Meeting No. 1

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 1 on Wednesday, December 12, 2007, in Harbeson Hall of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

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

A. CALL TO ORDER

The meeting was called to order at 6:09 p.m. by Dr. Consuelo Rey Castro, President.

B. ROLL CALL

Trustees Present
Ms. Consuelo Rey Castro, President
Mr. John Martin, Vice President
Ms. Susanna Miele, Clerk
Mr. Geoffrey L. Baum
Dr. Hilary Bradbury-Huang
Dr. Jeanette Mann
Mrs. Beth Wells-Miller
Mr. Sean O’Connor, Student Trustee

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. Jacqueline Jacobs, Vice President, Instruction
Dr. Jorge Aguiñiga, Dean, Human Resources
Mrs. Elaine Chapman, Interim Dean, External Relations
Dr. Stuart Wilcox, Dean, Institutional Planning and Research

The Academic Senate was represented by Mr. Jim Bickley.
The Classified Senate was represented by Mr. Ray Mitchell.
The Associated Students Board was represented by Mr. Michael Sansosti.
The Management Association was represented by Ms. Ellen Ligons.

There was no public comment on Closed Session items. The Board adjourned to Closed Session at 6:10 p.m.

II. CLOSED SESSION

Government Code §54957.6 Labor Negotiations (Management and Supervisory Unit, Aguiñiga)

Closed Session was adjourned at 7:06 p.m.
III. OPEN SESSION

A. CONVENE ANNUAL ORGANIZATIONAL MEETING
Dr. Rey Castro convened the Annual Organizational Meeting at 7:09 p.m. and reported that no action was taken in the Closed Session.

B. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Ms. Miele.

C. ADMINISTRATION OF OATH OF OFFICE
Dr. Rey Castro administered the Oath of Office to newly elected trustee, Mr. William Thomson, and re-elected trustees, Dr. Jeanette Mann and Mr. John Martin.

D. ELECTION OF BOARD OFFICERS

MOTION: ON MOTION OF Dr. Mann, and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to elect Mr. John Martin Board President for 2008.
  Advisory Vote: Aye

Mr. Martin and Dr. Rey Castro honored retiring trustee, Sue Miele, and presented her with several commendations from local legislators. She was also given a framed photograph of a statue entitled “Children at Play”, by artist Simi Dabah, which will be installed at the Child Development Center in her honor.

MOTION: ON MOTION OF Dr. Rey Castro, and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the seven members present, to elect Dr. Jeanette Mann Board Vice President for 2008.
  Advisory Vote: Aye

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 elect Dr. Hilary Bradbury-Huang Board Clerk for 2008.
  Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Mann and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to elect Dr. Paulette J. Perfumo Board Secretary for 2008.
  Advisory Vote: Aye

E. APPOINTMENT OF BOARD OF TRUSTEES’ REPRESENTATIVES

- Mr. Geoffrey Baum will be the representative to the Los Angeles County Committee on School District Organization.
- Dr. Hilary Bradbury-Huang will be the representative to the Los Angeles County School Trustees’ Association.
- Dr. Mann will be the representative to the Community College League of California.

Mr. Martin also made ad-hoc committee appointments as follows: Board Audit subcommittee, Mr. William Thomson; PUSD subcommittee, Mr. William Thomson; and Mr. Martin will serve as the Board representative to the Measure P Oversight Committee.

F. CERTIFICATION OF SIGNATURES

MOTION: ON MOTION OF Dr. Mann and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to certify the signatures of the 2008 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the district.
  Advisory Vote: Abstain
G. SETTING OF DAY AND TIME OF REGULAR MEETINGS FOR 2008

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 hold the regular business meetings on the first and third Wednesdays of each month at 7:00 p.m. Closed Session will precede the Open Session.

Advisory Vote: Aye

H. ADJOURN ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational Meeting was adjourned at 7:45 p.m.

After a short reception, Mr. Martin called the regular business meeting to order at 8:04 p.m.

I. INTRODUCTIONS

Mr. Baum recognized Ernestine Moore, representing Senator Jack Scott, and Theresa Lamb Simpson, representing Assemblyman Adam Schiff.

J. APPROVAL OF MINUTES:

Regular Meeting No. 28 – November 20, 2007.

MOTION: ON MOTION OF Mrs. Wells-Miller, and seconded by Ms. Miele, the Board voted, by a unanimous vote of the seven members present, to approve the Minutes of Meeting No. 20, November 15, 2006.

Advisory Vote: Aye

K. PUBLIC COMMENT ON NON-AGENDA ITEMS

Nicholas Villagomez, Maritza Munoz, Antonio Sanchez, Laurel Beck, Sylvia Panosian, and Ling O’Connor, members of Seeds of Change, thanked the Board for their efforts to make PCC a sustainable campus. Ms. Beck commended the students for their dedication to this issue. The students presented a $500 check for the American College and University Presidents’ Climate Commitment and encouraged PCC to sign the Commitment to take steps in pursuit of climate neutrality. They suggested that more environmental classes be added to the curriculum, that lawns be converted to native gardens, and that PCC take the lead in community sustainability. Dr. Perfumo informed the students that Mrs. Murillo and Mr. Schulman recently attended a workshop on “green schools” and that she has asked Mrs. Murillo to form a sustainability committee.

James Aragon congratulated Dr. Rey Castro on her successful term as Board president, and encouraged the board to maintain an open and transparent process in college matters.

Mr. Sansosti informed the Board of the INS seizure of former student trustee, Manny Torres, and asked that they contact all influential government leaders to intervene on his behalf.

L. APPROVAL OF CONSENT ITEMS

82-I Instructional Trip for Women’s Badminton Team
Mr. Baum remarked that he didn’t realize PCC had a badminton team, and wished them good luck in their upcoming season.

90-B Purchasing Transactions
Dr. Mann pointed out a lumber purchase from Topanga Lumber and Hardware, and requested that local vendors be used in the future.

91B and 92-B Solicitation of Technology Third Party Assessment Consultant and Solicitation of Management Information Services Request for Proposal
Dr. Mann asked why another consultant is being hired to perform work that has already been done. Mrs. Murillo responded that this is not a duplication of the consulting work done by WTC, but rather a study of how the systems interface with each other. Mr. Baum asked how 91-B differed from 92-B and Mrs. Murillo answered that 92-B is for the purchase of a tool which will act as a bridge in moving data from the existing system to an updated system. She explained that an entire upgraded
L. APPROVAL OF CONSENT ITEMS (Continued)

system will not be in place for approximately 2 years, and this tool is needed to provide a temporary solution to the problem.

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

Advisory Vote: Aye

M. DISCUSSION, WITH POSSIBLE ACTION: ADDITIONS AND DELETIONS TO THE CREDIT AND NON-CREDIT CURRICULUM

Dr. Jacobs gave an overview of curriculum to be added, including twelve credit and six non-credit courses, and noted that they had all been approved by the Curriculum and Instruction committee. Mr. Baum inquired about the deletion of some of the science courses, and Dr. Douglas responded that these were remedial courses, which are non-transferable, and are now inactive. Ms. Ligons pointed out that the title for “Certificates of Completion” has been changed to “Occupational Skills Certificates”. Mr. O’Connor recommended that there be an increase in conversational language classes. Mr. Baum commented favorably on the diversity of the programming offered at PCC.

MOTION: ON MOTION OF Mr. O’Connor, and seconded by Dr. Mann, the Board voted, by a unanimous vote of the seven members present, to approve the Additions and Deletions to the Credit and Non-Credit Curriculum.

Advisory Vote: Aye

N. DISCUSSION, WITH POSSIBLE ACTION: REVIEW OF POLICY 2550 - TIME, PLACE AND MANNER

Mr. Joe Probst emphasized that the college needs to support free speech and requested that the trustees bring together the stakeholders to create a new policy. He recommended that the policy and procedures be reviewed together, rather than separately.

Mr. Michael Anderson, Attorney at Law, distributed a proposed Time, Place and Manner policy for the Board to review, and stated that the present policy is over-reaching.

During a lengthy discussion, Mr. Bickley stated that the Academic Senate has opposed this policy for over two years on the basis that it doesn’t provide enough guidelines or information. Dr. Jacobs pointed out that the Time, Place and Manner rules, referred to by Judge Gutierrez, were written by staff and were never a policy. Dr. Mann suggested that the model policy from the CCLC be reviewed, and it was agreed that policies from other colleges should be examined as well. Dr. Rey Castro expressed surprise that the policy was being disputed by the Academic Senate when it was her understanding that only the procedures were in question. Mr. Baum reminded the Board that, first and foremost, PCC is an educational institution, and a policy should be in place to ensure the students of their safety while pursuing their education. Mr. Martin gave a brief history which explained why the policy was being revisited, and recommended that it be taken back to the College Coordinating Council, but emphasized that the Board wants it brought to closure soon. Dr. Bradbury-Huang asked why it is so critical to have the policy in place and Mr. Martin explained that the policy and procedures will allow everyone to know how situations will be handled. Dr. Perfumo confirmed that the CCC is to work on both the policy and procedures and bring them back to the Board for approval of the policy. Mr. O’Connor stressed that the policy must have the support of the Academic Senate and the Associated Students.

O. DISCUSSION, WITH POSSIBLE ACTION: MAYOR’S YOUTH DEVELOPMENT AND VIOLENCE PREVENTION COMMITTEE

Dr. Mann gave some background information regarding the committee, including their goals for the future. She reported that a consultant, at a cost of approximately $100,000, will be hired to develop an action plan, and asked the Board to approve an expenditure of $17,000, contingent upon funding being approved by the other constituencies. Dr. Mann made a motion for the Board to approve up to $17,000 and Dr. Rey Castro seconded it, in order to open the discussion. Dr. Rey Castro then expressed her concerns about the county providing less financial support than the other partners and
O. DISCUSSION, WITH POSSIBLE ACTION: MAYOR’S YOUTH DEVELOPMENT AND VIOLENCE PREVENTION COMMITTEE (Continued)

offered a substitute motion. Mr. Martin polled the Board. Dr. Bradbury-Huang stated that the college should not get involved in funding a process which does not work. Mr. Baum said that he would support the motion because PCC is represented on the committee. Both Mr. Martin and Mr. Thomson said they would vote in favor of the motion, but with reservations. Mr. O’Connor recommended that expanding the capabilities of CEC would more directly help the youth of the community. Dr. Rey Castro reassured the Board that both she and Dr. Mann would be very vigilant regarding the funding.

MOTION: ON MOTION OF Dr. Rey Castro, and seconded by Dr. Mann, the Board voted, by a majority vote of the seven members present, to approve an expenditure of $10,000 to support the work of the Mayor’s Youth Development and Violence Prevention Committee, contingent upon similar contributions by other constituents.

Ayes: Mann, Martin, Wells-Miller, Baum, Thomson, Rey Castro
Noes: Bradbury-Huang
Advisory Vote: Aye

P. REVIEW OF TIMELINE FOR PLANNING AND GOAL DEVELOPMENT

Due to the lateness of the hour, this item will be agendized at a future meeting.

Q. PRESIDENT’S REPORT (INCLUDING VICE PRESIDENTS)

Dr. Paulette J. Perfumo, College President

• reminded the Board that this is finals week;
• announced that growth is up 4.7%;
• pointed out an email commending PCC for surpassing their target goal in fundraising for Proposition 92;
• reported that interviews are continuing for the President’s Ambassador Program;
• reported that a High School Career-Tech Day is scheduled for March 18;
• reported that the SANFACC Nursing Summit was held at Rio Hondo;
• thanked Dr. Wilcox for his presentations at two Presidential Forums;
• mentioned several social events she attended including Tournament of Roses functions, the Day One luncheon honoring Mayor Bogaard, and the Teddy Bear tea party at the CDC;
• reported that she had toured the current Measure P construction projects;
• reported that her home in Northern California has been sold; and
• offered to purchase the car bought by the District in order to refocus attention on student success; and
• suggested that the Board re-visit her contract to provide a car allowance instead, like most other CEOs.

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

Mr. Jim Bickley, Academic Senate

• distributed the Senate Seconds, highlighting the discussion of a draft revision of the Class Overlap Request Form and the faculty discussion regarding the President’s automobile.

Mr. Michael Sansosti, Associated Students

• reported that a vacant position on the AS Board has been filled.

Ms. Ellen Ligons, Management Association

• thanked Sue Miele for her many years of service; welcomed Bill Thomson to the Board; and thanked all those responsible for making the Management Breakfast such an outstanding event.
R. ANNOUNCEMENTS BY FACULTY, STAFF, STUDENTS AND BOARD OF TRUSTEES
   (Continued)
   Mr. Geoffrey Baum, Board of Trustees
   • voiced his concern for former Student Trustee, Manny Torres, and encouraged support.

   Dr. Hilary Bradbury-Huang, Board of Trustees
   • distributed recycled writing instruments to the Trustees, and reported on discussions with Mayor Bogaard regarding an all-city green effort.

   Mr. William Thomson, Board of Trustees
   • stated his appreciation for the opportunity to service on the Board of Trustees.

   Mr. Sean O'Connor, Student Trustee
   • expressed his concern for Manny Torres; commended Facilities Services for the way the water main rupture was handled; and reported that students will meet with Councilman Chris Holden in January to promote voter registration.

T. FUTURE BOARD MEETING DATES
   The next meeting of the Board of Trustees will be held on January 16, 2008, in Harbeson Hall.

   MOTION: ON MOTION OF Dr. Mann, and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to cancel the Board of Trustees’ meetings scheduled for December 19, 2007, and January 2, 2008.
   Advisory Vote: Aye

T. FUTURE AGENDA ITEMS
   Mrs. Wells-Miller requested that the presentation on Emergency Planning be rescheduled, and discussion of televising Board meetings be agendized.

   Dr. Rey Castro requested that a car allowance for the college president be discussed.

   Dr. Bradbury-Huang requested periodic updates on the American Association of Sustainability in Higher Education (AASHE).

   Dr. Mann requested that a discussion of office space for adjunct faculty be agendized.

K. ADJOURN BUSINESS MEETING
   Regular Business Meeting No. 1 was adjourned at 11:00 p.m.
MOTIONS OF MEETING NO. 1 – December 12, 2007

1. Election of Officers for 2007 as follows: Mr. John Martin , President; Dr. Jeanette Mann, Vice President; Dr. Hilary Bradbury-Huang, Clerk; Dr. Paulette J. Perfumo, Secretary.

2. Approval to certify signatures of the 2008 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the district.

3. Approval to hold regular meetings of the Board of Trustees on the first and third Wednesdays of each month at 7:00 p.m.


5. Approval of Consent Items.

6. Approval of an expenditure of $10,000 to support the work of the Mayor’s Youth Development and Violence Prevention Committee, contingent upon similar contributions by other constituents.

7. Approval of Additions and Deletions to the Credit and Non-Credit Curriculum and Additional Certificates of Completion.


Paulette J. Perfumo, Secretary
Board of Trustees