NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, June 4, 2008

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

MEETING NO. 12

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 12, 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.
AGENDA

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

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

II. CLOSED SESSION
Government Code §54957 Public Employee Appointment
[Appointment of Faculty: English as a Second Language; History]
Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957 Public Employee Performance Evaluations
[Non-tenured faculty]

III. OPEN SESSION (7:00 p.m.)
A. PLEDGE OF ALLEGIANCE
B. INTRODUCTIONS
C. PUBLIC COMMENT ON NON-AGENDA ITEMS
   The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda, but members may make a brief comment or ask questions in response to public comments.
E. APPROVAL OF ADDITION AND DELETIONS TO THE CREDIT CURRICULUM [Tab 1]
F. OATH OF OFFICE FOR STUDENT TRUSTEE
G. APPROVAL OF CONSENT ITEMS (See page 3, attached)
H. SEISMIC STRUCTURAL REPORT
I. BUILDING THE SPIRIT OF A VIBRANT COMMUNITY
J. DISCUSSION, WITH POSSIBLE ACTION:
   Board Bylaw #1480 Conflict of Interest [Tab 2]
K. DISCUSSION, WITH POSSIBLE ACTION:
   Board Bylaw #1450 Trustees Code of Ethics (Including Student Trustee) [Tab 2]
L. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1460 Community Relations [Tab 2]

M. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1490 Board Self-Assessment [Tab 2]

N. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1320 Minutes of Meetings [Tab 2]

O. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1300 Suspension of the Rules/Amendments/Additions/Appeals of Policies, Rules and Regulations [Tab 2]

P. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1440 Staff Reports [Tab 2]

Q. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1430 Authority Only as A Board [Tab 2]

R. **DISCUSSION, WITH POSSIBLE ACTION:**
   Board Bylaw #1400 General Authority, Restrictions and Reports: Adoption of Bylaws/Board Authority [Tab 2]

S. **PRESIDENT’S REPORT**

T. **ANNOUNCEMENTS BY MEMBERS OF THE BOARD**

U. **FUTURE BOARD MEETING DATES**

V. **FUTURE AGENDA ITEMS**

   **CLOSED SESSION**

   Government Code §54957
   Public Employee Appointment
   [Appointment of Faculty: English as a Second Language; History]

   Government Code §54957
   Employee Discipline, Dismissal, Release

   Government Code §54957
   Public Employee Performance Evaluations
   [Non-tenured faculty]

W. **ADJOURNMENT**
CONSENT ITEMS

77-S Adoption of Resolution No. 431 and Approval of Conferring Special Recognition: Susanna Miele Pasadena, CA June 13, 2008
78-S Adoption of Resolution No. 432 and Approval of Conferring Special Recognition: Huntington Memorial Hospital Pasadena, CA June 13, 2008
79-S Adoption of Resolution No. 433 and Approval of Conferring Special Recognition: Kathryn Dabelow Pasadena, CA June 13, 2008

142-I Approval of Instructional Trip for Speech 6, June 16-23, 2008
143-I Approval of Instructional Trip for Child Development Center, June 26, 2008
144-I Approval of Instructional Trip for Child Development Center, July 10, 2008
145-I Approval of Instructional Trip for Child Development Center, July 17, 2008
146-I Approval of Instructional Trip for Music 132, June 20-22, 2008
147-I Ratification and Approval of Instructional Activity for the Paralegal Program, June 2-3, 2008
148-I Ratification and Approval for Instructional Activity for the Community Education Center, November 4, 2006

185-B Approve Purchasing Transactions
186-B Approve Professional Conference Attendance
187-B Approve/Amend/Renew Contracts
188-B Amendment to Consent Item No. 167-B – Approve Staff Development Activities
189-B Amendment to Consent Item No. 168-B – Approve/Ratify Career and Technical Education Activities
190-B Approve Career and Technical Education Activities
191-B Approve Extended Learning Presenters
192-B Approve Change Orders, Measure P Projects Campus-Wide Network Project / Infrastructure Upgrade
193-B Approve Change Orders, Measure P Projects Industrial Technology and Campus Center/Bookstore Buildings
194-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
195-B Intrafund Transfer
196-B Approve/Ratify Staff Development Activities

140-P Stipends for Classified and Unclassified Personnel
141-P Approve/Ratify Stipends for Academic Personnel
142-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
143-P Authorization to Reimburs.es Applicant(s)
144-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009 (CLOSED SESSION)
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 11 on Thursday, May 22, 2008, in Sexson Auditorium, Building C 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 10:46 a.m. by Mr. John Martin, Board President.

ROLL CALL

Trustees Present
Mr. John Martin, President - left at 2:15 p.m.
Dr. Jeanette Mann, Vice President - led meeting at 2:15 p.m.
Dr. Hilary Bradbury-Huang, Clerk – arrived at 11:20 a.m., left at 3:20 p.m.
Mr. William Thomson
Mr. Geoffrey L. Baum
Mrs. Beth Wells-Miller - left at 3:15 p.m.
Mr. Sean O’Connor, Student Trustee

Trustees Absent
Dr. Consuelo Rey Castro

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

Administrative Officers Absent
Dr. Jorge Aguiñiga, Dean, Human Resources

The Academic Senate was represented by Ms. Kay Cabelow.

The Classified Senate was represented by Mr. Raymond Mitchell.

The Associated Students Board representative was Mr. Michael Sansosti.

The Management Association representative was Ms. Ellen Ligons.

Associated Students Executive Board
Mr. Michael S. Sansosti, President
Ms. Natalie Courtney, Vice-President for Internal Affairs
I. Continued

Mr. Joshua Acevedo, Vice-President for Student Services
Mr. Christopher Ramos, Vice-President for Academic Affairs
Mr. Adam M. Kratt, Vice-President for Public Relations
Ms. Vanessa Quiroz, Vice-President for Cultural Diversity
Ms. Karina Roman, Vice-President for Campus Activities
Ms. Erica Colon, Vice-President for Business Services
Mr. Leonardo Gorito, Chief Justice
Mr. Sean O’Connor, Student Trustee

PUBLIC COMMENT ON CLOSED SESSION ITEMS
There was no public comment at this time.
Mr. Martin adjourned the Board to Closed Session at 10:49 a.m.

II. CLOSED SESSION

Government Code §54957 Public Employee Appointment
- Appointment of Faculty: Electronics/Electrical; Food Services; Journalism
- Appointment of Administrator: Associate Dean/ Counseling and Student Success Services

Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957 Public Employee Performance Evaluations
[Non-tenured faculty]

Closed Session was adjourned at 11:46 a.m.

III. OPEN SESSION

Mr. Martin reconvened the Open Session at 11:55 a.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE

Mr. Sean O’Connor led the Pledge of Allegiance.

B. INTRODUCTIONS

Mr. Martin asked the PACCD Board members and the Associated Students’ Board Members to introduce themselves. Dr. Perfumo then introduced Marissa Victoria Castro, secretary of the Associated Students, noting that she had traveled to Sacramento May 20 as part of a Pasadena City College lobbying delegation.

Elizabeth Garcia from Assembly member Anthony Portantino’s office presented the Phi Theta Kappa/USA Today All-USA Academic Team medallions to students Sean O’Connor and Teresa Mayer. Mr. Martin also presented them with certificates from Congressman Adam Schiff and State Senator Jack Scott; Alpha Gamma Sigma award winners were recognized: John J. Campo -- Kathleen D. Loly Scholarships, Leonardo Gorito -- Kathleen D. Loly Scholarships, Joan T. Tibay -- Ed Walsh Scholarship for Outstanding Service.

Capitol Day briefing - Marissa Victoria Castro spoke about her great experience at Capital Day with our PCC delegation, and that she felt that she was "not a statistic" in front of legislators.

Elizabeth Garcia (Assembly Member Portantino’s office) shared her story about receiving a scholarship to attend Pepperdine because she was noticed while lobbying.

Dr. Perfumo acknowledged Trustee Geoff Baum’s access to Sacramento state government leaders and opportunities he provided during the visit.

Ellen Ligons was acknowledged for being the Recipient of the Los Angeles African American Political Action Committee (LAAAPAC) Power PAC Women of 2008. Mr. Martin presented recognition from Mayor Antonio Villaraigosa.
Mary Ann Laun, Assistant Dean of the Library, was recognized for the Presentation of the 2008 U.S. Excellence In Academic Libraries Award. The original presentation was Tuesday, May 13, 2008 at Shafterd Library. Assistant Dean Laun recognized her fellow librarians and support staff.

Sean O’Connor introduced the newly elected 2008-2009 Student Government Officers. The Women’s Basketball team was acknowledged for their achievements and Trustee Geoffry Baum congratulated all student athletes.

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

D. APPROVAL OF MINUTES: Tabled in the interest of time. (Minutes of Meeting No. 10 Joint Board Meeting with Pasadena Unified School District, May 6, 2008)

E. JOINT MEETING WITH PCC ASSOCIATED STUDENTS’ BOARD
(Items were taken out of order)

1. INTRODUCTION OF MEMBERS OF PACCD/AS BOARD MEMBERS

FOLLOW-UP FROM LAST YEAR’S JOINT MEETING
Dr. Sugimoto addressed issues resulting from last year’s joint meeting with the ASB with a power point presentation referring to the packet.
Ms. Murillo, commented that she would be addressing sustainability issues later on in the agenda, and that family (gender neutral) restrooms will be addressed as construction planning continues on Measure P projects. Andrew Gomez, a member of the audience, addressed the Board regarding family restrooms.

2. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION:
BOOKSTORE PRICING
Sean O’Conner presented a Power Point that he and Leonardo Gorito researched together. He discussed alternatives such as rental programs, and an open Educational Resource Program.

MOTION: Moved by Mr. Baum and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the seven members present, to approve reporting back on book leasing program.

Advisory Vote: Aye

3. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION:
APPROVAL OF ACADEMIC CALENDAR
Board President Martin opened the discussion to public input. Glenna Watterson, President/ISSU, said that she had reluctantly signed off on this calendar but explained that an extra week between sessions would be very useful for support staff preparing for the next session. Other concerns voiced were related to the coordination of PCC’s calendar with that of the unified school districts and major universities and students’ need for some down-time between semesters.

MOTION: Moved by Mrs. Wells-Miller to table a decision on this version of the 2009-2010 until a future meeting. The motion failed for lack of a second.

MOTION: Moved by Mr. Baum and seconded by Dr. Mann, the Board unanimously approved the 2009-2010 Calendar as submitted and directed the Administration to ensure active student participation in the annual calendar development process.
Ayes: 6
Noes: 0
Advisory Vote: Abstained
Abstain: 0

4. PRESENTATION, WITH DISCUSSION: CAMPUS SMOKING POLICY
During her Power Point presentation, Ms. Jo Buczko, Associate Professor, Health Services, referred the Board to handouts in their packets. Following a discussion about the difficulties encountered with enforcement of this policy and some calls for having a smoke-free campus, there was a move to create a taskforce to continue forward with this issue. The PACCD Trustees consensus was, following sufficient notification to the campus community, to authorize Campus Police through Peter Michael, Director of College Safety, to begin enforcement of the existing policy. The Board also directed the Administration to begin a review of the current policy through the shared governance process and bring this item back to the Board of Trustees at a future meeting.

BREAK – 2:10 – 2:15 p.m.
Dr. Mann reconvened the Open session at 2:15 p.m.

5. PRESENTATION, WITH DISCUSSION: SUSTAINABILITY ON CAMPUS
Mrs. Murillo, referring to material in the Board folders, discussed the new committee for sustainability on campus. A brief discussion ensued.

6. PRESENTATION: BUDGET UPDATE
Mrs. Murillo, referring to the second principal apportionment simulation materials included in the folders, discussed the May Revise, P1 and P2 simulation.

7. DISCUSSION, WITH POSSIBLE ACTION: STUDENT TRUSTEE PRIVILEGES (Policy #1030)
Following a short discussion, during which Dr. Mann commended Sean O'Connor as being an exemplary Student Trustee, a vote was taken.

MOTION: Moved by Mr. Thomson and seconded by Mr. Baum, the Board unanimously approved to reaffirm the rights afforded the Student Trustee for the coming year, 2008-2009 under District Bylaw #1030.

Ayes: Mann, Thomson, Bradbury-Huang, Baum
Noes: 0
Absent: Martin, Rey Castro, Wells-Miller
Abstentions: 0
Advisory Vote: Yes

8. DISCUSSION, WITH POSSIBLE ACTION: TIME, PLACE, AND MANNER POLICY (Policy #2550) Withdrawn

F. APPROVAL OF CONSENT ITEMS

178-B Approve/Amend Contracts
Dr. Bradbury-Huang requested information on who is the principal for The DeVinny Group. Dr. Bradbury-Huang asked to pull this item for a separate vote.

128-P Approve Stipends for Academic Personnel
This item was held for a separate vote.
MOTION: Moved by Dr. Mann and seconded by Mr. Baum, the Board unanimously approved Consent Items 71-S through 76-S; 136-I through 141-I; 176-B through 184-B with 178-B held for separate vote; 127-P through 139-P with 128-P held for separate vote.

Ayes: 6
Noes: 0
Advisory Vote: Abstained
Abstain: 0

MOTION: Moved by Dr. Mann and seconded by Mr. Baum, the Board unanimously approved Consent Item 178-B.

Ayes: 6
Noes: 0
Advisory Vote: Abstained
Abstain: 0

MOTION: Moved by Dr. Mann and seconded by Mr. Baum, the Board unanimously approved Consent Item 128-P.

Ayes: 6
Noes: 0
Advisory Vote: Abstained
Abstain: 0

G. APPOINTMENT OF MEASURE P CITIZENS' OVERSIGHT COMMITTEE

MOTION: Moved by Mr. Thomson and Seconded by Mr. Baum, the Board voted by a unanimous vote of the members present to accept the Trustee appointments to the Citizens Oversight Committee as submitted.

Ayes: Mann, Thomson, Bradbury Huang, Baum
Noes: 0
Absent: Martin, Rey Castro, Wells-Miller
Abstentions: 0
Advisory Vote: Yes

H. PRESIDENT'S REPORT

I. ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD Sean O'Conner thanked the Board. Dr. Perfumo introduced new hire JoEllyn McGrath, Administrative Assistant to the President and Board of Trustees.

J. FUTURE BOARD MEETING DATES

K. FUTURE AGENDA ITEMS

L. ADJOURNMENT

Meeting No.11 was adjourned at 3:20 p.m.
CLOSED SESSION – There was no second closed session.
MOTIONS CARRIED AT MEETING NO. 11—May 22, 2008

1. Motion to approve administrative review, future report back to Board on book leasing program.

2. Motion to approve 2009-2010 academic calendar.

3. Motion to approve policy #1030, Student Trustee Privileges

4. Approval of Consent Items 71-S through 76-S; 136-I through 141-I with 137-I withdrawn; 176-B through 184-B with 178-B pulled for a separate vote; and 127-P through 139-P, with 128-P pulled for a separate vote.

5. Approval of Consent Item 178-B, Amended by separate vote.

6. 128-P Approval of Stipends for Academic Personnel was amended to reflect removal of the stipend for Pete Mhunzi. The Board indicated that the stipend for Mr. Mhunzi would be brought back for the next meeting for continued consideration. Item 128-P without Mhunzi stipend was held for separate vote.

7. Approval of Citizens Oversight Committee.

Paulette J. Perfumo, Secretary
Board of Trustees
BOARD OF TRUSTEES  
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
REGULAR BUSINESS MEETING NO. 11 and  
JOINT MEETING WITH ASSOCIATED STUDENTS' BOARD  
Thursday, May 22, 2008

10:45 A.M. Regular Business Meeting  
11:45 A.M. Joint Meeting with Associated Students' Board  
Note: Regular Business Meeting will continue at conclusion of  
Joint Meeting with Associated Students' Board

Location: Pasadena City College  
Sexton Auditorium, Building C  
1570 East Colorado Boulevard, Pasadena, California 91106

AGENDA

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

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

II. CLOSED SESSION  
Government Code §54957  
Public Employee Appointment
- Appointment of Faculty: Electronics/Electrical; Food Services; Journalism
- Appointment of Administrator: Associate Dean/ Counseling and Student Success Services

Government Code §54957  
Employee Discipline, Dismissal, Release

Government Code §54957  
Public Employee Performance Evaluations  
[Non-tenured faculty]

III. OPEN SESSION
A. PLEDGE OF ALLEGIANCE
B. INTRODUCTIONS
   • Phi Theta Kappa/USA Today: All-USA Academic Team:
     • Sean O'Connor
     • Teresa Mayer
   • Alpha Gamma Sigma awards:
     • John J. Campo -- Kathleen D. Loly Scholarships
     • Leonardo Gorito -- Kathleen D. Loly Scholarships.  
     • Joan T. Tibay -- Ed Walsh Scholarship for Outstanding Service
   • Mary Ann Laun: Presentation of 2008 U.S. Excellence In Academic Libraries Award
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.

E. JOINT MEETING WITH PCC ASSOCIATED STUDENTS’ BOARD

1. INTRODUCTION OF MEMBERS OF PACCD/AS BOARD MEMBERS

2. FOLLOW-UP FROM LAST YEAR’S JOINT MEETING [Staff]

3. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: BOOKSTORE PRICING [Students]

4. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: APPROVAL OF ACADEMIC CALENDAR [Staff] (Tab 1)

5. PRESENTATION, WITH DISCUSSION: CAMPUS SMOKING POLICY [Students]

6. PRESENTATION, WITH DISCUSSION: SUSTAINABILITY ON CAMPUS [Staff]

7. PRESENTATION: BUDGET UPDATE

8. DISCUSSION, WITH POSSIBLE ACTION: STUDENT TRUSTEE PRIVILEGES (Policy #1030) (Tab 2)

9. DISCUSSION, WITH POSSIBLE ACTION: TIME, PLACE, AND MANNER POLICY (Policy #2550) (Tab 3)

WITHDRAWN

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

G. APPOINTMENT OF MEASURE P CITIZENS’ OVERSIGHT COMMITTEE (Tab 4)

H. PRESIDENT’S REPORT

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

J. FUTURE BOARD MEETING DATES

K. FUTURE AGENDA ITEMS

L. CLOSED SESSION
   Government Code §54957
   Public Employee Appointment
   - Appointment of Faculty: Electronics/Electrical; Food Services; Journalism
   - Appointment of Administrator: Associate Dean/ Counseling and Student Success Services
   Government Code §54957
   Employee Discipline, Dismissal, Release
   Government Code §54957
   Public Employee Performance Evaluations [Non-tenured faculty]

M. ADJOURNMENT
CONSENT ITEMS

71-S Approval of Puente Program Mentor Banquet, Pasadena, CA June 12, 2008
72-S Approval of Student Travel for Upward Bound Classic and Upward Bound Math/Science Programs, Huntington Beach, CA July 19, 2008
73-S Approval of Student Travel for Upward Bound Math/Science Program, Los Angeles, CA June 27, 2008
74-S Approval of Student Travel for Upward Bound Math/Science Program, Los Angeles, CA July 11, 2008
75-S Approval of Student Travel for Upward Bound Math/Science Program, Pasadena, CA Playhouse Season 2008
76-S Acceptance of Commencement Speaker Address to be given by: Reyna Grande, Pasadena, CA June 13, 2008

136-I Amendment to Consent Item 115-I Approval of Instructional Trip for Anthropology 30H, June 18 – July 5, 2008
137-I WITHDRAWN
138-I Approval of Instructional Trip for English 1A, Puente Project Students, May 29, 2008
139-I Approval of Instructional Trip for GRCOM 132AB and 133AB, May 30, 2008
140-I Approval of Instructional Trip for Child Development Center, May 30, 2008
141-I Approval for Instructional Activity for the MESA Program, May 30, 2008

176-B Approve Purchasing Transactions
177-B Approve Change Orders, Measure P Projects Campus-Wide Network Project/Infrastructure Upgrade
178-B Approve/Amend Contracts
179-B Approve Staff Development Activity
180-B Ratify Career and Technical Education Activities
181-B Amendment to Consent Item No. 132-B – Approve Staff Development Activities
182-B Approve Change Orders, Measure P Projects Industrial Technology and Campus Center/Bookstore Buildings
183-B Reporting and Approval of Revolving Fund Reimbursement
184-B Budget Augmentation

127-P Stipends for Classified and Unclassified Personnel
128-P Approve Stipends for Academic Personnel
129-P Employment of Hourly Credit Teachers and Substitute Teachers, 2007-08
130-P Employment of Hourly Noncredit Teachers and Substitute Teachers, 2007-08
131-P Employment of Hourly Credit Teachers and Substitute Teachers, Summer 2008
132-P Employment of Hourly Noncredit Teachers and Substitute Teachers, Summer 2008
133-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
134-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009
136-P Management Professional Leave (Sabbatical), 2008-2009
137-P Authorization to Reimburse Applicant(s)
138-P Resolution No. 430: Declaration of Indefinite Salaries for 2008-2009
139-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009 (CLOSED SESSION)
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MINUTES OF MEETING NO. 10
OF THE BOARD OF TRUSTEES
Regular Business Meeting
and
Joint Board Meeting with Pasadena Unified School District
Pasadena City College
Harbeson Hall
1570 East Colorado Boulevard
Pasadena, California 91106
5:00 Closed Session
6:00 Open Session
Tuesday, May 6, 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. 10
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 10 on Tuesday, May 6, 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 5:00 p.m. by Mr. John Martin, President.

ROLL CALL
Trustees Present
Mr. John Martin, President
Dr. Consuelo Rey Castro – arrived at 5:11 p.m.
Mr. Geoffrey L. Baum – arrived 5:18 p.m.
Dr. Hilary Bradbury-Huang, Clerk – arrived 5:39 p.m.
Dr. Jeanette Mann, Vice President
Mr. William E. Thomson
Mrs. Beth Wells-Miller
Mr. Sean O’Connor, Student Trustee – arrived at 5:38 p.m.

Trustees Absent
None

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

Administrative Officers Absent
Dr. Jorge Aguirre, Dean, Human Resources

The Academic Senate was represented by Mr. James Bickley and Ms. Kay Dabelow.
The Classified Senate was represented by Mr. Raymond Mitchell.
The Associated Students Board was represented by Ms. Natalie Courtney, Vice President for External Affairs.
The Management Association was represented by Mr. Dale Pittman.
PUBLIC COMMENT ON CLOSED SESSION ITEMS
There was no public comment at this time.
Mr. Martin adjourned the Board to Closed Session at 5:02 p.m.

II. CLOSED SESSION

Government Code §54957.6  Labor Negotiations [Management Association, Murillo]
Government Code §54957  Public Employee Appointment
[Geography; Mathematics; Television and Radio]
Government Code §54957  Employee Discipline, Dismissal, Release

Closed Session was adjourned at 6:00 p.m.

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 6:02 p.m. and reported that no action was taken in Closed Session.

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

B. APPROVAL OF MINUTES – Meeting No.9, Spring Board Retreat, April 23, 2008.

Dr. Perfumo noted that the next Board meeting, on May 22, 2008, will be held in Sexson Auditorium, and not Harbeson Hall as the April 23 Minutes indicated, and will commence at 10:45 a.m. with Closed Session, followed by Open Session at 11:45 a.m.

MOTION:  ON MOTION OF Mr. Baum and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the six members present, to approve the Minutes of Meeting No. 9, Spring Board Retreat, held on April 23, 2008, as submitted.
Advisory Vote: Aye

C. APPROVAL OF CONSENT ITEMS

163-B:  Authorization to Solicit Bids: Miscellaneous Asbestos Abatement, Time and Materials: Mr. Baum initiated a discussion about this item. Dr. Van Pelt responded.

164-B:  Approve Purchase Order to DLT Solutions, Inc.: Mr. Baum initiated a discussion about this item. Dr. Van Pelt responded.

165-B:  Approve and Ratify Professional Conference Attendance: Mr. Baum asked for the ratification for Pete Mhunzi to be pulled for a separate vote.

166-B:  Approve/Amend Contracts: Mr. Baum asked about the Stepping Up program needing an increased amount. Dr. Jacobs responded.

174-B:  Ratify Grant Application, Youth Empowerment Strategies for Success (YESS) California Program: Dr. Mann noted that on May 19 she and Kim Miles are going to make a presentation on the YESS program to the L.A. Commission on Children and Youth.

119-P:  Employment, Change of Status, Leave of Absence, and Separation of Classified Employees: Dr. Mann noted that Kathryn Carter is retiring after
13 years and Betty Trubo is retiring after 19 years of service. She thanked them for their service.

124-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008: Mr. Thomson and Mrs. Wells-Miller noted that Jean Volckmann is retiring after 38 years of service and thanked her for her service.

MOTION: ON MOTION OF Mr. Thomson and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the six members present, to approve Consent Items 69-S and 70-S; 131-I through 135-I; 162-B through 164-B; 166-B through 175-B; 116-P through 126-P; with 165-B held for separate vote.
Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mr. O'Connor, the Board voted, with five affirmative votes, to approve Consent Item 165-B.
No: G. Baum
Advisory Vote: Aye

D. THIRD QUARTER (311Q) FINANCIAL STATUS REPORT:
Ms. Murillo presented the quarterly financial report which was also included in the Board of Trustees’ packet.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the six members present, to approve the Third Quarter (311Q) Financial Status Report.
Advisory Vote: Aye

Dr. Mann noted that, when approving the Consent Items in Item C above, it was drawn to her attention that Consent Item 135-I should have been voted on as Consent Item 135-I Revised, reflecting a correction under Fiscal Implications in the budget year from 2006-2007 to 2007-2008.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the six members present, to approve Consent Item 135-I Revised.
Advisory Vote: Aye

Open Session was adjourned at 6:18 p.m.

IV. RECEPTION
A brief reception was held to welcome the visiting members of the PUSD Board of Education and staff.

V. JOINT MEETING – PACCD Board of Trustees and PUSD Board of Education
Dr. Mann reconvened the Open Session at 7:00 p.m. and reported that no action was taken in Closed Session.

A. CALL TO ORDER
The meeting was called to order at 7:02 p.m. by Dr. Mann.

B. PLEDGE OF ALLEGIANCE
PUSD Board President Mr. Selinske led the Pledge of Allegiance.

C. WELCOME
Dr. Mann welcomed the PUSD Board members and administrators, and members of the community, as well as staff members of the College.
D. INTRODUCTIONS
Dr. Perfumo introduced the student ambassadors, the administrative officers, and the Deans; in welcoming our guests, she asked the PACCD Board members and student trustee to introduce themselves. Superintendent Diaz introduced the PUSD Board members and the PUSD staff members.

E. AUDIENCE PARTICIPATION/PUBLIC COMMENT
There was no public comment at this time.

F. SHARING OF OUR PRIORITIES BY EACH SYSTEM – PCC and PUSD Major Initiatives Underway
Superintendent Diaz, referring to materials distributed at the meeting, commented on the Approach to Excellence, the college and career initiative, the John Muir High School reinvention, the middle school reform, the District Office reorganization, the technology upgrades, the facilities master plan and the State budget reductions.
Dr. Perfumo, referring to materials included in the folders for the PACCD Board and the PUSD Board, commented on the programs and opportunities offered to students at middle and high school levels, including the President’s Ambassadors Program, the Basic Skills Initiative, the technology infrastructure upgrade, the development of an emergency preparedness plan, new efforts in career-technical programs, the accreditation process, the Measure P facilities construction projects, and Vision 2020.

G. PROFILE OF PUSD STUDENTS
Dr. Stuart Wilcox, referring to materials included in the Board packet, commented on the success rates of PUSD students. Action: To identify the data needed, and compile the data presented to both boards. PUSD will use it for college profiles; PACCD will use it for focusing its outreach into the schools.

H. ARTICULATION OF CAREER AND TECHNICAL EDUCATION PROGRAMS
Dean Ligons introduced Terri Trendler, Articulation Coordinator, who works solely with PUSD faculty, counselors and students. Dean Ligons noted there are plans (a) for an annual Articulation Day, (b) to track the students’ progress, and (c) to work with the PCC outreach officers. There will be a Health Sciences Information Day on June 7 for PUSD students (information will be sent out). Action: To make changes in PUSD counseling practices; to clarify and support the strengthening of the connections of PUSD counselors to PCC counselors; the need for PCC and PUSD to work together to develop programs in middle/high schools that would be natural feeders into PCC in the career and technical areas; to investigate clear multiple pathways into the career and technical areas; to work on structural issues (are there other barriers that we need to address, e.g. transportation); the need for data regarding the students coming into the career and technical programs at PCC; and, to expand Girls In Science Day to include boys from underrepresented groups (use AAUW as model).

I. EARLY COLLEGE HIGH SCHOOL PROGRAM
Ms. Dina Chase, referring to materials included in the folders for both Boards, commented on PCC’s Fast Track Program and degree and transfer services. The College Advantage Program will be commencing in the fall of 2008. Superintendent Diaz, referring to materials distributed at the meeting, outlined the Early College High School Program. Mr. O’Connor described his experience with the Fast Track Program. Action: To direct the superintendents to explore multiple areas in which to work together.

J. FIFTH GRADE: COLLEGE DAY
Dr. Mann said this item will not be discussed at this time.
K. COORDINATION OF OUR BASIC SKILLS INTERVENTION
Dr. Jacobs commented on basic skills, which include reading, writing, mathematics, learning skills, study skills, and English as a second language. Dean Hodge, referring to materials handed out at the meeting, commented on the Stepping Up Program and the CAHSEE Program, both collaborations with PUSD. **Action:** To implement the Basic Skills Initiative, and to convene a task force to further collaborate on and develop the existing programs.

L. REPORT: TEACHER PREP PROGRAM
Dr. Jacobs introduced Mr. David McCabe, the coordinator of the Teacher Preparation Program. Mr. McCabe, referring to materials distributed at the meeting, outlined the Teacher Preparation Program. **Action:** To further explore exposing the PUSD high school students to teaching careers that could directly link into the Teacher Prep Program, and to collaborate on and support this area of growing importance.

M. ACADEMIC CALENDAR COMPATIBILITY
Dr. Sugimoto, referring to materials included in both Boards’ folders, reviewed the PCC calendar. **Action:** Coordinate the PCC and PUSD calendars to accommodate the early college model for high school students.

N. SUMMARY: POSSIBLE ACTION PLAN:
Dr. Mann noted that possible action plans had already been discussed under each item above.

Further suggestions:
- Create a subcommittee to keep the dialogue moving forward. (Thomson)
- Is there some kind of PUSD priority for enrollment into PCC? What can we do to help improve concurrent enrollment? More information needed about Vision 2020 regarding careers for the future, and PUSD’s curriculum. Transportation can be a barrier for some students – they need greater access to all our facilities. How can we better share our facilities? (Selinske)
- Would like follow-through of today’s meeting and a regularly scheduled meeting each year. (Rey Castro)
- Invite superintendents from other school districts that PCC serves. (Bradbury-Huang)
- Ask the two superintendents to suggest a priority list of action items, broken down into short term and long term projects. (Mann)
- Resolve issue of ad hoc committee, i.e. what is their structure, role and scope? Supports an annual meeting of the two boards. On May 31st there is a march from Boyer to Memorial Park to protest the recent cuts to education in the state budget. (Honowitz)
- Notify students through The Courier about the march. (Wells-Miller)

O. ADJOURNMENT
Meeting No. 10 was adjourned at 9:52 p.m.

Dr. Rey Castro requested the meeting be adjourned in memory of Mark Leon, a well-known community member who has served on several city commissions.
MOTIONS CARRIED AT MEETING NO. 10 – May 6, 2008

1. Approval of Minutes of Meeting No. 9, Spring Board Retreat, April 23, 2008.

2. Approval of Consent Items 69-S and 70-S; 131-I through 135-I; 162-B through 164-B; 166-B through 175-B; 116-P through 126-P, with 165-B held for separate vote.

3. Approval of Consent Item 165-B.

4. Approval of the Third Quarter (311Q) Financial Status Report.

5. Approval of Consent Item 135-I Revised.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 10
Regular Business Meeting
and
Joint Board Meeting with Pasadena Unified School District
Tuesday, May 6, 2008
5:00 P.M.
Pasadena City College
Harbeson Hall
1570 E. Colorado Blvd.
Pasadena, California 91106
======================================================================

AGENDA

5:00 p.m. – 6:00 p.m. Closed Session/PACCD Board
6:00 p.m. – 6:30 p.m. Regular Business Meeting/PACCD Board
6:30 p.m. – 7:00 p.m. Reception
7:00 p.m. – Joint Meeting/Open Session/PACCD Board and PUSD Board

I. CALL TO ORDER

II. CLOSED SESSION (5:00 p.m.)

Government Code §54957.6  Labor Negotiations
[Management Association, Murillo]

Government Code §54957  Public Employee Appointment
[Geography; Mathematics; Television and Radio]

Government Code §54957  Employee Discipline, Dismissal, Release

III. OPEN SESSION – REGULAR MEETING of PACCD Board of Trustees (6:00 p.m.)

A. PLEDGE of ALLEGIANCE

B. APPROVAL of MINUTES – April 23, 2008, Meeting No. 9, Spring Retreat

C. APPROVAL of CONSENT ITEMS (see page 3 attached)

D. THIRD QUARTER (311Q) FINANCIAL STATUS REPORT

IV. RECEPTION (6:30 p.m.)

V. JOINT MEETING – PACCD Board of Trustees and PUSD Board of Education (7:00 p.m.)

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. WELCOME
Dr. Jeanette Mann, Vice President/Pasadena Area Community College District Board of Trustees

D. INTRODUCTIONS
Dr. Paulette J. Perfumo, Superintendent-President/Pasadena City College
Dr. Edwin Diaz, Superintendent/Pasadena Unified School District

E. AUDIENCE PARTICIPATION/PUBLIC COMMENT

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.

Page 1 of 3
F. SHARING OF OUR PRIORITIES BY EACH SYSTEM – PCC and PUSD Major Initiatives Underway  
   Dr. Paulette J. Perfumo, Superintendent-President/Pasadena City College  
   Dr. Edwin Diaz, Superintendent/Pasadena Unified School District

G. PROFILE OF PUSD STUDENTS – Dr. Stuart Wilcox

H. ARTICULATION OF CAREER AND TECHNICAL EDUCATION PROGRAMS –  
   Dr. Jacqueline Jacobs

I. EARLY COLLEGE HIGH SCHOOL PROGRAM – Dr. Edwin Diaz; Ms. Dina Chase

J. FIFTH GRADE: COLLEGE DAY – Dr. Jeanette Mann

K. COORDINATION OF OUR BASIC SKILLS INTERVENTION – Dr. Jacqueline Jacobs

L. REPORT: TEACHER PREP PROGRAM – Dr. Jacqueline Jacobs; Mr. David McCabe

M. ACADEMIC CALENDAR COMPATIBILITY – Dr. Lisa Sugimoto

N. SUMMARY: POSSIBLE ACTION PLAN – Mr. John Martin

O. ADJOURNMENT
CONSENT ITEMS

69-S Approval of Student Travel – PCC Dental Lab Technology Program, Pasadena, CA, June 11, 2008
70-S Approval of Student Travel – ASPCC Lobby Committee, Sacramento, CA, May 28, 2008
131-I Approval of Instructional Trip for Geology 1F, May 9-11, 2008
132-I Approval of Instructional Trip for California High School Exit Exam (CAHSEE) – Stepping Up Program, May 29, 2008
133-I Approval of Instructional Trip for Dental Hygiene Program, May 30 – June 1, 2008
134-I Approval for Instructional Activity for the Child Development Center, May 30, 2008
Revised 135-I Instructional Activity for the Community Education Center, June 3, 2008

162-B Approve Purchasing Transactions
163-B Authorization to Solicit Bids: Miscellaneous Asbestos Abatement, Time and Materials
164-B Approve Purchase Order to DLT Solutions, Inc.
165-B Approve and Ratify Professional Conference Attendance
166-B Approve/Amend Contracts
167-B Approve Staff Development Activities
168-B Approve/Ratify Career and Technical Education Activities
169-B Amendment to Consent Item No. 101-B – Approve Staff Development Activities
170-B Authorization to Enter into Agreements – Dental Laboratory Technology Program
171-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
172-B Reporting and Approval of Revolving Fund Reimbursement
173-B Budget Augmentation
174-B Ratify Grant Application, Youth Empowerment Strategies for Success (YESS) California Program
175-B Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2007-08 Fiscal Year

116-P Stipends for Classified and Unclassified Personnel
117-P Quarterly Report of Hourly Unclassified Employees, Student Workers, and Volunteers Hired for Fiscal Year 2007-2008
118-P Approve Stipends for Academic Personnel
119-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
121-P Approval of Salary Adjustments for College Deans, 2007-2008
122-P Approval of Salary Adjustments for College Vice Presidents, 2007-2008
123-P Approval of Salary Adjustment for Superintendent-President, 2007-2008
124-P Employment, Change of Status, Leave of Absence and Separation of Academic Employees, 2007-2008
125-P Authorization to Reimburse Applicant(s)
126-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2007-2008 (CLOSED SESSION)
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<tr>
<th>Section</th>
<th>Action</th>
<th>Tab</th>
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<tbody>
<tr>
<td>E.</td>
<td>APPROVAL OF ADDITION AND DELETIONS TO THE CREDIT CURRICULUM</td>
<td>Tab 1</td>
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<tr>
<td>J.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1490 Conflict of Interest</td>
<td>Tab 2</td>
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<td>K.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1450 Trustees Code of Ethics (Including Student Trustee)</td>
<td>Tab 2</td>
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<td>L.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1460 Community Relations</td>
<td>Tab 2</td>
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<td>M.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1490 Board Self-Assessment</td>
<td>Tab 2</td>
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<td>N.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1320 Minutes of Meetings</td>
<td>Tab 2</td>
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<td>O.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1330 Suspension of the Rules/Amendments/Additions/Appeals of Policies, Rules and Regulations</td>
<td>Tab 2</td>
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<td>P.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1440 Staff Reports</td>
<td>Tab 2</td>
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<td>Q.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1430 Authority Only as A Board</td>
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<tr>
<td>R.</td>
<td>DISCUSSION, WITH POSSIBLE ACTION: Board Bylaw #1430 General Authority, Restrictions and Reports: Adoption of Bylaws/Board Authority</td>
<td>Tab 2</td>
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June 4, 2008
PASADENA CITY COLLEGE
Instructional Administration

CREDIT CURRICULUM

ADD – EFFECTIVE SUMMER 2009:

Performing and Communication Arts

THART 1  INTRODUCTION TO THEATER
Introduction to theatre as an art form through exploration of theatre in production, with an
emphasis on the collaborative role of theatre artists and the active role of the audience.
Understanding of, and access to, live theatrical events and enhanced appreciation of the value of
theatre to society; development of critical skills through consideration of representative examples
of theatrical productions from numerous genres and time periods. Attendance at selected college-
sponsored and professional theatre events required. **REQUIRED** instructional trips. Total of 54
hours lecture.
*Transfer credit: CSU credit under review; UC credit under review.*

DELETIONS – EFFECTIVE SUMMER 2009:

Engineering and Technology

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<td>DOMESTIC VIOLENCE OVERVIEW</td>
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<tr>
<td>ADJUS 100B</td>
<td>DOMESTIC VIOLENCE – RECOGNITION</td>
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<td></td>
<td>INVESTIGATION, AND DISPOSITION</td>
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<td>ADJUS 109A</td>
<td>REPORT WRITING</td>
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<tr>
<td>ADJUS 109B</td>
<td>SEARCH AND SEIZURE CONCEPTS</td>
<td>½</td>
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<tr>
<td>ADJUS 109C</td>
<td>TRAFFIC ENFORCEMENT</td>
<td>½</td>
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<tr>
<td>ADJUS 109D</td>
<td>CRIMES AGAINST PROPERTY</td>
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<td>ADJUS 109E</td>
<td>CRIMES AGAINST PERSONS</td>
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<td>ADJUS 109F</td>
<td>FINGERPRINT RECOGNITION</td>
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<td>ADJUS 109G</td>
<td>CRIMINAL PHOTOGRAPHY</td>
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<td>ADJUS 109H</td>
<td>NARCOTICS</td>
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<td>ADJUS 109I</td>
<td>ETHNIC CULTURES – GANGS</td>
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<td>ADJUS 109J</td>
<td>LEGAL UPDATE/FIELD OFFICERS</td>
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<td>ADJUS 109K</td>
<td>CHEMICAL AGENT UPDATE</td>
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<td>ADJUS 109L</td>
<td>DEFENSIVE TACTICS UPDATE</td>
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<td>ADVANCED DEFENSIVE TACTICS</td>
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<td>ADJUS 131</td>
<td>PRINCIPLES OF SEARCH WARRANTS</td>
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<tr>
<td>ADJUS 135</td>
<td>REGULATORY INVESTIGATIVE TECHNIQUES</td>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item J :
Approval of District Bylaw 1480, Conflict of Interest
Board Meeting:
June 4, 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 District Bylaw 1480, Conflict of Interest.

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES BYLAWS

Title: Conflict of Interest

Bylaw No. 1480

Legal Authority: Government Code, Section 1090, et seq.; 1126; 81000 et seq; 87100, et seq.; 87200, et seq; 87300, et seq; 89502, 89503
Title 2, Section 18730 et seq. 38502, et seq; 81000, et seq

Page 1 of 2

1. Conflict of Interest codes
   a. Purpose: Pursuant to the provisions of Government Code Sections 87300, the Board adopts a Conflict of Interest Code. Nothing contained therein is intended to modify or abridge the provisions of the Political Reform Act of 1974, (Government Code Section 81000 et seq.). The provisions of this Code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of the Political Reform Act of 1974 and associated regulations said Act and regulations adopted pursuant thereto are incorporated therein and this Code shall be interpreted in a manner consistent therewith within this bylaw. A copy of the Code is on file in the Office of the Assistant Superintendent for Vice President of Administrative Services.

2. b. Designated Positions:
   The following positions are designated positions, and disclosure statements shall be filed in the categories as listed:

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<th>Positions</th>
<th>Category(ies)</th>
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<td>Member, Board of Trustees</td>
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<tr>
<td>Superintendent/President</td>
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<tr>
<td>Assistant Superintendent/Vice Presidents</td>
<td>1, 2, 3</td>
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<tr>
<td>Dean of Institutional Relations</td>
<td>4</td>
</tr>
<tr>
<td>Director of Fiscal Services</td>
<td>4</td>
</tr>
<tr>
<td>Director of Purchasing</td>
<td>1, 4</td>
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</table>

   *County Board of Supervisors currently include non-residence realty which could potentially be used by the Community College in Category 5.

3. Officers and employees holding these positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest. These individuals shall file statements of Economic Interest with the Human Resources office, which in turn will file the statements with the appropriate county office.

4. Board members shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members. A Board member shall not be considered to be financially interested in a contract if his or her interest is limited to those interests defined as remote under Government Code Section 1091 or is limited to interests defined by Government Code Section 1091.5.

5. If a Board member or designated employee determines that he or she has a financial interest in a decision, as described in Government Code Section 87103, this determination shall be disclosed and made part of the Board's official minutes. In the case of a designated

Approved by the Board of Trustees: August 17, 1994
employee, this announcement shall be made in writing and submitted to the Board. A Board member, upon identifying a conflict of interest, or a potential conflict of interest, shall do all of the following prior to consideration of the matter.

   a. Publicly identify the financial interest in detail sufficient to be understood by the public;
   b. Recuse himself or herself from discussing and voting on the matter;
   c. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded unless the matter is placed on the agenda reserved for uncontested matters. A Board member may, however, discuss the issue during the time the general public speaks on the issue.

6. A Board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with, or inimical to his or her duties as an officer of the District.

7. Board members and any employees who manage public investments shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law.

Designated employees shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

The above limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value.

Gifts of travel and related lodging and subsistence shall be subject to the above limitations except as described in Government Code Section 89506.

A gift of travel does not include travel provided by the District for board members and designated employees.

Board members and any employees who manage public investments shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering (Government Code Sections 89501, 89502) that is given or offered in connection with any speech, article, or other activity related to his/her responsibilities or duties for the Board of Trustees, Pasadena City College, or the Pasadena Area Community College District.

Designated employees shall not accept any honorarium that is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, if the employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests.

The term “honorarium” does not include:

   a. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade or profession is making speeches.
   b. Any honorarium that is not used and, within 30 days after receipt, is either returned to the donor or delivered to the District for donation into the general fund without being claimed as a deduction from income tax purposes.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item K: Approval of District Bylaw 1450, Trustees Code of Ethics
(Including Student Trustees)
Board Meeting: June 4, 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 District Bylaw 1450, Trustees Code of Ethics
(Including Student Trustees)

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the
Community College League of California and reviewed by the College's
Executive Committee before being further reviewed by the Board's
Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike
throughs.

Approved for Submission to the
Board of Trustees by:

[Signature]
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES BYLAWS

Title: Trustees Code of Ethics (Including Student Trustee)
Legal Authority: Board of Trustees Minutes, August 17, 1994;
               September 3, 1997
Bylaw No. 1450

1. Understanding that the Board can legally function only as a group, each member should
   exercise appropriate care to speak as a member of the Board and accurately represent
   Board policy to the community. Personal opinions should be identified as such.

2. It is recognized that Trustees may from time to time have to balance the special needs
   and desired advantages of their own areas with the good of the entire community college
   district and its student population. Each Trustee shall, as to such matters, make a
   particular effort to consider all of the facts and arrive at a sound and fair conclusion.

3. Board members should recognize that the Board makes policy and employs the
   Superintendent/President to administer the policies. Rather than dealing directly with the
   staff, it is appropriate for Board members to take their concerns directly to the
   Superintendent/President. (See attached Protocols.)

4. Trustees should understand that while each Board member has the right, if not the duty,
   to speak strongly as to issues, a demonstration of respect and consideration for each
   other, the College staff, and members of the community, will facilitate positive decision
   making at the College. (See attached Norms.) Attempts should be made to re-establish
   collegial communications in the event that violations of norms are perceived to have
   occurred.

5. Trustees should commit appropriate and reasonable time to College governance; support
   the College in the community; and make reasonable attempts to maintain and upgrade
   their governance skills. To this end they should willingly participate in such
   educational conferences and workshops as will be appropriate for the respective
   Trustees. Each trustee is encouraged to attend at least one meeting of a professional
   association of his/her choice, such as the California Community College League, during
   each four-year, elected term.

6. Trustees should be aware of the California laws governing conflicts of interest of public
   officials. In addition to the laws, Trustees should also be aware of activities that create
   the perception of favoritism or personal gain. Public perceptions that Board members are
   furthering their own interests rather than those of the District do harm to the College.

7. Board members shall maintain confidentiality as to closed sessions. While most of what
   the Board does is and should be public, closed session confidentiality is required. Of
   prime importance are such closed session matters as the hiring and dismissing of
   personnel, collective bargaining with employee groups, real property sales and
   purchases, and liability claims against the district, and other closed session items.
   Further the

Approved by the Board of Trustees: August 17, 1994; Revised: September 3, 1997, Revised: January 18, 2006, Revised
June 19, 2007
Board will be deprived of a frank exchange of views if Board members breach confidentiality with the result that other Board members will thereafter refrain from such exchanges. (See attached Norms.)

8. The Board president and the Superintendent/ President are authorized to consult with legal counsel when they become aware of or are informed about actual or perceived violations by a member of the Board of pertinent laws and regulations, including but not limited to conflict of interest, open and public meetings, confidentiality of closed session information, and use of public resources. Violations of law may be referred to the District Attorney or Attorney General as prescribed by law.

9. Violation of the Board’s Code of Ethics will be addressed by the Board president, who will first discuss the violation with the trustee to seek to reach a resolution. If resolution is not achieved and further action is deemed necessary, the Board president may appoint an ad hoc committee to examine the matter and recommend further courses of action to the Board. Sanctions will be determined by the Board officers and may include a recommendation to the Board to censure the trustee. If the president of the Board is perceived to have violated the Code of Ethics, the vice president of the Board is authorized to pursue resolution.
I. PROTOCOL FOR RESPONDING TO NEEDS OR COMPLAINTS EXPRESSED TO AN INDIVIDUAL BOARD MEMBER

A. Be accessible; listen respectfully and impartially.
B. If the concern is not urgent or does not have policy implications:
   1. Refer the individual or group to the appropriate college process/person.
   2. Do not make any promises to the individual or group.
   3. Do not attempt to solve the problem.
   4. Inform the College President and receive clarification.

C. If the concern is urgent or could have policy implications:
   1. Refer the individual or group to the appropriate college process/person.
   2. Do not make any promises to the individual or group.
   3. Do not attempt to solve the problem.
   4. Inform the College President and receive clarification.
   5. The College President will alert the Board President.
   6. Board officers, with the College President, will decide how to handle the issue.
      a. May request written report.
      b. May place on the Board agenda for further discussion.

II. PROTOCOL FOR RESPONDING TO NEEDS OR COMPLAINTS EXPRESSED IN BOARD MEETINGS DURING PUBLIC COMMENT ON NON-AGENDA ITEMS

A. The Board President thanks the speaker(s) and acknowledges that the need or complaint has been heard by the Board.
B. If appropriate, the Board President may make a brief statement about the issue.
C. The Board President will ask the College President if there is any comment from the Administration.
D. 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.
E. The Board President will ask the College President to look into the issue and report back to the Board. The Board President will determine what form the report will take (e-mail, formal written report, etc.)
F. After receiving the report from the administration, the Board may decide to place the issue on a future Board agenda.
III. PROTOCOL FOR RESPONDING TO CONCERNS EXPRESSED DURING A CRISIS

A. Be respectful; listen respectfully and impartially.
B. Refer the individual or group to the appropriate college process/person.
C. Do not make any promises to the individual or group.
D. Do not attempt to solve the problem.
E. Inform the College President and receive clarification.
F. The College President will alert the Board President.
G. Board officers, with the College President, will decide how to handle the issue.
H. Any written communication with the individual or group expressing the concern, or with the media, will be made by the College President and/or the Board President.
I. The Board may request a more formal investigation of the concerns.

IV. PROTOCOL FOR THE CONFIDENTIALITY OF CLOSED SESSIONS

A. The confidentiality of Closed Session creates a safe space for the candid discussion of appropriate topics.
B. All participants in Closed Session are required to maintain the absolute confidentiality of Closed Session discussions.
C. Any suspected breach of Closed Session confidentiality should be referred to the Board President immediately in accordance with Bylaw 1450.
BOARD NORMS

In public session:

1. Assume everyone means well.
2. Listen with an open mind; be open to new ideas; try it on.
3. Allow all opinions to be heard without interruption.
4. Demonstrate respect and support for one another.
5. Hold yourself accountable: be responsible; do your homework and follow through on assignments.
6. Approach issues professionally, not personally.
7. Seek consensus that is in the best interest of PCC.

In closed session:

1. Assume everyone means well.
2. Listen with an open mind; be open to new ideas; try it on.
3. Allow all opinions to be heard without interruption.
4. Demonstrate respect and support for one another.
5. Hold yourself accountable: be responsible; do your homework and follow through on assignments.
6. Approach issues professionally, not personally.
7. Seek consensus that is in best interest of PCC.
8. Honor absolute confidentiality.
9. Create a safe space for open discussion and frank discussion through check in / check out (start and finish of session).

Approved by the Board of Trustees, February 7, 2007
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item L:
Approval of District Bylaw 1460, Community Relations
Board Meeting:
June 4, 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 District Bylaw 1460, Community Relations.

Fiscal Impact:

None

Background:

The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
1. Community Relations
   a. The Board shall provide for the dissemination of information concerning the College and shall assist in the interpretation of the educational program throughout the District.
   b. The Board shall, to the extent it deems feasible, utilize the advice and assistance of those represented by the trustees, as well as other all-interested individuals and groups, in the analysis of its educational and financial issues and concerns although the Board alone shall determine the final action.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item M: Approval of District Bylaw 1490, Board Self-Assessment
Board Meeting: June 4, 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 District Bylaw 1490, Board Self-Assessment.

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
1. The Board of Trustees shall conduct an annual self-evaluation assessment in accordance with applicable regional accreditation standards. It is to be based upon performance of duties according to the Board’s Code of Ethics and upon progress made in achieving the goals and objectives developed annually by the Board. Instruments used in the self-evaluation assessment will be reviewed periodically and revised as appropriate. The goal of the assessment is to provide for improvement in the Board’s operations and, where possible, the assessment will be based on objective measures.

2. The assessment shall be based upon performance of duties according to the Board’s Code of Ethics and upon progress made in achieving the goals and objectives developed annually by the Board.

3. The Board shall review the Code of Ethics annually. Instruments used in the self-evaluation assessment will be reviewed periodically and revised as appropriate. The Board shall annually determine their goals and objectives. At the same time, the Board shall review the Code of Ethics and make any appropriate revisions.

4. The evaluation form as prepared by the Board shall be completed by each Board member and submitted to the Board President no later than the last regular Board meeting in June.

5. The Board President shall consolidate the evaluations into one written report. Anonymity is not preserved. This report shall be discussed, be subject to amendment by the Board, and be approved no later than the first regular Board meeting in August.

6. All the documents referred to herein shall constitute public records and all discussion and actions taken shall be in open session of the Board.

7. In addition to the foregoing process, all Board members are, of course, subject to ultimate evaluation by the voters of their respective areas.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item N: Approval of District Bylaw 1320, Minutes of Meetings
Board Meeting: June 4, 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 District Bylaw 1320, Minutes of Meetings.

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
The approved minutes of the meetings of the Board of Trustees shall constitute public records and shall be available to the public. In accordance with Robert’s Rules of Order, the minutes mainly record what is done by actions by the Board, and not what is said by the Board members.

2. The minutes shall include:
   a. Date, Place, Time, and type of meeting
   b. Members present and absent listed by name, including time of arrival and departure
   c. Date and place of next meeting
   d. Time of adjournment
   e. Approval, or amendment and approval, of minutes of the preceding meeting
   f. A synopsis of the Board’s deliberations and action, including the names of the members who make and those who second the motion, the vote on a motion, and a roll call record of the vote on a motion if not unanimous, and if desired by the Board.
   g. The name, affiliation and topic addressed by a member of the public making remarks to the Board during a Public Comment segment of the agenda.

2. All copies of the minutes of the meetings of the Board of Trustees shall contain the following notice: To listen to the full deliberation of the Board, please go to the College website at www.pasadena.edu/board and click on “Audiocast of Meetings.”

3. Audio-casts of meetings will be kept in a publicly accessible space on the college’s website for no less than five years.

Approved by the Board of Trustees: August 17, 1994, revised April 19, 2006, revised May 17, 2006
Board Agenda Item O: Approval of District Bylaw 1300, Suspension of the Rules/Amendments/Additions/Appeals of Policies, Rules and Regulations.

Board Meeting: June 4, 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 District Bylaw 1300, Suspension of the Rules/Amendments/Additions/Appeals of Policies, Rules and Regulations.

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Title: Meetings: Suspension of the Rules/Amendments/Additions/
Appeals of Policies, Rules and Regulations
Legal Authority: Government Code 54952.69 (The Brown Act)

1. The policies, rules, and regulations may be amended, added to, or repealed at any regular or special meeting of the Board by not less than four of the members, provided the proposals are on the agenda.

2. Rules of order (whether incorporated by reference to Robert's Rules of Order or specifically set forth in these Bylaws), may be suspended at any regular or special meeting by not less than four of the members.

Approved by the Board of Trustees: August 17, 1994
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item P: Approval of District Bylaw 1440, Staff Reports
Board Meeting: June 4, 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 District Bylaw 1440, Staff Reports.

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
1. Requests for research or administrative studies desired by non-Board members, groups, organizations, or community associations shall be submitted to the Superintendent/President of the College, who will take appropriate action, according to prescribed procedures, including referral to the Board for direction when the Superintendent/President of the College deems it appropriate.

2. Board members may direct questions to the Superintendent/President of the College where research or administrative studies are not required.

3. Where questions require, for their answers, some outlay of time for substantial research or substantial study, such questions should be submitted through the President of the Board, who shall either direct the Superintendent/President to proceed or to place the question on an agenda for decision by the Board.

4. Where substantial time would be involved in answering questions such as through research and/or administrative studies, Board approval shall be required before the Superintendent/President of the College proceeds.

Approved by the Board of Trustees: August 17, 1994
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item Q:
Approval of District Bylaw 1430, Authority Only as A Board
Board Meeting:
June 4, 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 District Bylaw 1430, Authority Only as A Board.

Fiscal Impact:
None

Background:
The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
1. The Board shall not be bound in any way by any statement or action of any individual Board member, except when such statement or action is pursuant to specific instructions from the Board in official session or is permitted by a specific provision of these Bylaws.

2. The Superintendent/President or any other employee of the Board shall not be subject to the direction or action of any individual Board member except when such direction/action is pursuant to specific instruction from the Board or is permitted by a specific provision of these Bylaws.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item R: Approval of District Bylaw 1400, General Authority, Restrictions and Reports: Adoption of Bylaws/Board Authority

Board Meeting: June 4, 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 District Bylaw 1400, General Authority, Restrictions and Reports: Adoption of Bylaws/Board Authority.

Fiscal Impact: None

Background: The bylaws were compared to model policies provided by the Community College League of California and reviewed by the College's Executive Committee before being further reviewed by the Board's Subcommittee on Policy Review.

Additions to the bylaws are shown in bold text, deletions show as strike throughs.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
1. Adoption of Bylaws
   The Board shall prescribe and enforce bylaws for its own government, consistent with applicable state law.

2. Board of Authority
   The Board may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Adoption of Resolution No. 431 and Approval of
Conferring Special Recognition:
Susanna Miele
Pasadena, CA June 13, 2008

Board Meeting Date: June 4, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, confirm the actions of the Special Recognition Committee, adopt Resolution No. 431, and approve conferring of Campus Recognition honors on Susanna Miele.

FISCAL IMPLICATIONS: None.

BACKGROUND: Among the most special of the annual awards presented at the college-wide commencement exercises are the Community and Campus Special Recognition honors. Each year during the spring, the Special Recognition Committee receives nominations for people and groups that have made extraordinary positive contributions to Pasadena City College. The committee's membership includes faculty, students, staff, and administrative representatives. Upon presentation of the nominees by members of the committee, the group then selects the community and campus recipients. The decision in favor of this recipient was unanimous. The Special Recognition recipients are honored at the pre-commencement dinner and during the commencement exercise.

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:
Adoption of Resolution No. 432 and Approval of
Conferring Special Recognition:
Huntington Memorial Hospital
Pasadena, CA June 13, 2008

Board Meeting Date: June 4, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, confirm the actions of the Special Recognition Committee, adopt Resolution No. 432, and approve conferring of Community Recognition honors on Huntington Memorial Hospital.

FISCAL IMPLICATIONS: None.

BACKGROUND: Among the most special of the annual awards presented at the college-wide commencement exercises are the Community and Campus Special Recognition honors. Each year during the spring, the Special Recognition Committee receives nominations for people and groups that have made extraordinary positive contributions to Pasadena City College. The committee’s membership includes faculty, students, staff, and administrative representatives. Upon presentation of the nominees by members of the committee, the group then selects the community and campus recipients. The decision in favor of this recipient was unanimous. The Special Recognition recipients/representatives are honored at the pre-commencement dinner and during the commencement exercise.

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:
Adoption of Resolution No. 433 and Approval of Conferring Special Recognition:
Kathryn Dabelow
Pasadena, CA
June 13, 2008

Board Meeting Date:       June 4, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, confirm the actions of the Special Recognition Committee, adopt Resolution No. 433, and approve conferring of Campus Recognition honors on Kathryn Dabelow.

FISCAL IMPLICATIONS: None.

BACKGROUND: Among the most special of the annual awards presented at the college-wide commencement exercises are the Community and Campus Special Recognition honors. Each year during the spring, the Special Recognition Committee receives nominations for people and groups that have made extraordinary positive contributions to Pasadena City College. The committee’s membership includes faculty, students, staff, and administrative representatives. Upon presentation of the nominees by members of the committee, the group then selects the community and campus recipients. The decision in favor of this recipient was unanimous. The Special Recognition recipients are honored at the pre-commencement dinner and during the commencement exercise.

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 Instructional Trip for Speech 6, June 16-23, 2008

Board Meeting Date: June 4, 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: Speech 6
NUMBER: 1 student
DATE: June 16-23, 2008
TIME: Depart: 6/16/08, 7:00 a.m.
Return: 6/23/08, 10:00 p.m.
DESTINATION: Claremont Colleges, 500 E. Ninth St., Claremont, California
EVENT: Participation in the Summer Debate Institute
TRANSPORTATION: Private automobile
ADVISOR: Division of Performing and Communication Arts: Stephanie Fleming, Instructor, non-participating
NOT TO EXCEED: $600.00 (single fee covering tuition, materials, amenities and board)

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 – Forensics.

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

Submitted by:

Division Dean, Performing and Communication Arts

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Recommended for Approval:

Vice President, Instruction

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approval of Instructional Trip for Child Development Center, June 26, 2008

Board Meeting Date: June 4, 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: Child Development Center
NUMBER: 30 students; 16 staff
DATE: June 26, 2008
TIME: 8:30 a.m. – 3:00 p.m.
DESTINATION: Travel Town, 5200 W. Zoo Dr., Los Angeles, California
EVENT: Explore and expand curriculum outside of the classroom
TRANSPORTATION: Bus
ADVISOR(S): Division of Social Sciences: Nicki Harmon, Director, Child Development Center; Child Development Specialists - Nimfa Aldane, Marisol Jara-Garza, Margie Casini, Marion Salinas; College Assistants – Lucy Aguirre, Ana Sarabia, Yuniba Lopez, Katherine Pineda, Dayana Soto, Monica Davila; Student Workers – Gladys Scott; Arlene Berzoza, Mar-y-sol Diaz-Moreno, Makayla Nguyen, Saira Amador

NOT TO EXCEED: $450.08 (school bus, $358.08; entrance fees, $92.00 [46 persons x $2.00 each])

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 33-5250-5225-0000 (Child Development Center: Child Care Access).

BACKGROUND: This instructional field trip is requested by the Division Dean, 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 Child Development Center, July 10, 2008

Board Meeting Date: June 4, 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: Child Development Center
NUMBER: 30 students; 16 staff
DATE: July 10, 2008
TIME: 8:30 a.m. – 3:00 p.m.
DESTINATION: Union Train Station, Los Angeles to Chatsworth Train Station, Chatsworth, California
EVENT: Explore and expand curriculum outside the classroom
TRANSPORTATION: Bus, train
ADVISOR(S): Division of Social Sciences: Nicki Harmon, Director, Child Development Center; Child Development Specialists - Nimfa Aldana, Marisol Jara-Garza, Margie Casini, Marion Salinas; College Assistants – Lucy Aguirre, Ana Sarabia, Yuniba Lopez, Katherine Pineda, Dayana Soto, Monica Davila; Student Workers – Gladys Scott; Arlene Berzoza, Mar-y-sol Diaz-Moreno, Makayla Nguyen, Saira Amador
NOT TO EXCEED: $945.08 (school bus, $358.08; train fare, $403 [$6 each x 30 children, and $13 each x 16 adults]; lunch, $184 [$4 per person x 46 people])

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget of account code 33-5250-5225-0000 (Child Development Center: Child Care Access).

BACKGROUND: This instructional field trip is requested by the Division Dean, 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 Child Development Center, July 17, 2008

Board Meeting Date: June 4, 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: Child Development Center
NUMBER: 30 students; 16 staff
DATE: July 17, 2008
TIME: 8:30 a.m. – 3:00 p.m.
DESTINATION: Petersen Automobile Museum, 6060 Wilshire Blvd., Los Angeles, California
EVENT: Explore and expand curriculum outside the classroom
TRANSPORTATION: Bus
ADVISOR(S): Division of Social Sciences: Nicki Harmon, Director, Child Development Center; Child Development Specialists - Nimfa Aldane, Marisol Jara-Garza, Margie Casini, Marion Salinas; College Assistants – Lucy Aguirre, Ana Sarabia, Yuniba Lopez, Katherine Pineda, Dayana Soto, Monica Davila; Student Workers – Gladys Scott; Arlene Berzoza, Mar-y-sol Diaz-Moreno, Makayla Nguyen, Saira Amador

NOT TO EXCEED: $492.08 (school bus, $358.08; entrance fees, $126.00 [30 children x $1 each and 12 adults x $8 each – 4 adults free], bus parking, $8)

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget of account code 33-5250-5225-0000 (Child Development Center: Child Care Access).

BACKGROUND: This instructional field trip is requested by the Division Dean, 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 Music 132,
June 20-22, 2008

Board Meeting Date: June 4, 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 132 students
NUMBER: 21 students, 2 faculty, 5 volunteers
DATE: June 20-22, 2008
TIME: Depart: 6/20/08, 7:00 a.m.
       Return: 6/22/08, 9:00 p.m.
DESTINATION: Power for Living Ministries Church, 1700 A St., Antioch, California
EVENT: Joint concert performance
TRANSPORTATION: Bus, private automobiles
ADVISOR: Division of Performing and Communication Arts: Betty Keller, Instructor; Dion Johnston, Instructor; 5 volunteers
NOT TO EXCEED: $7,649.83 (bus, $4,399.03; student meals, $525; lodging, $2,725.80 [3 single rooms @ $79 each x 2 nights for faculty and bus driver; 5 double rooms @ $97 each x 2 nights for disabled students and their aides, 1 student and 1 aide per room; 4 rooms @ $105 each x 2 nights for 3 students per room and 1 room @ $105 x 2 nights for 4 students; hotel tax $231.80])

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 the Student Services Fund – Music, and in the Gospel Choir Trust and Agency Student Business Services account.

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

Submitted by:

[Signature]
Division Dean, Performing and Communication Arts

Recommended for Approval:

[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE:
Ratification and Approval of Instructional Activity for the Paralegal Program, June 2-3, 2008

Board Meeting Date: June 4, 2008

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

June 2-3, 2008 – Paralegal Program Accreditation Site-Team Visit. Anticipated expenses not-to-exceed $5800 for lodging, meals and refreshments, airfare, rental car and miscellaneous expenses.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted in the 2007-2008 Adopted Budget in account code 01-5820-1000-0000 (Instruction).

BACKGROUND: This instructional activity is requested by the Division Dean of Business & Computer Technology.

Submitted by:

Don Paxton, Dean
Business & Computer Technology

Recommended for Approval:

Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Pauletta Berg
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratification and Approval for Instructional Activity for the Community Education Center, November 4, 2006

Board Meeting Date: June 4, 2008

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

November 4, 2006 – 10th Anniversary Celebration for the Community Education Center attended by approximately 500 people. Featured were open house tours, student performances and displays. Expenses for refreshments not to exceed $2921.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-2008 Adopted Budget in account code 01-5210-1000-0000.

BACKGROUND: This instructional activity is requested by the Division Dean, Community Education Center. Originally Board approved under Consent Item 54-I on October 18, 2006. The earlier consent item did not include any cost for refreshments as it was expected that those costs would be paid from another source.

Submitted by:

[Signature]
Division Dean, Community Education Center

Recommended for Approval:

[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSEN'T ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: June 4, 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 P08-03417 through P08-03679.

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:

[Signature]
Director, Purchasing Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
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* Indicates Vendor is located within the Pasadena Area Community College.

< Indicates local branch utilized outside of District as required by Vendor.
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<th>PO Number</th>
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* Indicates Vendor is located within the Pasadena Area Community College.
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<th>PO Number</th>
<th>Vendor Name</th>
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<td>TRANE</td>
<td>AIR CONDITIONING SYS/SERVICE</td>
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<td>P08-03586</td>
<td>STRYKER EMS EQUIPMENT</td>
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<td>DSP&amp;S</td>
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<td>P08-03588</td>
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<tr>
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<td>P08-03594</td>
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<td>P08-03597</td>
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<td>FACILITIES</td>
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<td>P08-03599</td>
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<td>P08-03602</td>
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<td>OFFICE SVS</td>
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<td>P08-03607</td>
<td>MALY'S OF LOS ANGELES</td>
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<td>P08-03614</td>
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<td>P08-03621</td>
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<td>P08-03623</td>
<td>RIVERSIDE PUBLISHING CO.</td>
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<td>DSP&amp;S</td>
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<td>P08-03624</td>
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<td>P08-03626</td>
<td>UNITED IMAGING</td>
<td>SUPPLIES</td>
<td>TITLE V</td>
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<tr>
<td>P08-03629</td>
<td>SIR SPEEDY</td>
<td>PRINTING SERVICES</td>
<td>CALWCRks</td>
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<td>P08-03632</td>
<td>MITCHELL, MARGARET</td>
<td>PROFESSION FEES &amp; SVS.</td>
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<td>P08-03633</td>
<td>NEW HARBINGER PUB.</td>
<td>BOOKS</td>
<td>SPECIAL SVCS</td>
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<td>RENFERT U.S.A.</td>
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<td>P08-03636</td>
<td>TALLADIUM, INC.</td>
<td>LABORATORY SUPPLIES</td>
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</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>
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<tr>
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<td>PO8-03641</td>
<td>WARD'S NATURAL SCIENCE</td>
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<td>PO8-03649</td>
<td>THINK 4 INK</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>ENGLISH</td>
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<td>PO8-03650</td>
<td>SULLIVAN-SCHEIN DENTAL</td>
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<td>PO8-03652</td>
<td>COLUMBIA DENTOFORM CORP</td>
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<td>HEALTH SCI</td>
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<td>$682.60</td>
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<td>PO8-03654</td>
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<td>PO8-03655</td>
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<td>CALWCRRKS</td>
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<td>PO8-03659</td>
<td>BACON'S MEDIA</td>
<td>SUBSCRIPTION</td>
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<td>01</td>
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<td>PO8-03660</td>
<td>BIO-RAD LABORATORIES</td>
<td>LABORATORY SUPPLIES</td>
<td>SOC SCI</td>
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<td>$2,392.05</td>
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<tr>
<td>PO8-03661</td>
<td>CAROLINA BIOLOGICAL SUPPLY</td>
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<td>NAT SCI</td>
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<td>PO8-03662</td>
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<td>PO8-03663</td>
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<td>PO8-03671</td>
<td>CREEL PRINTING</td>
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<td>FORD PRINTING &amp; MAILING</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
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<td>$5,600.00</td>
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<td>PO8-03676</td>
<td>PLAY WELL EQUIPMENT COMPANY</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>CHILDOEV</td>
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<td>PO8-03677</td>
<td>DISCOUNT SCHOOL SUPPLY</td>
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<td>CHILDOEV</td>
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<td>PO8-03678</td>
<td>KAPLAN EARLY LEARNING CO.</td>
<td>INSTRUCTIONAL/EDUCATIONAL MATL.</td>
<td>CHILDOEV</td>
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<td>$988.66</td>
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</tbody>
</table>

$598,043.69

* 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

<table>
<thead>
<tr>
<th>PO #</th>
<th>Vendor</th>
<th>Description</th>
<th>Site</th>
<th>Fund</th>
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<tbody>
<tr>
<td>B08-00049</td>
<td>PCC BOOKSTORE</td>
<td>Increase PO per Dept.</td>
<td>ENG/TECH</td>
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<tr>
<td>B08-00096</td>
<td>CONSOLIDATED ELEC. DIST.</td>
<td>Increase PO per Dept.</td>
<td>PROJECT CTR</td>
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<td>B08-00126</td>
<td>DUVAC ELECTRONICS</td>
<td>Increase PO per Dept.</td>
<td>COMP. SVS</td>
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<td>B08-00178</td>
<td>PASADENA PROPANE</td>
<td>Increase PO per Dept.</td>
<td>FACILITIES</td>
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<td>P08-00456</td>
<td>FRY'S ELECTRONIC</td>
<td>Increase PO per Dept.</td>
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<td>P08-03001</td>
<td>ARCADIA PARTY RENTALS</td>
<td>Increase PO per Dept.</td>
<td>TSFR CTR</td>
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<td>THROOP CO: GEORGE L.</td>
<td>Increase PO per Dept.</td>
<td>FACILITIES</td>
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**Total** $14,041.25
CONSENT ITEM TITLE: Approve Professional Conference Attendance

Board Meeting Date: June 4, 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.

<table>
<thead>
<tr>
<th>ATTENDEE</th>
<th>Laurie Burruss</th>
</tr>
</thead>
</table>
| LOCATION    | New Media Consortium Conference  
Princeton, New Jersey |
| DATES       | June 8-22, 2008         |
| PURPOSE     | Presenter at conference on Digital Storytelling |
| CHARGES     | $2,109.00               |
| COST CENTER | 03-5210-5116-0000       |
| RECOMMENDED BY | Dr. Jacqueline Jacobs |

<table>
<thead>
<tr>
<th>ATTENDEE</th>
<th>Jason Huh</th>
</tr>
</thead>
</table>
| LOCATION    | Cisco Live and Cisco Networkers  
Orlando, Florida |
| DATES       | June 20-27, 2008        |
| PURPOSE     | New technological information and trends in networking to benefit Cisco program. |
| CHARGES     | $4,948.00               |
| COST CENTER | 01-5210-1102-2519       |
| RECOMMENDED BY | Dr. Jacqueline Jacobs |

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

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

Submitted by:  
Director, Business Services  
Recommended for Approval:  
Vice President, Administrative Services  
APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
BACKGROUND: District Policy 5250 reserves to the Board of Trustees approval of any professional conference attendance outside of the United States or with anticipated costs in excess of $1,500.00.

In accordance with District Procedure 5250.10, the requested trip(s) has been recommended by the area Vice President and the College President.
CONSENT ITEM TITLE:
Approve/Amend/Renew Contracts

Board Meeting Date: June 4, 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/amend/renew the contracts listed on the attached page.

FISCAL IMPLICATIONS: Funds for this purpose are or will be 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:
Sherry Hase
Director, Business Services

Recommended for Approval:
Renee Martin
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Pamela Ferguson
Superintendent/President
<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>
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</thead>
<tbody>
<tr>
<td>B-97330-8</td>
<td>Kenneth Huang, MD</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for medical assisting students 6/05/08 until terminated</td>
<td>Health Sciences Division: Medical Assisting</td>
<td>N/A</td>
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<tr>
<td>B-97331-9</td>
<td>Cultural Studies Abroad</td>
<td>N/A</td>
<td>To provide study abroad programs 7/01/08 until terminated</td>
<td>Academic Support</td>
<td>N/A</td>
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<tr>
<td>B-97336-9</td>
<td>The Sunshine Speech Clinic</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for Speech Language Pathology Assistant students 9/01/08 until terminated</td>
<td>PCA: Speech Language Pathology Assistant Program</td>
<td>N/A</td>
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<tr>
<td>B-97103-8</td>
<td>Jack Schulman Construction Company, Inc.</td>
<td>$153,153.00</td>
<td>To increase amount of agreement for additional personnel and annual negotiated adjustment for an amount not-to-exceed $509,373.00 for 7/01/08 thru 6/30/09</td>
<td>M/P Construction Management 7404-0000</td>
<td>42-6259</td>
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<tr>
<td>B-97253-8</td>
<td>Claude D. Ames</td>
<td>1,014.00</td>
<td>To increase amount of agreement for additional arbitration services for an amount not-to-exceed $6,014.00</td>
<td>Collective Bargaining 4301-0000</td>
<td>01-5150</td>
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<tr>
<td>B-96022-4</td>
<td>Gary J. Pickavet</td>
<td>20,000.00</td>
<td>To provide problem resolution and special programming for the support of the District's automated financial systems 7/01/08 thru 6/30/09</td>
<td>Management Information Systems 3500-0000</td>
<td>01-5120</td>
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<tr>
<td>B-96060-4</td>
<td>School Services of California, Inc.</td>
<td>3,420.00</td>
<td>To provide assistance regarding issues of community college finance and general fiscal issues 7/01/08 thru 6/30/09</td>
<td>Administrative Services 3000-0000</td>
<td>01-5120</td>
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Consent Item No. 187-B
June 4, 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>
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</thead>
<tbody>
<tr>
<td>B-96334-5</td>
<td>Crafted Software – Solutions by Design</td>
<td>$50,000.00</td>
<td>To provide special programming and analysis for the support of the District’s various and future MIS systems, primarily in the student records area 7/01/08 thru 6/30/09</td>
<td>Management Information Systems</td>
<td>3500-0000</td>
</tr>
<tr>
<td>B-96597-6</td>
<td>SixTen and Associates</td>
<td>24,000.00</td>
<td>To provide services to prepare and file applicable state mandated cost claims 7/01/08 thru 6/30/09</td>
<td>Administrative Services</td>
<td>3000-0000</td>
</tr>
<tr>
<td>B-96979-7</td>
<td>I-8 Food Service, Inc.</td>
<td></td>
<td>To provide food services for District, and catering for District’s categorical programs as allowed by individual grants for student participants 7/01/08 thru 6/30/09</td>
<td>Student Affairs (Revenue) &amp; Various Grant Categorical Program Cost Centers (Expenses)</td>
<td></td>
</tr>
</tbody>
</table>

Consent Item No. 187-B
June 4, 2008
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item No. 167-B - Approve Staff Development Activities

Board Meeting Date: June 4, 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. 167-B, approved on May 6, 2008, as listed below

May 19, 2008 and May 20, 2008 – Classified Recognition Celebration at PCC, three separate events to accommodate different employee shifts. Anticipated expenses not-to-exceed $6,500.00 $12,000.00 for awards, technicians, additional decorations, entertainment, supplies, additional rentals and additional refreshments for approximately 600 participants. Cost Centers: 03-5210-5504-0403, SB1131 Staff Development (Grant), and 01-5210-4302-0402, District Staff Development

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

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

CONSENT ITEM TITLE:
Approve Staff Development Activities

Board Meeting Date: May 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

May 16, 2008 – Strategic Planning Team Retreat at Altadena Town & Country Club, to develop goals and strategic direction for the College. Anticipated expenses not-to-exceed $1,800.00 for materials and refreshments for approximately 28 participants. Cost Center: 01-5210-4302-0402, District Staff Development

May 20, 2008 – Classified Recognition Celebration at PCC. Anticipated expenses not-to-exceed $6,500.00 for awards, technicians, decorations, entertainment, supplies, rentals and refreshments for approximately 600 participants. Cost Centers: 03-5210-5504-0403, SB1131 Staff Development (Grant), and 01-5210-4302-0402, District Staff Development

May 21, 2008 – Annual Classified Senate General Meeting at PCC. Anticipated expenses not-to-exceed $500.00 for materials and refreshments for approximately 200 participants. Cost Center: 01-5210-4002-0000, Classified Senate

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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Amendment to Consent Item No. 168-B - Approve/Ratify Career and Technical Education Activities

Board Meeting Date: June 4, 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. 168-B, approved on May 6, 2008, as listed below:

July 7 – July 11, 2008 – Science & Ethics of Biotechnology Workshop at Huntington Botanical Gardens, to train teachers in recombinant DNA labs using the Amgen-Bruce Wallace Lab Program protocols. Anticipated expenses not-to-exceed $4,000.00 $5,000.00 for materials, presenters, technicians, supplies and additional refreshments for approximately 25 participants. Cost Center: 03-5210-5118-0000, Center for Applied Biotechnology (Fiscal Agent)

FISCAL IMPLICATIONS: Funds for this activity will be budgeted in the cost center listed.

BACKGROUND: This activity is intended to promote Career and Technical Education programs.

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:
Approve/Ratify Career and Technical Education Activities

Board Meeting Date: May 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:

May 12, 2008 – Business Administration Meeting at PCC, to discuss strategy for implementing student success in Business Administration Programs. Anticipated expenses not-to-exceed $350.00 for materials, supplies and refreshments for approximately 10 participants. Cost Center: 03-5210-5100-0000, VTEA: Administration (Grant)

July 7 – July 11, 2008 – Science & Ethics of Biotechnology Workshop at Huntington Botanical Gardens, to train teachers in recombinant DNA labs using the Amgen-Bruce Wallace Lab Program protocols. Anticipated expenses not-to-exceed $4,000.00 for presenters, technicians, supplies and refreshments for approximately 25 participants. Cost Center: 03-5210-5118-0000, Center for Applied Biotechnology (Fiscal Agent)

Ratify:

March 14, 2008 – Telecommunications Program Advisory Committee at PCC. Anticipated expenses not-to-exceed $562.00 for materials supplies and refreshments for approximately 25 participants. Cost Center: 03-5210-5109-0000, VTEA: Radio/Television (Grant)

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

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

Submitted by:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approve Career and Technical Education Activities

Board Meeting Date: June 4, 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 Career and Technical Education activities listed below:

Approve:

June 20, 2008 – Career and Technical Education Community Collaborative Kick-Off Meeting at Cal Tech’s Precollege Science Initiative (CAPSI) in Pasadena, to introduce the grant to representatives from PCC, Glendale Community College, K-12 schools and potential industry partners. Anticipated expenses not-to-exceed $3,000.00 for entertainment, printing, supplies and refreshments for approximately 100 participants. Cost Center: 03-5210-5119-0000, Quick Start Biotechnologies/Biosciences Grant

June 23, 2008 through July 3, 2008 – Exploring Biotechnology Class at PCC, sponsored by the SB70 Quick Start Biotechnologies/Biosciences Grant, to introduce intensive training in college level biotechnology for 30 local high school students. Anticipated expenses not-to-exceed $1,000.00 for supplies, printing, duplicating, materials and refreshments for approximately 30 participants. Cost Center: 03-5210-5119-0000, Quick Start Biotechnologies/Biosciences Grant

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

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

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: Approve Extended Learning Presenters

Board Meeting Date: June 4, 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 employment of the following presenters on the attached list for Extended Learning Fee classes on the designated dates.

It is further recommended that the presenters be paid the amounts indicated from account #01-5140-4402-0000.

FISCAL IMPLICATIONS: There is no cost to the District. Extended Learning presenters are paid from participants' fees.

BACKGROUND: The services of the presenters are requested by the Director of Extended Learning.

Submitted by:
Interim Dean, External Relations

Recommended for Approval:
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
## EXTENDED LEARNING FEE CLASSES
### PRESENTERS

**APPROVE** June 6, 2008 to June 30, 2009

<table>
<thead>
<tr>
<th>PRESENTER</th>
<th>CLASS NAME</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abdul, Quayum</td>
<td>Bath Products</td>
<td>$25.00 Per Hour</td>
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<td>Abdul, Quayum</td>
<td>Candle Making</td>
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<tr>
<td>Abdul, Quayum</td>
<td>Glycerin Soap Making</td>
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<td>Adney, Curtis</td>
<td>Natural A's</td>
<td>35% of the Gross</td>
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<td>Adney, Curtis</td>
<td>Test-Taking Secrets™</td>
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<td>What Were You Born to Do?</td>
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<td>Anaya, Rosa</td>
<td>Art Workshop for Teachers</td>
<td>$25.00 Per Hour</td>
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<td>Anaya, Rosa</td>
<td>Nature Sketching (Ages 9-15)</td>
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<tr>
<td>Aragon, Victor</td>
<td>Boost Concentration, Memory &amp; Recall (Ages 8-15)</td>
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<td>Aragon, Victor</td>
<td>Handwriting Analysis</td>
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<td>Aragon, Victor</td>
<td>Master Self Hypnosis</td>
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<tr>
<td>Aragon, Victor</td>
<td>Memory Power and Study Skills (Ages 8-15)</td>
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<td>Aragon, Victor</td>
<td>Therapeutic Hypnosis for Adults</td>
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<tr>
<td>Binder, Farha</td>
<td>How to Become a Special Event or Wedding Planner</td>
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<tr>
<td>Blair, Jason</td>
<td>Basic Drum Rudiments &amp; Techniques</td>
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<td>Introduction to Playing Drums</td>
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<td>Boquieren, Albert</td>
<td>Medical Terminology</td>
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<td>Brandler, Marcielle</td>
<td>Fun with Grammar</td>
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<td>Brandler, Marcielle</td>
<td>Fun with Grammar II</td>
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<tr>
<td>Brandler, Marcielle</td>
<td>Writing for Professionals</td>
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<tr>
<td>Brandler, Marcielle</td>
<td>Writing for the Real World</td>
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<td>Bremen, Jon</td>
<td>Acoustic Guitar Introduced</td>
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<td>Broady, Jack</td>
<td>How to Become an On-Air Radio Personality</td>
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<td>Broida, David</td>
<td>Beginning Blues Harmonica</td>
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<td>Broida, David</td>
<td>Healthy Harmonica</td>
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<td>Brown, Keith</td>
<td>Basics of Academic Writing</td>
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<td>Brown-Johnson, Martina</td>
<td>Raise Your Financial IQ</td>
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<td>Bryan, Geoffrey</td>
<td>Double Your Business with Free Publicity</td>
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<td>Capili, Joselito</td>
<td>Coding: ICD-9CM/CPT/HCPCS</td>
<td>35% of the Gross</td>
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<tr>
<td>Capili, Joselito</td>
<td>Medical Insurance Billing</td>
<td>35% of the Gross</td>
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<td>Cardinalli, Theresa</td>
<td>Sculpting: Creating Cartoon Characters with Super Sculpty</td>
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<td>Chen, Charlotte</td>
<td>Landscape Design</td>
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<td>Chou, Kathy Chyan</td>
<td>Tai-Chi Chuan</td>
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<td>Tai-Chi Fan</td>
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<td>Tai-Chi Sword</td>
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<tr>
<td>Christensen, Bobbie</td>
<td>Building Your Financial Portfolio on $25 a Month</td>
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<td>Marketing Your Book (on a Shoestring Budget)</td>
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<tr>
<td>Christensen, Bobbie</td>
<td>Publishing Your Book (on a Shoestring Budget)</td>
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<tr>
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<td>Writing and Publishing Your 1st Book (or 7th) on a Shoestring Budget</td>
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<tr>
<td>Christensen, Bobbie</td>
<td>Writing Your First Book (or Your 7th)</td>
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<td>Christensen, Eric</td>
<td>Fly Fishing for Fun</td>
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<td>Chun, Grace Li</td>
<td>Beginning Conversational Chinese (Mandarin)</td>
<td>$16.00 Per Student</td>
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<td>Cohen, Bob</td>
<td>A Parent's Guide to Internet Safety</td>
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<td>Cohen, Bob</td>
<td>Blogging for Fun and Profit</td>
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<td>Cohen, Bob</td>
<td>Improving PC Performance</td>
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<td>Cohen, Bob</td>
<td>Internet Security and Safety</td>
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<td>Cohen, Bob</td>
<td>MySpace for Parents</td>
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<td>Skip the Gym, Get in Shape at Home</td>
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<tr>
<td>Instructor</td>
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<td>Fee</td>
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<td>Cortes, Nara</td>
<td>Beginning Conversational Portuguese</td>
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<td>Costa, Madeleine</td>
<td>Making it Through the Mess of Divorce</td>
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<td>Crumley, Leslie</td>
<td>Secrets to Positioning Yourself for Real Estate Investing</td>
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<td>Dailey, D. Shane</td>
<td>How to Become a Mortgage Loan Officer</td>
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<td>Dailey, D. Shane</td>
<td>Maximize Your Home Equity</td>
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<td>Successful Online Dating for Men</td>
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<td>Daoudian, Mehran</td>
<td>CPR Cardiopulmonary Resuscitation</td>
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<td>CPR Re-Certification - Cardiopulmonary Resuscitation</td>
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<td>Daoudian, Mehran</td>
<td>First Aid Training</td>
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<td>Daoudian, Mehran</td>
<td>Pet First Aid</td>
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<td>Di Giovanna, Joanna</td>
<td>Ballet Workout</td>
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<td>Diamond, Kattar</td>
<td>Feng Shui - Tools for Better Living</td>
<td>$10.00 Per Student</td>
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<td>Fishburne, Hattie</td>
<td>Marketing the Product, You!</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Forrester, III, Vandyke</td>
<td>Put Sizzle and Sophistication in Your Social Life</td>
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<td>Forrester, III, Vandyke</td>
<td>Sizzling Verbal Self-Defense Double Feature</td>
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<td>Forrester, III, Vandyke</td>
<td>Social Skills for Professional Success</td>
<td>$25.00 Per Hour</td>
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<td>Forrester, III, Vandyke</td>
<td>Talk Your Way to Popularity and Good Grades (Ages 10-17)</td>
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<tr>
<td>Frederick, Robin</td>
<td>You Can Sell Your Songs</td>
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<td>Frederick, Robin</td>
<td>You Can Write Hit Songs</td>
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<td>Free, John</td>
<td>Photographing the Moment</td>
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<td>Garcia, Luis</td>
<td>Beginning Conversational Spanish</td>
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<tr>
<td>Garcia, Luis</td>
<td>Conversational Spanish II</td>
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<tr>
<td>Garner, Sandra</td>
<td>How to Become a Mystery Shopper</td>
<td>40% of the Gross</td>
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<tr>
<td>Golden, Michael</td>
<td>Advanced Conversation for the Foreign Born</td>
<td>$35.00 Per Hour</td>
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<td>Golden, Michael</td>
<td>English Expressions and Idioms</td>
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<td>English Speech Improvement for the Foreign Born</td>
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<td>Hardman, Patrick</td>
<td>Keyboards...&quot;On The Spot&quot; Chord Accompaniment</td>
<td>$40.00 Per Hour</td>
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<tr>
<td>Hardman, Patrick</td>
<td>Keyboards...&quot;On The Spot&quot; Piano Accompaniment</td>
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<td>Keyboards...Kool and Kwik!</td>
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<tr>
<td>Harris, Karen</td>
<td>Air Kickbox</td>
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<td>Harris, Karen</td>
<td>Indoor Boot Camp</td>
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<td>Power Stretch</td>
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<td>Hart, Heidi</td>
<td>Polaroid Image Transfer</td>
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<td>Health Vision</td>
<td>Weight Loss - The Healthy Way</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Heller, Paul</td>
<td>A Guide to Great California Tours</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Heller, Paul</td>
<td>A Whole New Way to Travel</td>
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<td>Heller, Paul</td>
<td>An Insiders Guide to Great, Hidden California Tours</td>
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<td>Heller, Paul</td>
<td>Escape the Rat Race</td>
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<tr>
<td>Heller, Paul</td>
<td>How to Travel in Comfort for Less Than Staying at Home</td>
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<td>Heller, Paul</td>
<td>The Ultimate Guide to Traveling, Living and Retiring in Mexico</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Hogue, Carol</td>
<td>West Coast Swing Dance</td>
<td>$22.00 Per Student</td>
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<tr>
<td>Hollywood Film Institute</td>
<td>2-Day Film School - Produce, Write, Direct</td>
<td>50% of the Gross</td>
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<tr>
<td>Hover, Craig</td>
<td>Maximize Your Cash Flow/Increase Your</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Khalsa, Santokh</td>
<td>Kundalini Yoga</td>
<td>$50.00 Per Hour</td>
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<tr>
<td>Khosravi, Fereidoon</td>
<td>Digital Photography: How to Buy and How to Use</td>
<td>$10.00 Per Student</td>
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<td>Khosravi, Fereidoon</td>
<td>Introduction to Microsoft Access</td>
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<td>Introduction to Microsoft Excel</td>
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<tr>
<td>Kiefer, Jill</td>
<td>Egyptian Art and Design for Notecards</td>
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<td>Kiefer, Jill</td>
<td>French Wash (Pen &amp; Ink with Oil Washes)</td>
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<td>Kiefer, Jill</td>
<td>In The Style of Mexico</td>
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<td>Kiefer, Jill</td>
<td>The Artistry of the Mask</td>
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<td>Views Through the Glass</td>
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<tr>
<td>Name</td>
<td>Topic</td>
<td>Fee/Learning Offering</td>
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<tr>
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<tr>
<td>Kloetzli, Lisa</td>
<td>Caregiving 101</td>
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<td>Kloetzli, Lisa</td>
<td>The Challenge of Caregiving</td>
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<tr>
<td>Kolo, Andrew</td>
<td>Landscape Painting</td>
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<tr>
<td>Kone, June Chandler</td>
<td>For the Love of Acting</td>
<td>$20.00 Per Hour</td>
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<tr>
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<td>Acting for Film and Television</td>
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<tr>
<td>Kone, June Chandler</td>
<td>Comedy Improv</td>
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<td>Presentation Techniques for the Professional</td>
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<tr>
<td>Krueckemeier, Rod</td>
<td>Acupressure for All</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Kumaras Center for the Arts and Etiquette</td>
<td>Ballroom Dancing (Couples Only)</td>
<td>50 Percent of Net</td>
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<tr>
<td>Kumaras Center for the Arts and Etiquette</td>
<td>Ballroom Dancing (With or Without Partner)</td>
<td>50 Percent of Net</td>
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<tr>
<td>Kumaras Center for the Arts and Etiquette</td>
<td>Ballroom Dancing for Teens</td>
<td>50 Percent of Net</td>
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<td>Cotillion Dance (Ages 12-16)</td>
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<td>Life Drawing</td>
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<td>La Canada Bikram Yoga Center</td>
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<td>40% of the Gross</td>
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<td>Leng, Brian</td>
<td>Floral Photography - Indoors &amp; Outdoors</td>
<td>45% of the Gross</td>
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<td>Leng, Brian</td>
<td>Let There Be Light - Photography Workshop</td>
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<td>Night Lights</td>
<td>45% of the Gross</td>
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<tr>
<td>Leng, Brian</td>
<td>Photographing Historic L.A. via Metro Rail</td>
<td>45% of the Gross</td>
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<tr>
<td>Leng, Brian</td>
<td>Photographing L.A. &quot;Tourist Style&quot; via Metro Rail</td>
<td>45% of the Gross</td>
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<td>Leng, Brian</td>
<td>Photography Adventure</td>
<td>45% of the Gross</td>
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<td>Levitan, Les</td>
<td>Real Estate Appraisal: Licensing Preparation Program</td>
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<tr>
<td>Lightwood, Carol</td>
<td>Write Your Memoir in 3 Days</td>
<td>$25.00 Per Hour</td>
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<tr>
<td>Machi, Dannalou</td>
<td>Tappercize</td>
<td>$30.00 Per Hour</td>
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<tr>
<td>Marshall Reddick Seminars</td>
<td>Best Locations: To Invest, Live, Work, Play</td>
<td>$10.00 Per Student</td>
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<td>Marshall Reddick Seminars</td>
<td>Fabulous Locations: To Invest, Live, Work, Play</td>
<td>$10.00 Per Student</td>
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<td>From Nothing to Millionaire</td>
<td>$10.00 Per Student</td>
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<td>Marshall Reddick Seminars</td>
<td>How $10,000 Can Be Turned into Millions in Real Estate</td>
<td>$10.00 Per Student</td>
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<td>Marshall Reddick Seminars</td>
<td>How to Purchase Investment Property for No Money Down</td>
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<td>Marshall Reddick Seminars</td>
<td>Learn How I Turned $4,000 into Millions</td>
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<td>Make a Fortune in Commercial Property</td>
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<td>Make Money in Today's Real Estate Market</td>
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<td>Profiting with Fixer-Uppers With or Without the Work</td>
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<td>Marshall Reddick Seminars</td>
<td>Retire Early, Retire Young</td>
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<tr>
<td>Marshall Reddick Seminars</td>
<td>Selecting Out of State Property for Cash Flow or Maximum Appreciation</td>
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<td>Martinez, Francisco</td>
<td>Argentine Tango</td>
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<td>Salsa I</td>
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<td>McDonald, Jennifer</td>
<td>American Tribal Style Bellydance</td>
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<td>Beginning Belly Dancing</td>
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<td>McNeil, Suzanne</td>
<td>Belly Dancing Continued</td>
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<td>Nicholson, Kellie</td>
<td>Basic Techniques for Tending Bar</td>
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<td>Notary Public Seminars</td>
<td>Become a Certified Loan Signing Agent</td>
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<td>Survival Skills</td>
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<td>Writers' Workshop</td>
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<td>Park, David S.W.</td>
<td>College Funding - Beating the High Cost of College</td>
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<td>The Business of Art</td>
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<td>Paulson, Shannon</td>
<td>Personal Disaster &amp; Emergency Preparedress</td>
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<td>Payne, C.V.</td>
<td>Down and Dirty Anger Management</td>
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<td>Pearl, Maxine</td>
<td>Ballet and Tap</td>
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<td>Pearl, Maxine</td>
<td>Country Western Line Dancing</td>
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<td>Pearl, Maxine</td>
<td>Hip Hop, Jazz, and Funk</td>
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<tr>
<td>Name</td>
<td>Service/Class</td>
<td>Fee</td>
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<td>Pearl, Maxine</td>
<td>Jazz Funk Workout</td>
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<td>Petrenz, Nicole</td>
<td>Conversational French</td>
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<td>Petrenz, Nicole</td>
<td>Conversational French II</td>
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<td>Petrenz, Nicole</td>
<td>French for Tourists</td>
<td>$35.00 Per Hour</td>
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<td>Pop Screen Productions</td>
<td>Private Pilot Ground School</td>
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<td>Prange, Rebecca</td>
<td>Sewing Basics</td>
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<td>Prange, Rebecca</td>
<td>Sewing, Sewing, Sewn</td>
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<td>Raftery, Julie</td>
<td>Introduction to Reiki</td>
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<td>Ragland, Doria</td>
<td>All About Earrings</td>
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<td>Ragland, Doria</td>
<td>Beginning Jewelry Design - Beading/Knotting</td>
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<td>Ragland, Doria</td>
<td>Confetti Bracelet</td>
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<td>Ragland, Doria</td>
<td>Waxed Irish Linen Cord Necklace</td>
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<td>Rimmon, Sinclair</td>
<td>Become a Successful Entrepreneur - Import/Export Introduction</td>
<td>40% of the Gross</td>
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<td>Channels of Distribution - Import/Export</td>
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<td>Import/Export - Intensive</td>
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<td>Rimmon, Sinclair</td>
<td>Joys of Communicating and Negotiating</td>
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<td>Rizzardi, Yolanda</td>
<td>2-Day Rubber Stamping Workshop</td>
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<td>Rizzardi, Yolanda</td>
<td>Rubber Stamp Your Holiday Cards</td>
<td>$25.00 Per Hour</td>
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<td>Rizzardi, Yolanda</td>
<td>Rubber Stamp Your Mother's/Father's Day Cards</td>
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<td>Rizzardi, Yolanda</td>
<td>Rubber Stamp Your Valentines</td>
<td>$25.00 Per Hour</td>
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<td>Rizzardi, Yolanda</td>
<td>Rubber Stamping Workshop</td>
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<td>Robinson, Terry</td>
<td>Literature Unlocked</td>
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<td>Robinson, Terry</td>
<td>Reading with Purpose</td>
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<td>Rocha, Regina</td>
<td>A Summer Day at Lake Arrowhead</td>
<td>$75.00 Per Student</td>
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<td>Rocha, Regina</td>
<td>Santa Barbara Surf 'N Turf</td>
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<td>Rocha, Regina</td>
<td>The Nancy Reagan Exhibition at the Reagan Library</td>
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<td>Rounds, Miller &amp; Associates</td>
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<td>$25.00 Per Hour</td>
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<td>Rounds, Miller &amp; Associates</td>
<td>1001 Things To Do Before I Die</td>
<td>$25.00 Per Hour</td>
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<td>Rounds, Miller &amp; Associates</td>
<td>Build Your Own Business Website &amp; Save $$$</td>
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<td>Rounds, Miller &amp; Associates</td>
<td>Clutterology®</td>
<td>$25.00 Per Hour</td>
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<td>Rounds, Miller &amp; Associates</td>
<td>How to Create Lifelong Dreams</td>
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<td>Scott, Mike</td>
<td>Acoustic Guitar Introduced</td>
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<tr>
<td>Sheldon, Jeffrey</td>
<td>Protecting Ideas</td>
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<td>Shrake, Diane</td>
<td>How to Become a Florist</td>
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<td>Southern California Music School</td>
<td>Acoustic Guitar for Kids</td>
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<td>Southern California Music School</td>
<td>Hand Drums</td>
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<td>Keyboards for Kids</td>
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<td>Spinelli, Mark</td>
<td>Beginning Golf (1 Day)</td>
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<td>Beginning Golf (2 Day)</td>
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<td>Beginning Golf (3 Day)</td>
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<td>Beginning Golf (5 Day)</td>
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<td>Junior Golf Clinic - After School Classes (Ages 7-15)</td>
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<td>Junior Golf Clinic (Ages 7-15)</td>
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<td>Summer Junior Golf Clinic (Ages 7-15)</td>
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<td>Intermediate Hatha Yoga</td>
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<td>Introduction to Hatha Yoga</td>
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<td>Swanson, Pat</td>
<td>Acting for Commercials, Film &amp; Television</td>
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<td>Advanced Acting Class (Ages 8-17)</td>
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<td>Conversational Italian II</td>
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<td>ARRT Exam Review: Part I</td>
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<td>Bonds: Investing for Income &amp; Capital Preservation</td>
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<td>Can You Afford to Retire?</td>
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<td>Estate Planning 101: Learn the Basics</td>
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<td>How to Start a Successful Investment Club</td>
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<td>Introduction to Investing</td>
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<td>Retirement - The Best is Yet to Come!</td>
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<td>Retirement and Beyond: Planning and Preparing</td>
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<td>Stock Market: Investment and Analysis</td>
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<td>The Economy: Your Money</td>
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<td>Voices For All, LLC</td>
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<td>Walker &amp; Associates</td>
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<td>Williams, Jill</td>
<td>Candy Making with Chocolate – Beginner’s Class</td>
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<td>Yamamoto, Neal</td>
<td>Creating Graphic Novels or Comics</td>
<td>$25.00 Per Hour</td>
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<td>Chinese Face Reading for Great Relationships</td>
<td>$25.00 Per Hour</td>
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<td>Yarborough, Charles</td>
<td>Chinese Face Reading for Health &amp; Happiness</td>
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<td>Yarbrough, Jeffrey</td>
<td>Hip Hop &amp; Funk Dance</td>
<td>50% of the Gross</td>
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<td>Hip Hop &amp; Funk Dance (Ages 10-15)</td>
<td>50% of the Gross</td>
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<td>Street Science Self-Defense (Adult)</td>
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<td>Yarbrough, Jeffrey</td>
<td>Street Science Self-Defense (Ages 8-16)</td>
<td>50% of the Gross</td>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Approve Change Orders, Measure P Projects  
Campus-Wide Network Project / Infrastructure Upgrade

Board Meeting Date:  June 4, 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 Change Order Numbers Ten (10) and Eleven (11) to Verizon Select Services, Inc. for Purchase Order Number P08-00892, Measure P Campus-Wide Network Project/Infrastructure Upgrade.  As part of the agreement between Verizon Business Services and the District, change orders may be related to the contract, labor, equipment and/or materials.

Change Order #10 – Add to develop AUTOCAD drawings for the LL, C, R, U, and E Buildings.  The total cost of this change order is Six Thousand Eight Hundred Ninety-Four Dollars ($6,894.00).

Change Order #11 – Add to install cable supports for the C Building, all levels.  The total cost of this change order is Twenty-Eight Thousand Eight Hundred Sixty-One Dollars and Sixty-Eight Cents ($28,861.68).

FISCAL IMPLICATIONS:  Funds for this purpose are provided in the 2007-2008 District Budget in the funds indicated and charged to the cost centers shown:

42-6250-7414-4000 - (M/P Technology Infrastructure)  
41-6250-7112-0000 - (C/O Campus Telecommunications)

BACKGROUND:  Periodic change orders to the original upgrade contract are common in a project of this magnitude.  Public Contract Code 20659 allows the Board to make changes in the contract up to ten percent (10%) of the original contract amount.  The Facilities Master Plan 2010 includes a project to upgrade the District’s Network and Telecommunication Infrastructure.  The implementation period runs from October 2007 through January 2009.  On September 19, 2007, the Board awarded the Systems Agreement to Verizon Business Services and authorized the issuance of Purchase Order Number P08-00892.

Submitted by:

[Signature]
Director, Purchasing Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
<table>
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<th>CO #</th>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>C.O. AMOUNT</th>
<th>ADJUST (-) / (+)</th>
<th>BALANCE</th>
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<td>01</td>
<td>04/23/08</td>
<td>Add to relocate fiber strands within main station room.</td>
<td>5,646</td>
<td>5,646</td>
<td>333,799</td>
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<td>04/23/08</td>
<td>Add to install J-Hooks in L Building for new cable supports.</td>
<td>9,984</td>
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<td>323,816</td>
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<td>04/23/08</td>
<td>Add to install cable and dual saddle rack supports for cabling.</td>
<td>43,781</td>
<td>43,781</td>
<td>280,035</td>
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<td>04/23/08</td>
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<td>8,645</td>
<td>8,645</td>
<td>271,390</td>
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<td>05</td>
<td>05/22/08</td>
<td>Add to install cable supports in FS Building.</td>
<td>679</td>
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<td>270,711</td>
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<td>06</td>
<td>05/22/08</td>
<td>Add to install cable supports in W Building.</td>
<td>3,222</td>
<td>3,222</td>
<td>267,489</td>
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<td>07</td>
<td>05/22/08</td>
<td>Add to install cable supports in Child Development Center.</td>
<td>4,289</td>
<td>4,289</td>
<td>263,200</td>
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<td>Add to install cable supports in GM Building.</td>
<td>764</td>
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<td>262,406</td>
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<td>09</td>
<td>05/22/08</td>
<td>Add to install cable supports in LL Building.</td>
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<td>10</td>
<td>06/04/08</td>
<td>Add to develop AUTOCAD drawings for the LL, C, R, U, E Buildings.</td>
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<td>6,894</td>
<td>239,629</td>
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<td>Add to install cable supports for the C Building.</td>
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<td>210,767</td>
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</tbody>
</table>

**VALUE OF EXECUTED CHANGE ORDERS**
$128,678

**CONTRACT AMOUNT WITH EXECUTED CHANGE ORDERS**
$6,917,586

**REMAINING PROJECT CONTINGENCY**
$639,445

**PERCENTAGE OF IMPACT BY CHANGE ORDERS TO OVERALL CONTRACT**
1.86%
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Change Orders, Measure P Projects
Industrial Technology and Campus Center/Bookstore
Buildings

Board Meeting Date: June 4, 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 Change Order Number Nine (9) to Douglas E. Barnhart, Inc. for Contract Number C2899-8, Measure P Industrial Technology (IT) and Campus Center/Bookstore (CCB) Buildings. As part of the agreement between Barnhart and the District, change orders may be related to the contract, labor, equipment and/or materials.

Change Order #9: Add to relocate HVAC duct paths to avoid existing concrete columns of the Campus Center renovation project. The total amount of this change order is Three Thousand Five Hundred Seventy-Three Dollars ($3,573.00).

FISCAL IMPLICATIONS: Funds for this purpose are provided in the 2007-2008 District Budget under the following cost centers shown:

42-6250-7403-0000 (M/P Industrial Technologies Building)
42-6250-7405-0000 (M/P Campus Center Building)

BACKGROUND: Periodic change orders to the original construction contract are common in a project of this magnitude. Public Contract Code 20659 allows the Board to make changes in the construction contract up to ten percent (10%) of the original contract amount. On September 5, 2007, the Board awarded Bid 865 to Douglas E. Barnhart, Inc. and authorized the issuance of Contract Number C-2899-8.

Submitted by:

[Signature]
Director, Purchasing Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
<table>
<thead>
<tr>
<th>CO #</th>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>C.O. AMOUNT</th>
<th>ADJUST (-) / +</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>04/23/08</td>
<td>Add to replace details #8 on sheet S6.01 structural steel drawings.</td>
<td>2,279</td>
<td>2,279</td>
<td>2,213,673</td>
</tr>
<tr>
<td>02</td>
<td>04/23/08</td>
<td>Add to delete demolished scope of work previously performed.</td>
<td>29,320</td>
<td>29,320</td>
<td>2,164,353</td>
</tr>
<tr>
<td>03</td>
<td>04/23/08</td>
<td>Add for additional grading and compaction for removal of footings.</td>
<td>18,000</td>
<td>18,000</td>
<td>2,166,353</td>
</tr>
<tr>
<td>04</td>
<td>04/23/08</td>
<td>Add for structural seismic reinforcement to existing columns.</td>
<td>163,765</td>
<td>163,765</td>
<td>2,002,588</td>
</tr>
<tr>
<td>05</td>
<td>05/22/08</td>
<td>Deduct the value of work performed by District.</td>
<td>-14,370</td>
<td>-14,370</td>
<td>2,016,958</td>
</tr>
<tr>
<td>06</td>
<td>05/22/08</td>
<td>Add concrete grade beam and steel supports.</td>
<td>9,879</td>
<td>9,879</td>
<td>2,007,079</td>
</tr>
<tr>
<td>07</td>
<td>05/22/08</td>
<td>Add for installation/replacement of fire suppression system.</td>
<td>44,477</td>
<td>44,477</td>
<td>1,962,602</td>
</tr>
<tr>
<td>08</td>
<td>05/22/08</td>
<td>Add for installation of sheet metal and copper tubing.</td>
<td>27,139</td>
<td>27,139</td>
<td>1,935,463</td>
</tr>
<tr>
<td>09</td>
<td>06/04/08</td>
<td>Add for relocation of HVAC duct paths.</td>
<td>3,573</td>
<td>3,573</td>
<td>1,931,890</td>
</tr>
</tbody>
</table>

VALUE OF EXECUTED CHANGE ORDERS: $284,062

CONTRACT AMOUNT WITH EXECUTED CHANGE ORDERS: $44,603,110

REMAINING PROJECT CONTINGENCY: $44,019,048

PERCENTAGE OF IMPACT BY CHANGE ORDERS TO OVERALL CONTRACT: 0.64%
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: June 4, 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 $15,395.11

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

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>05-05-08</td>
<td>16151957</td>
<td>$15,395.11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>===========</td>
</tr>
<tr>
<td></td>
<td>Medical</td>
<td>$9,419.18</td>
</tr>
<tr>
<td></td>
<td>Benefit Payments</td>
<td>5,550.74</td>
</tr>
<tr>
<td></td>
<td>Legal</td>
<td>345.19</td>
</tr>
<tr>
<td></td>
<td>Mileage</td>
<td>80.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$15,395.11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>===========</td>
</tr>
</tbody>
</table>

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:  
Olive Walker  
Director, Fiscal Services

Recommended for Approval:  
Phillip Muller  
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Paulettte LaFermo  
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Intrafund Transfer

Board Meeting Date: June 4, 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 the following intrafund transfer from the Unrestricted General Fund to the Restricted General Fund to provide required district 3:1 match for instructional equipment and to transfer Basic Skills 2006-07 allocation to Fund 03.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decrease Appropriations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>01-7900-3000-0000</td>
<td>Contingencies</td>
<td>$417,364</td>
</tr>
<tr>
<td>Increase Appropriations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>01-7200-3000-0000</td>
<td>Other Outgo, Transfers</td>
<td>$417,364</td>
</tr>
<tr>
<td>03-8982-1000-0300</td>
<td>Restricted General Fund, Incoming Transfers</td>
<td>$22,545</td>
</tr>
<tr>
<td>03-6412-1000-0300</td>
<td>New Equipment</td>
<td>$22,545</td>
</tr>
<tr>
<td>03-8982-5248-0607</td>
<td>Restricted General Fund Incoming Transfers</td>
<td>$394,819</td>
</tr>
<tr>
<td>03-6411-5248-0607</td>
<td>Computer Equipment</td>
<td>$394,819,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$417,364</td>
</tr>
</tbody>
</table>

BACKGROUND: The District received $67,636 One-Time Block Grant funds from the State. These funds require a district 3:1 match. Also a transfer from Fund 01 to Fund 03 is necessary for Basic Skills 2006-07 allocation.

Submitted by:  
Odessa Walker  
Director, Fiscal Services

Recommended for Approval:  
Dino Murgia  
Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Approve/Ratify Staff Development Activities

Board Meeting Date: June 4, 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 Staff Development activities listed below:

Approve

June 18, 2008 – Counseling Student Learning Outcomes Retreat at Altadena Town & Country Club, to provide training on how to implement assessment and tracking strategies. Anticipated expenses not-to exceed $600.00 for facility, materials, presenters, audio-visual and refreshments for approximately 14 participants. Cost Center: 01-5210-2000-0000, Student and Learning Services

Ratify

May 21, 2008 – Basic Skills Task Force Meeting at PCC, to review and discuss the Basic Skills Action Plan and budget for the upcoming year. Anticipated expenses not-to-exceed $500.00 for materials and refreshments for approximately 20 participants. Cost Center: 03-5210-5248-0506, Basic Skills

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
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Stipends for Classified and Unclassified Personnel

Board Meeting Date: June 4, 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 stipends for the persons on the attached list for the fiscal year 2007-08 and 2008-09.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources
Recommended for Approval:

[Signature]
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson, Christopher</td>
<td>3,000.00</td>
<td>Presenter for Mathematics Upward Bound Classic Summer Program 6/20/08 – 08/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Carruthers, Anthony</td>
<td>3,000.00</td>
<td>Presenter for Mathematics Upward Bound Classic Summer Program 6/20/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Cook, Courtney</td>
<td>3,000.00</td>
<td>Presenter for English Upward Bound Classic Summer Program 6/20/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Cook, Courtney</td>
<td>3,250.00</td>
<td>Presenter for English Math/Science Upward Bound Summer Program 6/20/08 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Garcia, Jasmine</td>
<td>2,500.00</td>
<td>Resident Assistant Upward Bound Classic Summer Program 6/16/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Gonzalez, Victor</td>
<td>2,700.00</td>
<td>Resident Advisor Math/Science Upward Bound Summer Program 6/18/08 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Johnson, Marilyn</td>
<td>300.00</td>
<td>Presenter for Windows XP advance training class 6/12/08 – 6/30/08 (New Media Center)</td>
</tr>
<tr>
<td>Kidd, Michael</td>
<td>3,800.00</td>
<td>Presenter for Mathematics Math/Science Upward Bound Summer Program 6/20/08 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Ko, Irene Joy</td>
<td>3,200.00</td>
<td>Resident Advisor Summer Program 6/20/08 – 8/4/08 Math/Science Upward Bound (EOP&amp;S)</td>
</tr>
<tr>
<td>Langley, Monica</td>
<td>3,000.00</td>
<td>Presenter for Science Upward Bound Classic Summer Program 6/20/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Mills, Christopher</td>
<td>3,250.00</td>
<td>Presenter for Mathematics Math/Science Upward Bound Summer Program 6/20/08 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Name</td>
<td>Stipend</td>
<td>Special Project</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Palacios, Bianca</td>
<td>2,700.00</td>
<td>Resident Advisor for Summer Program Math/Science Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/18/08 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Palacios, Monica</td>
<td>1,700.00</td>
<td>Web Design Presenter</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math/Science Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/20/07 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Peraza, Daniel</td>
<td>2,500.00</td>
<td>Resident Assistant Classic Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/16/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Perez, Hugo</td>
<td>3,200.00</td>
<td>Resident Advisor/Engineering class aide</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Math/Science Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/18/08 – 8/4/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Porter, Elizabeth</td>
<td>2,200.00</td>
<td>Train transcript pre-screeners</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6/12/08 – 6/27/08 (Degree Transfer Center)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ARCC*</td>
</tr>
<tr>
<td>Saikali, Leina</td>
<td>2,500.00</td>
<td>Resident Assistant Classic Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/16/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Sem, Dara</td>
<td>2,500.00</td>
<td>Resident Assistant Classic Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/16/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Solis, Monica</td>
<td>3,000.00</td>
<td>Presenter for Mathematics Classic Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/29/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Touloumian, Lori</td>
<td>3,000.00</td>
<td>Presenter for English Classic Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/20/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
<tr>
<td>Walls, Todd</td>
<td>3,000.00</td>
<td>Presenter for Science Classic Upward Bound</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Program 6/20/08 – 8/1/08 (EOP&amp;S)</td>
</tr>
</tbody>
</table>

*Accountability Reporting for Community Colleges
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 persons on the attached list to be employed in a special project as listed, approved for the College year 2007-08 and 2008-09, unless otherwise indicated, or any portion thereof, as stated in the contract. The length of time of the employment and the assignment shall be determined by College need.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:

Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andres, Annalee</td>
<td>$75.00</td>
<td>Staff Development—Blackboard/CE6 Training (Art History), 06-19-08 to 06-27-08</td>
</tr>
<tr>
<td>Banerji, Debashish</td>
<td>$75.00</td>
<td>Staff Development—Blackboard/CE6 Training (Art History), 09-03-08</td>
</tr>
<tr>
<td>Ellsworth, Kristin</td>
<td>$75.00</td>
<td>Staff Development—Blackboard/CE6 Training (Art History), 09-03-08</td>
</tr>
<tr>
<td>Looney, Norman</td>
<td>$75.00</td>
<td>Staff Development—Blackboard/CE6 Training (Art History), 09-03-08</td>
</tr>
<tr>
<td>Quintanar, Evangelina</td>
<td>$750.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges) Learning Assistance Center—trained student tutors in the Teaching &amp; Learning Center, 02-01-08 to 05-31-08</td>
</tr>
<tr>
<td>Sierra, Joseph</td>
<td>$3,000.00</td>
<td>Academic Support—summer 2008 Study Abroad and Scholars Program coordination and support services, 06-16-08 to 07-25-08</td>
</tr>
<tr>
<td>Taylor, Valerie</td>
<td>$75.00</td>
<td>Staff Development—Blackboard/CE6 Training (Art History), 09-03-08</td>
</tr>
<tr>
<td>Wright, Timothy</td>
<td>$75.00</td>
<td>Staff Development—Blackboard/CE6 Training (Art History), 09-03-08</td>
</tr>
<tr>
<td>Yamato, Yoshi</td>
<td>$750.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges) Learning Assistance Center—trained student tutors in the Mathematics Center, 02-01-08 to 05-31-08</td>
</tr>
</tbody>
</table>
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: June 4, 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>Fogwell, Douglas</td>
<td>44A</td>
<td>100% - 12 mo.</td>
<td>06/05/08</td>
</tr>
<tr>
<td>Skilled Trades Worker</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Alfred Garcia</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:
Dean, Human Resources

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

CONSENT ITEM TITLE: Authorization to Reimburse Applicant(s)

Board Meeting Date: June 4, 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 reimbursement to the following applicant(s) for costs associated with interviewing at Pasadena City College for the purpose of obtaining a full-time position. Costs related to reimbursement shall not exceed the amount shown:

Errol Browne $435.72
Cynthia Miller $355.00

FISCAL IMPLICATIONS: Reimbursement is restricted to travel, lodging, car rental, gas, parking, and meal expenses. Funds for this purpose are budgeted in cost center 03-5210-5502-0000 (Staff Diversity).

BACKGROUND: Reimbursement for travel for second-level interviews is used to assist with the recruitment of qualified candidates for positions.

Submitted by:
Office of Human Resources
Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President