NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, February 6, 2008

6:00 P.M. CLOSED SESSION
7:00 P.M. OPEN SESSION

MEETING NO. 3

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 3, a Regular Business Meeting. The Open Session will begin at 6:00 P.M. with the Call to Order, Roll Call, and Public Comments on Closed Session items. Closed Session will follow. Open Session will resume at 7:00 P.M. The Board will meet in Harbeson Hall at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 3
BOARD WORKSHOP AND NEW BOARD MEMBER ORIENTATION
AND REGULAR BUSINESS MEETING
Wednesday, February 6, 2008
4:30 P.M.
Pasadena City College
Harbeson Hall
1570 East Colorado Boulevard, Pasadena, CA 91106

BOARD WORKSHOP/NEW BOARD MEMBER ORIENTATION
4:30-5:45 P.M.
TOPIC: ADMINISTRATIVE AND BUSINESS SERVICES

BOARD MEETING AGENDA

The complete current Board agenda can be viewed in the President’s office at Pasadena City College, Room C-235, or on the PCC website, www.pasadena.edu.

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

I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION
AGENDA ITEMS (6:00 p.m.)

II. CLOSED SESSION
   Government Code §54957
   Public Employee Appointment
   (Division Dean, Mathematics)
   Government Code §54957
   Employee Discipline, Dismissal, Release
   Government Code §54957.6
   Labor Negotiations (ISSU, Sugimoto; PCCFA, Jacobs; CSEA 819, Murillo; 
   Government Code §54957.6
   Confidentials, Aguñiga)

III. OPEN SESSION (7:00 p.m.)
   A. PLEDGE OF ALLEGIANCE

   7:05 p.m.

   B. INTRODUCTIONS
      President’s Ambassadors

   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.

   7:15 p.m.

   D. APPROVAL OF MINUTES – Meeting No. 2, Regular Business Meeting,
      January 16, 2008

   7:45 p.m.
E. APPROVAL OF CONSENT ITEMS (See page 3, attached) 7:50 p.m.

F. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF [Tab 1] AGREEMENT BETWEEN THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT (PACCD) [Staff] 8:05 p.m.

G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF [Tab 2] WAGE AND BENEFIT CHANGES TO THE REOPENED ARTICLE 8 OF THE 2005-2008 CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #819 (CSEA) AGREEMENT 8:10 p.m.

H. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF [Tab 3] AGREEMENT BETWEEN THE PASADENA CITY COLLEGE CONFIDENTIAL EMPLOYEES AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Staff] 8:15 p.m.

I. AUTHORIZATION TO TRANSMIT SECOND QUARTERLY [Tab 4] FINANCIAL STATUS REPORT 8:20 p.m.

J. DISCUSSION: STATUS REPORT ON CAMPUS FACILITIES [Tab 5] 8:25 p.m.

K. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: [Board] ANNUAL UPDATE ON KPCC OPERATIONS 8:35 p.m.

L. PRESENTATION, WITH DISCUSSION: CAREER-TECHNICAL [Tab 6] EDUCATION ANNUAL REPORT [Board] 8:45 p.m.

M. PRESIDENT'S REPORT 8:55 p.m.

N. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD 9:00 p.m.

O. FUTURE BOARD MEETING DATES 9:05 p.m.

P. FUTURE AGENDA ITEMS 9:10 p.m.

Q. ADJOURNMENT 9:15 p.m.
CONSENT ITEMS

36-S Approval of Student Travel – PCC Cross-Cultural Center, Mountain View, CA, April 4-6, 2008
41-S Approval of Student Travel – ASPCC Lobby Committee, Sacramento, CA, February 26, 2008
42-S Amendment to Consent Item 21-S – Approval of Student Travel – Office of Student Affairs - Leadership Retreat, Running Springs, CA, February 15-17, 2008
43-S Approval of Student Travel – Ujima Program to The Color Purple: A Musical, Los Angeles, CA, February 21, 2008
44-S Approval of Puente Program Mentor Banquet, Pasadena, CA, March 6, 2008
45-S Amendment to Consent Item 31-S, Approval of Student Travel, PCC Cross-Cultural Center, Manzanar, CA, April 26, 2008

90-I Approval of Instructional Trip for History 24G, April 10-13, 2008
91-I Approval of Instructional Trip for Anthropology 30B, April 10-21, 2008
92-I Approval of Instructional Trip for Music 155, March 8, 2008
93-I Approval of Instructional Trip for Music 155, March 29, 2008
94-I Approval of Instructional Trip for Music 155, February 6, 2008
95-I Approval of Instructional Trip for Music 155, April 27, 2008
96-I Approval of Instructional Trip for HSDP – Community Education Center, May 15-16, 2008
97-I Approval of Instructional Trip for GRCOM 115 and 116, February 12, 2008

112-B Approve Professional Conference Attendance
113-B Approve/Ratify/Amend Contracts
114-B Approve/Ratify Career and Technical Education Activities
115-B Approve Staff Development Activities
116-B Amendment to Consent Item No. 86-B – Approve/Ratify Career and Technical Education Activities
117-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
118-B Reporting and Approval of Revolving Fund Reimbursement
119-B Budget Augmentation
120-B Approve Purchasing Transactions
121-B Approve Purchase Order to MPC-G, LLC
122-B Budget Augmentation
123-B Budget Augmentation
124-B Budget Augmentation
125-B Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2007-2008 Fiscal Year
126-B Increase Mileage Reimbursement Rate

71-P Reaffirmation of Prior Board Action of September 20, 2006 (Closed Session)
72-P Approve/Ratify Stipends for Academic Personnel
73-P Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2008
74-P Employment of Hourly Credit Teachers and Substitute Teachers, 2007-08
75-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008 (Closed Session)
76-P Salary Compensation Factors – Large Group Instruction
77-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
78-P Stipends for Classified and Unclassified Personnel
79-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008 (Closed Session)
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MINUTES OF MEETING NO. 2
OF THE BOARD OF TRUSTEES
Pasadena City College
Circadian
1570 East Colorado Boulevard
Pasadena, California 91106
6:00 Closed Session
7:00 Open Session
Wednesday, January 16, 2008

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

Meeting No. 2
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 2 on Wednesday, January 16, 2008, 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 6:02 p.m. by Mr. John Martin, President.

ROLL CALL
Trustees Present
Mr. John Martin, President
Dr. Jeanette Mann, Vice President
Dr. Hilary Bradbury-Huang, Clerk
Mr. Geoffrey L. Baum (arrived at 7:40 p.m.)
Dr. Consuelo Rey Castro
Mr. William Thomson
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. Jacqueline Jacobs, Vice President, Instruction
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

The Academic Senate was represented by Ms. Kay Dabelow.
The Classified Senate was represented by Mr. Ray Mitchell.
The Associated Students Board was represented by Mr. Adam Kratt.
The Management Association was represented by Ms. Ellen Ligons.

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

Mr. Martin adjourned the Board to Closed session at 6:03 p.m.

II. CLOSED SESSION
Government Code §54957.6 Labor Negotiations (CSEA 777, Murillo)

Closed Session was adjourned at 7:00 p.m.
III. OPEN SESSION
Mr. Martin reconvened the Open Session at 7:10 p.m. and reported that no action was taken during the Closed Session.

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

B. INTRODUCTIONS
Dr. Perfumo introduced Heidi White, representing Vavrinek, Trine, Day, & Co., the district auditors.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was no public comment on non-agenda items.

D. APPROVAL OF MINUTES: Meeting No. 1, Annual Organizational Meeting and Regular Business Meeting
In the announcement section, Mr. O'Connor pointed out that Mr. Sansosti was listed as Student Trustee and Dr. Mann suggested a word change from "signatures" to "resources" under the same section.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the seven members present, to approve the Minutes of Meeting No. 1, the Annual Organizational Meeting and Regular Business Meeting, December 12, 2007, as corrected.
Advisory Vote: Aye

E. DISCUSSION, WITH POSSIBLE ACTION: RECEIPT OF 2005-2006 DISTRICT FINANCIAL AUDIT
Ms. Heidi White of Vavrinek, Trine, Day & Co., LLP, reviewed the audit report with the Board, noting that the District financial statements fairly present the financial position of the college. She also pointed out that there were some findings and recommendations related to proper oversight and internal controls. Ms. White reported that there were no material weaknesses related to compliance or to the individual fund financial statements.

Mr. Martin reported that the Board audit sub-committee discussed the findings with the auditors and anticipates that the administration will address the areas of concern so that improvement will be seen in the near future.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. Martin, the Board voted, by a unanimous vote of the seven members present, to receive the 2006-2007 District Financial Audit.
Advisory Vote: Abstain

F. APPROVAL OF CONSENT ITEMS
89-I – Approval of Instructional Trip for PEACT 82-A-D
Dr. Mann asked for clarification regarding this retreat. Dr. Jacobs explained that this is a physical education class activity for the softball team.

98-B – Approve Professional Conference Attendance
Dr. Mann explained that the cost of her trip is more than the others who are attending this conference because the CCLC has asked her to attend some of the pre-conference workshops, which necessitates extending her stay.

103-B – Approval of 2008-2009 Non-Resident Tuition Fee, Education Code §76140 & 76141
Dr. Perfumo explained that the Education Code requires that non-resident and international students pay for the full cost of their instruction. The fee is set by using a statewide average calculated by the Chancellor's office.
F. APPROVAL OF CONSENT ITEMS (Continued)
Mr. O'Connor asked that, in the future, this be considered as a separate agenda item.

110-B – Purchasing Transactions
Dr. Mann asked that more attention be directed to identifying local vendors on the purchasing transactions log.

Dr. Mann recognized the retirement of Betty Oka, who served the college for 32 years.

70-P – Sabbatical Leaves, 2008-2009
Dr. Mann pointed out that 2% of the of the full-time equivalent faculty has been recommended for sabbaticals in 2008-2009.

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

G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF WAGE AND BENEFIT CHANGES TO THE REOPENED ARTICLES 8, 9, AND 10 OF THE 2006-2009 CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER #777 AGREEMENT

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 wage and benefit changes to the reopened Articles 8, 9, and 10 of the 2006-2009 California School Employees Association (CSEA) Chapter #777 Agreement.
Advisory Vote: Aye

Following the vote, Dr. Perfumo, Dr. Rey Castro, Mrs. Wells-Miller, and Dr. Mann commended both of the negotiating teams for reaching agreement in such a timely manner.

H. PRESENTATION: TRANSFER CENTER UPDATE
Dr. Sugimoto introduced Ms. Dina Chase, who proceeded to give the Board a comprehensive report on the Transfer Center. She indicated that there is an overall upward trend in transfers, citing that PCC is ranked third statewide in transfers to UC and CSU campuses. Ms. Chase also proposed an action plan which includes a transfer awareness campaign, an increase of on and off-campus outreach, and the possibility of offering upper division courses in the curriculum.

Dr. Mann commended Ms. Chase on her report and voiced her concern regarding the various ethnicity numbers. She recommended looking at programs which might improve those numbers. Dr. Bradbury-Huang questioned how many students want to transfer, and to which colleges, other than the UC and CSU campuses. Ms. Chase explained that private colleges are not required to report transfer data, and Mr. Baum expressed hope that the Board could get some sense of the private sector numbers. Mr. Thomson suggested partnering with universities so that students might take courses concurrently with the lower division programs. Mr. Martin remarked that this report gave excellent information, and suggested that the Administration devise some criteria to measure whether or not PCC is being successful in preparing students for transfer.
I. PRESENTATION: EMERGENCY RESPONSE PLAN
Chief Peter Michael gave an overview of the Police and Safety Services Emergency Response Plan, which included references to the Virginia Tech incident. Following the presentation, Mrs. Wells-Miller asked Chief Michaels' opinion on campus safety to which he replied that as much crime needs to be eliminated as possible so that students can concentrate on pursuing their education in a safe environment. He stated that he doesn't feel there is adequate staffing at the present time. When asked about the possibility of arming campus police officers, Chief Michael responded that he felt that security officers should be armed. Vice President Murillo said that she is putting together a shared governance task force to examine that issue, and that the Board can expect periodic updates. Dr. Bradbury-Huang emphasized the importance of staff communication, which should start with setting the tone/expectations for the class. Dr. Rey Castro was pleased to see specific recommendations, and asked how to prevent development of a situation. Chief Michael made several suggestions including bell/siren alarms and integrating lock-down systems into the new buildings. Mrs. Murillo said that data is being collected for the shared governance group to examine once it convenes, and recommendations will be sent to the Safety Committee, then to the President, and ultimately, to the Board for approval. Mr. Martin thanked Chief Michael for his report and pointed out that the Board must look at what can realistically be accomplished.

J. DISCUSSION, WITH POSSIBLE ACTION: SET WINTER RETREAT DATE
Dr. Perfumo explained that an extra retreat was needed to familiarize Mr. Thomson with the Board norms and to address the requests for future agenda items. After some discussion, the Board agreed to set a retreat for February 29, from 1:00 p.m. to 6:00 p.m. The location is to be determined.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the seven members present, to approve February 29, 2007, from 1:00-6:00 p.m. as the date and time for a Winter Board Retreat.

K. PRESIDENT'S REPORT [INCLUDING VICE PRESIDENTS]
Dr. Perfumo
- reported that enrollment for the winter intersession is currently up 4.8% for the winter intersession, and up 5.9% for the spring semester;
- gave an overview of the State Budget meeting;
- reported that she attended a meeting on "green issues" which included Caltech, the City of Pasadena and Pasadena USD;
- reported that the student ambassadors will attend a training session on January 24;
- thanked the PCC heralders and honor band for their presence at so many Tournament of Roses events;
- shared a student success story of former PCC student, Vicky Martinez;
- announced that "Math Jam" was one of 15 recipients of a Practices with Promise award; and
- announced the sudden passing of PCC custodian, Robert Lopez.

L. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES
Ms. Kay Dabelow, Academic Senate
- reported that the Academic is currently on hiatus, but continues to work on Title V and the Time, Place and Manner policy.

Mr. Ray Mitchell, Classified Senate
- announced that Classified Days will be held on April 9 and 10 at Altadena Town and Country Club, and that Classified employees will be recognized during the week of May 5, with the General meeting being held on Thursday, May 8.
L. ANNOUNCEMENTS FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES
(Continued)

Mr. Adam Kratt, Associated Students
- reported that the AS is working on Welcome Week preparation; that Aaron Schafer has left PCC to take a job at Sonoma CC; and that the AS will revisit the issue of arming campus security officers.

Mr. Sean O'Connor, Student Trustee
- announced that the AS is sponsoring a Proposition 92 event on January 17 during which they will be conducting voter registration.

Mr. William Thomson, Board of Trustees
- reported that the PCC funding for the Youth Development and Violence Prevention committee will be matched by the City of Pasadena.

Dr. Jeanette Mann, Vice President, Board of Trustees
- reported that the Board of Governors' has approved an incentive program for energy and sustainability efforts; and commented on the importance of local boards.

Dr. Hilary Bradbury-Huang, Clerk, Board of Trustees
- reported that she attended a South Pasadena Chamber of Commerce meeting and thanked Alan Armstrong and the PCC students who helped with construction of the South Pasadena Rose Parade float.

Mr. John Martin, President Board of Trustees
- announced that Dr. Bradbury-Huang can no longer serve as the Board representative to LACSTA, and asked if there are any volunteers to fill that vacancy.

M. FUTURE BOARD MEETINGS
The next meeting of the Board of Trustees will be held on Wednesday, February 6, 2008, in Harbeson Hall at Pasadena City College.

N. FUTURE AGENDA ITEMS
Mr. O'Connor asked that the date of the joint AS Board/Board of Trustees meeting be scheduled earlier in the semester. Mr. Martin directed Dr. Perfumo to discuss this with Mr. O'Connor.

Dr. Bradbury-Huang asked that review of the policies be conducted in a systematic manner. She also requested that the Board look at the building policy.

Mr. Baum endorsed Mr. O'Connor's suggestion that tuition fees be considered as a separate agenda item in the future.

O. ADJOURNMENT
Meeting No.2 was adjourned at 9:53 p.m.
MOTIONS CARRIED AT MEETING NO. 2—January 16, 2008

1. Approval of Minutes of Meeting No. 1, Annual Organizational Meeting and Regular Business Meeting, December 12, 2007.


3. Approval of Consent Items.

4. Approval of Wage and Benefit Changes to the Reopened Articles 8, 9, and 10 of the 2006-2009 California School Employees Association (CSEA) Chapter #777 Agreement.

5. Approval to set February 29, 2008, from 1:00 p.m. to 6:00 p.m. as the date and time for a Winter Board Retreat.

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

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

II. CLOSED SESSION
   Government Code §54957.6 Labor Negotiations (CSEA 777, Murillo)

III. OPEN SESSION
   A. PLEDGE OF ALLEGIANCE
   B. INTRODUCTIONS
   C. PUBLIC COMMENT ON NON-AGENDA ITEMS
      The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda, but members may make a brief comment or ask questions in response to public comments.
   D. APPROVAL OF MINUTES – Meeting No. 1, Annual Organizational Meeting and Regular Business Meeting
   E. DISCUSSION, WITH POSSIBLE ACTION: RECEIPT OF 2006-2007 DISTRICT FINANCIAL AUDIT [Staff]
   F. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   G. APPROVAL OF WAGE AND BENEFIT CHANGES TO THE REOPENED ARTICLES 8, 9, AND 10 OF THE 2006-2009 CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER #777 AGREEMENT [Staff]
   H. PRESENTATION: TRANSFER CENTER UPDATE [Board]
   I. PRESENTATION: EMERGENCY RESPONSE PLAN [Board]
J. DISCUSSION, WITH POSSIBLE ACTION: SET WINTER RETREAT DATE

K. PRESIDENT'S REPORT

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

M. FUTURE BOARD MEETING DATES

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT
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<td>I. AUTHORIZATION TO TRANSMIT SECOND</td>
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<td>J. DISCUSSION: STATUS REPORT ON CAMPUS</td>
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<td>K. PRESENTATION, WITH DISCUSSION: CAREER-</td>
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<td>TECHNICAL EDUCATION ANNUAL REPORT</td>
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Board Agenda Item F: Approval of Agreement Between the Pasadena City College Instructional Support Services Unit (ISSU) and the Pasadena Area Community College District (PACCD)

Board Meeting: February 6, 2008

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 extension of the term of the agreement between Pasadena Area Community College District (PACCD) and the Instructional Support Services Unit (ISSU) through June 30, 2010. This extension includes changes to Article 8 and related appendices in the agreement for the 2007-2008 year. This agreement provides for a 5.00% salary increase and the increased cost of health and welfare benefits for the fiscal year 2007-2008 effective July 1, 2007.

Fiscal Impact:

2007-2008
5.00% salary increase to the 2007-2008 ISSU Salary Schedule, effective July 1, 2007

Est. Cost: $658,175

Cost of continuation of existing health and welfare benefits for ISSU employees and dependents for ISSU employees and their dependents

Est. Cost: $43,560

Background: This action increases salary for those covered in this agreement and covers the increased cost of health and welfare benefits. The proposed agreement is consistent with agreements reached with other employee groups for 2007-2008. ISSU members ratified the agreement on January 28, 2008.

Submitted and Recommended by:

[Signature]
Vice President, Student and Learning Services

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
TENTATIVE AGREEMENT

BETWEEN

THE PASADENA CITY COLLEGE
INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU)
AND
THE PASADENA AREA COMMUNITY COLLEGE DISTRICT (DISTRICT)

The Instructional Support Services Unit (ISSU) and the Pasadena Area Community College District agree to the following contract language through June 30, 2010:

- Article 1 (Agreement) of the 2006-07 ISSU/District contract shall be changed to extend the term of the agreement to June 30, 2010.

- Article 8 (Pay and Allowances), Section I (Salary Schedule), Paragraphs A-B of the 2006-07 ISSU/District contract shall be changed to apply a 5.00% salary increase to the 2007-08 ISSU Salary Schedule, effective July 1, 2007. The salary increase shall be applied to all salaries paid on the ISSU Salary Schedule since July 1, 2007 provided, however, that any employee who was terminated for cause between July 1, 2007, and the date of ratification of this agreement, shall not receive such pay increase.

- Article 8 (Pay and Allowances), Section I (Salary Schedule), Paragraph D of the 2006-07 ISSU/District contract shall be changed to Paragraph C and apply to the 2007-08 year.

- Article 8 (Pay and Allowances), Section I (Salary Schedule), Paragraph E shall be changed to Paragraph D and remain unchanged.

- Appendix A (ISSU Salary Schedule) of the 2006-07 ISSU/District contract shall be changed to reflect the salary increase above.

- Article 8 (Pay and Allowances), Section XI (Personal/Professional Growth Reimbursement Benefit), Paragraph B of the 2006-2007 ISSU/District contract shall be changed from $175 to $250 educational reimbursement for the costs of completing three (3) or more semester units of lower-division credit. Paragraphs A, C, and D shall remain unchanged.

- Article 9 (Health and Welfare Benefits) of the 2007-08 ISSU/District contract shall remain unchanged from the 2006-2007 ISSU/District Contract.

- Article 13 (Vacation), Section III (Accrual Limit) of the 2006-2007 ISSU/District Contract shall be changed from "Accrual Limit" to "Earning Limit" and employees earn vacation according to the Annual Vacation Earnings Rate described in Article XIII, Section I. An individual employee may never earn more than two (2) times his or her Annual Vacation Earnings Rate.

- Article 14 (Leaves), Section II (Personal Necessity Leave), Paragraph E (Personal Necessity) is subject to the following conditions, Number 1, of the 2006-2007 ISSU/District Contract shall be changed to Paragraph B and the total number of days
allowed in the fiscal year for such leave shall not exceed seven (7) days. Paragraph A, C and all numbers other than the above in this Article 14 remain unchanged.

- Appendix E (Catastrophic Illness/Injury Leave Donation Plan), shall be included in the 2007-2010 ISSU/District Contract.

- Article 27 (Duration of Agreement), Section I, of the 2006-2007 ISSU/District Contract shall be changed to the term of this Agreement shall commence when the Board of Trustees has completed all action necessary for its implementation. This Agreement shall continue in effect through June 30, 2010.

- Article 27 (Duration of Agreement), Section II, of the 2006-2007 ISSU/District Contract shall be changed from August 16, 2007 to between March 1, 2010 and March 31, 2010 either the District or the Association may give written notice to the other party, by certified mail or in person, of its desire to commence negotiations. Its full and entire written proposal for such successor agreement shall follow within a reasonable time. Upon receipt of this written notice, arrangements shall be made for meeting and negotiating to commence after adherence to the Public Notice provision of the Educational Employment Relations Act. The parties agree to reopen the agreement for the 2008-2009 and 2009-2010 term on Article 8 (Pay and Allowance), Article 9 (Health and Welfare Benefits), and up to two (2) Articles of each party’s choice.

- Article 27 (Duration of Agreement), Section III, of the 2006-2007 ISSU/District Contract shall be changed from Provision IV to Section II.

For ISSU:

[Signature]

[Signature]

Date January 28, 2008

For the District:

[Signature]

[Signature]

Date January 28, 2008
Board Agenda Item G: Approval of Wage and Benefit Changes to the Reopened Article 8 of the 2005-2008 California School Employees Association, Chapter #819 (CSEA) Agreement

Board Meeting: February 6, 2008

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, approve changes to Article 8 and related appendices in the agreement for 2005-2008 between the California School Employees Association, Chapter #819 and the Pasadena Area Community College District. This agreement provides for a 5.0% salary increase and the increased cost of health and welfare benefits for the fiscal year 2007-2008 effective July 1, 2007.

Fiscal Impact: 2007-2008
5.00% salary increase, effective July 1, 2007
Cover increased costs of health and welfare benefits for CSEA #819 employees and their dependents
Est. Cost: $37,075
Est. Cost: $2,475

Background: This action increases salary for those covered in this agreement and covers the increased cost of health and welfare benefits. The three-year agreement from July 1, 2005 through June 30, 2008 was approved by the Board of Trustees on May 17, 2006. This recommendation was ratified by CSEA #819 on January 24, 2008.

Submitted and Recommended
by:

[Signature]
Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Article 8 – Wages

8.1 Salary. During the term of this Agreement, College Police/Safety Officers shall be compensated at range 53 and Parking and Security Officers shall be compensated at range 37, Dispatchers, Parking Equipment Technician, and Transportation Assistant on the salary schedule attached as Appendix A.

8.1.1 Employees shall continue to receive regularly scheduled step and column adjustments in accordance with existing District policies.

8.1.2 Employees will receive a salary increase for the 2005-2006 fiscal year of 5.23% or an increase equal to any increase paid to any other bargaining unit.

8.1.3 Employees will receive a salary increase for the 2006-2007 fiscal year of 6.40% or an increase equal to any increase paid to any other bargaining unit.

8.1.4 Effective July 1, 2007 employees in paid status will receive a salary increase for the 2007-2008 fiscal year of 5.0% or an increase equal to any increase paid to any other bargaining unit. Any employee who was terminated for cause between July 1, 2007 and the date of ratification of this agreement shall not receive such pay increase.

8.1.5 The District guarantees that no regular CSEA #819 member layoffs will be implemented for the 2007-2008 fiscal year excepting terminations applied as disciplinary action for cause or a decision not to continue employment of probationary CSEA #819 members as provided by Education Code Section 88013.
8.2 Shift Differential. The District shall continue to pay employees a shift differential in accordance with existing practices; provided, that in the event the District discontinues shift rotation for some or all employees in the unit, the District shall be under no obligation to continue to pay employees who are not subject to shift rotation, a shift differential during the day shift or during hours when District policy would not otherwise require such pay.

8.3 Service Increments. Employees are eligible for a service increment equivalent to one range upon completion of seven (7) years of service; a second service increment equivalent to one range upon completion of ten (10) years of service; a third service increment equivalent to one range upon completion of fifteen (15) years of service; a fourth service increment equivalent to one range upon completion of twenty (20) years of service; and a fifth service increment equivalent to one range upon completion of twenty-five (25) years of service and a 6th service increment equivalent to one range upon completion of thirty (30) years of service. Service increments are awarded based on satisfactory performance evaluations and are calculated from the first month of employment in which an employee is in paid status for at least eleven (11) working days. A new service increment date must be computed after a leave of absence or break in service.
8.4 POST Certificates. An additional salary range (2 1/2%) shall be granted to each College Police/Safety Officer who possesses an Intermediate Certificate. An additional salary range (2 1/2%) shall be granted to each College Police/Safety Officer who possess an Advanced Certificate issued by the Commission on Peace Officer Standards and Training.

8.5 Parking and Security Certificate Program. An additional salary range (2 1/2%) shall be granted to each parking and security officer who possesses an Intermediate Certificate issued by the Pasadena Area Community College District. An additional salary range (2 1/2%) shall be granted to each Parking/Security Officer who possesses an Advanced Certificate issued by the Pasadena Area Community College District.

8.6 An additional salary range (2%) shall be granted to each Parking Technician or Transportation Assistant who possesses an Intermediate Certificate issued by the Pasadena Area Community College District. An additional salary range (2%) shall be granted to each Parking Technician or Transportation Assistant who possesses an Advanced Certificate issued by the Pasadena Area Community College District. The Intermediate and Advanced Certificate programs will be developed and effective no later than January 1, 2000.

8.7 Senior College Officer. A College Police/Safety Officer assigned to the Senior College Police/Safety Officer position
will receive a five (5) percent salary differential in addition to his/her regular rate of pay for the length of time he/she serves as Senior Officer.

8.8 **Police Dispatcher/Senior Police Dispatcher Certificate Program.**
An additional salary range (2 1/2%) shall be granted to each employee in this category who possess an Intermediate Certificate issued by the Pasadena Area Community College District. An additional salary range (2 1/2%) shall be granted to those possessing an Advanced Certificate issued by the Pasadena Area Community College District.
Pasadena Area Community College District

California School Employees Association, Chapter 819

Kindred Murillo,
Vice President, Administrative Services

Alan Chan, President

Jorge C. Aguiñiga
Dean of Human Resources

Peter Benson, Treasurer

Peter Michael
Director of Police & Safety

Leilani Roberts, Secretary

Bradley Young
Supervisor of Police & Safety
Representative

Manuel Estrada
Labor Relations

Ratified by the Board of Trustees
Pasadena Area Community College District

Ratified by California School Employees Association #819
January 30, 2008

February 6, 2008

Dr. Paulette Perfumo
President and Secretary to the Board
Board Agenda Item H: Approval of Agreement with the Pasadena City College Confidential Employees

Board Meeting: February 6, 2008

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 agreement reached through the meet-and-confer process with the Pasadena City College Confidential employees. This agreement provides for a 5.0% salary increase and the increased cost of health and welfare benefits for the fiscal year 2007-2008, effective July 1, 2007.

Fiscal Impact: 2007-2008
5.00% salary increase, effective July 1, 2007
Est. Cost: $29,250
Cover increased costs of health and welfare benefits for Confidential employees and their dependents
Est. Cost: $1,500

Background: This action increases salary for those covered in this agreement and covers the increased cost of health and welfare benefits. The agreement is consistent with that reached with other employee groups who have settled. Salaries continue to be indefinite for 2007-08.

Submitted and Recommended by: Dean, Human Resources

Approved for Submission to the Board of Trustees by: Superintendent/President
TENTATIVE AGREEMENT BETWEEN CONFIDENTIAL EMPLOYEES

AND

THE PASADENA AREA COMMUNITY COLLEGE DISTRICT

January 23, 2008

The Confidential employees and the Pasadena Area Community College District agree to the following:

1. A 5.0% salary increase effective July 1, 2007, for all Confidential employees on paid status on the date the agreement is approved by the Board of Trustees, except that any employee terminated for cause between July 1, 2007 and the date of Board approval, shall not receive such pay increase.

2. Confidential employees will receive salary increases equal to the highest increase, if any, paid to full-time employees of any other bargaining unit for 2007-08.

3. Confidential employees will continue to receive all health and welfare benefits for Confidentials and their dependents paid for by the District for 2007-08.

Submitted and Recommended by Confidential Employees:

[Signatures]

Approved for Submission to the Board of Trustees by:

[Signatures]

Date: January 23, 2008
Yuribel Perez-Frias  
Confidential Representative  

Patsy Perry  
Confidential Representative  

Cynthia Smith  
Confidential Representative
Board Agenda Item I: Authorization to Transmit Second Quarterly Financial Status Report

Board Meeting: February 6, 2008

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community College District of Los Angeles County, California, authorize transmittal of the 2007-2008 Second Quarterly Financial Status Report to the Chancellor's Office, California Community Colleges, as required by AB2910.

Background: The Second Quarterly Financial Status Report contains no significant changes to the District's fiscal condition since the First Quarterly Report.

Submitted and Recommended by: 

Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:

Superintendent/President
California Community Colleges
Chancellor's Office

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

District: (770) PASADENA

Your Quarterly Data is Certified for this quarter.

Chief Business Officer
CBO Name: Kindred Murillo
CBO Phone: 626-585-7258

CBO Signature: [Signature]
Date Signed: Jan 29 2008

Chief Executive Officer Name: Paulette J. Perfumo
CEO Signature: __________________________
Date Signed: __________________________

Electronic Cert Date: 01/29/2008

District Contact Person
Name: Odessa Walker
Title: Director, Fiscal Services
Telephone: 626-585-7716
Fax: 626-585-7968
E-Mail: omwalker@pasadena.edu

CHANGE THE PERIOD
Fiscal Year: 2007-2008
Quarter Ended: (Q2) Dec 31, 2007

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511
Send questions to Kuldeep Kaur, (916) 327-6818 kkaur@cccco.edu
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http://misweb.cccco.edu/cc311Q/certify.aspx

1/29/2008
# California Community Colleges Chancellor's Office

## Quarterly Financial Status Report, CCFS-311Q

**VIEW QUARTERLY DATA**

**District:** (770) Pasadena

### I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Revenues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A.1 Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>99,071,537</td>
<td>105,023,468</td>
<td>117,718,889</td>
<td>120,200,122</td>
</tr>
<tr>
<td>A.2 Other Financing Sources (Object 8900)</td>
<td>8,611</td>
<td>62,301</td>
<td>29,914</td>
<td>37,656</td>
</tr>
<tr>
<td><strong>A. Total Unrestricted Revenue (A.1 + A.2)</strong></td>
<td>99,080,148</td>
<td>105,085,769</td>
<td>117,748,803</td>
<td>120,237,778</td>
</tr>
<tr>
<td><strong>B. Expenditures:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B.1 Unrestricted General Fund Expenditures (Objects 1000-6000)</td>
<td>94,842,022</td>
<td>99,919,557</td>
<td>109,493,629</td>
<td>120,210,122</td>
</tr>
<tr>
<td>B.2 Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>2,924,588</td>
<td>3,639,088</td>
<td>6,249,581</td>
<td>3,567,725</td>
</tr>
<tr>
<td><strong>B. Total Unrestricted Expenditures (B.1 + B.2)</strong></td>
<td>97,766,610</td>
<td>103,558,645</td>
<td>115,743,210</td>
<td>123,777,847</td>
</tr>
<tr>
<td><strong>C. Revenues Over(Under) Expenditures (A.3 - B.3)</strong></td>
<td>1,313,438</td>
<td>1,527,124</td>
<td>2,005,593</td>
<td>-3,540,069</td>
</tr>
<tr>
<td><strong>D. Fund Balance, Beginning</strong></td>
<td>9,646,620</td>
<td>10,960,058</td>
<td>12,487,182</td>
<td>14,492,775</td>
</tr>
<tr>
<td>D.1 Prior Year Adjustments + (-)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>D. Adjusted Fund Balance, Beginning (D + D.1)</strong></td>
<td>9,646,620</td>
<td>10,960,058</td>
<td>12,487,182</td>
<td>14,492,775</td>
</tr>
<tr>
<td><strong>E. Fund Balance, Ending (C. + D.2)</strong></td>
<td>10,960,058</td>
<td>12,487,182</td>
<td>14,492,775</td>
<td>10,952,706</td>
</tr>
<tr>
<td><strong>F. Percentage of GF Fund Balance to GF Expenditures (E. / B.3)</strong></td>
<td>11.2%</td>
<td>12.1%</td>
<td>12.5%</td>
<td>8.8%</td>
</tr>
</tbody>
</table>

### II. Annualized Attendance FTES:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>G.1 Annualized FTES (excluding apprentice and non-resident)</td>
<td>22,107</td>
<td>21,718</td>
<td>22,040</td>
<td>22,295</td>
</tr>
</tbody>
</table>

### III. Total General Fund Cash Balance (Unrestricted and Restricted)

<table>
<thead>
<tr>
<th>Description</th>
<th>As of the specified quarter ended for each fiscal year</th>
</tr>
</thead>
</table>

[http://misweb.cccco.edu/cc311Q/view.aspx](http://misweb.cccco.edu/cc311Q/view.aspx)

1/29/2008
IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Adopted Budget (Col. 1)</th>
<th>Annual Current Budget (Col. 2)</th>
<th>Year-to-Date Actuals (Col. 3)</th>
<th>Percentage (Col. 3/Col. 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.1</td>
<td>Revenues:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I.1</td>
<td>Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>120,200,122</td>
<td>120,200,122</td>
<td>57,525,815</td>
<td>47.9%</td>
</tr>
<tr>
<td>I.2</td>
<td>Other Financing Sources (Object 8900)</td>
<td>10,000</td>
<td>10,000</td>
<td>37,656</td>
<td>376.6%</td>
</tr>
<tr>
<td>I.3</td>
<td>Total Unrestricted Revenue (I.1 + I.2)</td>
<td>120,210,122</td>
<td>120,210,122</td>
<td>57,563,471</td>
<td>47.9%</td>
</tr>
<tr>
<td>J.1</td>
<td>Expenditures:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J.1</td>
<td>Unrestricted General Fund Expenditures (Objects 1000-6000)</td>
<td>120,210,122</td>
<td>120,210,122</td>
<td>48,599,139</td>
<td>40.4%</td>
</tr>
<tr>
<td>J.2</td>
<td>Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>3,567,725</td>
<td>3,567,725</td>
<td>3,514,219</td>
<td>98.5%</td>
</tr>
<tr>
<td>J.3</td>
<td>Total Unrestricted Expenditures (J.1 + J.2)</td>
<td>123,777,847</td>
<td>123,777,847</td>
<td>52,113,358</td>
<td>42.1%</td>
</tr>
<tr>
<td>K.1</td>
<td>Revenues Over(Under) Expenditures (I.3 - J.3)</td>
<td>-3,567,725</td>
<td>-3,567,725</td>
<td>5,450,113</td>
<td></td>
</tr>
<tr>
<td>L.1</td>
<td>Adjusted Fund Balance, Beginning</td>
<td>14,492,775</td>
<td>14,492,775</td>
<td>14,492,775</td>
<td></td>
</tr>
<tr>
<td>L.2</td>
<td>Fund Balance, Ending (C. + L.2)</td>
<td>10,925,050</td>
<td>10,925,050</td>
<td>19,942,888</td>
<td></td>
</tr>
<tr>
<td>M.1</td>
<td>Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)</td>
<td></td>
<td></td>
<td></td>
<td>8.8%</td>
</tr>
</tbody>
</table>

V. Has the district settled any employee contracts during this quarter?  

NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

<table>
<thead>
<tr>
<th>Contract Period Settled (Specify) YYYY-YY</th>
<th>Management</th>
<th>Academic</th>
<th>Temporary</th>
<th>Classified</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total Cost Increase</td>
<td>% *</td>
<td>Total Cost Increase</td>
<td>% *</td>
</tr>
<tr>
<td>a. SALARIES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 1:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 2:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

http://misweb.cccco.edu/cc311Q/view.aspx  

1/29/2008
b. BENEFITS:

<table>
<thead>
<tr>
<th>Year 1:</th>
<th>Year 2:</th>
<th>Year 3:</th>
</tr>
</thead>
</table>

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANs), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? NO

Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)
# PASADENA AREA COMMUNITY COLLEGE DISTRICT
## FINANCIAL STATUS REPORT
### FISCAL YEAR 2007-08

**FOR MONTH ENDING DECEMBER 31, 2007**

<table>
<thead>
<tr>
<th>OBJECT</th>
<th>DESCRIPTION</th>
<th>BEG BALANCE/ADJ. BUDGET</th>
<th>CURRENT TRANSACTIONS</th>
<th>YEAR-TO-DATE TRANSACTIONS</th>
<th>ENCUMBRANCES</th>
<th>ENDING BALANCE</th>
<th>PERCENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>911X</td>
<td>CASH IN COUNTY TREASURY</td>
<td>18,245,128.71</td>
<td>8,956,711.00</td>
<td>2,037,285.19</td>
<td>.00</td>
<td>20,282,410.90</td>
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<tr>
<td>912X</td>
<td>CASH IN BANK</td>
<td>229,340.16</td>
<td>0.00</td>
<td>229,340.16</td>
<td>.00</td>
<td>0.00</td>
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<tr>
<td>913X</td>
<td>REVOLVING CASH ACCOUNT</td>
<td>32,500.00</td>
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<td>.00</td>
<td>32,500.00</td>
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<tr>
<td>914X</td>
<td>ACCOUNTS RECEIVABLE</td>
<td>6,947,225.37</td>
<td>3,464.57</td>
<td>6,260,802.04</td>
<td>.00</td>
<td>286,423.33</td>
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<td>916X</td>
<td>STUD NOTES RECEIVABLE</td>
<td>111,749.61</td>
<td>1,115.80</td>
<td>4,830.72</td>
<td>.00</td>
<td>126,580.36</td>
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<tr>
<td>918X</td>
<td>STORES &amp; INVENTORY</td>
<td>23,135.93</td>
<td>0.00</td>
<td>3,884.47</td>
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<td>19,251.46</td>
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<tr>
<td>922X</td>
<td>PREPAID ITEMS</td>
<td>95,637.07</td>
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<td>95,637.07</td>
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<td>0.00</td>
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<td>934X</td>
<td>PAYROLL OFFSET</td>
<td>536,982.00</td>
<td>738.00</td>
<td>29,131.00</td>
<td>.00</td>
<td>566,113.00</td>
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</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td></td>
<td>25,831,595.88</td>
<td>8,959,797.77</td>
<td>4,516,416.83</td>
<td>.00</td>
<td>21,313,279.05</td>
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</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
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<td></td>
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<td></td>
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<tr>
<td>951X</td>
<td>ACCOUNTS PAYABLE ACCRUAL</td>
<td>1,045,411.05</td>
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<td>.00</td>
<td>1,045,411.05</td>
<td>.00</td>
<td></td>
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<tr>
<td>952X</td>
<td>ACCTS PAYABLE-MANDATORY ACCR/PEOPLE</td>
<td>9,089,904.00</td>
<td>9,089,904.00</td>
<td>86,866.38</td>
<td>.00</td>
<td>1,046,433.66</td>
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<tr>
<td>953X</td>
<td>FRINGE BENEFITS SUBS-H&amp;W/PEOPLE</td>
<td>70,425.32</td>
<td>70,425.32</td>
<td>286,716.39</td>
<td>.00</td>
<td>279,637.35</td>
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<tr>
<td>954X</td>
<td>DEFERRED REVENUES</td>
<td>2,891,438.23</td>
<td>2,891,438.23</td>
<td>2,873,663.23</td>
<td>.00</td>
<td>17,775.00</td>
<td></td>
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<tr>
<td>955X</td>
<td>PAYROLL OFFSET</td>
<td>5,481,221.57</td>
<td>1,404.18</td>
<td>5,473,165.61</td>
<td>.00</td>
<td>8,035.96</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td></td>
<td>11,338,920.85</td>
<td>332,712.98</td>
<td>9,968,528.88</td>
<td>.00</td>
<td>1,370,391.97</td>
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</tr>
<tr>
<td><strong>FUND BALANCE</strong></td>
<td></td>
<td><strong>FUND BALANCE UNRESTRICTED</strong></td>
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<tr>
<td>979X</td>
<td>FUND BALANCE</td>
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<td>.00</td>
<td>.00</td>
<td>.00</td>
<td>14,492,775.03</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCE</strong></td>
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<td>14,492,775.03</td>
<td>.00</td>
<td>.00</td>
<td>.00</td>
<td>14,492,775.03</td>
<td></td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td><strong>FEDERAL REVENUES</strong></td>
<td></td>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT
FINANCIAL STATUS REPORT
FISCAL YEAR 2007-08
FOR MONTH ENDING DECEMBER 31, 2007
FUND 01 GENERAL FUND, UNRESTRICTED
## PASADENA AREA COMMUNITY COLLEGE DISTRICT
### FINANCIAL STATUS REPORT
#### DISTRICT 08

**Fiscal Year 2007-08**

**For Month Ending December 31, 2007**

<table>
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<tr>
<th>OBJECT</th>
<th>DESCRIPTION</th>
<th>BEGINNING BALANCE/ADJUSTED BUDGET</th>
<th>CURRENT TRANSACTIONS</th>
<th>YEAR-TO-DATE TRANSACTIONS</th>
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<td>3,117,302.12</td>
<td>7,643,087.80</td>
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1/29/2008

To: Kindred

From: Odessa ρω

Subject: Certified 311Q 2nd Quarter, 10/1/2007-12/31/2007

Kindred, attached is the Certified 311Q. Please sign and date it after the 2/6/2008 Board Meeting. Also have Dr. Perfumo sign and date it. Please call me when it is ready for pick-up so I can mail it to the Chancellor's Office.

Thanks!
Board Agenda Item J: Status Report on Campus Facilities

Board Meeting: February 6, 2008

Objective: This item is to advise the Board of Trustees on the status of campus facilities.

Background & Status: Measure "P"

Background

Pasadena Area Community College District (District) passed a $150 million general obligation bond in March 2002 and began work on the Facilities Master Plan 2010. The Master Plan includes the following projects: 1) an additional parking structure; 2) Arts Building; 3) Industrial Technologies Building; 4) Campus Center Remodel and new Bookstore; 5) Reconstruction of existing space; and 6) Campus Wide Infrastructure Upgrades.

The District issued Series A of the bond for $33,000,000 in June 2003, Series B for $65,000,000 in August 2007, and refinanced the bonds for an additional $7,300,000 in August 2007. A total of $52,000,000 remains to be issued, and the timing on the issuance is projected to be sometime in late 2008 to early 2009. The total Measure "P" budget is currently estimated at more than $170,000,000 due to the refinance and interest earnings.

Status

The parking structure was completed in 2005 at a cost of $22,911,856. The Board of Trustees awarded the contract for the remodel of the Campus Center/Bookstore and Industrial Technologies Building on September 5, 2007. The Arts Building is in the schematic design phase, and a conceptual design will be brought to the Board of Trustees in March 2008. Reconstruction and Classroom Upgrades will continue into 2011. Currently, the following bond funds have been expended:

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<th>Budget</th>
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<td><strong>$31,991,091</strong></td>
<td><strong>$138,893,520</strong></td>
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Submitted and Recommended by: 

[Signature]
Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Sustainability Issues

Background

On June 6, 2007, the Board of Trustees approved the following recommendation:

"Direct Measure "P" Project Center and A.C. Martin Partners, Inc., the project architect, to report to the Board of Trustees, no later than the completion of the design developmental stage for the Arts Building, the degree to which – within building programming requirements and budgetary allocations – it is estimated that the project will meet or exceed minimum certification by Leadership in Energy and Environmental Design (LEED) for schools. If the project does not yet meet minimum certification, the Project Center is further directed to provide an estimate of the cost to reach the minimum certification requirements, including the estimated cost for application and commissioning for certification by Leadership in Energy and Environmental Design for schools."

Status

All campus constituencies have been requested to recommend two members from each of their respective groups to join the Sustainability Committee to review campus progress and to develop a sustainability plan for the District Board’s consideration. The first meeting of the committee is anticipated in early March.

A presentation on what the District has accomplished to date will be scheduled in the next few months to update the Board of Trustees on achieving a more sustainable campus. The Arts Building will be designed to LEED certification standards in the meantime, while the Campus Center and Industrial Technologies Buildings were designed and are currently under construction to meet CHPS standards.

Future Master Planning

Status

The Facilities Master Plan 2010 will be completed in 2011 with the opening of the Arts Building. Preliminary work is now starting on the next ten year facilities master plan. A Level One structural analysis of the remaining buildings on campus will be completed by late April along with a transition plan for accessibility. These will all fold into the next facilities master plan as the District moves forward with planning for educational programs.

Upon the completion of the Arts Building, PCC will have sufficient free space to deal with a series of safety and functional deficiency issues in two of its three main classroom buildings (R and U Buildings). Additionally, this will allow the V Building to be utilized for modernization of instructional programs. One project has been submitted to the Community College Capital Outlay Program for funding as an Initial Project Proposal (IPP). As a result of the reconstruction process, the spaces will be brought into compliance with modern standards for safety and instruction.
With the statewide emphasis on having the community colleges educate and train healthcare providers, it is critical that both our nursing and dental programs be brought up to modern times. All health-related programs are currently housed in either the R or U Buildings.
CAREER & TECHNICAL EDUCATION

ANNUAL REPORT
2006-2007
ORGANIZATIONAL STRUCTURE

OFFICE OF
CAREER AND
TECHNICAL EDUCATION

CAREER AND TECHNICAL EDUCATION DIVISIONS (10)

BUSINESS, INDUSTRY EDUCATION, AND COMMUNITY PARTNERS
ON-GOING ACTIVITIES

- CURRICULUM DEVELOPMENT
- PARTNERSHIPS WITH BUSINESS/INDUSTRY/COMMUNITY
- COLLABORATIONS WITH FEEDER HIGH SCHOOLS
- ADVISORY COMMITTEE MEETINGS
- ANNUAL CAREER FAIR
- ANNUAL CTE DAY AT PCC
- ANNUAL INDUSTRY/EDUCATORS PARTNERSHIP BREAKFAST
2005-2007 OUTCOMES

- 29 NEW PROGRAMS - 34 REVISED PROGRAMS
- 1,372 CERTIFICATES OF ACHIEVEMENT AWARDED
- 1,511 OCCUPATIONAL SKILLS CERTIFICATES AWARDED
- 120 ARTICULATION AGREEMENTS IN 18 FEEDER HIGH SCHOOLS
2006-2007 OUTCOMES

- 650 CERTIFICATES OF ACHIEVEMENT AWARDED
- 611 OCCUPATIONAL SKILLS CERTIFICATES AWARDED
- 559 ASSOCIATE IN SCIENCE DEGREES
STATUS OF PROGRAMS

2006-2007

80 CERTIFICATE OF ACHIEVEMENT PROGRAMS

- Increased Number of Completers: 85%
- Decreased Number of Completers: 32.50%
- No Change in Number of Completers: 26.25%
- New Programs: 6.25%
CHALLENGES

- Increase number of completers in 65% of our programs
- Develop new and revise existing programs
- Discontinue obsolete programs
- Increase PCC's student success rate in the annual accountability report for community colleges (ARCC)
GOALS FOR 2007-2008

- IMPLEMENT A STUDENT RELATIONSHIP MANAGEMENT PLAN - AS A STRATEGY FOR IMPROVING STUDENT SUCCESS
- INSTALL AN ELECTRONIC SYSTEM FOR TRACKING STUDENT SUCCESS
STUDENT RELATIONSHIP MANAGEMENT PLAN
(FOCUSED STRATEGY FOR IMPROVING STUDENT SUCCESS)

- EMPOWER THE FACULTY TO BE PROACTIVE WITH STUDENTS

- DEVELOP CURRICULUM THAT MEETS CURRENT LABOR MARKET NEEDS

- ORGANIZE FACULTY AROUND THE STUDENTS – NOT THE COURSES

- PROVIDE INFORMATION TO STUDENTS AT THEIR POINT OF INTERACTION – PUSH CTE PROGRAMS
CTE Day at PCC
March 18, 2008

- 800 STUDENTS FROM 20 DIFFERENT HIGH SCHOOLS
- 36 CLASSROOM DEMONSTRATIONS
- 25 EXHIBITS IN GALLOWAY PLAZA
- MUSIC, STUDENT ACTIVITIES, ADMISSIONS, APPLICATIONS
- BARBECUE LUNCH
CTE AND THE COMMUNITY

Industry/Educators Partnership
Breakfast

CTE Office Staff

Keynote Speaker & Partners

Outstanding Partners

Engineering & Tech. Partners

Our Guests

Biotechnology Partners
CELEBRATE CTE
STUDENT SUCCESS
AT COMMENCEMENT
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel -
PCC Cross-Cultural Center
Mountain Center, CA
April 4-6, 2008

Board Meeting Date: February 6, 2008

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: 50 (45 Students and 5 Advisors)
DATE(S): April 4-6, 2008
TIME(S): Various
DESTINATION: Massey Training Center
Mountain Center, CA
EVENT: Annual Cross-Cultural Retreat
TRANSPORTATION: District-arranged buses, vans, and personal vehicle
ADVISOR(S): C. Afuso, R. Cobb, and S. Thayer
NOT TO EXCEED: $7,500.00

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 Student Service Fund Board of Directors Annual Budget. Cost categories and amounts include: $2,000.00 ($20.00 x 2 x 50 participants), meals; $2,000.00 ($40.00 x 50 participants), lodging; $1,700.00 ($850.00 x 2 Charter Coach Buses), transportation; $1,300.00, materials; and $500.00, workshop presenters.

BACKGROUND: This activity involves traveling to an annual college-wide student development retreat. The focus of the retreat is to teach students awareness of one's own assumptions, bias, and values; and understanding of the worldview of others; information about various cultural groups; and developing appropriate intervention strategies and techniques.

Submitted by:
Assistant Dean, Student Affairs

Recommended for Approval:
Vice President, Student and Learning Services

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

CONSENT ITEM TITLE:
Approval of Student Travel -
PCC Model United Nations Team and Political Club
New Orleans, LA February 7-10, 2008

Board Meeting Date: February 6, 2008

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 Model United Nations Team and Political Club
NUMBER: 15 (14 Students and 1 Advisor)
DATE(S): February 7-10, 2008
TIME(S): 8:00 a.m. to 8:00 p.m.
DESTINATION(S): Doubletree Hotel
New Orleans, LA
EVENT: American South Model United Nations Conference
TRANSPORTATION: Air, shuttles, buses
ADVISOR(S): D. Uranga
NOT TO EXCEED: $9,032.55

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 Student Service Fund Board of Directors Annual Budget and by participants. Cost categories and amounts include: $1,875.00 ($125.00 x 15 participants) delegate fee; $1,440.00 ($32.00 x 15 participants x 3 days), meals; $1,187.55 ($131.95 x 3 rooms x 3 nights) lodging; and $4,530.00 ($302.00 x 15 participants) airfare.

BACKGROUND: The late submission of this item is due to the delay in the conference organizer's confirmation of PCC's participation which was received on January 21, 2008, which was after the most recent Board meeting of January 16, 2008.

This activity involves travel to the American South Model United Nations Conference. The educational focus is to promote a greater comprehension of international affairs, conflict resolution, diplomacy, and peaceful cooperation via various simulations of international organizations and forums. These simulations are to strengthen the attendees' understanding of the United Nations System and other international organizations, thus providing the means and methods for realizing peaceful and cooperative resolution to our world's complex and perplexing dilemmas.

Submitted by:

Assistant Dean, Student Affairs

Recommended for Approval:

Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel -
PCC Model United Nations Team and Political Club
San Francisco, CA March 12-16, 2008

Board Meeting Date: February 6, 2008

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 Model United Nations Team and Political Club
NUMBER: 9 (8 Students and 1 Advisor)
DATE(S): March 12-16, 2008
TIME(S): 8:00 a.m. to 8:00 p.m.
DESTINATION(S): Parc 55 Hotel
San Francisco, CA
EVENT: University of California Berkeley Model United Nations
TRANSPORTATION: District-arranged vehicle
ADVISOR(S): D. Uranga
NOT TO EXCEED: $1,580.54

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 Student Service Fund Board of Directors Annual Budget, 2007-2008 Associated Students Inter-Club Council Annual Budget and by participants. Cost categories and amounts include: $40.00 college registration fee; $480.00 ($60.00 x 8 participants), delegate fees; $810.54 ($90.00 x 3 rooms x 3 nights), lodging; and $250.00 ($250.00 x 1 van), transportation.

BACKGROUND: This activity involves travel to the University of California Berkeley Model United Nations Conference. Students will have the opportunity to debate on various important issues that affect the world today, such as, global problems.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approval of Student Travel - ASPCC Lobby Committee
Sacramento, CA February 26, 2008

Board Meeting Date: February 6, 2008

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: Associated Students of Pasadena City College Lobby Committee (ASPCC)
NUMBER: 12 (11 Students and 1 Advisor)
DATE(S): February 26, 2008
TIME(S): Various
DESTINATION(S): State Capitol Building
Sacramento, CA.
EVENT: Sacramento Lobby Day
TRANSPORTATION: Air and shuttle
ADVISOR(S): C. Afuso
NOT TO EXCEED: $3,484.00

FISCAL IMPLICATIONS: Funds for this activity are provided by the 2007-2008 Associated Students Lobby Fee Finance Committee. Cost categories and amounts include: $2,400.00 ($200.00 x 12 participants), airfare; $384.00 ($32.00 x 12 participants), meals; $600.00 ($150.00 x 4 airport shuttles), ground transportation; and $100.00, materials.

BACKGROUND: This activity involves travel for lobbying on state legislative matters as identified by the Associated Students of Pasadena City College Lobby Committee.

Submitted by:
Assistant Dean, Student Affairs
Recommended for Approval:
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:
Amendment to Consent Item 21-S
Approval of Student Travel -
Office of Student Affairs – Leadership Retreat
Running Springs, CA  February 15-17, 2008

Board Meeting Date:    February 6, 2008

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 amendment to Consent item 21-S, approved October 17, 2007 as follows:

GROUP: Office of Student Affairs
NUMBER: 40 (35 Students, 5 Advisors)
DATES: October 26-29, 2007    February 15-17, 2008
TIMES: Various
DESTINATION: Pali Mountain Camp
                 Running Springs, CA
EVENT: Annual Student Leadership Retreat
TRANSPORTATION: District-arranged vehicles
ADVISOR(S): C. Afuso, R. Cobb, D. Ung, S. Thayer and G. Lopez
NOT TO EXCEED: $10,325.00

FISCAL IMPLICATIONS: Costs associated with this trip to be funded by the 2007-2008 Student Service Fund Board of Directors Annual Budget and the 2007-2008 Associated Students Executive Board Annual Budget. Cost categories and amounts include: $5,560.00 ($139.00 X 40 participants), lodging with meals and meeting space; $1,150.00 ($575.00 x 2 charter buses), transportation; $2,415.00 ($69.00 X 35 students) ropes course; and $1,200.00 materials.

BACKGROUND: Due to the Arrowhead fires the retreat was postponed. Pali Mountain Camp had to reschedule numerous groups and the date was chosen because it accommodated our group with the appropriate facilities needed for the retreat.

The purpose of the annual Leadership Retreat is to promote the social and leadership development for participating students. Students participate in workshops addressing group dynamics, personal leadership development, ethics, handling challenging life experiences, diversity, communication, goal setting, vision development, and citizenship. These activities will enhance the leadership and communication skills of the participating students and support the student learning outcomes of the Office of Student Affairs.

Submitted by:

[Signature]
Assistant Dean, Student Affairs

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE:
Approval of Instructional Trip for Ujima Program to
The Color Purple: A Musical
Los Angeles, CA  February 21, 2008

Board Meeting Date:  February 6, 2008

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 event:

GROUP: Ujima Program
NUMBER: 42 (39 students, 3 staff)
DATE(S): Thursday, February 21, 2008
TIME(S): 4:30 p.m. to 11:30 p.m.
DESTINATION(S): Ahmanson Theatre
EVENT(S): The Color Purple: A Musical
TRANSPORTATION: One Charter Bus plus driver
ADVISOR(S): Chiara Thomas, Ujima Program Director, Gabrielle Pina,
English Instructor and Dr. Paul Price, Sociology Instructor

NOT TO EXCEED: $4,233.00

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 Ujima Program Accountability
Reporting for the Community Colleges (ARCC) Grant Budget 01-5250-2300-2234. Cost categories and amounts
include: Transportation: One Charter Bus $825.00 (minimum charge $625.00 plus 2 additional hours
= $200.00), Performance tickets: 42 at $81.00 plus $6.00 handling fee = $3,408.00.

BACKGROUND: The Color Purple: A Musical is a once in a lifetime cultural and educational experience for
PCC's Ujima students. All students will have the opportunity to experience first hand, the wonders of art and
literature in the Broadway Musical Theatre context directly as it relates to academic instruction. Ujima students will
be required to report on the experience as a component of their course work and program participation.

Submitted by:

Interim Associate Dean, Student Success Services

Recommended for Approval:

Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Puente Program Mentor Banquet
Pasadena, CA March 6, 2008

Board Meeting Date: February 6, 2008

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 event:

GROUP: Puente Project Students
NUMBER: 62 (30 students, 30 mentors, 2 Advisors)
DATE(S): Thursday, March 6, 2008
TIME(S): 6:00 p.m. to 9:00 p.m.
DESTINATION(S): El Portal Restaurant, 695 East Green Street, Pasadena, California
EVENT(S): Annual Puente Student/Mentor Banquet
TRANSPORTATION: None
ADVISOR(S): Ivette Rosas, Puente Project Counselor;
Elsie Rivas-Gomez, Assistant Professor, English Division

NOT TO EXCEED: $1,302.00

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 Student Services Fund Board of Directors Annual Budget. Cost category and amount includes: ($21.00 per ticket x 62 participants) $1,302.00.

BACKGROUND: This is the Annual Student Mentor Banquet. Students will have the opportunity to re-establish their relationship with their mentors. During this event, students and mentors will plan professional and personal growth activities for the spring term. The mentor component is an essential part of the Puente Project.

Submitted by:
Judy Kratten
Interim Associate Dean, Student Success Services

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

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Paullette J. Ferguson
Superintendent/President
CONSENT ITEM TITLE:
Amendment to Consent Item 31-S
Approval of Student Travel –
PCC Cross-Cultural Center
Manzanar, CA
April 26, 2008

Board Meeting Date: February 6, 2008

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 amendment to Consent Item 31-S, approved November 20, 2007:

GROUP: PCC Cross-Cultural Center
NUMBER: 50 (49 students and 1 advisor) 94 (92 Students and 2 Advisors)
DATE: April 26, 2008
TIMES: 5:30 a.m. to 7:30 p.m.
DESTINATION: Manzanar National Park
Manzanar, CA
EVENT: Tours
TRANSPORTATION: District-arranged vehicles
ADVISOR: C. Afuso
NOT TO EXCEED: $2,000.00 - $4,000.00

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), $4,000.00 (2 busses x $2,000.00), transportation.

BACKGROUND: This activity involves travel to the Manzanar Japanese-American Internment Camp National Historical Park for an exhibit and tour. The addition of students from History 7B and History 8 increases the number of participants. Students from three classes will be participating in the activity (History 7B, History 8 and History 41).

Submitted by:

[Signature]
Assistant Dean, Student Affairs

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE: Approval of Instructional Trip for History 24G, April 10-13, 2008

Board Meeting Date: February 6, 2008

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: History 24G students
NUMBER: 22 students
DATE: April 10-13, 2008
TIME: Depart: 4/10/08, 9:00 a.m.
Return: 4/13/08, 2:00 p.m.
EVENT: Participation in the Model United Nations Conference
TRANSPORTATION: Private automobiles
ADVISOR: Division of Social Sciences: Brice Harris, Instructor
NOT TO EXCEED: $3,577.00 (registration fees, lodging, 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 of the Student Services Fund.

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

Submitted by:

Division Dean, Social Sciences

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Anthropology 30B, April 10-21, 2008

Board Meeting Date: February 6, 2008

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: Anthropology 30B students
NUMBER: 25 students
DATE: April 10-21, 2008
TIME: Depart: 4/10/08, 7:00 a.m.
Return: 4/21/08, 6:00 p.m.
DESTINATION: Museum of Indian Arts and Culture, 710 Camino Lejo, Santa Fe, New Mexico.
EVENT: Field investigation of Native American Cultures; archeological sites and museums of Arizona and New Mexico.
TRANSPORTATION: District vehicles, cargo van rental, private automobiles
ADVISOR: Social Sciences: Elvio Angeloni, Professor; Derek Milne, Instructor; Mari Pritchard, Instructor; Andrea Murray, Instructor; Gil Ramos, Instructor. English: Dan Meier, Assistant Professor. Crystal Samuelian, Instructional Aide.

NOT TO EXCEED: $10,300.00 (camping and lodging fees, transportation, tour guides, telephone, entrance fees, equipment, food)

Students will be camping out and providing their own meals. Allow for reimbursement to instructors for motel lodging and food costs as a result of inclement weather, special events, lack of campgrounds.

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 unforeseen weather conditions or other unforeseen circumstances.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-08 Adopted Budget in account code 01-5250-1651-0000 ($4,800.00, Social Sciences); 01-5250-1651-2232 ($4,500.00, Social Sciences-ARCC.); Student Services Fund ($1,000.00)

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

Submitted by:
Michael Frinkenhölder
Division Dean, Social Sciences

Recommended for Approval:
Jenniologie Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:
Paulette Proctor
Superintendent/President
CONSENT ITEM TITLE: Approval of Instructional Trip for Music 155, March 8, 2008

Board Meeting Date: February 6, 2008

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 155 students
NUMBER: 25 students
DATE: March 8, 2008
TIME: 5:00 p.m. – 11:00 p.m.
DESTINATION: A.B. Miller High School, 6821 Oleander Ave., Fontana, California
EVENT: Percussion competition
TRANSPORTATION: Bus, truck (25-foot enclosed)
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; student workers Luis Garcia and Victor Hernandez.

NOT TO EXCEED: $2,200.00 (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 01-5250-1554-0000 (Performing and Communication Arts); 01-5250-1554-2418 (Performing and Communication Arts - ARCC) 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:

Superintendent/President
CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 155,
March 29, 2008

Board Meeting Date: February 6, 2008

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 155 students
NUMBER: 25 students
DATE: March 29, 2008
TIME: 5:00 p.m. – 11:00 p.m.
DESTINATION: Riverside King High School, 9301 Wood Rd., Riverside, California
EVENT: Percussion competition
TRANSPORTATION: Bus, truck (25-foot enclosed)
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; student workers Luis Garcia and Victor Hernandez.
NOT TO EXCEED: $2,200.00 (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 01-5250-1554-0000 (Performing and Communication Arts); 01-5250-1554-2418 (Performing and Communication Arts - ARCC) 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:

Superintendent/President(1)
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 155 students
NUMBER: 25 students
DATE: April 19, 2008
TIME: 5:00 p.m. – 11:30 p.m.
DESTINATION: San Gorgonio High School, 2299 E. Pacific Ave., San Bernardino, California
EVENT: Percussion competition
TRANSPORTATION: Bus, truck (25-foot enclosed)
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; student workers Luis Garcia and Victor Hernandez.

NOT TO EXCEED: $2,200.00 (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 01-5250-1554-0000 (Performing and Communication Arts); 01-5250-1554-2418 (Performing and Communication Arts - ARCC) 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:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Consent Item No. 95-1

CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 155,
April 27, 2008

Board Meeting Date: February 6, 2008

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 155 students
NUMBER: 25 students
DATE: April 27, 2008
TIME: 4:00 p.m. – 11:00 p.m.
DESTINATION: Santiago High School, 1395 Foothill Parkway, Corona, California
EVENT: Percussion competition
TRANSPORTATION: Bus, truck (25-foot enclosed)
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; student workers Luis Garcia and Victor Hernandez.

NOT TO EXCEED: $2,200.00 (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 01-5250-1554-0000 (Performing and Communication Arts); 01-5250-1554-2418 (Performing and Communication Arts - ARCC) 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:

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 instructional trip:

GROUP: HSDP – Community Education Center students
NUMBER: 100 students
DATE: May 15-16, 2008
TIME: Depart: 5/15/08, 9:30 p.m.
      Return: 5/16/08, 7:00 a.m.
DESTINATION: Disneyland, 1313 S. Harbor Blvd., Anaheim, California
EVENT: Grad night for high school students
TRANSPORTATION: Bus
ADVISOR(S): Community Education Center: Blanca Henderson, Counselor; Cela Hancuff, Counselor; Doug Galindo, Instructor; Paul Martin, Professor; Sharon Gonzalez, Intermediate Clerk II.

NOT TO EXCEED: $2,750.00 (transportation)

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-08 Adopted Budget in account code 03-5250-5207-0000 (Noncredit Matriculation Funding).

BACKGROUND: This instructional field trip is requested by the Division Dean of the Community Education Center. Expense is for student transportation only. Entrance fees and other expenses paid for by students.

Submitted by:

Division Dean, Community Education Center

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE: Approval of Instructional Trip for GRCOM 115 and 116, February 12, 2008

Board Meeting Date: February 6, 2008

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 115 and 116 students

NUMBER: 20 students

DATE: February 12, 2008

TIME: 9:00 a.m. – 12:00 noon

DESTINATION: Coastal Printworks, 7344 Hinds Ave., No. Hollywood, 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: $150.00 (transportation)

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

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-08 Adopted Budget of account code 01-5250-1201-0000 (Engineering and Technology).

BACKGROUND: This instructional field trip is requested by the Division Dean, Engineering and Technology.

Submitted by:

Division Dean, Engineering and Technology

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Professional Conference Attendance

Board Meeting Date: February 6, 2008

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 conference attendance outside the United States or with anticipated costs in excess of $1,500.00.

Approve

ATTENDEE: Juan Gutierrez
LOCATION: ACCT/AACC Community College National Legislative Summit
           Washington, D.C.
DATES: February 10-14, 2008
PURPOSE: Assist PCC Board members in making appointments with legislators, providing information materials and accompanying members to meetings.
CHARGES: $2,996.00 total
COST CENTER: $2,169.00 – 01-5210-4401-0000, $827.00 – 01-5210-4400-0000
RECOMMENDED BY: Dr. Paulette J. Perfumo

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

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

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

In accordance with District Procedure 5250.10, the requested trip has been recommended by the area Vice President and the College President.

Submitted by:

Director, Business Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approve/Ratify/Amend Contracts

Board Meeting Date: February 6, 2008

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

Director, Business Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
## REVIEW OF TRANSACTIONS AND CONTRACTS

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

<table>
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<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
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<tbody>
<tr>
<td><strong>Approve</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>B-97243-8</td>
<td>Los Angeles County Office of Education</td>
<td>$11,659.00</td>
<td>To provide access to network services and support for educational telecommunications and technology 7/01/08 thru 6/30/11</td>
<td>Management Information Services</td>
<td>3500-0000</td>
</tr>
<tr>
<td>B-97244-8</td>
<td>The Pasadena Bioscience Collaborative</td>
<td>No cost to District</td>
<td>To provide a Memorandum of Understanding to promote and expand life science businesses in the San Gabriel Valley and provide better training for the biotechnology workforce 2/07/08 until terminated</td>
<td>Biotechnology</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97245-8</td>
<td>Wittry Associates</td>
<td>14,500.00</td>
<td>To provide engineering services for the evaluation of existing electrical feeders to the Campus Center and Industrial Technologies Buildings 2/07/08 through 6/30/09</td>
<td>M/P Industrial Technologies Building &amp; Campus Center</td>
<td>7403-0000 &amp; 7405-0000</td>
</tr>
<tr>
<td>B-97246-8</td>
<td>Lerch Bates</td>
<td>13,250.00</td>
<td>To provide consulting services related to analysis/document review and construction administration for elevators for Campus Center and Industrial Technologies Buildings 2/07/08 thru 6/30/09</td>
<td>M/P Industrial Technologies Building &amp; Campus Center</td>
<td>7403-0000 &amp; 7405-0000</td>
</tr>
<tr>
<td><strong>Ratify</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97247-8</td>
<td>Robert R. Bergeson</td>
<td>3,000.00 plus approved expenses</td>
<td>To provide arbitration services for disciplinary hearings. 8/01/07 thru 1/31/08</td>
<td>Human Resources</td>
<td>4301-0000</td>
</tr>
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</table>

Consent Item No. 113-B
February 6, 2008
<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amend B-96518-5</td>
<td>LPA, Inc.</td>
<td>$34,500.00</td>
<td>To increase amount of agreement for modification for use of Category 6a cable in lieu of Category 5e cable, and to prepare a Bulletin (scope for additional work) for Campus Center Project for an amount not-to-exceed $1,760,643.00</td>
<td>M/P Campus Center 7405-0000</td>
<td>42-6252</td>
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<tr>
<td>B-96687-6</td>
<td>PBWS</td>
<td>121,691.36</td>
<td>To increase amount of agreement to adjust for the accepted bid price, and for additional architectural services related to the Industrial Technologies Building for an amount not-to-exceed $1,270,136.36</td>
<td>M/P Industrial Technologies Building 7403-0000</td>
<td>42-6252</td>
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<tr>
<td>B-96958-7</td>
<td>Vavrinek, Trine, Day &amp; Co., LLP</td>
<td>5,000.00</td>
<td>To increase amount of agreement for completion of the 4th and 5th year arbitrage calculation for General Obligation Bonds Series 2003 for an amount not-to-exceed $10,000.00 and extend term from 12/31/07 to 12/31/08</td>
<td>Administrative Services 3000-0000</td>
<td>01-5150</td>
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<tr>
<td>B-97127-8</td>
<td>James Gray</td>
<td>15,000.00</td>
<td>To increase amount of agreement for additional services as coordinator for the Stepping Up Program for an amount not-to-exceed $40,000.00 and extend term from 1/16/08 to 4/16/08</td>
<td>CEC: California High School Exit Exam Program 5218-0000</td>
<td>03-5120</td>
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<tr>
<td>B-97195-8</td>
<td>Mark Burstein</td>
<td>1,300.00 per day plus approved expenses and mileage</td>
<td>To increase amount of agreement for additional arbitration services for disciplinary hearings and extend the term from 1/31/08 to 6/30/09</td>
<td>Human Resources 4301-0000</td>
<td>01-5150</td>
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Consent Item No. 113-B February 6, 2008
## REVIEW OF TRANSACTIONS AND CONTRACTS

### PASADENA AREA COMMUNITY COLLEGE DISTRICT

<table>
<thead>
<tr>
<th>Contract Number</th>
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<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
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<tr>
<td>C-2893-7</td>
<td>Pasadena Builders, Inc.</td>
<td>$350,000.00</td>
<td>To increase amount of agreement for additional services related to miscellaneous remodeling projects for an amount not-to-exceed $700,000.00 and extend term from 1/31/08 to 2/04/09</td>
<td>C/O Campus Remodeling &amp; S/M Waterproof LL Building</td>
<td>41-6210-43-6250</td>
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<tr>
<td>C-2984-7</td>
<td>Delmac Construction</td>
<td>350,000.00</td>
<td>To increase amount of agreement for additional services related to miscellaneous remodeling projects for an amount not-to-exceed $700,000.00 and extend term from 1/31/08 to 2/04/09</td>
<td>C/O Campus Remodeling &amp; S/M Waterproof LL Building</td>
<td>41-6210-43-6250</td>
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</table>

Consent Item No. 113-B
February 6, 2008
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Career and Technical Education Activities

Board Meeting Date: February 6, 2008

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 Career and Technical Education activities listed below:

Approve:

February 12, 2008 – Registered Nursing Program Family Night at PCC, to prepare new nursing students psychologically for the rigors of the program. Anticipated expenses not-to-exceed $250.00 for supplies, materials, and refreshments for approximately 100 participants. Cost Center: 03-5210-5117-0000, Enrollment Growth Grant

March 18, 2008 – Career & Technical Education Day at PCC, to provide information to feeder high school students about Career & Technical Education programs. Anticipated expenses not-to-exceed $20,000.00 for materials, supplies, technicians and refreshments for approximately 850 participants. Cost Centers: 03-5210-5100-0000, 5101-0000, 5102-0000, 5103-0000, 5104-0000, 5105-0000, 5106-0000, 5107-0000, 5108-0000, 5109-0000, 5110-0000, 5115-0000, 5116-0000, 5118-0000, 5119-0000, and 5246-0000, Career & Technical Education

Ratify:

December 7, 2007 – Nursing Program Advisory Committee Meeting at PCC. Anticipated expenses not-to-exceed $170.00 for materials and refreshments for approximately 15 participants. Cost Center: 03-5210-5107-0000, VTEA – Nursing

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

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

Submitted by:

Director, Business Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Staff Development Activities

Board Meeting Date: February 6, 2008

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

February 8, March 7, April 4, May 2 and June 6, 2008 – Student Learning Outcomes (SLO) Council Meetings at PCC, to discuss the progress of completing the college’s SLO for all courses, and share information learned at various SLO conferences and workshops. Anticipated expenses not-to-exceed $1,800.00 for refreshments for approximately 30 participants. Cost Center: 01-5210-1000-0402, Office of Instruction

March 11, 2008 – Spring 2008 Flex Day at PCC, for faculty and classified staff. Anticipated expenses not-to-exceed $19,000.00 for supplies, duplicating and refreshments for approximately 1,100 participants. Cost Center: 01-5210-4008-2705, Student Learning Outcomes Resource Center (ARCC)

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

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

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE: Amendment to Consent Item No. 86-B - Approve/Ratify Career and Technical Education Activities

BOARD MEETING DATE: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 86-B, approved on December 12, 2007, as listed below:

March 1, 2008 – Girls’ Day in Science Program at PCC, to present hands-on workshops in the sciences. Anticipated expenses not-to-exceed $4,500.00 for speakers, supplies, bus coordinators and refreshments for approximately 200 middle school girls. Cost Centers: 03-5210-5115-0000, 03-5210-5118-0000, and 03-5210-5119-0000, Tech Prep, Biotechnology Center & SB-70 Quick Start Biotechnologies/Biosciences

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

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

Submitted by:

Director, Business Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the reimbursement of the Workers' Compensation Self-Insurance Fund Bank account in the amount of $72,479.00.

FISCAL IMPLICATIONS: The funds were expended for Medical, Travel, Legal, and Benefit Payments.

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
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<td>01-22-08</td>
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<td>$72,479.00</td>
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Medical
Benefit Payments
Mileage
Legal
Interest

$42,765.62
$21,756.42
579.36
7,401.07
-23.47

$72,479.00

BACKGROUND: Effective April 1, 1988, Keenan and Associates handles Claims Administration for our Self-Insurance Fund Workers' Compensation program per action by the Board of Trustees on March 17, 1988. The fund is administered by the District.

Submitted by:
Odessia Walker
Director, Fiscal Services

Recommended for Approval:
Dinelle Mewelld
Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the reimbursement of the Pasadena Area Community College District Revolving Cash Fund in the amount of $8,043.02.

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

<table>
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<tr>
<th>DATE</th>
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<th>AMOUNT</th>
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<td>01-14-08</td>
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<td>01-17-08</td>
<td>15792981</td>
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<td>01-23-08</td>
<td>15807737</td>
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<td>01-24-08</td>
<td>15811579</td>
<td>804.55</td>
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<td>$8,043.02</td>
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BACKGROUND: The Board of Trustees originally established the Revolving Fund by resolution in January 1971. Subsequent resolutions have been adopted by the Board in October 1977, October 1980 and November 1981. The current resolution authorizing the fund was adopted by the Board on November 5, 1981, Board Report 168-B. The amount of the fund is $30,000 entrusted to the Director of Fiscal Services, Odessa Walker.

Submitted by:
Odessa Walker
Director, Fiscal Services

Recommended for Approval:
Roxanne Murillo
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Pamela E. Perna
Superintendent/President
<table>
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<tr>
<th>DATE</th>
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<tbody>
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<td>Citation refunds</td>
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<td>1/14/2008</td>
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<td>Books</td>
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Grand total: $8,043.02
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: February 6, 2008

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 the Summer College Youth Career Mentor Program (SCYCMP).

FISCAL IMPLICATIONS:

<table>
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<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
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<tr>
<td>03-8820-5219-0000</td>
<td>Local Revenue, Categorical, SCYCMP</td>
<td>$ 44,000</td>
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<tr>
<td>Increase Appropriations:</td>
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<tr>
<td>03-1420-5219-0000</td>
<td>Academic Stipends</td>
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<tr>
<td>03-2312-5219-0000</td>
<td>Classified Hourly Overtime/Relief</td>
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<tr>
<td>03-3130-5219-0000</td>
<td>Employee Benefits</td>
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<td>$ 44,000</td>
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</table>

BACKGROUND: PCC Foundation received a $44,000 grant from the San Gabriel Valley Learning Center for a Six-Week Summer College Youth Program. This mentor program will be developed by the Community Education Center (CEC) in partnership with the Pasadena Unified School District. The mentor program is designed to help 9th, 10th, and 11th grade low-income, at-risk students who show academic promise, have financial need, and have a need for refocused motivation toward college.

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:
Odessa Walker
Director, Fiscal Services

Recommended for Approval:
D. Noelle Miranda
Vice President, Administrative Services

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

CONSENT ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: February 6, 2008

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 P08-02098 through P08-02287.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2007-2008 District Budget in the fund indicated and charged to the cost center.

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:

Director, Purchasing Services

Recommended for Approval:

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
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<tr>
<th>PO Number</th>
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<td>P08-02106</td>
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<td>P08-02108</td>
<td>ACADEMIC SUPERSTORE</td>
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<td>CAREER AND TECH ED</td>
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<td>P08-02117</td>
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<td>P08-02119</td>
<td>KNORR SYSTEMS, INC.</td>
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<tr>
<td>P08-02122</td>
<td>DRAIN ROOTER PLUMBING</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
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<td>P08-02127</td>
<td>ISC ELECTRONIC SYSTEMS</td>
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<td>A.S.C.A.P.</td>
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<td>BROADCAST MUSIC, INC.</td>
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<td>P08-02135</td>
<td>INTERVALLEY POOL SUPPLY</td>
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<td>P08-02138</td>
<td>CITY WHOLESALE ELECTRIC CO.</td>
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<td>P08-02139</td>
<td>INDUSTRIAL PIPE &amp; STEEL</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
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<td>P08-02140</td>
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<td>P08-02141</td>
<td>NEXGEN</td>
<td>PLUMBING SUPPLIES</td>
<td>CEC</td>
<td>03</td>
<td>$3,517.79</td>
</tr>
<tr>
<td>P08-02142</td>
<td>ROYAL OFFICE PRODUCTS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>DSP&amp;S</td>
<td>03</td>
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<tr>
<td>P08-02144</td>
<td>AUDITORY INSTRUMENT DIST.</td>
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<td>ADMIN &amp; REC</td>
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<tr>
<td>P08-02145</td>
<td>COLLEGE SOURCE, INC.</td>
<td>SOFTWARE</td>
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<tr>
<td>P08-02146</td>
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<td>LABORATORY SUPPLIES</td>
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<td>SIGMA-ALDRICH, INC.</td>
<td>LABORATORY SUPPLIES</td>
<td>NAT SCI</td>
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<td>$1,582.79</td>
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<td>P08-02148</td>
<td>VWR SCIENTIFIC, INC.</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>01</td>
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<tr>
<td>P08-02149</td>
<td>LINK-NILSEN</td>
<td>ELECTRICAL SUP. &amp; EQUIP.</td>
<td>FACILITIES</td>
<td>01</td>
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<td>P08-02150</td>
<td>CONSOLIDATED ELEC. DIST.(CED)</td>
<td>CHEMICALS</td>
<td>FACILITIES</td>
<td>01</td>
<td>$1,891.14</td>
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<td>P08-02151</td>
<td>WAXIE SANITARY SUPPLY</td>
<td>XEROX PAPER</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>01</td>
<td>$23,732.73</td>
</tr>
<tr>
<td>P08-02152</td>
<td>XEROX CORPORATION</td>
<td>MAINTENANCE/SERVICE AGREEMENT</td>
<td>MIS</td>
<td>01</td>
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<tr>
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<td>ENTRY SOFTWARE CORPORATION</td>
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<td>CUSTOM FORM</td>
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<td>$1,828.13</td>
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<tr>
<td>P08-02158</td>
<td>SCANTRON</td>
<td>CUSTOM FORM</td>
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<td>$7,404.69</td>
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<td>P08-02159</td>
<td>PERFECT FORM BUS. SVS.</td>
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<td>P08-02160</td>
<td>COLLEGE BOARD</td>
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<td>P08-02161</td>
<td>FITLINE</td>
<td>ATHLETIC EQUIPMENT</td>
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<td>P08-02162</td>
<td>JIRA SPORTS SOLUTIONS</td>
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<td>P08-02163</td>
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<td>P08-02165</td>
<td>SCHINDLER ELEVATOR CORP.</td>
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<td>P08-02166</td>
<td>TRI-BEST CHALKBOARD COMPANY</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>41</td>
<td>$6,417.94</td>
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<td>P08-02168</td>
<td>TRI-BEST CHALKBOARD COMPANY</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FACILITIES</td>
<td>41</td>
<td>$6,417.94</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>P08-02169</td>
<td>* INTERIOR SERVICES</td>
<td>SERVICE FEES/PROFESSIONAL SVCS. ELECTRICAL SUPPLIES &amp; EQUIP. AIR CONDITIONING SYS/SERVICE PLUMBING SUPPLIES &amp; EQUIP. SERVICE FEES/PROFESSIONAL SVCS. VEHICLES/TRUCKS PURCHASE/LEASE COMMUNICATIONS SUPPLIES/EQUIP. LIGHTING PLUMBING SUPPLIES OFFICE SUP. &amp; EQUIP. OFFICE SUP. &amp; EQUIP. OFFICE SUP. &amp; EQUIP. ADVERTISING SOFTWARE JANITORIAL/CUSTODIAL SUP. &amp; EQUIP. ELECTRICAL SUPPLIES &amp; EQUIP. JANITORIAL/CUSTODIAL SUP. &amp; EQUIP. SUPPLIES FILM/FILMSTRIPS/VIDEO TAPES SERVICE FEES/PROFESSIONAL SVCS. OFFICE SUP. &amp; EQUIP. SAFETY &amp; FIRE SUP. &amp; EQUIP. REPAIRS INSURANCE JANITORIAL/CUSTODIAL SUP. &amp; EQUIP. SERVICE FEES/PROFESSIONAL SVS SOFTWARE AIR CONDITIONING SYS/SERVICE LIGHTING JANITORIAL/CUSTODIAL SUP. &amp; EQUIP. OTHER SERVICE CHEMICALS CHEMICALS FLOW TEST FIRE HYDRANTS MAINTENANCE/SERVICE AGREEMENT COMPUTER EQUIPMENT BUILDING MATERIALS PRINTING SERVICES</td>
<td>FACILITIES 41</td>
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<td>P08-02171</td>
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<td>P08-02173</td>
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<td></td>
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<td>$7,923.52</td>
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<td>P08-02183</td>
<td>&gt; GRAINGER, INC.: W.W.</td>
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<td>P08-02190</td>
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<td>P08-02194</td>
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<td>FACILITIES 01</td>
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<td>P08-02195</td>
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<tr>
<td>P08-02201</td>
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<tr>
<td>P08-02203</td>
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<tr>
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<td>P08-02207</td>
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<td>PUBLIC RELATIONS 01</td>
<td>$16,824.15</td>
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<td>P08-02210</td>
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<td>STAGING SERVICES 01</td>
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<td>NEW MEDIA CENTER 01</td>
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<td>P08-02232</td>
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<td>POLICE 01</td>
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<td>POLICE 01</td>
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<td>FACILITIES 01</td>
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<td>FACILITIES 01</td>
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<tr>
<td>P08-02266</td>
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<td>FACILITIES 01</td>
<td>$1,489.52</td>
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<td>FACILITIES 01</td>
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<td>FACILITIES 01</td>
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<td>P08-02285</td>
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<td></td>
<td>PUBLIC RELATIONS 01</td>
<td>$6,042.52</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College.
> Indicates local branch utilized outside of District as required by Vendor.
## Change Orders
### $500 or More

**PO #** | **Vendor** | **Description** | **Site** | **Fund** | **Inc/Dec...**
--- | --- | --- | --- | --- | ---
B08-00027 | Harry's Glass Shop | Increase PO per Dept. | FACILITIES | 01 | $1,000.00
B08-00096 | Consolidated Elec. Dist (CED) | Increase PO per Dept. | PROJECT CTR | 42 | $1,500.00
B08-00126 | DuVac Electronics | Increase PO per Dept. | COMP SVC | 01 | $1,000.00
P08-00423 | Commercial Waste Services | Increase PO per Dept. | PROJECT CTR | 42 | $5,000.00
P08-00578 | United Rentals | Increase PO per Dept. | PROJECT CTR | 42 | $711.25
P08-01761 | D&S Communications | Increase PO per Dept. | COMP SVC | 01 | $1,000.00
124031 | Hoffman Video Systems | Increase PO per Dept. | COMP SVC | 01 | $3,908.91

**Total:** $14,120.16
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchase Order to MPC-G, LLC

Board Meeting Date: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve Purchase Order Number P08-02273 for One Hundred Two Thousand Six Hundred Ninety-Five Dollars and Sixty-Nine Cents ($102,695.69) to MPC-G, LLC. This purchase order provides Eighty-Three (83) desktop computers.

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2007-2008 District Budget under the following cost centers including locations and number of computers:

<table>
<thead>
<tr>
<th>COST CENTER</th>
<th>LOCATION</th>
<th># of COMPUTERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-6411-1502-0300 (Computer Equipment/Physical Science)</td>
<td>E-310</td>
<td>30</td>
</tr>
<tr>
<td>03-6411-1552-0300 (Computer Equipment/Speech/Forensics)</td>
<td>C-109</td>
<td>2</td>
</tr>
<tr>
<td>03-6411-1301-0300 (Computer Equipment/Registered Nursing)</td>
<td>U-115</td>
<td>25</td>
</tr>
<tr>
<td>03-6411-1251-0300 (Computer Equipment/English)</td>
<td>R-302</td>
<td>12</td>
</tr>
<tr>
<td>03-6411-1651-0300 (Computer Equipment/Social Science)</td>
<td>C-337</td>
<td>14</td>
</tr>
</tbody>
</table>

BACKGROUND: Even though the purchase amount exceeds bidding limits, Los Angeles County Counsel had provided that school districts may purchase equipment which exceeds those limits when it utilizes the California Multiple Award Schedule (CMAS), administered by the State of California, Department of General Services, Procurement Division. MPC-G, LLC, has been awarded a CMAS contract, and this purchase order is made under CMAS Agreement #3-97-70-0350A.

The computer equipment and peripherals covered under this purchase order is part of the third phase of implementing the Technology Master Plan for Desktop Computer Upgrades.

Submitted by:

Edgar R. Navarro
Director, Purchasing Services

Recommended for Approval:

Humberto Muñoz
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College 

CONSENT ITEM TITLE:  
Budget Augmentation 

Board Meeting Date: February 6, 2008 

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 Child Development Center, State Preschool Agreement.

FISCAL IMPLICATIONS: 

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>33-8625-5232-0000</td>
<td>State Revenue, Child Development</td>
<td>$ 8,651</td>
</tr>
<tr>
<td>33-2311-5232-0000</td>
<td>Classified Hourly Salaries, Student Workers</td>
<td>$ 8,251</td>
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<tr>
<td>33-3420-5232-0000</td>
<td>Employee Benefits</td>
<td>400</td>
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<tr>
<td></td>
<td></td>
<td>$ 8,651</td>
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BACKGROUND: This increase is based upon the most recent information available from the California Department of Education.

<table>
<thead>
<tr>
<th>2007-08 Adopted Budget</th>
<th>Increase</th>
<th>2007-08 Revised Budget</th>
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</thead>
<tbody>
<tr>
<td>Child Development $ 190,979</td>
<td>$ 8,651</td>
<td>$ 199,630</td>
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</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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: February 6, 2008

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 Child Development Center.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Revenue:</td>
<td>State Revenue, Child Development</td>
<td>$ 21,247</td>
</tr>
<tr>
<td>33-8625-5228-0000</td>
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</tr>
<tr>
<td>Increase Appropriation:</td>
<td>Classified Monthly Salaries</td>
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</tr>
<tr>
<td>33-2130-5228-0000</td>
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</tr>
<tr>
<td>33-2311-5228-0000</td>
<td>Classified Hourly Salaries, Student Workers</td>
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</tr>
<tr>
<td>33-2312-5228-0000</td>
<td>Classified Hourly Salaries, Overtime, Relief, or Extra Help</td>
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<tr>
<td>33-3420-5228-0000</td>
<td>Employee Benefits</td>
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<td>33-4301-5228-0000</td>
<td>Supplies</td>
<td>4,547</td>
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Background: This increase is based upon the most recent information available from the California Department of Education.

<table>
<thead>
<tr>
<th>2007-08 Adopted Budget</th>
<th>Increase</th>
<th>2007-2008 Revised Budget</th>
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<tbody>
<tr>
<td>Child Development $ 442,732</td>
<td>$ 21,247</td>
<td>$ 463,979</td>
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</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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: February 6, 2008

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 Child Development Center, Instructional Materials Agreement.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
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<tbody>
<tr>
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<tr>
<td>33-8199-5235-0000</td>
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</table>

<table>
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<tr>
<th>Increase Appropriation:</th>
<th>Supplies</th>
<th>$2,389</th>
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<tbody>
<tr>
<td>33-4301-5235-0000</td>
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BACKGROUND: This increase is based upon the most recent information available from the California Department of Education.

<table>
<thead>
<tr>
<th>2007-08 Adopted Budget Child Development</th>
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<th>2007-08 Revised Budget</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$2,389</td>
<td>$2,389</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:

[Signature]
Director, Fiscal Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2007-08 Fiscal Year

Board Meeting Date: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 2-B, approved on July 11, 2007, to include membership in the following organization:

San Gabriel Valley Economic Partnership $5,000.00

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2007-08 Adopted Budget in Object 5310, Membership, under Cost Center 4000 (President's Office).

BACKGROUND: The Superintendent/President supports this institutional membership.

Submitted by:

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Dinkeloo Merullo
Vice President, Administrative Services

Paulette J. Perfumo
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Increase Mileage Reimbursement Rate

Board Meeting Date: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, authorize an increase in mileage reimbursement to employees from 48.5 cents per mile to 50.5 cents per mile, effective January 1, 2008.

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

FISCAL IMPLICATIONS: Funds are provided in the 2007-2008 budget.

BACKGROUND: The Internal Revenue Service increased the standard mileage reimbursement rate to 50.5 cents per mile effective 01-01-08. Mileage reimbursements to employees for business use of personal automobiles, which are made at a rate no greater than the standard IRS rate, are not reported on employee W-2 statements.

Submitted by:

[Signature]
Director, Fiscal Services

Recommended for Approval:

[Signature]
Vice President, Administrative Service

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:  
Approve/Ratify Stipends for Academic Personnel

Board Meeting Date:  February 6, 2008

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:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arenson, Lauren</td>
<td>3,000.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges) Social Sciences Division—coordinate and staff Social Sciences Learning Center for winter intersession and first week of spring semester, 01-07-08 to 02-29-08</td>
</tr>
<tr>
<td>Ciletti, Elisabeth</td>
<td>500.00</td>
<td>Biotechnology Center—Coordinate Girls' Day in Sciences for the Los Angeles/Orange County Biotech Center, 03-01-08</td>
</tr>
<tr>
<td>Dooley, Allen</td>
<td>500.00</td>
<td>Tech Prep—to work with the Pasadena Unified School District High Schools and Academies in the development of curriculum in the area of Computer Careers; facilitate the creation and/or revision of articulation agreements and MOUs (Memorandum of Understanding), 02-11-08 to 05-19-08</td>
</tr>
<tr>
<td>Estrada-Ceballos, Angela</td>
<td>300.00</td>
<td>Mathematics/Counseling Coop Grant—faculty will continue to work from fall 2007 to prepare students for success in math 402 and progression in the math sequence through coordinated efforts with counselors, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Faccuseh, Maria</td>
<td>300.00</td>
<td>Mathematics/Counseling Coop Grant—faculty will continue to work from fall 2007 to prepare students for success in math 402 and progression in the math sequence through coordinated efforts with counselors, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Hogue, Charles</td>
<td>300.00</td>
<td>Mathematics/Counseling Coop Grant—faculty will continue to work from fall 2007 to prepare students for success in math 402 and progression in the math sequence through coordinated efforts with counselors, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Ingram, Michelle</td>
<td>300.00</td>
<td>Mathematics/Counseling Coop Grant—faculty will continue to work from fall 2007 to prepare students for success in math 402 and progression in the math sequence through coordinated efforts with counselors, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Kasfy, Hassan</td>
<td>300.00</td>
<td>Mathematics/Counseling Coop Grant—faculty will continue to work from fall 2007 to prepare students for success in math 402 and progression in the math sequence through coordinated efforts with counselors, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Knott-Silva, Tammy</td>
<td>4,000.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges) Physical Education—weekly meetings with student athletes who are in basic skills classes and develop summer bridge program, 01-07-08 to 05-30-08</td>
</tr>
<tr>
<td>Kong, Stan</td>
<td>500.00</td>
<td>Tech Prep—to work with the Pasadena Unified School District High Schools and Academies in the development of curriculum in the area of Computer Careers; facilitate the creation and/or revision of articulation agreements and MOUs (Memorandum of Understanding), 02-11-08 to 05-19-08</td>
</tr>
<tr>
<td>Mortensen, Carrie</td>
<td>300.00</td>
<td>Mathematics/Counseling Coop Grant—faculty will continue to work from fall 2007 to prepare students for success in math 402 and progression in the math sequence through coordinated efforts with counselors, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Mortensen, Carrie</td>
<td>3,050.00</td>
<td>National Sciences Foundation—Math and Sciences Grant (NSF MaS)—work with faculty overseeing MathPath, a vital component of the grant. Includes planning and overseeing fieldtrips, 02-21-08 to 06-13-08</td>
</tr>
<tr>
<td>Nagy-Shadman, Elizabeth</td>
<td>500.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges) Natural Sciences Division—attend faculty inquiry group meetings on the use of &quot;clickers&quot; in the classroom plus implementation and assess clicker usage during the winter intersession and spring semester, 01-07-08 to 06-13-08</td>
</tr>
<tr>
<td>Stroud, Linda</td>
<td>500.00</td>
<td>Tech Prep—to work with the Pasadena Unified School District High Schools and Academies in the development of curriculum in the area of Computer Careers; facilitate the creation and/or revision of articulation agreements and MOUs (Memorandum of Understanding), 02-11-08 to 05-19-08</td>
</tr>
<tr>
<td>NAME</td>
<td>STIPEND</td>
<td>SPECIAL PROJECT</td>
</tr>
<tr>
<td>-----------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Taylor, Daryl</td>
<td>500.00</td>
<td>Tech Prep—to work with the Pasadena Unified School District High Schools and Academies in the development of curriculum in the area of Computer Careers; facilitate the creation and/or revision of articulation agreements and MOUs (Memorandum of Understanding), 02-11-08 to 05-19-08</td>
</tr>
<tr>
<td>Trendler, Teresa</td>
<td>500.00</td>
<td>Biotechnology Center—Coordinate Girls' Day in Sciences for the Los Angeles/Orange County Biotech Center, 03-01-08</td>
</tr>
<tr>
<td>Wheeler, Richard</td>
<td>1,000.00</td>
<td>Engineering and Technology Division—to provide safety orientation on wood cutting and finishing equipment (used in model building &amp; design applications) for students enrolled in Architecture courses, 02-07-08 to 06-13-08</td>
</tr>
</tbody>
</table>
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons on the attached list to be employed as temporary teachers of credit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of credit classes approved for 2007-08. The length of time of the employment and the assignment shall be determined by College need.

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

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyajian, Phyllis</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>7</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Busillo, Patricia</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Butler, Thomas</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>1</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Click, James</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Eldridge, Meryl</td>
<td>Adjunct Librarian</td>
<td>B</td>
<td>6</td>
<td>Library</td>
</tr>
<tr>
<td>Forcelli, Cora</td>
<td>Adjunct Librarian</td>
<td>A</td>
<td>6</td>
<td>Library</td>
</tr>
<tr>
<td>Gill, Linda</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>2</td>
<td>Languages</td>
</tr>
<tr>
<td>Hileman-Ford, Deborah*</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>14</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Hyett, Kristin</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>17</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Keast, F Brent*</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>18</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Lerner, Lia</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>17</td>
<td>Languages</td>
</tr>
<tr>
<td>Lin, Ken</td>
<td>Adjunct Librarian</td>
<td>A</td>
<td>3</td>
<td>Performing &amp; Comm Arts</td>
</tr>
<tr>
<td>Mattes, Jeffrey*</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>33</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Nelson, Matthew</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>17</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Richards, Bianca*</td>
<td>Adjunct Special Svcs</td>
<td>B</td>
<td>19</td>
<td>Special Services</td>
</tr>
<tr>
<td>Standley, Paula</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>7</td>
<td>Health Sciences</td>
</tr>
</tbody>
</table>

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

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

Board Meeting Date: February 6, 2008

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 current labor agreement.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amiel, David</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Kadar, Samantha</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Mercado, Johnny</td>
<td>Adjunct Faculty</td>
<td>C</td>
<td>7</td>
<td>Engineering &amp; Technology</td>
</tr>
<tr>
<td>Overpeck, Deron</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Sun, Shaoyi</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Languages</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:

[Signature]
Dear, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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


Board Meeting Date: February 6, 2008

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>McClendon, Lola</td>
<td>*</td>
<td>100% - 5 months</td>
<td>02/19/08 - 06/13/08</td>
</tr>
<tr>
<td>Temporary Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing Yu-Chung Chang-Hou</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Official placement will be made upon receipt of official transcripts and verification of previous employment.

LEAVE OF ABSENCE

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chang-Hou, Yu-Chung</td>
<td>Unpaid Leave of Absence</td>
<td>02/19/08 - 06/13/08</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Luttrell, Hollie</td>
<td>FMLA</td>
<td>02/19/08 - 05/16/08</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business &amp; Computer Technology</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SEPARATION

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>ASSIGNMENT</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim, Joanne</td>
<td>Retirement</td>
<td>07/01/08</td>
</tr>
<tr>
<td>Librarian III</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>26.5 years of service</td>
<td></td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by: Office of Human Resources

Recommended for Approval: Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President

[Signatures]

[Printed Names]
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Salary Compensation Factors—Large Group Instruction

Board Meeting Date: February 6, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve, pursuant to the current labor agreement, the following named instructors be paid as indicated below for teaching a large group instruction (LGI) section during the winter intersession 2008:

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>DIVISION</th>
<th>SECTION</th>
<th>ADDITIONAL HOURS/WEEK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forman, Kurt</td>
<td>Social Sciences</td>
<td>3474</td>
<td>3 hrs</td>
</tr>
<tr>
<td>Forman, Kurt</td>
<td>Social Sciences</td>
<td>3476</td>
<td>3 hrs/17 min</td>
</tr>
<tr>
<td>Price, Paul</td>
<td>Social Sciences</td>
<td>3479</td>
<td>3 hrs/17 min</td>
</tr>
<tr>
<td>Yamauchi, Kent</td>
<td>Social Sciences</td>
<td>3350</td>
<td>3 hrs/17 min</td>
</tr>
<tr>
<td>Foster, Rod</td>
<td>Visual Arts/Media Studies</td>
<td>1787</td>
<td>3 hrs</td>
</tr>
<tr>
<td>Foster, Rod</td>
<td>Visual Arts/Media Studies</td>
<td>3317</td>
<td>3 hrs</td>
</tr>
<tr>
<td>Fultner, Joseph</td>
<td>Visual Arts/Media Studies</td>
<td>0173</td>
<td>3 hrs</td>
</tr>
<tr>
<td>Sierra, Joseph</td>
<td>Visual Arts/Media Studies</td>
<td>0711</td>
<td>3 hrs</td>
</tr>
<tr>
<td>Taylor, Valerie</td>
<td>Visual Arts/Media Studies</td>
<td>3334</td>
<td>3 hrs</td>
</tr>
</tbody>
</table>

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

BACKGROUND: In conformance with the current labor agreement.

Submitted by:
Office of Human Resources
Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President

Dear, Human Resources
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: February 6, 2008

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amesqua, Nicolas</td>
<td>32A*</td>
<td>100% - 12 mo.</td>
<td>02/07/08</td>
</tr>
<tr>
<td>Custodian</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Nicolas Amesqua</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bates, Corinthian</td>
<td>32C*</td>
<td>100% - 12 mo.</td>
<td>02/07/08</td>
</tr>
<tr>
<td>Custodian</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Aurora Lizardo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Escovar, Miriam</td>
<td>36B**</td>
<td>100% - 12 mo.</td>
<td>02/11/08</td>
</tr>
<tr>
<td>Admissions and Records Clerk II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admissions and Records</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Dedranette Adams</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foster, Ruth</td>
<td>36A**</td>
<td>100% - 12 mo.</td>
<td>02/11/08</td>
</tr>
<tr>
<td>Admissions and Records Clerk II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admissions and Records</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Violet Stockbridge</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marcale, Christina</td>
<td>36A**</td>
<td>100% - 12 mo.</td>
<td>02/07/08</td>
</tr>
<tr>
<td>Intermediate Clerk II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical Education</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Valerie Mitchell</td>
<td></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:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
EMPLOYMENT (cont.)

Reyes, Chester 36A 100% - 12 mo. 02/25/08
Admissions and Records Clerk II
Admissions and Records
Replacing: Neomi King

CHANGES

Moreno, Sylvia
From: Secretary I
    Admissions and Records 39D 100% - 12 mo.
To: Intermediate Clerk II
    Community Education Center 39D (Y) 100% - 10 mo. 02/11/08
Replacing: Yasmin Juico
Transfer under ISSU, Article 15

LEAVE

Rees, Patricia
Web Producer
External Relations
FMLA
unpaid 02/05/08-02/27/08

SEPARATIONS

Lopez, Robert
Custodian
Facilities Services
Deceased 01/14/08

* Includes 6% shift differential
** Includes 5% shift B differential
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Stipends for Classified and Unclassified Personnel

Board Meeting Date: February 6, 2008

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 stipend 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>Marvin-Crear, Deseree</td>
<td>1000.00</td>
<td>Assistant Track &amp; Field Coach</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources  
Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO  
THE BOARD OF TRUSTEES:

Superintendent/President