Classified Senate
• Vice President Murillo spoke to the Classified Senate at their meeting earlier that day about her role at the College and addressed the importance of collegiality on campus.
• Planning is underway for the annual Halloween party to be held on October 31 in the Tent in the Commons.
• The Senate is looking into fundraising opportunities to build its scholarship account.

Ms. Ellen Ligons/Management Association
• No report

Mr. Sean O’Connor/Student Trustee
• Referred to copies of a Student Activity Report he distributed to each of the Trustees and Administrators at the Board table.
• Is working on organizing the Trick-or-Treat activities on campus for the children from the Child Development Center.
• The Student Lobby Committee has recommended 15 applicants for appointment to the committee; appointments should be completed by the AS Board by October 5.
• Supreme Council Committee interviews also took place recently and appointments are pending. Once assembled, the council’s charge will be to review the Constitution and By Laws and make revisions as needed.
• Related a recent incident where someone came on campus and was verbally provoking several students. Mr. O’Connor encouraged the Board to renew its focus on implementation of the Time, Place and Manner Policy.

Mr. Geoffrey Baum/Trustee
• Thanked the Academic Senate for the report from Beverly Tate regarding the District Connections Committee and the activities conducted in conjunction with PUSD.
• Noted the Lancer’s football team was 5/0.

Mr. John Martin/Trustee
• Reported he found the recent ACCT annual conference very meaningful and found most helpful a workshop on conflict resolution where he had the opportunity to share the PCC model of board norms and received several requests for copies. He said he had a renewed appreciation for this board and how its members conduct themselves and treat each other.

Ms. Susanna Miele/Trustee
• Said she would be attending the first meeting of the Stop Youth Violence committee the following day and would like to bring copies of brochures about PCC’s high school outreach activities. Mr. Juan Gutierrez said he would get packets of information ready for her.

Dr. Consuelo Rey Castro/Trustee
• Reported she had attended the recent Pasadena NAACP Ruby McKnight Annual Awards Dinner fundraiser and was happy to see Pasadena City College well represented. She encouraged other Trustees to attend next year.
M. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD, continued.
   Dr. Consuelo Rey Castro/Trustee, continued.
   • Attended a City Council meeting about two weeks ago with Dr. Mann, Ms. Miele and Dr. Perfumo where Dr. Perfumo was introduced to the Mayor and the City Council. Dr. Perfumo and the Council members spoke briefly about plans for developing partnerships between the City and the College.
   • Reported she had been invited to represent PCC as a participant in the Week Without Violence forum sponsored by the YMCA in the next few weeks. The committee, headed up by Dr. Gerda Govine will also include Ms. Miele and Dr. Bradbury-Huang.

N. FUTURE BOARD MEETING DATES
   Dr. Perfumo reminded everyone that the regular meeting of the Board on October 17, 2007 at 7:00 p.m. would follow the Groundbreaking event at 4:00 p.m. Following a request from the Student Trustee and a short discussion, the Board took action to move the November 21, 2007 daytime meeting to November 20, 2007 at 12:00 noon in Harbeson Hall. This meeting will still take place in Harbeson Hall. The Board was also reminded that the Board meeting traditionally held at CEC each fall, will be planned for sometime in the spring.

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted to reschedule the daytime Regular Meeting of November 21, 2007 at 12:noon to November 20, 2007 at 12:00 noon in Harbeson Hall with Closed Session to begin at 11:00 a.m..
   Ayes: Rey Castro, Martin, Miele, Baum, Bradbury-Huang, Wells-Miller
   Noes: None
   Absent: Mann
   Advisory Vote: Aye/O'Connor

O. FUTURE AGENDA ITEMS
   • Mrs. Miele requested a report on the recent suspensions levied against the Track team. She said this could be a written report.
   • Mr. Baum asked again that his request to invite local legislators to give a State-of-the-State report to the Board be added to the future agenda item list.
   • Mrs. Wells-Miller asked for a report and discussion on outreach efforts to high schools and middle schools.
   • Mr. Martin supported Mrs. Wells-Miller’s request for a discussion on outreach.

Mr. Martin said he had one additional announcement to make: at the recent ACCT Conference he attended a meeting of the newly formed SanFACC coalition (San Gabriel/Foothill Association of Community Colleges). This organization has chosen three pieces of legislation the members feel are of particular interest to colleges in this area and these three items are sponsored by either Senator Scott or Assemblymember Portantino. He said the next SanFACC meeting is planned to take place during the annual Community College League of California conference (CCLC) in November in San Jose and he hoped a member of this Board would be able to attend.
O. FUTURE AGENDA ITEMS, continued.
   • Referring to Mr. O’Connor’s report, Ms. Miele asked that the Time, Place & Manner Policy be agendized in the future so discussion can continue.
   • Dr. Bradbury-Huang asked for a report on Accreditation to include project completion timelines. Dr. Perfumo said Dr. Stuart Wilcox will be making a presentation to the Board at the October 17 meeting. A short discussion followed on the timing of regular updates to the Board. Dr. Perfumo said she and Dr. Wilcox have also discussed conducting another campus climate survey to evaluate collegiality as it relates to Accreditation.
   • Mr. O’Connor asked when he might be assigned a mentor by the Board. Dr. Rey Castro said she would speak with him following this meeting.
   • Referring to earlier comments under Public Comment about Flex Day and SLO’s, Dr. Rey Castro requested a discussion on SLO’s be placed on the agenda in the near future.

P. ADJOURNMENT
   Meeting No. 24 was adjourned at 10:19 p.m.
MOTIONS CARRIED AT MEETING NO. 24 – October 3, 2007

1. Approval of Minutes, Meeting No. 22, Fall Retreat, September 7, 2007 as submitted, and approval of Minutes, Meeting No. 23, Regular Business Meeting, September 19, 2007 with corrections.
2. Approval of Consent Items 17-S through 20-S, 36-I through 39-I, 54-B through 61-B, and 36-P through 39-P.
3. Adoption of 2007-2008 Final Budget
4. Rescheduled the Regular Meeting of November 21, 2007 to 12:00 noon on Tuesday, November 20, 2007 with Closed Session to begin at 11:00 a.m.

Dr. Paulette J. Perfumo, Secretary
Board of Trustees