NOTICE OF BOARD OF TRUSTEES MEETING
Tuesday, November 20, 2007

11:00 A.M. CLOSED SESSION
12:00 NOON OPEN SESSION

MEETING NO. 28

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 28, a Regular Business Meeting. The Open Session will begin at 11:00 A.M. with the Call to Order, Roll Call, and Public Comments on Closed Session items. Closed Session will follow. Open Session will resume at 12:00 Noon. The Board will meet in Harbeson Hall at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
AGENDA

Notice: Members of the public may request the opportunity to address the Board regarding any item on the agenda. To do so, please complete a "Request to Address the Board" form and give it to the Board Secretary prior to the deliberation of the agenda item. Individual speakers are limited to five minutes; total audience participation on any agenda item is limited to thirty minutes.

I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS (11:00 A.M.)

II. CLOSED SESSION
   Government Code §54957.6  Labor Negotiations (CSEA 777, Murillo)
   Government Code §54956.9  Potential Litigation (1 case)

III. OPEN SESSION (12:00 noon)
   A. PLEDGE OF ALLEGIANCE
   B. INTRODUCTIONS
      Associated Student Body Board Members and Lobby Committee
   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. 26 and 27, Regular Business Meeting and Special Meeting
   E. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   F. DISCUSSION, WITH POSSIBLE ACTION: MEMORANDUM OF UNDERSTANDING BETWEEN THE INSTRUCTIONAL SUPPORT SERVICES UNIT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 777, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 819, AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Staff] [Tab 1]
   G. PRESENTATION: ACCREDITATION UPDATE (THEMES) [Board] [Tab 2]
   H. DISCUSSION, WITH POSSIBLE ACTION: REVIEW OF BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS, PRESENTATIONS AND/OR REPORTS [Staff] [Tab 3]
I. PRESENTATION: EMERGENCY RESPONSE PLAN [Board] [Tab 4]

J. DISCUSSION, WITH POSSIBLE ACTION: SUPERINTENDENT/ PRESIDENT HOUSING ASSISTANCE

K. PRESIDENT’S REPORT

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

M. FUTURE BOARD MEETING DATES: SET DATE, TIME AND PLACE OF ANNUAL ORGANIZATIONAL MEETING [Tab 5]

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT
**CONSENT ITEMS**

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Meeting No. 26

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 26 and Special Meeting No. 27 on Wednesday, November 7, 2007, in Harbeson Hall at 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 6:08 p.m. by Dr. Consuelo Rey Castro, President.

ROLL CALL

Trustees Present
Dr. Consuelo Rey Castro, President
Mr. John Martin, Vice President (arrived at 6:29 p.m.)
Ms. Susanna Miele, Clerk (arrived at 6:12 p.m.)
Mr. Geoffrey L. Baum (arrived at 6:29 p.m., left at 7:45 p.m.)
Dr. Hilary Bradbury-Huang
Dr. Jeanette Mann
Mrs. Beth Wells-Miller
Mr. Sean O’Connor, Student Trustee

Administrative Officers in Attendance
Dr. Paulette Perfumo, 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 represented by Mr. Jim Bickley.
The Classified Senate was represented by Mr. Ray Mitchell.
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.

Dr. Rey Castro adjourned the Board to Closed Session at 6:09 p.m.
II. CLOSED SESSION
Government Code §54957 Public Employee Discipline/Dismissal/Release
Government Code §54957.6 Labor Negotiations (CSEA 777, Murillo)

Closed Session was adjourned at 6:42 p.m.

III. OPEN SESSION
Dr. Rey Castro reconvened the Open Session at 6:49 p.m. and reported that no action was taken during the Closed Session. She adjourned the Open Session at 6:50 p.m.

IV. SPECIAL MEETING NO. 27
A. CALL TO ORDER
Dr. Rey Castro called Special Meeting No. 27 to order at 6:50 p.m., and explained that the meeting was called to consider one consent item.

B. CONSENT ITEM 49-P – EMPLOYMENT, CHANGE OF STATUS, LEAVE OF ABSENCE, SEPARATION OF ACADEMIC EMPLOYEES
Dr. Perfumo pointed out that the Full Time Faculty Obligation report indicates that there are two vacancies which, if not filled, will penalize the college approximately $130,000. This consent item is bringing forward the names of two academic employees to fill the open positions. Dr. Mann asked if the candidates applied for the positions through a regular search and Dr. Sugimoto and Dr. Jacobs responded that they had.

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the seven members present to approve Consent Item No. 49-P, Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008.
Advisory: Aye

C. ADJOURNMENT
Dr. Rey Castro adjourned Special Meeting No. 27 at 6:54 p.m.

V. OPEN SESSION
Dr. Rey Castro called the Open Session of Meeting No. 26 to order at 7:00 p.m.

A. PLEDGE OF ALLEGIANCE
Mr. Baum led the Pledge of Allegiance.

The next item was taken out of order.

E. APPROVAL OF CONSENT ITEMS
69-I – Approval of Instructional Trip for PEACT 82ABC, November 22, 2007
Dr. Mann commended the students for their work in feeding the homeless at the Los Angeles Mission, but pointed out that perhaps their efforts could be extended to offer assistance to students on the PCC campus who are in need as well.

71-B – Approve Contracts
Mr. Baum questioned the amount of the contract with Jerry Myers. Mrs. Murillo responded that this is specialized work and the contract was written to build in overtime that might be required. Mr. Jack Schulman, Director of the Measure P Projects, explained that due to the size of the project the Division of the State Architect requires two Project Inspectors.

76-B – Purchasing Transactions
Dr. Mann asked that this discussion follow the discussion of Consent Item No. 77-B.
E. APPROVAL OF CONSENT ITEMS (Continued)

77-B - Authorize Purchase Order for the Purchase of the President's Vehicle

Mrs. Wells-Miller asked that this item be taken out for a separate vote, and expressed her concern that it was being brought to the Board after the fact. She voiced her objection to the price of the vehicle, citing several reasons. Dr. Mann pointed out that this transaction should have been listed on the Purchasing report, and explained that these were items that had also been purchased, and where vehicles for previous presidents had been listed.

MOTION: ON MOTION OF Dr. Mann and seconded by Ms. Miele, the Board voted by a majority vote of the seven members present to withdraw Consent Item No. 77-B, and add the vehicle purchase to Consent Item No. 76-B, Purchasing Transactions, as PO8-01523.

Ayes: Miele, Martin, Mann, Baum, Rey Castro
Nays: Bradbury-Huang, Wells-Miller
Advisory: Abstain

Additional discussion followed, during which Mr. Martin suggested that, in the future, the matter of the President’s vehicle might be handled in a different manner, such as a monthly car allowance; but that this was part of the total compensation package approved in the President’s contract. Dr. Bradbury-Huang expressed her concern regarding sustainable transportation and both she and Mr. Baum suggested that in the future alternative fleet fuels might be considered. Mrs. Wells-Miller requested that this one item on Consent Item 76-B be taken out for a separate vote.

Mr. Rich McKee also addressed this item by stating that the President’s letter to the Board, which accompanies the agenda, should be made available to the public, and he also asked if there had been multiple bids solicited for this purchase.

48-P – Employment, Change of Status, Leave of Absence, and Separation of Classified Employees

Ms. Miele highlighted the retirement of Dorothy Burns, Supervisor of Fiscal Services, and commended her on twenty years of service to the college.

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted by a unanimous vote of the seven members present to approve the Consent Items, with the exception of Consent Item No. 76-B, PO8-01523.

Advisory: Aye

MOTION: ON MOTION OF Mr. Martin and seconded by Dr. Mann, the Board voted by a majority vote of the seven members present to approve Consent Item No. 76-B, PO8-01523, Purchase of the President’s Vehicle.

Ayes: Baum, Martin, Miele, Mann, Rey Castro, Bradbury-Huang
Nays: Wells-Miller
Advisory: Aye

Mr. Baum left the meeting at this point.

B. INTRODUCTIONS

Dr. Sugimoto introduced Armando Duran, new Counseling faculty. Dr. Jacobs then asked Division Deans to introduce new faculty which included Dr. Susan Hunkins Briggs and Dr. Richard Slocum (CEC); Dr. Tim Melnarik, Otilio Perales, Marjorie Smith (English); Deborah Hileman-Ford (Health Science); Paulette Koubeek-Yao (Languages); Eric Larson (Library); Katharina Aebi-Rodriguez, Dr. Elizabeth Nagy-Shadman (Natural Sciences); Tamara Knot-Silva, Michael Swanegan (Physical Education); Dr. Bakhtawar Bhadha, Andrea Murray, Dr. Jennifer Noble, Lynora Rogacs (Social Sciences); and Heather Kurze (Visual and Media Studies).

Ms. Miele introduced the newly elected Trustee, William "Bill" Thomson.
The following item was taken out of order.

H. PRESENTATION: PASADENA BIOSCIENCE COLLABORATIVE
Dr. Perfumo introduced Mr. Bruce Blomstrom, Executive Director of the Pasadena Bioscience Collaborative, who gave an overview of this program which acts as an incubator for new companies and encourages economic development. He informed the Board that the program had been recognized by the Chancellor's Office in 2005 for economic and workforce development. Mr. Blomstrom stated that the Bioscience Collaborative already has Memorandums of Understanding with the four-year college partners, and would like to develop an MOU with PCC.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Mr. Rich McKee addressed the Board regarding the assessed fair share fee for non-union members, stating that it is the responsibility of the college to ensure that the procedures required by law are followed.

Krystale Triggs, Ling O'Connor, Nancy Kehr, Monica Stephen, Peng Huang, Russell Vincent DiFiori, and Pat Peach advised the Board of the work of "Seeds of Change" and suggested that PCC take the initiative to conserve water by using native vegetation in landscaping, offer a curriculum that supports sustainability, and manage a viable recycling program. Miss Triggs also presented a student petition with over 1,000 signatures supporting a green campus. Dr. Bradbury-Huang said she was thrilled to have the students speak to these issues and Ms. Miele expressed her hope that this will be an ongoing discussion.

Jan Evans, EOP&S, presented each Board member with a calendar, and explained that Strider Lloyd, who is featured on the October page, is a former PCC student who received a prestigious scholarship from the California Community College Extended Opportunity Programs & Services Association, and is now studying at Cal Poly Pomona's School of Environmental Design.

D. APPROVAL OF MINUTES: Meeting No. 25, a Regular Business Meeting, October 17, 2007
Ms. Miele pointed out a misspelling.

MOTION: ON MOTION OF Ms. Miele and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the six members present to approve the Minutes of Meeting No. 25, a Regular Business Meeting, October 17, 2007.

F. PUBLIC HEARING REGARDING THE INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE FACULTY ASSOCIATION TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT
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 PASADENA CITY COLLEGE FACULTY ASSOCIATION
Dr. Rey Castro opened the Public Hearing. When there was no public comment, the hearing was closed.

I. DISCUSSION, WITH POSSIBLE ACTION: AUTHORIZATION TO TRANSMIT FIRST QUARTERLY FINANCIAL STATUS REPORT
Dr. Perfumo stated that this is a routine report and PCC is tracking well for this time of the year.

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 authorize transmittal of the First Quarterly Financial Status Report.

Advisory: Aye
J. DISCUSSION, WITH POSSIBLE ACTION: RESOLUTION NO. 428 – RESOLUTION IN SUPPORT OF PROPOSITION 92, THE COMMUNITY COLLEGE GOVERNANCE, FUNDING STABILIZATION, AND STUDENT FEE REDUCTION ACT

Dr. Perfumo stated that PCC should be on record as supporting Proposition 92, and Dr. Mann pointed out that the Board had voted on the initiative before a Proposition number was attached to it. Ms. Miele thanked the students for their financial support of the initiative, and Dr. Mann encouraged them to commit to telephoning voters and urging them to vote in the February election. Mr. O'Connor said that he would pass that suggestion along to the AS Board.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. O'Connor, the Board voted by a unanimous vote of the six members present to approve Resolution No. 428 - Resolution in Support of Proposition 92, the Community College Governance, Funding Stabilization, and Student Fee Reduction Act.

K. PRESENTATION: MEASURE P UPDATE

Mrs. Murillo made a presentation to the Board updating them on the progress of the campus building projects, including budgets and upgrades. She remarked that the Citizens' Oversight Committee made many positive comments regarding the management of the projects and she commended Mr. Schulman and Dr. van Pelt for their diligence. Ms. Miele asked if there will be cutbacks on the Arts Building and Mrs. Murillo responded that there will be minor changes in all the building plans.

L. REPORT ON THE COMMITTEE ON YOUTH DEVELOPMENT AND VIOLENCE PREVENTION

Dr. Mann reported that the Committee on Youth Development and Violence Prevention is composed of members from the Pasadena City Council, Pasadena Unified School District, and PCC. She said that the committee is moving quickly, and hopes to develop an action plan within the next sixty days. The main emphasis for the college will be on youth development and raising academic achievement. Dr. Mann commented that PCC will be hosting a meeting on November 15 at CEC. Mrs. Wells-Miller asked if CEC is represented on this committee, and Dr. Rey Castro responded that the committee will be enlisting the expertise of all PCC staff.

M. PRESIDENT’S REPORT [INCLUDING VICE PRESIDENTS]

Dr. Perfumo

- announced that PCC received an award as first runner-up behind Caltech as “best higher education institute” in the “Best of Pasadena” contest, sponsored by the Pasadena Weekly;
- reported on her first Presidential forums and Ms. Murillo’s Budget 101 workshops;
- reported on meetings with Student Services faculty and staff, deans, the Welcome Day Committee, and the Latino Advisory Committee;
- reported on a meeting with the Career Technical Committee to discuss hosting a Spring High School Career Tech Day on campus;
- reported on the Executive Committee retreat;
- announced that she will attend her first Board meeting of the Pasadena Bioscience Collaborative on Friday;
- pointed out an updated version of her 2007-08 goals and congratulatory letters to retirees;
- announced the participation of Stan Baden of the Visual Arts and Media Studies Division in the Hong Kong Graphic Art Fiesta 2007; and
- announced that PCC student, Alejandro Puelma, has been selected to be a percussionist for the Latin Jazz Band at the Tokyo Disney Park.
M. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD

Mr. Jim Bickley, Academic Senate
- reported that PCC was represented at the Statewide Academic Senate and said that Edward Martinez will chair an ad-hoc committee being created at PCC to examine Title V changes; reported that the Senate will look at the possibility of the college purchasing textbooks and renting them to students; and thanked Dr. Perfumo and Mrs. Murillo for the educational forums and budget workshops.

Ms. Ellen Ligons, Management Association
- reported that a list of meet and confer items was developed at the Fall general meeting; announced that the Holiday Reception will be on December 12, from 9:00-11:00 a.m. in the tent; and thanked the Board for approving the hire of a new secretary for her department.

Mr. Sean O'Connor, Student Trustee
- thanked the Board for their support of the Community College Initiative; stated that the AS Lobby Committee and Board will be introduced at the next meeting; reported that the students are discussing the topic of a smoke-free campus; and offered his condolences to the family of Rogelio Ramirez, a PCC student killed in Iraq.

Dr. Jeanette Mann, Board of Trustees
- announced that the Board of Trustees Faculty Lecturer/Performer award performance will be presented next spring, and reported that she attended the YESS program open house at CEC on November 5.

O. FUTURE BOARD MEETINGS
The Board will meet on Tuesday, November 20, at 12:00 noon in Harbeson Hall. Closed Session will begin at 11:00 a.m. Dr. Bradbury-Huang and Ms. Miele will not be able to attend the November 20 meeting. There was discussion about the date of the Annual Organizational meeting. Dr. Perfumo said the Board will vote on that date at the next meeting.

P. FUTURE AGENDA ITEMS
Mrs. Wells-Miller again requested a presentation on the Teacher Prep program. Dr. Mann pointed out that it is already on the request list. Mrs. Wells-Miller also requested discussion of a smoke-free campus, an update on the 3rd party technology assessment; and discussion of sustainability on the PCC campus. Dr. Bradbury-Huang commented that, since it is such a broad topic, it might be advisable to talk about how to organize such a discussion.

Dr. Mann requested discussion of a policy of zero-tolerance for violence on campus.

Dr. Rey Castro requested reports on financial aid; Title V; and diversity on campus.

Q. ADJOURNMENT
Meeting No. 26 was adjourned at 9:45 p.m.
MOTIONS CARRIED AT MEETING NO. 26– November 7, 2007 and SPECIAL MEETING NO. 27, November 7, 2007

1. Approval of Consent Item No. 49-P.
2. Approval to withdraw Consent Item No. 77-B and add to Consent Item 76-B, as PO8-01523.
3. Approval of the Consent Items, with the exception of Consent Item 76-B, PO8-01523.
4. Approval of Consent Item 76-B, PO8-01523.
5. Approval of Minutes of Meeting No. 25, a Regular Business Meeting, October 17, 2007, as corrected.
6. Approval to transmit the First Quarterly Financial Status Report.
7. Approval of Resolution No. 428 - Resolution in Support of Proposition 92, the Community College Governance, Funding Stabilization, and Student Fee Reduction Act.

Paulette J. Perfumo, Ph.D
Secretary, Board of Trustees
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 26
REGULAR BUSINESS MEETING
Wednesday, November 7, 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
   Government Code §54957.6

   OPEN SESSION (7:00 p.m.)
   A. PLEDGE OF ALLEGIANCE
   B. INTRODUCTIONS
      New faculty introductions and reception
   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. 25, Regular Business Meeting, October 17, 2007
   E. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   F. PUBLIC HEARING REGARDING THE INITIAL BARGAINING AGREEMENT FROM THE PASADENA CITY COLLEGE FACULTY ASSOCIATION TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Staff]
   G. PUBLIC HEARING REGARDING THE INITIAL BARGAINING AGREEMENT FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE FACULTY ASSOCIATION [Staff]
   H. PRESENTATION: PASADENA BIOSCIENCE COLLABORATIVE [Staff]
I. DISCUSSION, WITH POSSIBLE ACTION: AUTHORIZATION TO TRANSMIT FIRST QUARTERLY FINANCIAL STATUS REPORT [Staff]

J. DISCUSSION, WITH POSSIBLE ACTION: RESOLUTION NO. 428 RESOLUTION IN SUPPORT OF PROPOSITION 92 – THE COMMUNITY COLLEGE GOVERNANCE, FUNDING STABILIZATION, AND STUDENT FEE REDUCTION ACT [Board]

K. PRESENTATION: MEASURE P UPDATE [Board]

L. REPORT ON THE COMMITTEE ON YOUTH DEVELOPMENT AND VIOLENCE PREVENTION [Board]

M. PRESIDENT’S REPORT

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

O. FUTURE BOARD MEETING DATES

P. FUTURE AGENDA ITEMS

Q. ADJOURNMENT
AGENDA

I. CALL TO ORDER

II. CONSENT ITEM 49-P - Employment, Change of Status, Leave of Absence, Separation of Academic Employees

III. ADJOURNMENT
| TAB NO. 1 | F. DISCUSSION, WITH POSSIBLE ACTION: MOU BETWEEN ISSU, CSEA 777, CSEA 819, AND THE PACCD |
| TAB NO. 2 | G. PRESENTATION: ACCREDITATION UPDATE (THEMES) |
| TAB NO. 3 | H. DISCUSSION, WITH POSSIBLE ACTION: REVIEW OF BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS, PRESENTATIONS, AND/OR REPORTS |
| TAB NO. 4 | I. PRESENTATION: EMERGENCY RESPONSE PLAN |
| TAB NO. 5 | M. FUTURE BOARD MEETING DATES: TIME AND DATE OF ANNUAL ORGANIZATIONAL MEETING |

November 20, 2007
Memorandum of Understanding

The Instructional Support Services Unit, the California School Employees Association, Chapter 777, the California School Employees Association, Chapter 819 and the Pasadena Area Community College District (District) agree:

1. That the relevant sections of law are Title V, Article 51023.5 and Education Code, Article 70901.2.

2. That in the spirit and letter of the above-referenced laws:

   a. The Pasadena City College Classified Senate shall continue to be recognized by the District as a consultative shared governance body representing classified staff in non-collective bargaining matters. The Classified Senate shall continue to carry out its responsibilities as it has done since its inception. Specifically:

      (1.) The Classified Senate will continue to appoint a representative to the Board of Trustees.

      (2.) In accordance with the Board-approved Classified Hiring Policy, the Classified Senate and the Exclusive Representatives will share in the appointment of classified representatives to college hiring committees.

      (3.) The Classified Senate and the Exclusive Representatives will continue to make their own appointments to the College Coordinating Council and to the College Calendar Committee.

      (4.) All members of “college or district task force(s), committee(s), or other governance group(s)” who have been appointed by the Classified Senate to represent the classified staff shall continue to serve in their current capacity until the end of their term or the term of the committee. After such time, the classified representatives on such committees, etc. will be appointed according to the method described below.

   b. The District will continue to involve the classified staff in appropriate matters of shared governance; in particular, a specified number of classified representatives will continue to be appointed to appropriate “college or district task force(s), committee(s), or other governance group(s).”

      (1.) When possible, the Exclusive Bargaining Agents, the Classified Senate, and the District will advocate for an even number of classified positions on any newly formed committees, etc. In the event that they are not successful in their advocacy and it is determined that an odd number of classified representatives will be appointed, the President of the Classified Senate and the Presidents of the Exclusive Bargaining Agents will jointly determine how the appointments will be made.
(2.) If there is an even number of classified appointments to a committee etc., the Classified Senate will make one-half of the appointments, and the Executive Boards of the classified Exclusive Bargaining Agents will jointly make one-half of the appointments.

(3.) Either the Classified Senate or the joint Exclusive Bargaining Agents' Executive Boards may allocate responsibility for one or more of their allotted appointments to the other party, by mutual consent.

(4.) If either the Classified Senate or the joint Exclusive Bargaining Agents' Executive Boards does not make its allotted appointment(s), the District will continue with the operations of the committee etc. with those classified appointments that have been made.

c. The Classified Staff Release Time policy, which applies to any and all classified staff participating in such committees, etc., shall continue to be in effect.

(1.) This policy shall continue to include a specified amount of release time per month for Classified Senators to meet as a body.

d. The District may continue to provide such financial or in-kind support to the Classified Senate as it has previously done.

3. The parties to this agreement agree that, upon the request of any of the parties, they will reconvene with 15 working days to resolve any difficulties that may arise.

4. That this Memorandum of Understanding shall be in effect until June 30, 2008. During the spring of 2008 all the parties agree to meet to review the Memorandum and to decide on appropriate future action.

For the California School Employees' Association, Chapter 777

For the Pasadena Area Community College District

For the Instructional Support Services

For the California School Employees' Association, Chapter 819

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Accreditation Themes

**Institutional Commitments**
- Evaluation, Planning, and Improvement
- Student Learning Outcomes
- Organization
- Dialogue
- Institutional Integrity

**Theme 1: Institutional Commitments**
- Consistency should exist between PCC's stated mission and its institutional goals and plans
- The entire college should participate in establishing and reviewing student learning outcomes

**Theme 2: Evaluation, Planning, and Improvement**
- **Evaluation** (student achievement, student learning, organizational effectiveness)
- **Planning** (cyclic evaluation, goal setting, resource distribution, implementation, and re-evaluation)
- **Improvement** (Focus: student learning; ongoing, based on evaluation and planning cycle)
Theme 3: Student Learning
Outcomes

- Self analyze to improve all we do regarding learning and teaching
- Must develop, measure and assess SLOs at the course, program, and degree level
- SLOs at the center of PCC's key processes and resource allocations

Theme 4: Organization

- Organizational means and structures effectively support student learning
  - adequate staff and resources as well as communication and decision-making structures

Theme 5: Dialogue

- Institutional dialogue:
  Ongoing self-reflection and conscious improvement regarding student achievement, student learning, and the effectiveness of processes, policies, and organization
### Theme 6: Institutional Integrity

- PCC's intentions and actions with regard to people (students, employees, the public), policies, practices, and procedures
- Emphasis on honesty, truthfulness, clarity, accessibility, equity, and diversity

### Presentation of the Themes

- Each of the 4 Standard Committees will work to summarize the themes found within their particular Standard
- These 4 summaries will be merged into an introductory summary for the final Self Study report
- In addition to this thematic introductory summary, the themes will be interwoven into each Standard section of the final Self Study report
<table>
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<tr>
<th>Requested</th>
<th>Agenda Item Requested</th>
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<tr>
<td>October 3, 2007</td>
<td>Policy 2550: Time, Place, and Manner Regulations for Use of College Properties</td>
<td>Miele</td>
<td>December 5, 2007</td>
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<td>June 19, 2007</td>
<td>Joint Interest Commissions with Other School Districts</td>
<td>Bradbury-Huang</td>
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<td>August 1, 2007</td>
<td>Presentation Regarding Annual Classified Position Review Process (Aguiniga)</td>
<td>Mann</td>
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<td>August 1, 2007</td>
<td>General Discussion of Employee Hiring Processes (Aguiniga)</td>
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<td>League of Women Voters: Dropout Prevention Project</td>
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<td>Outreach Efforts to Middle Schools</td>
<td>Wells-Miller</td>
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<td>November 7, 2007</td>
<td>Sustainability Discussion Organization</td>
<td>(Wells-Miller/Bradbury-Huang)</td>
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<td>Update on Third Party Technology Assessment</td>
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<td>Financial Aid at PCC</td>
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<td>May 3, 2007</td>
<td>Report on Marketing of Student Credit Cards (Sugimoto / Thayer)</td>
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<td>Report on Divisional Space for Use by Adjunct Faculty (Jacobs)</td>
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11/14/2007
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**PERIODIC REPORTS**

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<td>Quarterly</td>
<td>Fiscal Report (Murillo/Walker)</td>
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<td>Annual</td>
<td>Annual Institutional Goals and Objectives (Wilcox)</td>
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<td>After Strategic Planning Retreat</td>
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<td>Annual Report: Career and Technical Education (Jacobs/Ligons)</td>
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<td>ARCC (Carter/Dabelow)</td>
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<tr>
<td>Annual</td>
<td>Approval of Academic Calendar (Sugimoto)</td>
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<td>Annual</td>
<td>Report on Conference / Travel (Hassan/Murillo)</td>
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<td>October 1, 2008</td>
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<td>Annual</td>
<td>Report on Foundation Activities (Chapman)</td>
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<td>Annual</td>
<td>Report on KPCC Operations (SCPR)</td>
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<tr>
<td>Annual</td>
<td>Report on Transfer Activities (Sugimoto/Chase)</td>
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<td>January 16, 2008</td>
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11/14/2007
Police and Safety Services’ Emergency Response

- First of Several Board Reports
- Review Virginia Tech Incident
- Review Campus Police’s Response
- P.C.C.’s Current Status for Emergency Notification
- Items to be Presented at Future Board Meetings
Systematic Approach

- Systems Office (Chancellor's Office) Directives
- Standardized Emergency Response
- Standardized Emergency System Compliant
- Emergency Action Plan
- Training and Exercises
- Properly Equipped
- Mandated by SB166 / Ed. Code Section 71095

Virginia Tech Incident
Virginia Tech Incident

Campus Police Response
- Rapid response
- Pursued active shooter
- Seconds from suspect

Virginia Tech Incident
Panel Findings

- Text messaging rested with a V.P. and not with Police
- Emergency Action Plan did not include protocol for a shooting
- Lack of Law Enforcement Officers prevented an effective lockdown
Virginia Tech Incident
Panel Findings

- No electronic controls on doors for a lockdown
- Faculty did not share with each other their observations of Cho’s odd behavior
- Adequate cameras would have identified Cho

Review of Campus Police’s Response

Lessons Learned:
- Pre – Columbine High School Tactics
- Post – Columbine High School Tactics
Campus Police's Response

- If an active shooter is on campus:
  - Locate the shooter
  - While taking cover, notify the Pasadena Police Department (P.P.D.)
  - Give P.P.D. as much valuable info as possible

- Team up with P.P.D. and escort to shooter (Yellow Zone)
- Assist P.P.D. with any request for assistance (White Zone)
- Pre – Columbine High School Response Mode
Current Status

- Lock in Place vs. Evacuate Notifications
- Current Status:
  - No remote locking system currently exists
  - Evacuation bells are activated at each building
  - No Lock in Place system currently exists
  - No public address system currently exists
  - AlertU Text messaging activated Oct 29, 2007

Actions/Research in Progress

* Several Pronged Approach to Emergency Alerting
* In progress projects:
  - Text Messaging to cell phones are in progress
  - Bell vs. Siren for alarming campus
  - Wireless P.A. system / reverse 911 boxes as speakers
  - Working with Verizon/Nortel on wireless phone, PDA, desktop computer and laptop notification
  - Working with Facilities Services to harden the campus
  - Placement of flat screens throughout campuses
Fact

- P.C.C.'s Student Population is larger than 93% of most U.S. Cities. (30,400 students)
- Notification in a timely manner is necessary
- Information flow is necessary
- We must notify (Virginia Tech Panel Results)

Ongoing Efforts

- Coordination Group – Cal Tech, Art Center of Design, P.C.C. and Pasadena P.D.
- Teamed with Pasadena P.D. area Watch Commander
- Provided detailed maps of buildings on campus.
- Facilities Director ordered roof-top numbering.
- Coordinating a training day with P.P.D.
- Networking with surrounding colleges.
Items for Subsequent Reports

- Methods of Notification
- Security Cameras
- Proper Equipment/Tools for Police Personnel
- Training – Faculty, Classified, Police
- Implement Policies and Procedures for Emergency Action Planning and Response
- Department Personnel Staffing

Questions?
1. The Board shall hold an annual organizational meeting just preceding its first meeting in December of each year unless, consistent with Education Code requirements, it selects another date. As an exception to the foregoing, in those odd numbered years when the first Board meeting in December occurs prior to the first Friday in December, the organization meeting shall be held after the first Friday in December.

2. The Board shall notify the county superintendent of schools of the day and time of the organizational meeting.

3. The Secretary of the Board shall, within 15 days prior to the date of the annual meeting, notify in writing all members and members-elect of the date and time of the organization meeting.

4. At this Meeting the following actions shall be taken:
   a. Administration of Oath of Office (when applicable)
   b. Election of Officers: President, Vice President, Clerk, and Secretary
   c. Set day and time of Regular Meetings
   d. Appointment of representatives of Board to the Los Angeles County School Trustees Association, the County Committee on School District Organization, Community College League of California, and/or other representatives as may be appropriate.
   e. Authorization of Signatures

5. If the Board fails to select a day and time for the meeting, the county superintendent of schools having jurisdiction over the district shall designate the day and time of the annual meeting.

Approved by the Board of Trustees: August 17, 1994
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following student travel:

GROUP: PCC Black Student Alliance
NUMBER: 100 (99 students/guests and 1 advisor)
DATE: December 26, 2007
TIMES: 5:00 p.m. to 10:00 p.m.
DESTINATION: Jackie Robinson Center
Pasadena, CA
EVENT: Annual Kwanzaa Program and Celebration
TRANSPORTATION: Personal vehicles
ADVISOR: P. Price
NOT TO EXCEED: $2,200.00

FISCAL IMPLICATIONS: Costs associated with this trip funded by the 2007-2008 Student Service Fund Board of Directors Annual Budget. Cost categories and amounts are: $1,000.00, cultural enrichment performances (African drummers and dancers); $200.00, lecturer; and $1,000.00 (100 x $10.00), food.

BACKGROUND: This activity involves a program for the African American cultural celebration of Kwanzaa; focusing on the values of family, community, responsibility, and self-improvement.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel -
PCC Cross Cultural Center
Manzanar, CA April 26, 2008

Board Meeting Date: November 20, 2007

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

<table>
<thead>
<tr>
<th>GROUP:</th>
<th>PCC Cross Cultural Center</th>
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</thead>
<tbody>
<tr>
<td>NUMBER:</td>
<td>50 (49 students and 1 advisor)</td>
</tr>
<tr>
<td>DATE:</td>
<td>April 26, 2008</td>
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<tr>
<td>TIMES:</td>
<td>5:30 a.m. to 7:30 p.m.</td>
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<td>DESTINATION:</td>
<td>Manzanar National Park</td>
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<td>EVENT:</td>
<td>Tours</td>
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<td>TRANSPORTATION:</td>
<td>District-arranged bus</td>
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<tr>
<td>ADVISOR:</td>
<td>C. Afuso</td>
</tr>
<tr>
<td>NOT TO EXCEED:</td>
<td>$2,000.00</td>
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</tbody>
</table>

FISCAL IMPLICATIONS: Cost associated with this trip to be funded by the 2007-2008 Student Service Fund Board of Directors Annual Budget. Cost category and amount is: $2,000.00 (1 bus x $ 2,000.00), transportation.

BACKGROUND: This activity involves travel to a national park for a historical exhibit and tour.

Submitted by:

Assistant Dean, Student Affairs

Recommended for Approval:

[Signature]
Vice President, Student/Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following student travel:

GROUP: PCC Cross Cultural Center
NUMBER: 47 (46 students, 1 advisor)
DATE: January 29, 2008
TIMES: 8:00 p.m. to 10:00 p.m.
DESTINATION: Ahmanson Theatre
Los Angeles, CA
EVENT: Stage production – The Color Purple
TRANSPORTATION: Personal vehicles
ADVISOR: C. Afuso
NOT TO EXCEED: $3,535.00

FISCAL IMPLICATIONS: Costs associated with this trip to be funded by the 2007-2008 Student Service Fund Board of Directors Annual Budget. Cost categories and amounts are: $3,525.00 ($75.00 x 47), tickets and $10.00 shipping and handling.

BACKGROUND: This activity involves traveling to a stage production in Los Angeles.
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: Puente Project students

NUMBER: 30 students

DATE: November 28-29, 2007

TIME: Depart: 11/28/07, 6:00 a.m.
Return: 11/29/07, 10:30 p.m.

DESTINATION: UC San Diego, San Diego State University, and University of San Diego, San Diego, California

EVENT: Tour of San Diego universities and allow students to meet admissions counselors

TRANSPORTATION: Bus


NOT TO EXCEED: $3,926.00 (transportation, $2,340; lodging – including bus driver, $1,586)

Students will be providing their own meals.

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1251-2764 (English).

BACKGROUND: This instructional field trip is requested by the Division Dean, English.
CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 61, December 8, 2007

Board Meeting Date: November 20, 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: Music 61 students
NUMBER: 105 students
DATE: December 8, 2007
TIME: 12:00 noon – 11:00 p.m.
DESTINATION: East Los Angeles College, 13041 Avenida Cesar Chavez, Monterey Park, California
EVENT: LAUSD Championships, field show exhibition
TRANSPORTATION: Buses, district vehicle (enclosed truck)
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor.

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1554-0000 (Performing and Communication Arts), account code 01-5250-1554-2418 (Performing and Communication Arts), and the Student Services Fund - Music.

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

Submitted by:

Division Dean, Performing and Communication Arts

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
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: GRCOM 132AB and 133AB students
NUMBER: 17 students
DATE: November 30, 2007
TIME: 9:00 a.m. – 1:00 p.m.
DESTINATION: MELMARC, 4040 West Carriage Dr., Santa Ana, California
EVENT: Tour large contract print shop
TRANSPORTATION: District vehicle
ADVISOR(S): Division of Engineering and Technology: Kristin F. Pilon, Professor; David A. Cuatt, Assistant 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 are budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1201-0000 (Engineering and Technology).

BACKGROUND: This instructional field trip is requested by the Division Dean, Engineering and Technology.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchasing Transactions

Board Meeting Date: November 20, 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 P08-01488 through P08-01572.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2007-2008 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.

Submitted by:

[Signature]
Director, Purchasing Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
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<th>PO Number</th>
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<td>P08-01521</td>
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<td>PAINT AND SUPPLIES</td>
<td>FACILITIES</td>
<td>01</td>
<td>$8,350.55</td>
</tr>
<tr>
<td>P08-01525</td>
<td>PLUMBING WHOLESALE OUTLET</td>
<td>PLUMBING SUPPLIES</td>
<td>FACILITIES</td>
<td>01</td>
<td>$1,952.59</td>
</tr>
<tr>
<td>P08-01528</td>
<td>PLUMBING WHOLESALE OUTLET</td>
<td>PLUMBING SUPPLIES</td>
<td>FACILITIES</td>
<td>01</td>
<td>$885.76</td>
</tr>
<tr>
<td>P08-01529</td>
<td>PLUMBING WHOLESALE OUTLET</td>
<td>PLUMBING SUPPLIES</td>
<td>FACILITIES</td>
<td>01</td>
<td>$717.97</td>
</tr>
<tr>
<td>P08-01535</td>
<td>LAWN MOWER CORNER</td>
<td>LANDSCAPING SUPPLIES/FERTILIZER</td>
<td>FACILITIES</td>
<td>01</td>
<td>$619.10</td>
</tr>
<tr>
<td>P08-01537</td>
<td>LANDSCAPE WAREHOUSE</td>
<td>LANDSCAPING SUPPLIES/FERTILIZER</td>
<td>FACILITIES</td>
<td>01</td>
<td>$2,146.09</td>
</tr>
<tr>
<td>P08-01545</td>
<td>CREEK PRINTING COMPANY OF CA.,INC.</td>
<td>PRINTING SERVICES</td>
<td>PUBLIC RELATIONS</td>
<td>01</td>
<td>$6,143.00</td>
</tr>
<tr>
<td>P08-01546</td>
<td>CCLC/CCLA PUBLICATIONS</td>
<td>SUBSCRIPTIONS</td>
<td>LIBRARY</td>
<td>01</td>
<td>$1,196.16</td>
</tr>
<tr>
<td>P08-01548</td>
<td>PASADENA EMBROIDERY</td>
<td>SAFETY &amp; FIRE SUP. &amp; EQUIP.</td>
<td>POLICE</td>
<td>01,03</td>
<td>$657.43</td>
</tr>
<tr>
<td>P08-01550</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUPPLIES</td>
<td>ENROLLMENT MGMT</td>
<td>01</td>
<td>$500.00</td>
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<tr>
<td>P08-01551</td>
<td>FFC BOOKSTORE</td>
<td>OFFICE SUPPLIES</td>
<td>NEW MEDIA CENTER</td>
<td>01</td>
<td>$500.00</td>
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<tr>
<td>P08-01552</td>
<td>DUVAC ELECTRONICS</td>
<td>ELECTRONIC SUPPLIES</td>
<td>NEW MEDIA CENTER</td>
<td>01</td>
<td>$500.00</td>
</tr>
<tr>
<td>P08-01553</td>
<td>FREESTYLE PHOTO SUPPLIES</td>
<td>CHEMICALS</td>
<td>ART DEPT.</td>
<td>01</td>
<td>$1,771.10</td>
</tr>
<tr>
<td>P08-01556</td>
<td>MPC-G, LLC</td>
<td>COMPUTER EQUIPMENT</td>
<td>HUMAN RESOURCES</td>
<td>01</td>
<td>$1,258.49</td>
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<tr>
<td>P08-01560</td>
<td>TRI- DIM FILTER CORPORATION</td>
<td>HEATING/VENTILATION SUP.</td>
<td>FACILITIES</td>
<td>01</td>
<td>$1,566.90</td>
</tr>
<tr>
<td>P08-01561</td>
<td>TRANE</td>
<td>AIR CONDITIONING SYS/SERVICE</td>
<td>FACILITIES</td>
<td>01</td>
<td>$764.33</td>
</tr>
<tr>
<td>P08-01562</td>
<td>CONSOLIDATED ELEC. DIST.(CED)</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>01</td>
<td>$1,157.95</td>
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<tr>
<td>P08-01567</td>
<td>BULB DIRECT</td>
<td>LIGHTING</td>
<td>ART DEPT.</td>
<td>01</td>
<td>$711.70</td>
</tr>
<tr>
<td>P08-01570</td>
<td>ROYAL OFFICE PRODUCTS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>ACADEMIC SUPPORT</td>
<td>01</td>
<td>$532.70</td>
</tr>
<tr>
<td>P08-01572</td>
<td>MEDCO SUPPLY COMPANY</td>
<td>ART SUPPLIES</td>
<td>VISUAL ARTS</td>
<td>01</td>
<td>$886.46</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of the District as required by Vendor.

Total Fund Amount: $126,886.93
CHANGE ORDERS
$500 OR MORE

Consent Item 80-B
Date: November 20, 2007

<table>
<thead>
<tr>
<th>PO #</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>SITE</th>
<th>FUND</th>
<th>INC/DEC...</th>
</tr>
</thead>
<tbody>
<tr>
<td>B08-00096</td>
<td>CONSOLIDATED ELEC. DIST. (CED)</td>
<td>Increase PO per Dept.</td>
<td>PROJECT CNTR</td>
<td>42</td>
<td>$1,000.00</td>
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<tr>
<td>P08-01152</td>
<td>AMERICAN FOOTHILL PUBLISHING CO., INC.</td>
<td>Increase PO per Dept.</td>
<td>PUBLIC RELAT</td>
<td>01</td>
<td>$2,037.54</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td>$3,037.54</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE: Approve Staff Development Activities

Board Meeting Date: November 20, 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

November 30, 2007 – Instructional Deans’ Enrollment/Classroom Scheduling Workshop at Altadena Town & Country Club, to review and plan for enrollment and scheduling. Anticipated expenses not-to-exceed $1,500.00 for conference facility and refreshments for approximately 20 participants. Cost Center: 01-5210-1000-0402, Office of Instruction.

December 12, 2007 – Holiday Reception at Pasadena City College, to announce nominees and recipient of Risser Award. Anticipated expenses not-to-exceed $4,000.00 for invitations, printing, decorations, technical support and refreshments for approximately 300 participants. Cost Center: 01-5210-4302-0402, District Professional Development and Management Association.

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

BACKGROUND: Staff Development activities are designed to enhance excellence and enable the staff to meet the needs of a changing student population. Training sessions, retreats and workshops are held on various topics.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Consent Item No. 82-B

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: November 20, 2007

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following augmentation to the 2007-2008 Adopted Budget for the NSF Grant, "MaS: Providing more to increase STEM Majors and create transfer opportunities" (Science, Technology, Engineering and Math).

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Revenue:</td>
<td>Federal Revenue,</td>
<td>$1,947</td>
</tr>
<tr>
<td>03-8199-5242-0607</td>
<td>STEM</td>
<td>========</td>
</tr>
<tr>
<td>Increase Appropriation:</td>
<td>Duplicating</td>
<td>$100</td>
</tr>
<tr>
<td>03-4303-5242-0607</td>
<td>Conferences, Workshops &amp; Retreats</td>
<td>1,271</td>
</tr>
<tr>
<td>03-5210-5242-0607</td>
<td>Student Travel</td>
<td>90</td>
</tr>
<tr>
<td>03-5250-5242-0607</td>
<td>Other Payments to Students/Books &amp; Supplies</td>
<td>486</td>
</tr>
<tr>
<td>03-7610-5242-0607</td>
<td></td>
<td>$1,947</td>
</tr>
<tr>
<td></td>
<td></td>
<td>========</td>
</tr>
</tbody>
</table>

BACKGROUND: The purpose of the grant is to implement strategies that will lead to an increase in the number of students completing associate degrees in the fields of science, technology, engineering, and mathematics (STEM) or completing credits toward transfer to a baccalaureate degree program in STEM fields.

2007-08 Adopted Budget

<table>
<thead>
<tr>
<th></th>
<th>Increase</th>
<th>2007-2008 Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEM</td>
<td>$107,183</td>
<td>$109,130</td>
</tr>
<tr>
<td>$107,183</td>
<td>$1,947</td>
<td>$109,130</td>
</tr>
</tbody>
</table>

This augmentation is in accordance with Education Code Section 85210 which states that the governing board of the district may, by formal action of the Board, pass a resolution setting forth the need for additional expenditures and appropriate the assured income in excess of the total anticipated in the budget.

Submitted by:

Director, Fiscal Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following augmentation to the 2007-08 Adopted Budget for Adult Basic Education.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Revenue:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-8199-5208-0000</td>
<td>Federal Revenue</td>
<td>$ 13,542</td>
</tr>
<tr>
<td></td>
<td>Categorical, Adult Basic</td>
<td>========</td>
</tr>
<tr>
<td>Increase Appropriations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-2311-5208-0000</td>
<td>Student Help</td>
<td>191</td>
</tr>
<tr>
<td>03-3130-5208-0000</td>
<td>Employee Benefits</td>
<td>1,609</td>
</tr>
<tr>
<td>03-4301-5208-0000</td>
<td>Supplies</td>
<td>1,700</td>
</tr>
<tr>
<td>03-5810-5208-0000</td>
<td>Software License</td>
<td>6,792</td>
</tr>
<tr>
<td>03-6410-5208-0000</td>
<td>New Equipment</td>
<td>3,250</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$ 13,542</td>
</tr>
<tr>
<td></td>
<td></td>
<td>========</td>
</tr>
</tbody>
</table>

BACKGROUND: This increase is based upon the most recent information available from the California Department of Education.

2007-08 Adopted Budget  
Adult Basic Education $ 164,250

Increase $ 13,542

2007-08 Revised Budget  
$ 177,792

This augmentation is in accordance with Education Code Section 85210 which states that the governing board of the district may, by formal action of the Board, pass a resolution setting forth the need for additional expenditures and appropriate the assured income in excess of the total anticipated in the budget.

Submitted by:  
Director, Fiscal Services

Recommended for Approval:  
Vice President, Administrative Service

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

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

BACKGROUND: These 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
<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Description of Articles or Services</th>
<th>Amount</th>
<th>Account Number</th>
<th>Department Description</th>
<th>Date Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-971179-8</td>
<td>John Poggi</td>
<td>To provide counseling services related to the Statewide Matriculation Project, as requested by the Chancellor's Office</td>
<td>$40,000.00</td>
<td>03-5120</td>
<td>Statewide Matriculation 5401-0000</td>
<td>7/1/07 thru 6/30/08</td>
</tr>
<tr>
<td>B-97180-8</td>
<td>Douglas Glinn</td>
<td>To provide counseling services related to the Statewide Matriculation Project, as requested by the Chancellor's Office</td>
<td>40,000.00</td>
<td>03-5120</td>
<td>Statewide Matriculation 5401-0000</td>
<td>7/1/07 thru 6/30/08</td>
</tr>
<tr>
<td>B-97104-8</td>
<td>Judy Stratan</td>
<td>To increase amount of agreement for additional services as interim associate dean of student success services and extend the term from 11/30/07 until position is filled</td>
<td>10,652.00/month</td>
<td>01-5120</td>
<td>Counseling 2300-0010</td>
<td>7/1/07 thru 6/30/08</td>
</tr>
<tr>
<td>B-97127-8</td>
<td>James Gray</td>
<td>To increase amount of agreement for additional services as coordinator for the California High School Exit Exam Program to exceed $20,000.00 and extend term from 11/1/07 to 11/1/08</td>
<td>10,000.00</td>
<td>03-5120</td>
<td>CEC: California High School Exit Exam Program 5219-0000</td>
<td>7/1/07 thru 6/30/08</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Stipends for Classified and Unclassified Personnel

Board Meeting Date: November 20, 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 person listed below for the fiscal year 2007-08.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halladay, Danny</td>
<td>2,500.00</td>
<td>Assistant Water Polo Coach</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Physical Education)</td>
</tr>
<tr>
<td>Halladay, Danny</td>
<td>3,000.00</td>
<td>Assistant Swim Coach</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Physical Education)</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

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

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signatures]
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 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: [Signature]

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andersen, Jill*</td>
<td>600.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Anderson, Suzanne</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Banks, Michelle</td>
<td>1,000.00</td>
<td>Scholars Program/Transfer Center—preparation and planning for Scholars Program Block II, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Beard, Cheryl</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Bober, Sharon*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Bower, Susan</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Branzburg, Judith</td>
<td>1,000.00</td>
<td>Scholars Program/Transfer Center—preparation and planning for Scholars Program Block II, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Cairo, Eduardo</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Chang-Hou, Yu-Chung*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Choate-Ciletti, Elizabeth</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Corson, Louise*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>DiFiori, Russell</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Faccuseh, Maria*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Green, Kathleen</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Hallinger, Jane</td>
<td>1,000.00</td>
<td>Scholars Program/Transfer Center—preparation and planning for Scholars Program Block II, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Hogue, Charles*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Ingram, Michelle*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer</td>
</tr>
</tbody>
</table>

*Late budget approval resulted in a delay in the release of ARCC funds; work already performed.
### SPECIAL PROJECT

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ireland-Galman, Michelle</td>
<td>1,000.00</td>
<td>workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Ireland-Galman, Michelle</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—preparation and planning for Scholars Program Block II, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Keeler, Teresa</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Lai, Judy*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Lipton, Kay</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Luck, Kyle</td>
<td>1,000.00</td>
<td>Scholars Program/Transfer Center—preparation and planning for Scholars Program Block II, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Marheine, Roger</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>McCabe, Chris</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>McClellan, Michael*</td>
<td>4,000.00</td>
<td>ARCC (Academic Athletic Zone)—coordinate, implement and monitor several new components to the academic support program for student athletes such as early registration, math jam first-year experience, group assessment model, basic skills drill sessions and on-line education plan system, 8-27-07 to 12-14-07</td>
</tr>
<tr>
<td>McGill, Lawrence</td>
<td>1,000.00</td>
<td>Scholars Program/Transfer Center—preparation and planning for Scholars Program Block II, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>McLean, Robert</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Miller, Barbara</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Milne, Derek</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Nordstrom, Donna*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Oberlander, Keith</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Peach, Patricia*</td>
<td>300.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, making progress and preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 12-14-07</td>
</tr>
<tr>
<td>Pina, Gabrielle*</td>
<td>4,000.00</td>
<td>ARCC (Ujima Program)—coordinate the program activities, research, training and field trips. Organize the program orientation and progress dinner, 8-27-07 to 6-13-08</td>
</tr>
<tr>
<td>Powers, James</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
</tbody>
</table>

*Late budget approval resulted in a delay in the release of ARCC funds; work already performed.
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rivas-Gomez, Elsie</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Romans, Marina*</td>
<td>600.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 06-13-08</td>
</tr>
<tr>
<td>Schwyzer, Hugo</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Tate, Beverly*</td>
<td>1,950.00</td>
<td>ARCC (New Faculty Orientation)—coordinate the planning and facilitating of 13 new faculty workshops during the fall semester, 09/07 to 12/07</td>
</tr>
<tr>
<td>Tate, Beverly*</td>
<td>800.00</td>
<td>ARCC (New Faculty Orientation)—coordinate the planning and preparation for New Faculty Orientation, a 2-day event, held on August 22 and 23, 2007</td>
</tr>
<tr>
<td>Walter, Krista</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise five or more scholars/honors students in fall 2007 Scholars Program, 11-21-07 to 12-14-07</td>
</tr>
<tr>
<td>Ward, D. Charles*</td>
<td>1,000.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 6-13-08</td>
</tr>
<tr>
<td>Yamato, Yoshi*</td>
<td>1,000.00</td>
<td>ARCC (Math Counseling Coop Grant)—faculty will provide strategies for success in math, preparing for classes, preparing to register for next semester. They will design and offer workshops on test taking and math anxiety, 8-23-07 to 6-13-08</td>
</tr>
</tbody>
</table>

*Late budget approval resulted in a delay in the release of ARCC funds; work already performed.
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons listed below to be employed as temporary teachers of credit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of credit classes approved for 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.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alexander, Tameka</td>
<td>Adjunct Counselor</td>
<td>B</td>
<td>1</td>
<td>Outreach Degree &amp; Transfer Services</td>
</tr>
<tr>
<td>Cole, Daniel</td>
<td>Adjunct Lab Coordntr</td>
<td>C</td>
<td>1</td>
<td>Performing and Comm Arts</td>
</tr>
<tr>
<td>Dunbar, Geoffrey</td>
<td>Adjunct Lab Coordntr</td>
<td>A</td>
<td>7</td>
<td>Performing and Comm Arts</td>
</tr>
<tr>
<td>Sheldon, Christina</td>
<td>Adjunct Librarian</td>
<td>D</td>
<td>1</td>
<td>Library</td>
</tr>
<tr>
<td>Shockro, Ellen</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>26</td>
<td>Social Sciences</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:
Paulette J. Parfums
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment of Hourly Noncredit Teachers and Substitute Teachers, 2007-08

Board Meeting Date: November 20, 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 a temporary 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.

NAME
Djananova, Svetlana

POSITION
Adjunct NC Faculty

CLASS
NM

STEP
1

DIVISION
Community Education Center

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: November 20, 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>King, Neomi Admissions and Records Clerk II</td>
<td>From: Admissions and Records</td>
<td>To: Community Education Center</td>
<td>11/26/07</td>
</tr>
<tr>
<td>Replacing: Beverly Knapp Voluntary transfer, Article 15, ISSU Contract</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Altamirano, Carlos Learning Assistance Center Assistant II</td>
<td>39A</td>
<td>100% - 12 mo.</td>
<td>11/21/07 - 6/30/09</td>
</tr>
<tr>
<td>Title V Coop-NSF MaS Temporary Funded Position</td>
<td>Replacing: Yasmina Danic</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transactions within budget limits

Submitted by:
Office of Human Resources

Recommended for Approval:

Submitted:
Office of Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President