NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, June 18, 2008

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

MEETING NO. 13

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 13, 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] Piano; Speech Communication; Counselor (Outreach)
   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
      Jaylene Moseley
   C. PUBLIC COMMENT ON NON-AGENDA ITEMS
      The Brown Act prohibits the Board from discussing or taking action on any item not on the agenda, but members may make a brief comment or ask questions in response to public comments.
   D. APPROVAL OF MINUTES – Meeting No. 10, Joint Meeting with Pasadena Unified School District, May 6, 2008; Meeting No. 11, Joint Meeting with Associated Students' Board, May 22, 2008; Meeting No. 12, Regular Meeting June 4, 2008.
   E. APPROVAL OF CONSENT ITEMS (See page 3, attached)
   G. APPROVAL OF 2008-2009 COLLEGE GOALS [Tab G]
   H. APPROVAL OF 2009-2010 INSTITUTIONAL STRATEGIC DIRECTIONS [Tab H]
   I. APPROVAL OF 2008-2009 TENTATIVE BUDGET [Tab I]
   J. STAFF PRESENTATION AND BOARD DISCUSSION, WITH POSSIBLE ACTION, OF THE 2008-2009 PROPOSED ADOPTED BUDGET AND RECOMMENDED STRATEGY [Tab J]
K. ADOPTION OF RESOLUTION NO. 434 REGARDING EMERGENCY RESPONSE SYSTEMS
   [Tab K]

L. DISCUSSION, WITH POSSIBLE ACTION: MEMORANDUM OF UNDERSTANDING BETWEEN THE INSTRUCTIONAL SUPPORT SERVICES UNIT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 777, PCC PEACE OFFICERS' ASSOCIATION, AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [Tab L]

M. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1210, REGULAR MEETINGS [Tab M]

N. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1215, SPECIAL MEETINGS [Tab N]

O. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1220, EMERGENCY MEETINGS [Tab O]

P. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1230, ADJOURNED MEETINGS [Tab P]

Q. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1240, AGENDA FOR MEETINGS [Tab Q]

R. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1250, MEETINGS: RECOMMENDED ORDER OF BUSINESS [Tab R]

S. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1260, MEETINGS: QUORUM AND VOTING [Tab S]

T. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1270, MEETINGS: REPRESENTATION BY SHARED GOVERNANCE GROUPS [Tab T]

U. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1280, MEETINGS: PARLIAMENTARY PROCEDURE [Tab U]

V. DISCUSSION WITH POSSIBLE ACTION: BOARD BYLAW #1290, MEETINGS: AUDIENCE [Tab V]

W. PRESIDENT'S REPORT
   • Vision 2020
   • Naming Opportunities for the Center for the Arts

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

Y. FUTURE BOARD MEETING DATES

Z. FUTURE AGENDA ITEMS

AA. ADJOURNMENT
CONSENT ITEMS

80-S Approval of Student Travel for Upward Bound Math/Science Program Pasadena, CA June 21, 2008
81-S Approval of Upward Bound Math/Science Summer Instruction and Activities Program Pasadena, CA June 23 – July 24, 2008
82-S Approval of Upward Bound Classic Summer Instruction and Activities Program Pasadena, CA June 23 – July 11, 2008
83-S Approval of Upward Bound Classic Summer Residency Program Pomona, CA July 13 – July 25, 2008
85-S Approval of Student Travel for Associated Students Executive Board Annual Retreat Pasadena and Los Angeles, CA July 11 – 13, 2008
84-S Approve Northern California College Tours and Field Trips for Students in the Upward Bound Classic Summer Program July 28 – July 31, 2008
86-S Approval of Student Travel for Upward Bound Math/Science Program Los Angeles, CA July 19, 2008
87-S Approval of Student Travel for Upward Bound Math/Science Program Los Angeles, CA July 8, 2008

149-I Approval of Instructional Trip for Geology 30E, July 15-18, 2008
150-I Approval of Instructional Trip for XL Summer Bridge Program, July 7, 2008
151-I Approval of Instructional Trip for XL Summer Bridge Program, July 25, 2008
152-I Approval for Instructional Activity for the TLC Programs, June 19, 2008

197-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
198-B Reporting and Approval of Revolving Fund Reimbursement
199-B Authorization for Year End Appropriation Transfers
200-B Budget Augmentation
201-B Ratify Grant Application, California High School Exit Exam Preparation Program Fund
202-B Approve/Amend/Renew Contracts
203-B Approve/Ratify Career and Technical Education Activities
204-B Approve Purchasing Transactions
205-B Authorize Solicitation of Request for Qualifications – Strategic & Educational Master Planning Service – VISION 2020
206-B Transfer Between Major Objects

145-P Stipends for Classified and Unclassified Personnel
146-P Approval of College Assistant and Instructional Aide Positions – July 1, 2008 – December 31, 2008
147-P Approve/Ratify Stipends for Academic Personnel
148-P Employment of Hourly Credit Teachers and Substitute Teachers, Summer 2008
149-P Employment of Hourly Noncredit Teachers and Substitute Teachers, Summer 2008
150-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
151-P Approval of Contracts: Academic Coordinators and Directors, Division, Associate and Assistant Deans, 2008-2009
152-P Employment of 11- and 12-Month Academic Employees, 2008-2009
153-P Employment of 10-Month Non-Tenured Academic Credit and Noncredit Contract Employees, 2008-2009
154-P Approval of Contracts: Deans
155-P Approval of Contracts: Vice Presidents
157-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009 (CLOSED SESSION) Piano; Speech Communication; Counselor (Outreach)
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 12 on Wednesday, June 4, 2008, in Harbeson Hall of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS
The meeting was called to order at 6:11 p.m. by Mr. John Martin, Board President.

ROLL CALL

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

**Trustees Absent**
None

**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 Aguilhiga, Dean, Human Resources

The **Academic Senate** was represented by Ms. Kay Dabelow.
The **Classified Senate** was represented by Debra Cantarero.
The **Associated Students Board** representative was Mr. Sean O'Connor.
The **Management Association** representative was Ms. Ellen Ligons.

PUBLIC COMMENT ON CLOSED SESSION ITEMS
There was no public comment at this time.
Mr. Martin adjourned the Board to Closed Session at 6:14 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]

Closed Session was adjourned at 7:08 p.m.

III. OPEN SESSION
Mr. Martin reconvened the Open Session at 7:12 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
   Dr. Bradbury-Huang led the Pledge of Allegiance.

B. INTRODUCTIONS
   Dr. Perfumo introduced Courtney Hunter regarding the campus wide diversity mixer with a creative mosaic activity sponsored by The California Tomorrow Foundation. The themes of diversity, inclusion and access were integrated in this multicultural project, and the mosaics were present for Board members and the public to view.
   Sean O’Connor introduced new student government officers.

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

D. APPROVAL OF MINUTES
   Minutes of Meeting No. 11 Joint Board Meeting with Associated Students’ Board, May 22, 2008; and Meeting No. 10 Joint Board Meeting with Pasadena Unified School District, May 6, 2008; were pulled from the agenda.

E. APPROVAL OF ADDITION AND DELETIONS TO THE CREDIT CURRICULUM
   Dr. Jacobs discussed the need for deletions because there is a need to remove courses no longer being offered since we must develop student learning outcomes. Mr. Baum recognized Dean Douglas Haines and the specialized courses in Administration of Justice. Mr. Haines explained that traditionally, law enforcement sought community college specialized courses. However, demand has diminished and the Advisory Committee recommended that these courses be removed from our offerings.

   MOTION: Moved by Mrs. Wells-Miller, seconded by Mr. Baum. The Board unanimously approved the addition and deletions to the credit curriculum.

   Ayes: Baum, Bradbury-Huang, Mann, Martin, Rey Castro, Thomson, Wells-Miller
   Noes: 0
   Absent: 0
   Abstentions: 0
   Advisory Vote: Yes (Sean O’Connor)

F. OATH OF OFFICE FOR STUDENT TRUSTEE

John J. Campo was sworn in as the new student trustee for 2008-2009 by Mr. Martin. Mr. Campo’s family was introduced. Sean O’Connor was thanked and given gifts of appreciation.
G. APPROVAL OF CONSENT ITEMS

77-S: Adoption of Resolution No. 431 and Approval of Conferring Special Recognition: Susanna Miele Pasadena, CA, June 13, 2008.
Mr. Thomson acknowledged her contribution to the Board.

79-S: Adoption of Resolution No. 433 and Approval of Conferring Special Recognition: Kathryn Dabelow Pasadena, CA, June 13, 2008.
Mr. Campo acknowledged Ms. Dabelow's years of service and contribution to students.

148-I: Ratification and Approval for Instructional Activity for the Community Education Center, November 4, 2006:
Dr. Mann pulled this item for date clarification. This was described by Dr. Jacobs as a cleaning up of an oversight from two years ago.

185-B: Approve Purchasing Transactions:
Dr. Rey Castro wanted to call to everyone's attention. Of approximately 146 transactions, only 11 represent local vendors.

144-P: Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009:
Dr. Mann pulled for a separate vote and would like to bring the issue of tenure positions as an agenda item to a future meeting.

MOTION: Moved by Mrs. Wells-Miller, seconded by Mr. Baum. The Board unanimously approved the consent items with the exception of 77-S and 144-P.

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

MOTION: Moved by Mr. Thomson, seconded by Dr. Mann. The Board unanimously approved consent item 77-S.

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

MOTION: Moved by Mr. Baum, seconded by Mrs. Wells-Miller. Dr. Mann discussed budget implications. Dr. Rey Castro asked if these positions were advertised prior to March 15, 2008. Dr. Perfumo indicated that they were. Dr. Mann requested that policy regarding tenure track faculty positions be addressed as an agenda item at a future board meeting. The Board approved consent item 144-P.

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

H. SEISMIC STRUCTURAL REPORT
Mrs. Murillo referred to handouts in Board members’ packets. Mr. Baum asked where the money came from for this study. Mrs. Murillo indicated that it was appropriated from her consulting budget. Dr. Perfumo stated that safety issues go right to the top at the state level for funding. Dr. Mann noted that this should become a board priority citing her experience at Cal State Northridge. Mrs. Murillo discussed raising awareness when students return in the fall regarding education, emergency response time, how to evacuate buildings and the next steps to be taken.

I. BUILDING THE SPIRIT OF A VIBRANT COMMUNITY
Dr. Perfumo reported that The Pasadena City College Foundation is establishing a “Building the Spirit of a Vibrant Community” Award and annual benefit luncheon to honor individuals, organizations or businesses that have made an exceptional contribution and commitment to the advancement of PCC and the greater community. The Inaugural award will honor Senator Jack Scott on October 30, 2008, at the Westin beginning at 11:00 a.m. This high profile event is expected to both raise awareness of PCC and act as a fundraising opportunity. Mr. Martin previously appointed Mr. Thomson to be involved as a liaison to the Foundation Board, and asked that his appointment be reflected in the minutes.

J. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1480 Conflict of Interest

MOTION: Moved by Mrs. Wells-Miller, seconded by Mr. Thomson. The Board unanimously approved Bylaw #1480.

Dr. Rey Castro asked if trustees are given honorariums, could they be turned over to the Foundation. Mr. Baum said that it can be donated. Individuals cannot accept honorariums as they relate to the college. Mr. Thomson suggested that we look back at the Education Code.

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

K. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1450 Trustees Code of Ethics (Including Student Trustees)

MOTION: Moved by Dr. Rey Castro, seconded by Mr. Baum. The Board unanimously approved Bylaw #1450.

Ayes: Baum, Bradbury-Huang, Mann, Martin, Rey Castro, Thomson, Wells-Miller
Noes: 0
Absent: 0
Abstentions: 0
Advisory Vote: Yes
L. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1460 Community Relations

Mr. Baum questioned the value of the by-law and moved to strike it. Following
discussion, it was agreed we should keep it.

MOTION: Moved by Dr. Rey Castro, seconded by Dr. Bradbury-Huang.
The Board unanimously approved Board Bylaw #1460.

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

M. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1490 Board Self-Assessment

Mr. Thomson questioned the word anonymity.

MOTION: Moved by Dr. Rey Castro, seconded by Dr. Mann. Accepted
with AMENDMENT to MOTION: Moved by Mr. Thomson to
strike the sentence regarding anonymity, “Anonymity is not
preserved”. The Board unanimously approved Board Bylaw
#1490.

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

N. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1320 Minutes of Meetings

MOTION: Moved by Mr. Baum, seconded by Dr. Mann. The Board voted
to approve Bylaw #1320. Amendment to Motion. Moved by Dr.
Mann and seconded by Mrs. Wells-Miller, that any audiostream not
on the website would be permanently archived. Amended
motion fails.

Ayes: Mann, Rey Castro, Wells-Miller
Noes: Baum, Bradbury-Huang, Martin, Thomson
Absent: 0
Abstentions: 0
Advisory Vote: Yes
AMENDMENT FAILS
MOTION: Amendment to Motion Moved by Mr. Thomson and seconded by Mr. Baum, to cross out "will be kept in a publicly accessible space". The Board approved Board Bylaw #1320 by a vote of five to two.

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

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

MOTION: Moved by Dr. Mann and seconded by Mr. Thomson, the Board unanimously approved Board Bylaw #1300.

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

P. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1440 Staff Reports

MOTION: Moved by Dr. Mann and seconded by Mr. Thomson, the Board unanimously approved Board Bylaw #1440.

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

Q. DISCUSSION, WITH POSSIBLE ACTION:
Board Bylaw #1430 Authority Only as A Board

MOTION: Moved by Dr. Mann and seconded by Mrs Wells-Miller, the Board unanimously approved Board Bylaw #1430.

Ayes: Baum, Bradbury-Huang, Mann, Martin, Rey Castro, Thomson, Wells-Miller
Noes: 0
Absent:
Abstentions: 0
Advisory Vote: Yes
R. DISCUSSION, WITH POSSIBLE ACTION:  
Board Bylaw #1400 General Authority, Restrictions and Reports: Adoption of Bylaws/Board Authority

MOTION: Moved by Dr. Mann and seconded by Mrs. Wells-Miller, the Board unanimously approved Board Bylaw #1400.

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

S. PRESIDENT'S REPORT

- Dr. Perfumo mentioned numerous year end scholarship and award ceremonies she has attended at both the CEC and main campus.
- She acknowledged Mrs. Wells-Miller for her role in suggesting the Foundation rent caps and gowns for the CEC general education graduation ceremony. Foundation Board President Mark Ladesich indicated that this would become a permanent line item.
- Our math team was first in the nation, and Dr. Perfumo distributed a press release about the prestigious award.
- Saturday, May 31st, a BBQ was held to honor the Inaugural President's Ambassadors at the President's home.
- Dr. Perfumo was the Keynote speaker at Rotary at noon where she shared her vision of the college's future.
- Her monthly classified coffee discussion revolved around a smoke free campus.
- Dr. Perfumo and Pasadena Unified School District Superintendent Diaz are meeting as a follow-up to the joint board meeting.
- Dr. Perfumo invited the Shared Governance groups to give reports.

The Academic Senate: Ms. Dabelow provided a report from the June 2, 2008 meeting. Jim Bickley was announced as the 2008-2009 Academic Senate President. Academic Senate Scholarships were highlighted. A list of additions and modifications regarding the Faculty Handbook will be worked on over the summer. Ms. Dabelow reminded the Board about their invitation to the June 13th Senate breakfast at the CEC, at 7:30 a.m.

The Classified Senate: Ms. Cantarero announced Classified Senate scholarships.

The Associated Students Board: Mr. O'Connor discussed the Annual Report for the Child Development Center annual evaluation. He distributed a copy of the slideshow on textbook pricing from the May 22, 2008 joint ASB board meeting. Mr. O'Connor attended a recent Saturday rally with PUSD Superintendent Diaz. He also attended the spring quarter Measure P oversight committee meeting. Associated Students had a cultural diversity event May 29, 2008 and there was a Relay for Life on Saturday, May 31, 2008.

The Management Association: Ms. Ellen Ligons reminded everyone that there would be a Management Association breakfast for retirees at Brookside the following morning.

T. ANNOUNCEMENTS BY MEMBERS OF THE BOARD

- Mr. Baum described his participation in the Memorial Fiesta Day Celebration, with PCC's entry in the parade, "Building Community through Sports".
• Dr. Bradbury-Huang discussed her local legislative committee for the South Pasadena Chamber.
• Mrs. Wells-Miller thanked the Foundation for purchasing the caps and gowns for CEC. She requested three-step risers for future ceremonies.
• Mr. Thomson spoke about the Pasadena Educational Foundation.
• John Campo recognized Sean O’Connor and mentioned the Friday, June 6, 2008 fundraiser for the Northern China Disaster.

U. FUTURE BOARD MEETING DATES  June 18, 2008

V. FUTURE AGENDA ITEMS

Mrs. Wells-Miller requested information on televising board meetings.
Mr. Baum requested administration to report back to the board regarding audiocasting on the website.
Dr. Mann alerted the Board that 10 more policies would be included on each future agenda until they’ve all been discussed and approved.
Dr. Bradbury-Huang will not be at the next meeting, June 13, 2008. She requested a brief description of the Biotech program.

W. ADJOURNMENT

Meeting No. 12 was adjourned at 10:07 p.m. by Mr. Martin.

CLOSED SESSION – There was no second closed session.
MOTIONS CARRIED AT MEETING NO. 12–June 4, 2008

Approval of addition and deletions to the credit curriculum.

Approval of Consent Items 78-S though 79-S; 142-I through 148-I; 185-B through 196-B; 140-P through 143-P

Approval of Consent Item 77-S by separate vote.

Approval of Consent Item 144-P by separate vote.

Approval of Board Bylaw #1480 Conflict of Interest

Approval of Board Bylaw #1450 Trustees Code of Ethics (Including Student Trustees)

Approval of Board Bylaw #1460 Community Relations

Approval of Board Bylaw #1490 Board Self-Assessment with AMENDMENT to remove “Anonymity is not preserved.”

Approval of Board Bylaw #1320 Minutes of Meetings with AMENDMENT to remove “will be kept in a publicly accessible space”

Approval of Board Bylaw #1300 Suspension of the Rules/Amendments/Additions/Appeals of Policies, Rules and Regulations

Approval of Board Bylaw #1440 Staff Reports

Approval of Board Bylaw #1430 Authority Only as A Board

Approval of Board Bylaw #1400 General Authority, Restrictions and Reports: Adoption of Bylaws/Board Authority

Paulette J. Perfumo, Secretary
Board of Trustees
AGENDA

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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]

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 Reimburse Applicant(s)
144-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. 11
OF THE BOARD OF TRUSTEES
and
JOINT MEETING WITH ASSOCIATED STUDENTS’ BOARD
Pasadena City College
Sexson Auditorium, Building C
1570 East Colorado Boulevard
Pasadena, California 91106
10:45 A.M. Closed Session
11:45 A.M. Open Session
Thursday, May 22, 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. 11

REVISED

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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 Dabelow.
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 University 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’s (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 2008 U.S. Excellence In Academic Libraries Award. The original presentation was Tuesday, May 13, 2008 at Shatford 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.

Mrs. 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 the need for family restrooms.

2. PRESENTATION, WITH DISCUSSION AND POSSIBLE ACTION: BOOKSTORE PRICING
Sean O’Connor 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, to direct the administration to review the recommendations presented by the students and report back to the board for possible action.

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

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 Mr. Baum and seconded by Dr. Mann, the Board voted by unanimous vote to approve the 2009-2010 Calendar as submitted and directed the Administration to ensure active student participation in the annual calendar development process.

Ayes: Baum, Bradbury-Huang, Mann, Martin, Thomson, Wells-Miller
Noes: 0
Absent: Rey Castro
Abstentions: 0
MOTION PASSED

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. Mr. Martin requested that Michael Sansosti provide a level of direction for action from the Board for enforcement of current rules and policies.

MOTION: Moved by Dr. Mann and seconded by Mrs. Wells-Miller, that the Board direct the administration to develop a policy that would make Pasadena City College a smoke-free campus and develop a mechanism for enforcing that policy.

Ayes: Mann,
Noes: Baum, Martin, Thomson, Wells-Miller
Absent: Rey Castro
Abstentions: Bradbury-Huang
Advisory vote: Yes
MOTION FAILED

MOTION: Moved by Mr. Baum and seconded by Sean O’Connor, to direct the Campus Safety Officers to enforce the current policy.

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

MOTION: Moved by Mr. Thomson and seconded by Dr. Bradbury-Huang, to issue Citations that would include fines for second offenses.
Amended by Mr. Baum to include input from the shared governance groups. Mr. Thomson and Dr. Bradbury-Huang accepted that amendment.

Dr. Mann amended the amendment to tie the original motion to immediate enforcement of the existing policy. Mr. Thomson did not accept that amendment. The original Thomson/ Bradbury-Huang motion was voted on.

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

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 voted to reaffirm the rights afforded the Student Trustee for the coming year, 2008-2009 under District Bylaw #1030.

Ayes: Baum, Bradbury-Huang, Mann, Thomson
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 $800,000 to $80,000. Mrs. Murillo clarified that it was an additional $80,000 to $800,000 for a total of $880,000.00. The second question was who is the principal for The DeVinny Group? Dr. Bradbury-Huang asked that this item be pulled for a separate vote.
128-P Approve Stipends for Academic Personnel:
Mr. Baum requested a separate vote.

133-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees:
Mr. O’Connor recognized Mr. Eugene Lopez for 42 years of outstanding service with Facilities Services.

134-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009:
Mr. O’Connor recognized Ms. Kathryn Dabelow for her 41 years of service.

138-P Resolution No. 430: Declaration of Indefinite Salaries for 2008-2009:
Mr. Thomson requested clarification of "indefinite". Dr. Perfumo explained that this can be handled during negotiations retroactively.

139-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009 (CLOSED SESSION):
Dr. Mann pulled this to express her concern regarding tenure track appointments.

MOTION: Moved by Mr. Baum and seconded by Dr. Bradbury-Huang, 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: Baum, Bradbury-Huang, Mann, Thomson
Noes: 0
Absent: Martin, Rey Castro, Wells-Miller
Abstentions: 0
Advisory Vote: Yes

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

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

MOTION: Moved by Mr. Thomson and seconded by Dr. Bradbury-Huang, was amended by Mr. Baum to reflect removal of the stipend for Pete Mhuinzi. Item 128-P without Mhuinzi stipend was held for separate vote. The Board unanimously approved Consent Item 128-P, with the exception of the recommendation for special project employment for Mr. Mhuinzi.

Ayes: Baum, Bradbury-Huang, Mann, Thomson
Noes: 0
Absent: Martin, Rey Castro, Wells-Miller
Abstentions: 0
Advisory Vote: Yes
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: Baum, Bradbury-Huang, Mann, Thomson
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'Connor thanked the Board. Dr. Perfumo introduced new hire JoEllyn McGrath, Administrative Assistant to the President and Board of Trustees.

J. FUTURE BOARD MEETING DATES
June 4, 2008

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. Motion that the Board direct the administration, with input from the shared governance group, for immediate enforcement of Citations that would include fines for second offenses of the current Campus Smoking Policy.

5. 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.

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

7. 128-P Approval of Stipends for Academic Personnel was amended to reflect removal of the stipend for Pete Mhunzi. Item 128-P without Mhunzi stipend was held for separate vote. The Board unanimously approved Consent Item 128-P, with the exception of the recommendation for special project employment for Mr. Mhunzi.

8. Approval of new Citizens Oversight Committee members.

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 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)
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 Aguiñiga, 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 PACC 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 PACC 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; PACC 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.
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.
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 (CA+ISEE) – 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
135-I Instructional Activity for the Community Education Center, June 3, 2008

Revised
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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PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item G: Approval of 2008-09 College Goals
Board Meeting: June 18, 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 2008-2009 College Goals.

Fiscal Impact: None

Background: The 2008-2009 College Goals were developed at the Strategic Planning Retreat held on May 16, 2008. Drs. Jeanette Mann and Hilary Bradbury-Huang represented the Board of Trustees at the retreat.

Approved for Submission to the Board of Trustees by:

Paullette S. Thomas
Superintendent/President
Pasadena City College
2008-2009 Strategic Directions and Annual Goals

The mission of Pasadena City College is successful student learning. The College provides high-quality, academically rigorous instruction in a comprehensive transfer and vocational curriculum, as well as learning activities designed to improve the economic condition and quality of life of the diverse communities within the College’s service area. Within the context of this mission and guided by its essential, ensuring, and shared core values, the College will ensure that decisions are guided by evidence of institutional effectiveness by focusing on the following strategic directions for the next three to five years.

**Strategic Direction I:** Develop and implement student-learning outcomes (SLO) at the institutional, program, and course levels as the basis for assessing successful student learning.

*(Strategic Direction origin: Strategic Direction I in 2007-08)*

*(Accreditation themes: Student Learning Outcomes and Institutional Commitments)*

**Goal 08-1:** The Student Learning Outcomes Steering Committee and the SLO and Assessment Resource Center along with the SLO Division Council and the Offices of Instruction, Student and Learning Services, and the Academic Senate will work to ensure that SLOs have been developed for all of the College’s courses by the end of the Spring 2009 term.

*(Goal origin: Goal 07-1 of 2007-08 with slight wording changes; 2008-09 Instructional Area Plan, goal #5)*

*(Accreditation themes: Student Learning Outcomes and Institutional Commitments)*

**Goal 08-2:** The Student Learning Outcomes Steering Committee and the SLO and Assessment Resource Center along with the SLO Division Council and the Offices of Instruction, Student and Learning Services, and the Academic Senate with guidance from the IPRO will support faculty in assessing their course SLOs and the utilization of the assessment to improve student learning.

*(Goal origin: goal 07-2 of 2007-08 with slight wording changes; 2008-09 Instructional Area Plan, goal #5)*

*(Accreditation themes: Student Learning Outcomes and Institutional Commitments)*

**Goal 08-3:** The Student Learning Outcomes Steering Committee and the SLO and Assessment Resource Center along with the SLO Division Council and the Offices of Instruction, Student and Learning Services, and the Academic Senate with guidance from the IPRO, will support program teams in identifying assessment methods and applying them to measure the SLO/SSO attainment for their program SLOs/SSOs as identified in the program reviews.

*(Goal origin: goal 07-3 of 2007-08 with slight wording changes; 2008-09 Instructional Area Plan, goal #5)*

*(Accreditation themes: Student Learning Outcomes and Institutional Commitments)*
Goal 08-4: The Student Learning Outcomes Steering Committee and the SLO and Assessment Resource Center along with the SLO Division Council and the Offices of Instruction, Student and Learning Services, and the Academic Senate with guidance from the IPRO, will help faculty develop assessment methods and apply them to measure the attainment of institutional learning outcomes (degree and certificate levels).

*(Goal origin: new goal for institutional learning outcomes that parallels goal 08-3)*  
*(Accreditation themes: Student Learning Outcomes and Institutional Commitments)*

**Strategic Direction II:** Assess and enhance the relevance of courses and programs in light of enrollment changes, student interests, and community needs.

*(Strategic Direction origin: Strategic Direction II in 2007-08)*  
*(Accreditation themes: Evaluation, Planning and Improvement, Organization and Institutional Commitment)*

Goal 08-5: The Office of Career and Technical Education (CTE) will work with CTE Divisions to increase student success and program completion numbers by: 1. updating the College’s career and technical programs, both credit and non-credit; 2. strengthening pathways from our feeder districts to Pasadena City College; and 3. ensuring that the programs meet the needs of business and industry.

*(Goal Origin: Goal #07-5 of 2007-08 with wording change and 2008-09 Instructional Area Plan, goal #3)*  
*(Accreditation themes: Evaluation, Planning and Improvement and Organization)*

Goal 08-6: The Offices of Instruction and Student and Learning Services will provide leadership and resources to implement the Basic Skills Plan and other evidence-based ways to address the need for remediation and basic skills assistance.

*(Goal Origin: Goal 07-6 of 2007-08 with slight wording change; 2008-09 Instructional Area Plan, goal #4)*  
*(Accreditation themes: Organization and Institutional Commitment)*

Goal 08-7: The Administrative Services Area will improve campus facilities and the technology infrastructure to provide a higher quality, safer, more aesthetically pleasing educational environment.

*(Goal Origin: Goal 07-7 of 2007-08 with slight wording change and 2008-09 Administrative Services Area Plan, goal #1, 2 and 6; 2008-09 Student and Learning Services Area Plan, goal #2, 6; 2008-09 Instructional Area Plan, goal #2)*  
*(Accreditation theme: Organization)*

**Strategic Direction III:** Ensure all aspects of diversity are infused throughout the institution.

*(Strategic Direction origin: Strategic Direction III in 2007-08)*  
*(Accreditation theme: Institutional Integrity)*
Goal 08-8: The President's Area, including Human Resources, the Academic Senate, the Classified Senate and the Management Association and the College President, will provide leadership and resources to develop and support the College's Board-approved Equal Employment Opportunity Plan.

(Goal Origin: Goal 07-8 of 2007-08) (Accreditation theme: Institutional Integrity)

Goal 08-9: All four areas of the College (the President's, Instruction, Student and Learning Services and Administrative Services), under the leadership and resources of Human Resources, will develop and implement strategies to improve diversity in employee recruitment, hiring and retention.

(Goal Origin: Goal 07-9 of 2007-08 with wording changes, 2008-09 Instructional Area Plan, goal #1)
(Accreditation themes: Institutional Integrity and Organization)

Goal 08-10: All four areas of the college (the President's, Instruction, Student and Learning Services and Administrative Services) will provide leadership and resources to develop and implement an organizational structure that fosters staff development and promotional opportunities (succession planning), promotes diversity, and embraces technology.

(Goal Origin: 2008-09 Administrative Services Area Plan, goal #3; 2008-09 Instructional Area Plan, goal #6; and 2008-09 Student and Learning Services Area Plan, goal #7)
(Accreditation themes: Institutional Integrity and Organization)

Goal 08-11: The Office of Student and Learning Services, in support of an institutional climate of inclusion, will provide leadership and resources to coordinate with appropriate groups the assessment and review of the Student Equity Plan goals.

(Goal Origin: Goal 07-10 of 2007-08 with slight wording changes; 2008-09 Student and Learning Services Area Plan, goal #4)
(Accreditation themes: Evaluation, Planning and Improvement, Organization and Institutional Integrity)

Strategic Direction IV: Engage key internal and external constituencies (communities in our service area, local businesses and industries, and our elected officials) in support of the College.

(Strategic Direction origin: Strategic Direction IV in 2007-08 with slight wording change)
(Accreditation themes: Dialogue and Institutional Integrity)

Goal 08-12: The Office of External Relations, working with the College President and the Board of Trustees, will build support from the community, the state Chancellor's Office (System Office), and political leaders for the College.

(Goal Origin: Goal 07-11 of 2007-08)
(Accreditation themes: Dialogue and Institutional Integrity)
Goal 08-13: The Offices of the President, Instruction, Student and Learning Services, and Administrative Services will provide the leadership and resources to improve communication through outreach efforts to internal and external constituencies.

(Goal Origin: Goal 07-12 of 2007-08 with slight wording changes; 2008-09 Student and Learning Services Area Plan, goal #3)
(Accreditation themes: Dialogue and Institutional Integrity)

Goal 08-14: The Offices of the President, Instruction, Student and Learning Services, and Administrative Services will provide leadership and resources to build sustainable financial support to supplement state resources.

(Goal Origin: Strategic Planning Retreat, Spring 2008)
Board Agenda Item H: Approval of 2009-2010 Institutional Strategic Directions

Board Meeting: June 18, 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 2009-2010 Institutional Strategic Directions.

Fiscal Impact: None

Background: The 2009-2010 Institutional Strategic Directions were developed at the Strategic Planning Retreat held on May 16, 2008. Drs. Jeanette Mann and Hilary Bradbury-Huang represented the Board of Trustees at the retreat.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Pasadena City College
2009-10 Strategic Directions

The mission of Pasadena City College is successful student learning. The College provides high-quality, academically rigorous instruction in a comprehensive transfer and vocational curriculum, as well as learning activities designed to improve the economic condition and quality of life of the diverse communities within the College's service area. Within the context of this mission and guided by its essential, enduring, and shared core values, the College will ensure that decisions are guided by evidence of institutional effectiveness by focusing on the following strategic directions, for the next three to five years.

**Strategic Direction I:** The College will demonstrate effective student learning at the course, program, and degree level by engaging in systematic evaluation and analysis leading to improvement.

*(Strategic Direction origin: Strategic Direction I in 2008-2009)*
*(Accreditation theme: Student Learning Outcomes)*

**Strategic Direction II:** The College will provide the organizational means (resources, communication, and decision-making structure) to carry out the College's mission and support student learning in an ongoing cycle of evaluation and improvement of institutional performance.

*(Strategic Direction origin: Strategic Direction II in 2008-2009)*
*(Accreditation themes: Institutional Commitment; Evaluation, Planning and Improvement; and Organization)*

**Strategic Direction III:** The College will demonstrate concern with integrity and honesty in the manner in which it represents itself to internal and external constituencies. The College will demonstrate commitment to promoting equity and diversity for both students and employees.

*(Strategic Direction origin: Strategic Direction III in 2008-2009)*
*(Accreditation theme: Institutional Integrity and Institutional Commitment)*

**Strategic Direction IV:** The College will engage in inclusive, informed, reflective, and intentional dialogue about institutional quality and improvement with both internal and external constituencies.

*(Strategic Direction origin: Strategic Direction IV in 2008-2009)*
*(Accreditation theme: Dialogue)*

**Strategic Direction V:** Improve institutional effectiveness and efficiency in helping students meet their educational goals.

*(Strategic Direction origin: Strategic Planning Retreat, Spring 2008)*
*(Accreditation theme: Institutional Commitment)*
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item I: Approval of the 2008-2009 Tentative Budget

Board Meeting: June 18, 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 2008-2009 Tentative Budget.

Fiscal Implications: The Education Code requires that each California Community College District have a Tentative Budget approved by the Governing Board by July 1 of each fiscal year. The Tentative Budget allows for the continuation of payroll and vendor warrant payments until the Governing Board approves an Adopted Budget in September.

The Tentative Budget is considered an operational placeholder until the State of California has an approved budget in place and the Chancellor’s Office specifically informs each District of their anticipated funding for the coming fiscal year. The proposed Adopted Budget presented to the Board of Trustees in September reflects those funding changes identified in the approved State Budget.

Background: The Education Code requires that each community college district transmit to the System Office a copy of the District’s Adopted Budget prior to September 30. Last year, the System Office gave an extension due to the late approval of the State Budget Act, and the District is anticipating another delayed State Budget.

Submitted and Recommended by:

[Signature]
Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Board Agenda Item J:  Staff Presentation and Board Discussion, with Possible Action, of the 2008-09 Proposed Adopted Budget and Recommended Strategy

Board Meeting:  June 18, 2008

Recommendation:  Staff will present the fiscal performance and financial indicators for the Pasadena Area Community College District (District) and recommend a budget strategy for Fiscal Year 2008-09.

Fiscal Implications:  Staff is assessing the fiscal implications. This is an information and discussion item.

Background:  The State of California has a structural deficit where the expenditures and revenues of the State are out of balance. Staff is anticipating this will affect State apportionment funding for a period of 18 months to two years requiring increased fiscal oversight of the District budget.

Significant financial events for FY 07-08
- A $31 million mid-year reduction that essentially was covered by community college unspent funds
  - Impact to District: None
- A deficit factor of approximately 1.67% on apportionment funding due to the property tax shortfall
  - Impact to District: Reduction in apportionment of $1,785,448 in FY 07-08. (These funds are projected to be returned to the District next February at First Principal Apportionment.)
- A reduction in growth funding due to the California Community College System restoration and growth, effectively removing $25 million from State-wide growth funds
  - Impact to District: Growth funds limited to .99% or an increase to PCC apportionment of $1,096,194
- Anticipating June 2008 apportionment payments moved until September due to late budget
  - Impact to District: Loss of interest revenue
  - Impact to District in FY 08-09: Will require District to use reserve funds to make payroll and vendor payments
- Projected overall impact to the District for FY 07-08: A net reduction of $538,990 to the apportionment revenue budget

Significant projected financial issues for FY 08-09
- Both the Senate Budget Sub-Committee and the Assembly Budget Committee have augmented community college funding in their hearing processes.
  - Potential District impact: No across-the-board budget reductions

Submitted and Recommended by:  

[Signature]
Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:  

[Signature]
Superintendent/President
• Both legislative sub-committees have recommended a COLA varying from 1.6% to 3.68%.
  o Potential District impact: A potential increase of $1.6 to $3.8 million dollars
• Provision to restore deficit factor from FY 07-08
  o Potential District impact: Restore $1.7 million to apportionment funding in February 2009 that was part of the previous year deficit factor
• Projected growth funding for the statewide system is 1.67%.
  o Potential District impact: Preliminary 2008-2009 growth rate is projected at .70%, potential for $715,140 additional funding for growth

Staff is recommending the following strategies:
• Maintain fiscal prudence
  o Strong position control
    • Review of all vacant positions for need
    • Hire only needed positions
    • Monitor and reduce temporary hiring
  o Fill Full-Time Faculty positions to meet the System Office’s Full-Time Faculty Obligation Number (FFON) requirements
    • District will be subject to a fine of $63,176 (Fall 07 rate as new Fall 08 rate has not been calculated) for each Full-Time Faculty short of the new Fall 08 obligation number of 405.2
    • The Board of Governors can make a finding that the State Budget is 1) adequate, 2) partially inadequate, or 3) inadequate to meet the Full-Time Faculty Obligation once the State Budget Act is approved. The System Office has continuously been telling districts we must still meet our FFON, given the current State growth rate of 2.84%, creating an adequate budget scenario. As previously agreed with the Board of Trustees, staff is recommending filling the faculty positions where resignation letters were received before March 15, 2008 with tenured track faculty and after March 15, 2008 with adjunct or temporary positions.
    • It is projected by the System Office that PACCD could have a 411.2 FFON in Fall 09 due to the growth trends in the District.
  o Reduce supply and operational budgets
  o Reduce travel and conference expenditures
• Finalize cash flow plans for late budget to include:
  o Fund 01 reserves will cover July and August
  o Borrow from Fund 41 (Capital Outlay) for September and October, if necessary
• Run a flat fall schedule meaning the same number of sections will be offered in FY 08-09 as offered in FY 07-08
  o This will provide some leverage from going into a Full-Time Equivalent (FTES) downward spiral.
• If necessary, more drastic measures that can be taken once the State Budget is adopted are:
  o Reduce adjunct
  o Reduce temporary help
  o Reduce release time
  o Freeze positions
  o Reduce all supply and operating budgets
  o Use ARCC funding as a backup ($2.2 million hold back)
  o Consider early retirement options and phased retirement options

The Board of Trustees has requested time on the Agenda to discuss the 2008-09 proposed budget and recommended strategies, particularly as they relate to filling tenured track faculty positions.
Board Agenda Item K: Adoption of Resolution No. 434 Regarding Emergency Response Systems

Board Meeting: June 18, 2008

Recommendation: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, adopt Resolution No. 434 regarding emergency response systems.

Fiscal Implications: Provides District eligibility for Federal Emergency Management Administration (FEMA) reimbursement funds in the case of a natural or man-made disaster.

Background: The Federal Emergency Management Administration (FEMA) has made it mandatory for governmental agencies to follow the National Incident Management System in order to be eligible for federal government reimbursement funds in the event of natural and man-made disasters.

The District has been undergoing first level training for the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS) for the Incident Command System (ICS) for responding to emergencies. The District is adopting these systems for operating the Emergency Operations Center (EOC) in any emergency.

Submitted and Recommended by:

Approved for Submission to the Board of Trustees by:

Vice President, Administrative Services

Superintendent/President
RESOLUTION NO. 434
PASADENA AREA COMMUNITY COLLEGE DISTRICT

ADOPTING THE USE OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM, THE
STANDARDIZED EMERGENCY MANAGEMENT SYSTEM AND THE INCIDENT COMMAND
SYSTEM IN RESPONSE TO AND IN THE MANAGEMENT OF ALL MAN-MADE AND
NATURAL EMERGENCIES

WHEREAS, the National Incident Management System (NIMS) was created by the
Federal Government to assist government agencies in addressing all emergencies; and

WHEREAS, the Federal Emergency Management Administration has made it mandatory
for governmental agencies to follow the NIMS model in order to be eligible for federal government
reimbursement funds; and

WHEREAS, the State of California created the Standardized Emergency Management
System (SEMS) to assist government agencies in addressing all emergencies; and

WHEREAS, the State of California has made it mandatory that all California government
agencies will adapt and follow the SEMS model in addressing all emergencies; and

WHEREAS, the Incident Command System (ICS), when used with SEMS and NIMS, has
proven to be an effective system for handling long-term emergencies; and

WHEREAS, employees of the Pasadena Area Community College District have and will
continue to receive training on how to manage and operate an Emergency Operations Center
(EOC) using the ICS system; and

WHEREAS, employees of the Pasadena Area Community College District will have
equipment and systems available that will assist them in operating an efficient and effective EOC; and

WHEREAS, the Pasadena Area Community College District will stand ready to address
any man-made or natural disaster using the NIMS/SEMS/ICS while operating within an EOC;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Pasadena
Area Community College District herein supports and adopts the National Incident Management System, the Standardized Emergency Management System and the Incident Command System as the standard for the District to address all natural and man made disasters.

Passed and adopted this 18th day of June, 2008 by the following vote:

Aye: _______
No: _______
Abstain: _______
Absent: _______

John H. Martin, President of the Board of Trustees
Pasadena Area Community College District
Board Agenda Item L: DISCUSSION, WITH POSSIBLE ACTION: MEMORANDUM OF UNDERSTANDING BETWEEN THE INSTRUCTIONAL SUPPORT SERVICES UNIT, CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 777, PCC PEACE OFFICERS' ASSOCIATION, AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT

Board Meeting: June 18, 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 Memorandum of Understanding (MOU) between the Instructional Support Services Unit, the California School Employees Association, Chapter 777, the PCC Peace Officers' Association and the Pasadena Area Community College District.

Fiscal Implications: None.

Background: In the past, the three classified unions and the District have had an MOU, allowing the Classified Senate to operate as the consultative shared governance body representing classified staff in non-collective bargaining matters. The three year MOU was extended by one year during the past fiscal year at the request of the new President, and is due to expire June 30, 2008.

Approved for Submission to the Board of Trustees by:

[Signature]
Superintendent/President
Memorandum of Understanding

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

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

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

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

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

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

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

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

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

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

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

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

c. The District may continue to provide such financial or in-kind support to the Classified Senate for shared governance.

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

4. That this Memorandum of Understanding shall be in effect until June 30, 2011. During the spring of 2011 all the parties agree to meet to review the Memorandum and to decide on appropriate future action.

For the California School Employees' Association, Chapter 777

For the Pasadera Area Community College District

For the Instructional Support Services Unit

For the PCC Peace Officers' Association
Board Agenda Item M: Approval of District Bylaw 1210, Regular Meetings

Board Meeting: June 18, 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 1210, Regular 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
1. Time and Place
   a. Regular meetings of the Board shall be held twice monthly at the day, time and place set at the Annual Organizational Meeting, unless otherwise changed by the Board. (Currently, the Organizational meetings occur on the first and third Wednesdays at 7:00 p.m. in the Cireadion Room in designated District facilities of Pasadena City College.) All actions by the Board in fixing the time and place for regular meeting shall constitute notice to all members of the Board.
   b. All regular meetings of the Board shall be held within the boundaries of the District except in cases where the Board is meeting with another agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District.
   c. All regular and special meetings of the Board shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.

2. Notification
   a. A notice identifying the location, date, and time of the meeting shall be posted at the college at least 10 days prior to regular meetings (please see Bylaw 1250 regarding agenda rules) and shall remain so posted to and including the time of the meeting.
   b. The agenda for regular meetings shall be posted at the college at least 72 hours prior to regular meetings.

3. Hearing on Budget
   A public hearing on the budget will be held during the month of August.

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

Board Agenda Item N: Approval of District Bylaw 1215, Special Meetings
Board Meeting: June 18, 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 1215, Special 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
1. Meeting Request
   Special meetings may be called at any time by the President of the Board or and shall be called by the Secretary upon written request of a majority of the members of the Board. A special meeting may also be called by a vote of the Board in any regular meeting.

2. Written Notification
   Written notices to Board members (and to each local newspaper of general circulation, radio or television station requesting notice in writing) must be delivered at least 24 hours in advance of the meeting, personally, by mail, or by Facsimile (FAX) transmission. The time, place, and business to be transacted must be specified. An agenda for Special Meetings must also be posted at the college at least 24 hours prior to the meeting. A Board member may waive notice as to such a Board meeting, but such waiver must be in writing and filed with the Secretary to the Board. Such written notice shall not be required as to any member who is actually present at the meeting at the time it convenes.

3. Restrictions
   No business shall be transacted or discussed at a special meeting other than that specified in the call. The agenda for a special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law (see Bylaw 1225).
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item O: Approval of District Bylaw 1220, Emergency Meetings
Board Meeting: June 18, 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 1220, Emergency 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
In the cases of emergency situations involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24 hour notice requirement. The provisions of policies numbered 1215, 1 and 1215, 2 shall otherwise apply. For purposes of this policy “emergency situation” means any of the following:

1. Work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board.

2. Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the Board.

3. Notification of the emergency meeting
   a. Each local newspaper of general circulation and radio or television station which has requested notice of special meetings pursuant to Section 54956 shall be notified by the President of the Board, or designee thereof, one hour prior to the emergency meeting by telephone. The notification process shall exhaust all telephone numbers provided in the most recent request of such newspaper or station for notification of special meetings.
   b. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the Board, or designee thereof, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the special meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.
   c. The Board shall not meet in closed session during a meeting called pursuant to this section.
   d. The minutes of a meeting called pursuant to this section, a list of persons who the President of the Board, or designee thereof, notified or attempted to notify, a copy of the roll call vote, and any actions taken at such meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.

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 1230, Adjourned Meetings

Board Meeting: June 18, 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 1230, Adjourned 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
Any legal meeting of the Board may be adjourned to a specific time and place specified in the order of adjournment. However, if a meeting is adjourned, action may be taken only on those items on the original call. If a regular meeting is adjourned, action may be taken only on the original agenda unless a supplemental agenda is posted at least 48 hours prior to the time set for the adjourned meeting.
Board Agenda Item Q: Approval of District Bylaw 1240, Agenda for Meetings

Board Meeting: June 18, 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 1240, Agenda for 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
1. An agenda for the meetings shall be provided by the Superintendent/President. The agenda items must relate to the business of the District. The agenda shall be posted in a place reasonably accessible to the public at least 72 hours prior to the meeting time for regular meetings, and at least 24 hours prior to the meeting time for special meetings except that in the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may dispense with the 24 hour notice requirement, and in lieu thereof, shall comply with the then applicable provisions of Section 54956.5 of the Government Code, including any Code section revising or replacing such section.

2. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the Board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative, or in response to questions posed by the public, members of the Board may ask a question for clarification, provide a reference to staff or other resources for factual information, or request staff to report back to the body at a subsequent meeting concerning any matter. Furthermore, the Board may take action to direct staff to place a matter of business on a future agenda.

3. Notwithstanding Paragraph B-2 above, the Board may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the Board shall publicly identify the item.
   a. Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Section 54956.5.
   b. Upon a determination by a two-thirds vote of the Board or, if less than two-thirds of members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted as specified under Paragraph 1A above.
   c. An item appeared on the agenda and was continued from a meeting held not more than five days earlier.

4. The Superintendent/President and the President of the Board shall both and each be entitled to have a matter of business placed on the agenda. Matters placed on the agenda by the President of the Board shall be so identified on the agenda, with a general description sufficient to comply with Brown Act requirements. All matters thus placed on the agenda shall be designated as either “for possible action” or “for discussion only.”

5. Each member of the Board, either alone or in conjunction with other Board members, shall have the right to place items on the agenda the governing rules being as herein set forth:
   a. The right to place items on the agenda may be exercised by either of the following two methods:
   a.(4) A Board member subject to the provisions of Paragraph 7, following, may request that a matter be placed on the agenda by so requesting at a regular meeting. The request shall
be in sufficient detail so that the administration can meet the requirements of the Brown Act as to the subsequently posted agenda. The request shall also specify whether the matter is for possible action or for discussion only. It is recommended that the Board member give advance notice to the Superintendent/President so as to receive the benefit of any suggestion or comments which he or she may have.

b. (1) The fact that the item has been requested by a Board member or members shall appear on the agenda.

b. (2) Prior to consideration of the item the Board President shall make reasonable efforts to confer with the Superintendent/President as to matters pertinent to the agenda item.

b. (3) At the Board meeting the Board President shall report on any pertinent information and/or request that other sources of information do so. The Board President may suggest any action he or she deems appropriate.

b. (4) Notwithstanding Robert's Rules of Order, each requesting Board member (if more than one) shall have the right to speak at least once to the agenda item. If the requesting Board member has not yet spoken, he or she shall be allowed to speak before application of the rule that when a motion has been made but not seconded the motion is lost.

b. (5) Once an item comes up on the agenda, and it is for possible action, the Board, after observance of the above provisions, shall have the power to decide as to what action should be taken. Such action may include, but not be limited to, the following:

(1) Outright approval.
(2)(b) A direction that the administration study the proposal and report by a certain date or by a certain time on the status of the matter. The direction may include the priority of the matter in relation to other pending matters.
(2)(c) A determination that the cost of any study (in time spent and/or dollar cost) so outweighs any possible benefits that such study would not be justified.

b. At times other than in a regular meeting, a board member may propose agenda items subject to the following:

b. (1) The proposal must be made prior to the posting of the agenda.

b. (2) The proposal is made to the President of the Board (or if he/she be not available, to the next available officer of the Board) who shall exercise his/her sound discretion as to whether under the circumstances it is appropriate not to wait until the next regular meeting, in which case the Superintendent/President shall be directed to add the item to the agenda.

b. (3) If at any time prior to the posting of the agenda, at least three Board members request in writing that a matter be placed on the agenda, that shall be done.

7-6. Pursuant to Section 72121.5 of the Education code, members of the public shall be entitled to have placed on the agenda matters which are directly related to community college district business. The regulations and procedures governing such placement on the agenda shall be as follows:

a. Written request shall be filed at the Superintendent/President's office.

b. As quickly as feasible, but not later than ten working days after receiving request, the Superintendent/President or his/her designate, if finding the matter to be directly related to community college district business, shall place the matter on an agenda no later than the third regular meeting occurring after the filing of the request. If the Superintendent/President or his/her delegate, determines that the matter is not directly related to community college district business, the person shall be so notified by first class United States mail within said ten working days. To appeal after such determination, a written request for a ruling may be made to the Board, such requests to be filed with the Superintendent/President's office, and he/she shall place the matter on

Approved by the Board of Trustees: August 17, 1994; Revised April 2, 1997
the agenda no later than the second regular meeting occurring after the filing of such request.

c. The person requesting that a matter be placed on the agenda shall receive a copy of the agenda for the meeting at which the item will be listed, if a self-addressed, stamped envelope is left at the Superintendent/President’s office at the time the agenda item is submitted.

d. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.

e. Any agenda item submitted by a member of the public and heard at a public meeting cannot be resubmitted before the expiration of a 90 day period following the initial submission.

8. 7. Whether proposed at a regular meeting to be placed on a future agenda, or placed on the agenda by the Superintendent/President, the President of the Board, Board members, or by members of the public, any proposed agenda item or item appearing on the agenda is subject to the point of order that the item is not directly related to the business of the District. The Chair shall either rule upon the point of order or refer the point of order to the Board for decision. If the Chair rules, such ruling may be appealed, with four votes being required to overrule the Chair. Should an agenda item be determined to be not related to the business of the District, then no further action or discussion shall take place at the meeting.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item R: Approval of District Bylaw 1250, Meetings: Recommended Order of Business

Board Meeting: June 18, 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 1250, Meetings: Recommended Order of Business.

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

1. The recommended order of business at a regular meeting of the Board of Trustees shall be as follows:
   a. Call to Order
   b. Closed Session
   c. Pledge of Allegiance
   d. Introductions and Presentations
   e. Public Comments on non-agenda items
   f. Approval of Minutes
   g. Approval of Consent Items
   h. Action/Information Items
   i. President’s Report
   j. Announcements by shared governance representatives Staff, Students, and Board of Trustees
   k. Audience Participation
   l. Future Board Meeting Dates
   m. Board Discussion/Action to Place Items on Future Agendas
   n. Closed Session
   o. Adjournment

2. The regular order of business may be changed by the chair, subject to being overruled by a vote of not less than four of the Board members present. In arranging agendas and in changing the order of business, the convenience of those attending should be given strong consideration.

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

Board Agenda Item S: Approval of District Bylaw 1260, Meetings: Quorum and Voting

Board Meeting: June 18, 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 1260, Meetings: Quorum and Voting.

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. Four members shall constitute a quorum of the Board for transacting business.

2. Consistent with Education Code, Section 72000(d) (3) at least four affirmative votes are necessary for official action to be taken by the Board, unless Board policy or applicable statute, rule, or regulation requires a greater number of affirmative votes, as indicated in sections 6 and 7 below.

3. Only those votes for or against the measure are counted. Votes to abstain are not counted.

4. The presiding officer shall have the right to vote and make motions.

5. No action shall be taken by secret ballot.

6. The following actions require a two-thirds majority of all members of the Board (five affirmative votes).
   a. Resolution of intention to sell or lease real property (except where a unanimous vote is required).
   b. Resolution of intention to dedicate or convey an easement.
   c. Resolution authorizing and directing the execution and delivery of a deed.
   d. Action to declare the District exempt from the approval requirements of a planning commission or other local land use body.
   e. Appropriation of funds from an undistributed reserve.
   f. Resolution to condemn real property.

7. The following actions require a unanimous vote of all members of the board.
   a. Resolution authorizing a sale or lease of District real property to the State, any county, city, or to any other school or community college district.
   b. Resolution authorizing lease of District property under a lease for the production of gas.
Board Agenda Item T: Approval of District Bylaw 1270, Meetings: Representation by Shared Governance Groups

Board Meeting: June 18, 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 1270, Meetings: Representation by Shared Governance Groups.

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
A designated space shall be provided at meetings of the Board of Trustees for representatives of the college shared governance groups; namely, the Academic Senate, the Associated Students, the Classified Senate, and the Management Association.
Board Agenda Item U: Approval of District Bylaw 1280, Meetings: Parliamentary Procedure

Board Meeting: June 18, 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 1280, Meetings: Parliamentary Procedure.

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 Board shall, unless otherwise specified in the Education Code or the Board Bylaws, conduct all its meetings in accordance with Robert's Rules of Order —using the version most recently published.
Board Agenda Item V: Approval of District Bylaw 1290, Meetings: Audience

Board Meeting: June 18, 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 1290, Meetings: Audience.

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: Meetings: Audience
Legal Authority: Education Code, section 72121;
Government Code 54957.9 (The Brown Act)

1. The Board welcomes attendance at Board meetings serves the district and, therefore,
encourages by-employees, students, and members of the community.

Members of the audience are encouraged to express their views on matters under consideration
by the Board directly during board meeting. However, because of the pressure of business, the
procedures hereinafter set forth have been established for addressing the board.

23. Members of the public may bring matters directly related to the business of the District to
the attention of the Board in one of two ways.

   a. There will be a time at each regularly scheduled board meeting for the general
      public to discuss items not on the agenda. Public members wishing to present
      items should submit a written request to the Superintendent/President prior to the
      start of the meeting. The request should summarize the item and provide the name
      and organizational affiliation, if any. No action may be taken by the Board on such
      items.

   b. Members of the public may place items on the prepared agenda in accordance with
      Bylaw 1240, Section 6.

4. In order to minimize the chance of overlooking persons who desire to be heard, it is
   recommended that such persons, prior to the start of the meeting, advise Members of the public
   may also submit written communications to the Board on items on the agenda and/or
   speak to the agenda items at the Board meeting. The member of the public should
   submit a written request prior to the start of the meeting to the Superintendent/President as
   to the agenda item to which it is desired they wish to speak. It is the Board's policy to hear
   such persons during the period in which the agenda is being heard and, in particular, before any
   vote is taken.

5. The Board will make every effort to recognize speakers who have not advised the
   Superintendent/President as provided in items 3 & 4 above, but who, by holding up a hand,
   indicate the desire to be heard.

6. When recognized, a speaker shall stand and preface his or her remarks by stating the speaker's
   name, address, and organizational affiliation, if any. However, the address is optional,
   but recommended so as to enable reports to be given to the speakers should the
   Superintendent/President deem that to be useful to the speaker.

7. The Board shall exercise its discretion as to the number of speakers to be heard and the time
   allocated per speaker. The total time available and number of those wishing to be heard will be
   among the factors given consideration by the Board. Normally, and in the absence of a different
   ruling by the Board, speakers should not speak for more than five minutes, nor more than 30
   minutes shall be used per audience participation. At the end of five minutes, if the speaker

Approved by the Board of Trustees: August 17, 1994, Revised: September 20, 2006
7-8. Members of the Board and the Superintendent/President may ask questions of a speaker and respond to the speaker’s remark on agenda items. As to items not on the agenda, the Brown Act permits the Board to comment thereon but the effect of comments should not be such as to constitute commitment to any action.

8-9. Complaints against personnel will be considered in closed session as set forth in 1225, Item 2.

9-10. The President of the Board may rule members of the public out of order if they do not speak to the issues or are disorderly or defamatory. As used herein “defamatory” refers to what reasonably appears to be the commission of actionable slander and/or the presentation of writings or other materials which reasonably appear to constitute actionable libel.

40-11. If a speaker is found to be out of order, he/she shall be warned and if out of order conduct is continued, the right of the speaker to speak may be terminated.

44-12. Persons willfully interrupting a meeting are subject to removal. Where order cannot be restored by such removal, the Board may clear the meeting room in accordance with Section 54957.9 if of the Government Code, as said Section may from time to time be amended. The Board may readmit, based on procedures it then and there deems appropriate to the circumstances, persons not responsible for disturbing the orderly conduct of the meeting.

13. Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.

14. Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.

42-15. Audio taping, filming, other recordings and broadcasts are permitted unless constituting, in the words of the Brown Act, a “persistent disruption.” District audio casts of the meetings of the Board of Trustees will be kept in a publicly accessible space for no less than five years. After five years the audio casts are kept in the College archives.

43-16. It is the general policy of the Board to refer new matters to the Superintendent/President for investigation and report. It is strongly recommended prior to coming before the Board the prospective speaker talk to the Superintendent/President or to his/her designee so that an appropriate investigation may be made.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel for
Upward Bound Math/Science Program
Pasadena, CA June 21, 2008

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Math/Science Program
NUMBER: 26 (24 students and 2 staff)
DATE(S): Friday, June 21, 2008
TIME: 6:00 p.m. to 8:30 p.m.
DESTINATION(S): Buca di Beppo Restaurant
Pasadena, CA
EVENT: Farewell Dinner for Graduating Seniors
Social Activity
TRANSPORTATION: 2 PCC Vans
ADVISOR(S): Joy Brittain (Upward Bound Math/Science Director) and Pablo Carreon (Educational Advisor)
NOT TO EXCEED: $1,070.00

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2007-2008 Upward Bound Math/Science Program, 03-5250-5301-0000. Cost categories and amounts are: Transportation, $200.00 ($100.00 per van x 2); meals, $650.00 ($25.00 per dinner x 26 people); parking, $20.00 ($10.00 per van x 2); and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federally funded program. It is designed to provide comprehensive academic, recreational, social and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment and success in higher education. This activity will give the graduating seniors an opportunity to review program activities, make suggestions for improvement, and discuss which services were most beneficial. Social activities are allowable expenditures within the Upward Bound Programs.

Submitted by:
Assistant Dean of EOP&S

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 Upward Bound Math/Science Summer Instruction and Activities Program
Pasadena, CA June 23 – July 24, 2008

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Math/Science Program
NUMBER: 55 (50 students and 5 staff)
DATE(S): June 23 through July 24, 2008
TIME: Daily
DESTINATION(S): Pasadena City College
EVENT: Summer Instruction and Activities
TRANSPORTATION: Public Transportation and 1 PCC Van
ADVISOR(S): Joy Brittain (Specialist), Pablo Carreon (Educational Advisor) and Resident Assistants: Irene Ko, Hugo Perez, Victor Gonzalez
NOT TO EXCEED: $4,947.00

FISCAL IMPLICATIONS: Funds for these activities are provided in the 2007-2008 budget for Upward Bound Math/Science Program cost center: 03-5250-5301-0000 (to include the months of July and August 2008). Cost categories and amounts are: Transportation, $4,347.00 (public transportation for 50 students x 2 bus tokens daily at $1.25 per token x 23 days = $2,875.00 and $64.00 daily rate for driver x 23 days = $1,472.00); instructional supplies, $400.00; and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federally funded program. It is designed to provide comprehensive academic, recreational, social and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment and success in higher education. The summer experience at Pasadena City College engages the students in rigorous academic work that models the college experience and strengthens their academic skills, particularly in mathematics and the sciences.

Submitted by:
[Signature]
Assistant Dean of EOP&S

Recommended for Approval:
[Signature]
Vice President, Student and Learning Services

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

CONSENT ITEM TITLE:
Approval of Upward Bound Classic Summer Instruction and Activities Program
Pasadena, CA       June 23 – July 11, 2008

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Classic Program
NUMBER: 57 (50 students and 7 staff)
DATE(S): June 23 through July 11, 2008
TIME: Daily
DESTINATION(S): Pasadena City College
EVENT: Summer Instruction and Activities
TRANSPORTATION: Public Transportation and 1 PCC van
ADVISOR(S): Heba Griffiths (Specialist) and Resident Assistants: Kellie Huynh, Angelina Gutierrez, Jazmine Garcia, Leina Saikali, Dara Sem and Daniel Peraza
NOT TO EXCEED: $3,435.00

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2007-2008 Upward Bound Classic Program cost center: 03-5250-5300-0000 (to include the months of June, July and August 2008). Cost categories and amounts are: Transportation, $2,835.00 (Public Transportation for 50 students x 2 bus tokens daily at $1.25 per token x 15 days = $1,875.00 and $64.00 daily rate for driver x 15 days = $960.00); instructional supplies, $400.00; and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Classic Program is a federal program designed to provide comprehensive academic, recreational, and cultural activities to high school students to enable their success in secondary education, and enroll and succeed in higher education. The summer experience at Pasadena City College engages the students in rigorous academic work that models the college experience and strengthens their academic skills for the next academic year.

Submitted by:

[Signature]
Assistant Dean of EOP&S

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approval of Upward Bound Classic Summer Residency Program
Pomona, CA 

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Classic Program
NUMBER: 57 (50 students and 7 staff)
DATE(S): July 13 through July 25, 2008
TIME: Daily
DESTINATION(S): Cal Poly Pomona
EVENT: Summer Residency Program
TRANSPORTATION: 2 PCC Vans
ADVISOR(S): Heba Griffiths (Specialist) and Resident Assistants: Kellie Huynh, Angelina Gutierrez, Jazmine Garcia, Leina Saikali, Dara Sem and Daniel Peraza
NOT TO EXCEED: $1,600.00

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2007-2008 Upward Bound Classic Program cost center: 03-5250-5300-0000 (to include the months of June, July and August 2008). Cost categories and amounts are: Miscellaneous instructional expenses, $1,400.00 and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Classic Program is a federally funded program. It is designed to provide comprehensive academic, recreational, social and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment and success in higher education. The summer experience at Cal Poly Pomona is a component of the Upward Bound Summer Residency Program which provides student participants with the opportunity to reside in a college dormitory while taking a rigorous program of academic coursework that will prepare them for college level work.

Submitted by:
Assistant Dean of EOP&S

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:
Approve Northern California College Tours and Field Trips for Students in the Upward Bound Classic Summer Program July 28 – July 31, 2008

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Classic Program
NUMBER: 58 (50 students, 7 staff and 1 bus driver)
DATE(S) and DESTINATION(S):
   July 28, 2008
   Travel to Merced, CA
   Campus Tour of University of California, Merced
   Winchester Mystery House
   July 29, 2008
   Campus tour of California State University, San Jose
   Paramount Great America, Santa Clara
   July 30, 2008
   Campus tour of University of California, Santa Cruz
   Land and Sea Tours, Santa Barbara
   July 31, 2008
   Campus tour of University of California Santa Barbara and Westmont College

TIME(S):
   7:30 a.m. to 10:30 p.m.
EVENT:
   Northern and Central California Colleges Tours
TRANSPORTATION:
   1 Charter Bus with Driver
ADVISOR(S):
   Upward Bound Classic Program Staff
NOT TO EXCEED:
   $22,138.32

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2007-2008 Upward Bound Classic Program cost center: 03-5250-5300-0000 (to include the months of June, July and August 2008). Cost categories are: Transportation, $6,000.00 ($1,500.00 daily x 4 days charter bus w/driver); meals, $7,018.00 (breakfasts, $7.00 x 58 x 3 days = $1,218.00; lunches, $8.00 x 58 x 4 days = $1,856.00; dinners, $17.00 x 58 x 4 days = $3,944.00); lodging, $4,575.74, includes room for bus driver ($93.49 x 13 rooms x 2 nights = $2,430.74, San Jose and $165.00 x 13 rooms x 1 night = $2,145.00, Santa Barbara); activities fees, $4,344.58 (Winchester House, $23.95 x 57 = $1,365.15; Paramount Great America, $39.99 x 57 = $2,279.43; Land and Sea Tours, $700.00 flat rate) and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Classic Program is a federally funded program. It is designed to provide comprehensive academic, recreational, social and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment and success in higher education. The program provides activities that encourage high achievement in high school and preparation for success in college. The summer collegiate tours of the Northern California and Central campuses provide students with exposure to a greater range of opportunities at colleges outside the local area.

Submitted by:
[Signature]
Assistant Dean of EOP&S

Recommended for Approval:
[Signature]
Vice President, Student and Learning Services

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

CONSENT ITEM TITLE:
Approval of Student Travel for
Associated Students Executive Board Annual Retreat
Pasadena and Los Angeles, CA July 11 – 13, 2008

Board Meeting Date: June 18, 2008

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

GROUP: PCC Associated Students (ASPCC) Executive Board
NUMBER: 14 (11 students and 3 advisors)
DATE(S): July 11 – 13, 2008
TIME(S): Various
DESTINATION(S): Courtyard by Marriott, Pasadena, CA
Museum of Tolerance, Los Angeles, CA

EVENT: PCC Associated Students Executive Board Annual Retreat
TRANSPORTATION: College-arranged vehicles
ADVISOR(S): Scott Thayer (Assistant Dean, Student Affairs), Rebecca Cobb (Student Affairs Advisor), and Carrie Afuso (Student Affairs Advisor)

NOT TO EXCEED: $7,264.54

FISCAL IMPLICATIONS: Funds for this activity are provided by the 2008-2009 PCC Associated Students Executive Board Annual Budget. Cost categories and amounts include: Lodging, $3,813.54 (7 rooms x $231.51 per night x 2 nights and 1 room x $286.20 per night x 2 nights); admission fees to Museum of Tolerance, $107.00 ($10.00 x 3 advisors + $7.00 x 11 students); meeting facility, $400.00; ropes course, $550.00 ($50.00 x 11 students); training materials and supplies $850.00; transportation, $200.00 (1 van x $100.00 x 2 days); and meals, $1,344.00 ($32.00 x 14 x 3 days).

BACKGROUND: This activity involves travel to the annual Associated Students Executive Board leadership development retreat. Newly elected members of the ASPCC Executive Board will participate in orientation workshops and activities addressing topics such as group dynamics, personal leadership development, ethics, diversity, communication, goal setting, personal philosophy development, and citizenship.

Submitted by:
Assistant Dean, Student Affairs

Recommended for Approval:
Vice President, Student and Learning Services

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

CONSENT ITEM TITLE:
Approval of Student Travel for Upward Bound Math/Science Program
Los Angeles, CA    July 19, 2008

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Math/Science Program
NUMBER: 28 (25 students and 3 staff)
DATE(S): July 19, 2008
TIME(S): 9:00 a.m. to 1:30 p.m.
DESTINATION(S): Huntington Botanical Gardens
San Marino, CA
EVENT: Educational Activity
TRANSPORTATION: 1 School Bus
ADVISOR(S): David McCabe (Instructor), Pablo Carreon (Educational Advisor) and Bianca Palacios (Resident Assistant)

NOT TO EXCEED: $615.00

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 and 2008-2009 Copernicus budget cost center: 03-5250-5243-0000. Cost categories and amounts are: Transportation, $415.00 (1 school bus) and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federally funded program designed to provide comprehensive academic, recreational, social and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment in higher education. This event is in collaboration with and funded by, the Copernicus Project to provide the Upward Bound Math/Science students the opportunity to learn about Charles Darwin's Venus Fly Trap and the theory of natural selection.

Submitted by:

[Signature]
Assistant Dean of EOP&S

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE: Approval of Student Travel for Upward Bound Math/Science Program
Los Angeles, CA  July 8, 2008

Board Meeting Date: June 18, 2008

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

GROUP: Upward Bound Math/Science Program
NUMBER: 28 (25 students and 3 staff)
DATE(S): July 8, 2008
TIME: 8:30 a.m. to 3:30 p.m.
DESTINATION(S): Hahamonga Watershed Park
Pasadena, CA
EVENT: Educational Activity
TRANSPORTATION: 1 School Bus
ADVISOR(S): David McCabe (Instructor) and Resident Assistants: Irene Ko and Victor Gonzalez
NOT TO EXCEED: $615.00

FISCAL IMPLICATIONS: Funds for this activity are provided in the 2007-2008 and 2008-2009 Copernicus budget cost center: 03-5250-5243-0000. Cost categories and amounts are: Transportation, $415.00 (1 school bus) and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federally funded program. It is designed to provide comprehensive academic, recreational, social, and cultural activities for participating high school students. These activities support student success in secondary education and facilitate enrollment and success in higher education. These activities further facilitate careers in the areas of mathematics and science. This event is in collaboration with and funded by the Copernicus Project to provide Upward Bound Math/Science students the opportunity to learn about conservation and scientific field studies.

Submitted by:

[Signature]
Assistant Dean of EOP&S

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE: Approval of Instructional Trip for Geology 30E, July 15-18, 2008

Board Meeting Date: June 18, 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: Geology 30E students
NUMBER: 16 students; 1 faculty, 1 staff
DATE: July 15-18, 2008
TIME: Depart: 07/15/08, 6:00 a.m.
Return: 07/18/08, 6:00 p.m.
DESTINATION: Lee Vining, California
EVENT: Examination of quaternary volcanics of long valley caldera
TRANSPORTATION: District vehicles
ADVISOR(S): Natural Sciences: Gerald Lewis, Instructor; Debra Cantarero, Laboratory Tech.
NOT TO EXCEED: $1,500.00 (transportation, $1,300 – two 12-passenger vans, one pickup truck; campground fees, $200)

Students will be camping out and providing their own meals.

It is also recommended that approved Campus Police and Safety drivers be permitted to drive a Pasadena City College vehicle and to purchase gasoline and services outside of Los Angeles County.

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget in account code 01-5250-1502-0000 for transportation expenses (Natural Sciences: Physical Sciences) and from the Student Services Fund for campground fees.

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

Submitted by:

[Signature]
Division Dean, Natural Sciences

Recommended for Approval:

[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Approval of Instructional Trip for .XL Summer Bridge Program, July 7, 2008

Board Meeting Date: June 18, 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: .XL Summer Bridge Program students
NUMBER: 65 students, 9 staff
DATE: July 7, 2008
TIME: 8:00 a.m. – 4:00 p.m.
DESTINATION: Culver City Park, Culver City, California
EVENT: Team-building event: Absolute Team High Challenge ROPES courses
TRANSPORTATION: Bus, private automobile
ADVISOR: English Division: Brock Klein, Associate Professor and Co-Director; Lynn Wright, Associate Professor and Co-Director. Mathematics Division: Jesus Gutierrez, Instructor; Jay Cho, Assistant Professor; Matt Henes, Instructor. English Division: Silvia Villanueva, Instructor. Counseling: Evangelina Quintanar, Title V Counselor. MESA: Juan Carlos Morales II, Program Director. Teaching and Learning Center: Carlos Altamirano, Learning Assistant II.

NOT TO EXCEED: $1,487.41 (transportation - bus)

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 in account code 01-5250-5201-2751 (Title V/Carnegie Grant - ARCC). Cost categories and amounts include: $1,344.00 ($710 for the first five hours, $104 for each additional hour x 5 hours = $624) transportation and $153.41 for fuel (10%) and PUC (1.5%) surcharges.

BACKGROUND: This instructional field trip is requested by the Associate Dean, Academic Support.

Submitted by:
[Signature]
Associate Dean, Academic Support

Recommended for Approval:
[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
[Signature]
Superintendent/President
CONSENT ITEM TITLE: Approval of Instructional Trip for XL Summer Bridge Program, July 25, 2008

BOARD MEETING DATE: June 18, 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: XL Summer Bridge Program students
NUMBER: 65 students, 9 staff
DATE: July 25, 2008
TIME: 10:00 a.m. – 4:00 p.m.
DESTINATION: UCLA, 405 Hilgard Ave., Los Angeles, California
EVENT: Campus tour; obtain transfer information
TRANSPORTATION: Bus, private automobile
ADVISOR: English Division: Brock Klein, Associate Professor and Co-Director; Lynn Wright, Associate Professor and Co-Director. Mathematics Division: Jesus Gutierrez, Instructor; Jay Cho, Assistant Professor; Matt Henes, Instructor. English Division: Silvia Villanueva, Instructor. Counseling: Evangelina Quintanar, Title V Counselor. MESA: Juan Carlos Morales II, Program Director. Teaching and Learning Center: Carlos Altamirano, Learning Assistant II.

NOT TO EXCEED: $907.61 (transportation - bus)

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 in account code 01-5250-5201-2751 (Title V/Carnegie Grant - ARCC). Cost categories and amounts include: $907.61 ($710 for the first five hours, $104 for each additional hour x 1 hour = $104) transportation and $93.61 for fuel (10%) and PUC (1.5%) surcharges.

BACKGROUND: This instructional field trip is requested by the Associate Dean, Academic Support.

Submitted by:
[Signature]
Associate Dean, Academic Support

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

CONSENT ITEM TITLE:
Approval for Instructional Activity for the TLC Programs, June 19, 2008

Board Meeting Date: June 18, 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 Activity:

June 19, 2008 – End-of-Year Luncheon for Teaching and Learning Communities (TLC) Volunteer Tutors. To be attended by approximately 22 student tutors and 3 faculty/staff members. Expenses not to exceed $350.

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2007-2008 Adopted Budget in account code 03-5210-5202-0000 (Student Support Partnership Integrating Resources and Education [SSPIRE] grant).

BACKGROUND: This instructional activity is requested by the Associate Dean, Academic Support.

Submitted by:
[Signature]
Associate Dean, Academic Support

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

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

Board Meeting Date: June 18, 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 $22,055.46.

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

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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:
Odessa Walker
Director, Fiscal Services

Recommended for Approval:
Richard Merino
Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: June 18, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the reimbursement of the Pasadena Area Community College District Revolving Cash Fund in the amount of $ 7,005.30

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

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BACKGROUND: The Board of Trustees originally established the Revolving Fund by resolution in January 1971. Subsequent resolutions have been adopted by the Board in October 1977, October 1980 and November 1981. The current resolution authorizing the fund was adopted by the Board on November 5, 1981, Board Report 168-B. The amount of the fund is $30,000 entrusted to the Director of Fiscal Services, Odessa Walker.

Submitted by:
Odessa Walker
Director, Fiscal Services

Recommended for Approval:
Rodolfo Martinez
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Paulette J. Ferguson
Superintendent/President
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</tr>
<tr>
<td></td>
<td>Citation refunds</td>
<td>$45.00</td>
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<tr>
<td></td>
<td>Course fee refunds</td>
<td>$20.00</td>
</tr>
<tr>
<td>5/23/2008</td>
<td>16207645</td>
<td>$1,037.85</td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td>$873.85</td>
</tr>
<tr>
<td></td>
<td>Postage</td>
<td>$84.00</td>
</tr>
<tr>
<td></td>
<td>Enrollment refunds</td>
<td>$60.00</td>
</tr>
<tr>
<td></td>
<td>Parking refunds</td>
<td>$20.00</td>
</tr>
</tbody>
</table>

Grand total: $7,005.30
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Authorization for Year-End Appropriation Transfers

Board Meeting Date: June 18, 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 County Superintendent of Schools to make appropriation transfers to cover budget overdrafts, if any.

FISCAL IMPLICATIONS: Transfers will be within the total 2007-08 revised Adopted Budget as approved by the Board of Trustees.

BACKGROUND: Although Education Code Section 85200 was repealed on January 1, 1991, the Los Angeles County Office of Education will continue to honor our request to authorize the County Superintendent of Schools to make appropriation transfers at year end, in order to permit payment of obligations incurred during the 2007-08 school year. Districts are encouraged to provide this authorization.

The consequences of non-approval may result in refusal to release salary or commercial warrants until specific board action is received.

Submitted by:
Oliss G. Walker
Director, Fiscal Services

Recommended for Approval:
Rindell Muniz
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Paulette Perreau
Superintendent/President
YEAR-END APPROPRIATION TRANSFERS

Community College Districts

TO: Los Angeles County Office of Education
Division of School Financial Services
Accounting Section – EC 2nd Floor

FROM: PASADENA AREA Community College District

SUBJECT: AUTHORIZATION TO MAKE APPROPRIATION TRANSFERS

Our board of trustees hereby authorizes the County Superintendent of Schools to make appropriate transfers necessary at the close of the school year 2007-08 to permit the payment of obligations of the district incurred during such school year.

Signature __________________________ Date ________________, 2008

Clerk of the Board of Trustees

Attachment to:
Info. Bul. No. 418
SFS-A66-2007-08
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Budget Augmentation

Board Meeting Date: June 18, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following augmentation to the 2007-08 Adopted Budget for the Calworks Program and for the Foster and Kinship Care Education Program.

FISCAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Revenue:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-8629-5320-1300</td>
<td>State Revenue, Categorical, Calworks</td>
<td>$35,000</td>
</tr>
<tr>
<td>Increase Appropriations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-2311-5320-1300</td>
<td>Classified Salaries, Non-instructional Salaries, Hourly Student Help</td>
<td>$35,000</td>
</tr>
<tr>
<td>Increase Revenue:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-8659-5212-0000</td>
<td>State Revenue, Categorical, Foster Care</td>
<td>$4,878</td>
</tr>
<tr>
<td>01-8659-5212-0000</td>
<td>State Revenue, Foster Care Indirect Cost Allowance, 2.5%</td>
<td>122</td>
</tr>
<tr>
<td>Increase Appropriations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03-5140-5212-0000</td>
<td>Lecturers, Presenters, etc.</td>
<td>$4,878</td>
</tr>
<tr>
<td>01-7900-3000-0000</td>
<td>Contingencies</td>
<td>122</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$5,000</td>
</tr>
</tbody>
</table>

Submitted by:

**Oleastro Welker**
Director, Fiscal Services

Recommended for Approval:

**Dinerral Muñoz**
Vice President, Administrative Service

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

**Pauletta Ferguson**
Superintendent/President
**BACKGROUND:** This increase for the Calworks Program is based upon the most recent information available from the Chancellor's office.

<table>
<thead>
<tr>
<th>2007-08 Adopted Budget</th>
<th>1st Increase</th>
<th>2nd Increase</th>
<th>2007-08 Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 479,132</td>
<td>$ 102,237</td>
<td>$ 35,000</td>
<td>$ 616,369</td>
</tr>
</tbody>
</table>

The Foster and Kinship Care Education Program provides quality education and support opportunities for care givers of children and youth in out-of-home care so that these providers may meet the educational, emotional, behavioral and developmental needs of children and youth.

<table>
<thead>
<tr>
<th>2007-08 Adopted Budget</th>
<th>1st Increase</th>
<th>2nd Increase</th>
<th>2007-08 Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 104,422</td>
<td>$ 12,991</td>
<td>$ 5,000</td>
<td>$ 122,413</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratify Grant Application, California High School Exit Exam Preparation Program Fund

Board Meeting Date: June 18, 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 the submittal of a grant application by the Vice President for Instructional Administration to the Chancellor’s Office, California Community Colleges, to prepare high school students in the Class of 2008 to pass the California High School Exit Exam (CAHSEE).

FISCAL IMPlications: Grants will range from $10,000 to $500,000. The number of awards will be determined by the number of successful applications and available funds. The performance period will begin on July 26, 2008 and end on June 30, 2009. Applicants are asked to factor a per student cost of $1,000 into their budget calculations. These funds are intended to supplement, but not supplant, existing funding for these purposes. No match is required.

BACKGROUND: This is the third year that this grant opportunity has been offered by the System Office of the California Community Colleges for non-credit instruction to prepare students to pass the CAHSEE. The appropriation has two priorities: serving high school students who met all other graduation requirements except for passage of one or both parts of the CAHSEE, and serving students who have not completed required coursework for graduation and who have not passed the CAHSEE. PCC has received two previous CAHSEE Preparation Program awards of $96,000 and $225,160, respectively, to provide grant-funded services to high school seniors from the Class of 2006 and the Class of 2007.

Submitted by:
Jacqueline Jacobs
Vice President, Instructional Administration

Recommended for Approval:
Donna Marcello
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Paulette J. Compare
Superintendent/President
Title of Proposal
California High School Exit Exam Preparation Program Fund (CAHSEE)

Prepared by
Rick Hodge and Nancy Roberts

Submitted to
Chancellor’s Office, California Community Colleges
Academic Affairs Division – Instructional Programs and Services Unit

Abstract of Proposal
PCC’s Community Education Center is seeking to respond to identified needs among high school students in the college’s service area for assistance in passing the California High School Exit Exam (CAHSEE). In partnership with the Pasadena Unified School District, and other districts in the region (La Cañada Unified, South Pasadena Unified, San Marino Unified, Temple City Unified, Arcadia Unified, and El Monte Union High) the proposed project will focus on a variety of strategies and approaches to improve, expand, and strengthen the continuation of 2008 high school seniors by assisting them with passing the CAHSEE. Project objectives include: development and/or revision of non-credit basic skills courses in English grammar, writing and vocabulary skill building, American literature, reading and math that will prepare students to pass the CAHSEE; follow-up with each high school district in our region to identify students needing CAHSEE support, and students who are candidates for concurrent enrollment in PCC/CEC High School Diploma Program or Stepping Up Program (for those needing many units); identifying study resources and tools to enhance each student’s ability to pass the CAHSEE; dissemination of CAHSEE program materials and curriculum and presentations to various youth, community and parent groups, churches, education centers, and after school program groups about our services; and providing formal and timely advisement and tutoring for student success. These activities and measurable outcomes will initially be applied at the college’s largest feeder high schools, and will expand into additional feeder schools throughout the District.

Staffing Impact
Grant-funded staffing: Stipends for three (3) project coordinators, two (2) academic counselors and five (5) project aides

Fiscal Impact

<table>
<thead>
<tr>
<th></th>
<th>External Grant</th>
<th>In-Kind Contribution</th>
<th>District Matching</th>
<th>Project Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 294,970</td>
<td>$ -0-</td>
<td>$ -0-</td>
<td>$ 294,970</td>
</tr>
</tbody>
</table>

Authorizations

Project Manager/Contact Person: [Signature]
Dean/Division Chairperson: [Signature]
Area Assistant Superintendent: [Signature]
Asst Supt Administrative Services: [Signature]
Superintendent/President: [Signature]

Date of Board of Trustees Approval: [Signature]
# PASADENA AREA COMMUNITY COLLEGE DISTRICT
# AUTHORIZATION TO SUBMIT A GRANT PROPOSAL

## BUDGET SUMMARY

<table>
<thead>
<tr>
<th>DIRECT COSTS</th>
<th>PROJECT FUNDED ***</th>
<th>DISTRICT INKIND MATCH*</th>
<th>DISTRICT MATCH **</th>
<th>PROJECT TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Certificated Salaries</td>
<td>66,000</td>
<td>-0-</td>
<td>-0-</td>
<td>66,000</td>
</tr>
<tr>
<td>2000 Classified Salaries</td>
<td>123,000</td>
<td>-0-</td>
<td>-0-</td>
<td>123,000</td>
</tr>
<tr>
<td>3000 Employee Benefits</td>
<td>11,813</td>
<td>-0-</td>
<td>-0-</td>
<td>11,813</td>
</tr>
<tr>
<td>4000 Materials/Supplies</td>
<td>46,812</td>
<td>-0-</td>
<td>-0-</td>
<td>46,812</td>
</tr>
<tr>
<td>5000 Other Operating</td>
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<td>-0-</td>
<td>26,000</td>
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<tr>
<td>6000 Capital Outlay</td>
<td>10,000</td>
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<tr>
<td>7000 Other Outgo</td>
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<tr>
<td>TOTAL DIRECT</td>
<td>283,625</td>
<td>-0-</td>
<td>-0-</td>
<td>283,625</td>
</tr>
</tbody>
</table>

| INDIRECT COSTS **** (Direct Costs x .04)  | 11,345             | -0-                    | -0-               | 11,345         |

| PROJECT TOTALS                            | 294,970            | -0-                    | -0-               | 294,970        |

---

(1) Cost Center which will provide in-kind or matching funds: (Not applicable – no match is required)

* DISTRICT IN-KIND refers to items already funded in the college budget, but which will be used in support of this project.

** DISTRICT MATCH refers to new funding the District must secure or provide in support of this project.

*** Certificated Salaries include two (2) Academic Counselors @ $33,000 ($66,000). Classified Salaries are comprised of three (3) Project Coordinators @ $23,000 ($69,000) and five (5) project aides @ $12/hour for 900 hours ($54,000). Materials/Supplies consist of advertising and program materials ($30,000) and office supplies ($16,812). Other Operating costs include $6,000 for project-related travel and $20,000 for cost associated with a forum event (displays, materials, advertising, and location fees). Capital Outlay will consist of two (2) personal computers (with printers, hard drive, monitor, CDRW, and DVD) @ $5,000 (total of $10,000).

**** The Chancellor’s Office limits indirect costs for this grant to 4% of direct costs.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Amend/Renew Contracts

Board Meeting Date: June 18, 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:

[Signature]
Director, Business Services

Recommended for Approval:

[Signature]
Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
## REVIEW OF TRANSACTIONS AND CONTRACTS

### PASADENA AREA COMMUNITY COLLEGE DISTRICT

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-97339-8</td>
<td>Country Villa Park Marino Health Center</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for Health Sciences Division students 6/19/08 until terminated</td>
<td>Health Sciences Division</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97347-8</td>
<td>Life on the Water, dba Center for Digital Storytelling</td>
<td>$3,500.00</td>
<td>To provide workshops on digital storytelling to faculty and staff 6/24/08 thru 6/30/08</td>
<td>Human Resources Tech Training 5500-0000</td>
<td>01-5140</td>
</tr>
<tr>
<td>B-97352-9</td>
<td>Keenan &amp; Associates</td>
<td>$107,788.00 for first year and $112,099.00 for second year</td>
<td>To provide third party Workers' Compensation administrative services 7/01/08 thru 6/30/10</td>
<td>Workers' Compensation 3104-0000</td>
<td>61-5150</td>
</tr>
<tr>
<td>B-97353-9</td>
<td>Fulcrum Learning Systems, Inc.</td>
<td>$4,900.00</td>
<td>To provide leadership and team development challenge ropes activity for Teaching &amp; Learning Center students 7/07/08</td>
<td>Teaching &amp; Learning Center 5201-2751 (ARCC)</td>
<td>01-5120</td>
</tr>
<tr>
<td>B-97356-8</td>
<td>California State Polytechnic University, Pomona</td>
<td>No cost to District</td>
<td>To provide clinical experience for dietetic interns in Student Health Center 6/19/08 until terminated</td>
<td>Student Health Center</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97357-9</td>
<td>Ann Reynolds</td>
<td>$22,680.00</td>
<td>To provide services as coordinator for CEC off-campus Civic Education Community Development Programs 7/01/08 thru 6/30/09</td>
<td>CEC: Division Office 1150-0000</td>
<td>01-5120</td>
</tr>
</tbody>
</table>

Consent Item No. 202-B
June 18, 2008
## REVIEW OF TRANSACTIONS AND CONTRACTS

### PASADENA AREA COMMUNITY COLLEGE DISTRICT

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amend</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97221-8</td>
<td>Dasse Design, Inc.</td>
<td>$98,700.00</td>
<td>To increase amount of agreement for additional structural engineering services related to assessing seismic vulnerability for an amount not-to-exceed $130,700.00 and extend term from 4/15/08 to 12/31/08</td>
<td>Administrative Services 3000-0000</td>
<td>01-5120</td>
</tr>
<tr>
<td>B-97252-8</td>
<td>BW Research Partnership</td>
<td>N/A</td>
<td>To extend agreement from 5/30/08 to 7/31/08 for survey and research services related to the video game industry and its associated California job market</td>
<td>Multimedia Initiative Hub Grant (Fiscal Agent) 5122-0607</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-97269-8</td>
<td>Scott Burg</td>
<td>N/A</td>
<td>To extend agreement from 6/15/08 to 8/31/08 for services as consultant to draft narrative material for the trends in game design study to be submitted to the State Chancellor's Office</td>
<td>Multimedia Initiative Hub Grant (Fiscal Agent) 5122-0607</td>
<td>03-5120</td>
</tr>
<tr>
<td>C-2897-7</td>
<td>C.M. Joseph Company</td>
<td>$350,000.00</td>
<td>To increase amount of agreement for additional miscellaneous classroom conversion projects for an amount not-to-exceed $700,000.00 and extend term from 6/30/08 to 6/30/09</td>
<td>M/P Classroom Conversions 7409-4000</td>
<td>42-6250</td>
</tr>
<tr>
<td>C-2897-8</td>
<td>Pasadena Builders, Inc.</td>
<td>$350,000.00</td>
<td>To increase amount of agreement for additional miscellaneous classroom remodeling projects for an amount not-to-exceed $700,000.00 and extend term from 6/30/08 to 6/30/09</td>
<td>M/P Classroom Upgrades &amp; Tech Infrastructure Upgrades 7410-0000 &amp; 7414-0000</td>
<td>42-6250</td>
</tr>
</tbody>
</table>

**Consent Item No. 202-B**
June 18, 2008
### REVIEW OF TRANSACTIONS AND CONTRACTS

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Contractor</th>
<th>Amount</th>
<th>Description of Articles or Services</th>
<th>Department</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Renew</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>B-96570-6</td>
<td>National Captioning Institute</td>
<td>$5.60 per program minute</td>
<td>To provide closed captioning of videotapes used by students for an amount not-to-exceed $10,000.00 7/01/08 thru 6/30/09</td>
<td>DSP&amp;S: Special Services Office 5318-0000</td>
<td>03-5150</td>
</tr>
<tr>
<td>B-96625-6</td>
<td>Lifesigns</td>
<td>$65.00 per hour</td>
<td>To provide interpreter services for DSP&amp;S staff members for an amount not-to-exceed $9,000.00 7/01/08 thru 6/30/09</td>
<td>DSP&amp;S: Special Services Office 5318-0000</td>
<td>03-5150</td>
</tr>
<tr>
<td>B-96850-7</td>
<td>The Compensation Center, LLC</td>
<td>$125.00 per hour</td>
<td>To provide consulting services for job classifications and position reviews for an amount not-to-exceed $7,000.00 7/01/08 thru 6/30/09</td>
<td>Human Resources 4300-0000</td>
<td>01-5120</td>
</tr>
<tr>
<td>B-97023-7</td>
<td>Quick Caption</td>
<td>$60.00 per hour</td>
<td>To provide closed captioning services on an as-needed basis for an amount not-to-exceed $3,500.00 7/01/08 thru 6/30/09</td>
<td>DSP&amp;S: Special Services Office 5318-0000</td>
<td>03-5150</td>
</tr>
<tr>
<td>B-97085-8</td>
<td>Pasadena Bioscience Collaborative</td>
<td>$2,000.00 per month</td>
<td>To provide marketing and event management for the District’s Biotechnology Center for an amount not-to-exceed $24,000.00 7/01/08 thru 6/30/08</td>
<td>Biotechnology Center (Grant) 5118-0000</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-97093-8</td>
<td>Johns Hopkins University – Whiting School of Engineering</td>
<td>$6,000.00</td>
<td>To provide for participation for Upward Bound Math/Science students in Johns Hopkins University – Whiting School of Engineering High School Innovation Summer 2008 Program 6/23/08 thru 7/25/08</td>
<td>Math/Science Upward Bound 5301-2275</td>
<td>03-5820</td>
</tr>
</tbody>
</table>

Consent Item No. 202-B
June 18, 2008
CONSENT ITEM TITLE: Approve/Ratify Career and Technical Education Activities

Board Meeting Date: June 18, 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:

June 23, 2008 – July 18, 2008 – Biotechnology Cell Culture Training Workshop at PCC. Anticipated expenses not-to-exceed $2,500.00 for materials, supplies and refreshments for approximately 12 participants. Cost Centers: 03-5210-5115-0000, Tech Prep (Grant), 03-5210-5118-0000, Biotechnology Center (Grant), and 03-5210-5119-0000, SB-70 Quick Start (Grant)

August 1, 2008 thru June 30, 2009 – Bridges to the Future Program Meetings at PCC and various community locations, to develop strategies for providing education and training to students and incumbent workers in the biotechnology field. Anticipated expenses not-to-exceed $1,200.00 for materials, supplies and refreshments for approximately 30 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center (Grant)

October 25, 2008 – Career Day for the Arts at PCC, in collaboration with the Armory Center for the Arts, will feature professionals in a variety of art fields. Anticipated expenses not-to-exceed $6,500.00 for event planning and coordination, brochure design, production and mailing, materials and refreshments for approximately 350 high school and college students. Cost Center: 03-5210-5116-0000, Multimedia Entertainment Initiative (Grant)

Ratify:

June 11, 2008 – Los Angeles/Orange County Biotechnology Center and Biotechnology Program combined Advisory Board Meeting at Cal Tech Pre-College Science Initiative (CAPSI) in Pasadena. Anticipated expenses not-to-exceed $300.00 for supplies and refreshments for approximately 20 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center (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 Purchasing Transactions

Board Meeting Date: June 18, 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 P08-03680 through P08-03738.

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.
## Pasadena Area Community College

**Purchasing Orders Over $500**

**June 18, 2008**

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Total Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P08-03681</td>
<td>CDK GLOBAL</td>
<td>SOFTWARE</td>
<td>ENGTech</td>
<td>01</td>
<td>$665.00</td>
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<tr>
<td>P08-03684</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>COUNSEL</td>
<td>03</td>
<td>$1,749.71</td>
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<tr>
<td>P08-03687</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>PR</td>
<td>01</td>
<td>$639.62</td>
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<tr>
<td>P08-03689</td>
<td>DENTSPLY PHARMACEUTICAL</td>
<td>LAB SUPPLIES</td>
<td>HEALTH SCI</td>
<td>03</td>
<td>$1,204.82</td>
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<tr>
<td>P08-03691</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
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<td>P08-03692</td>
<td>MCKESSION GENERAL MEDICAL</td>
<td>RT LAB SUPPLIES</td>
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<td>03</td>
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<tr>
<td>P08-03695</td>
<td>DEWOLFE MUSIC</td>
<td>SERVICE FEES/PROFESSIONAL Svs.</td>
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<td>P08-03696</td>
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<td>P08-03703</td>
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<tr>
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<td>SUPPLIES</td>
<td>CEC</td>
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<tr>
<td>P08-03712</td>
<td>FOUNDATION FOR CALIF. COMM. COLL.</td>
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<td>P08-03713</td>
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<td>COMP. SVS</td>
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<tr>
<td>P08-03714</td>
<td>BEST BUY GOV., LLC</td>
<td>APPLIANCES</td>
<td>HLTH PCC</td>
<td>01, 03</td>
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<tr>
<td>P08-03716</td>
<td>PREMIUM QUALITY LIGHTING</td>
<td>LIGHTING</td>
<td>FACILITIES</td>
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<td>$663.57</td>
</tr>
<tr>
<td>P08-03717</td>
<td>B &amp; H PHOTO-VIDEO PRO AUDIO</td>
<td>AUDIO/VISUAL SUP. &amp; EQUIP.</td>
<td>EXTERNAL RELATIONS</td>
<td>01</td>
<td>$1,314.59</td>
</tr>
<tr>
<td>P08-03718</td>
<td>EPILEPSY FOUNDATION</td>
<td>SUPPLIES</td>
<td>DSP&amp;S</td>
<td>03</td>
<td>$621.25</td>
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<tr>
<td>P08-03720</td>
<td>PPL MOTOR HOMES</td>
<td>AIR CONDITIONING SERVICE</td>
<td>FACILITIES</td>
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<td>$708.17</td>
</tr>
<tr>
<td>P08-03721</td>
<td>MCLUGAN SUPPLY</td>
<td>SUPPLIES</td>
<td>CAREER/TECHNICAL ED</td>
<td>03</td>
<td>$3,259.25</td>
</tr>
<tr>
<td>P08-03722</td>
<td>LAB SAFETY SUPPLY</td>
<td>SAFETY &amp; FIRE EQUIPMENT/SUPPLY</td>
<td>VISUAL ARTS &amp; MEDIA</td>
<td>01</td>
<td>$912.11</td>
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<td>P08-03723</td>
<td>MPC-G, LLC</td>
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<td>VISUAL ARTS &amp; MEDIA</td>
<td>01</td>
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<tr>
<td>P08-03724</td>
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<td>BUILDING MATERIALS</td>
<td>ENGTech</td>
<td>01</td>
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<td>P08-03725</td>
<td>BARR LUMBER CO.</td>
<td>SUPPLIES FOR MODEL HOME</td>
<td>ENGTech</td>
<td>01</td>
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<tr>
<td>P08-03727</td>
<td>ICI DULUX PAINT CENTERS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>ENGTech</td>
<td>01</td>
<td>$1,042.20</td>
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<tr>
<td>P08-03728</td>
<td>ACE BUSINESS MACHINES</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>FISCAL</td>
<td>01</td>
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</tr>
<tr>
<td>P08-03734</td>
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<td>SERVICE FEES/PROFESSIONAL Svs</td>
<td>FACILITIES</td>
<td>41</td>
<td>$6,975.00</td>
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<td>P08-03735</td>
<td>COMMERCIAL WASTE SERVICES</td>
<td>B/O: WASTE DISPOSAL</td>
<td>FACILITIES</td>
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<td>P08-03736</td>
<td>FEDX KINKOS</td>
<td>B/O: PRINTING/DUPLICATING</td>
<td>EOPS</td>
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<td>ATHLETIC EQUIPMENT</td>
<td>PROJECT CENTER</td>
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<td>$29,281.19</td>
</tr>
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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.
<table>
<thead>
<tr>
<th>PO #</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>SITE</th>
<th>FUND</th>
<th>INC/DEC...</th>
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</thead>
<tbody>
<tr>
<td>B08-00044</td>
<td>SOURCE IMPORT AUTO PARTS</td>
<td>Increase PO per Dept.</td>
<td>ENG/TECH</td>
<td>01,03</td>
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<td>B08-00046</td>
<td>ALLIED AUTO SUPPLY OF PASADENA</td>
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<td>B08-00057</td>
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<td>ENG/TECH</td>
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<td>$500.00</td>
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<tr>
<td>B08-00099</td>
<td>MILLER TREE SERVICE</td>
<td>Increase PO per Dept.</td>
<td>FACILITIES</td>
<td>01</td>
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<tr>
<td>B08-00125</td>
<td>BERG HARDWARE CO</td>
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<td>COMP. SVS</td>
<td>01</td>
<td>$500.00</td>
</tr>
<tr>
<td>123872</td>
<td>ANDERSON BUSINESS TECH.</td>
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<tr>
<td>P08-00362</td>
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<td>P08-00452</td>
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<td>P08-00645</td>
<td>SPARKLE CAR WASH</td>
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<tr>
<td>P08-01125</td>
<td>QUICKSORT LA, INC</td>
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<td>P08-01137</td>
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<td>P08-01246</td>
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<td>P08-02286</td>
<td>PCC BOOKSTORE</td>
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<td>03</td>
<td>$2,000.00</td>
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<td>P08-02499</td>
<td>COMMUNICATIONS CENTER</td>
<td>Increase PO per Dept.</td>
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<td>$2,244.86</td>
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<tr>
<td>P08-02616</td>
<td>DELTA GRAPHICS</td>
<td>Decrease PO per Dept.</td>
<td>CAREER/TECH</td>
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<tr>
<td>P08-02761</td>
<td>ROBERTS CONCRETE PUMPING</td>
<td>Increase PO per Dept.</td>
<td>FACILITIES</td>
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<tr>
<td>P08-03372</td>
<td>MORRIS FLAMINGO</td>
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<td>$1,504.31</td>
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<tr>
<td>P08-03594</td>
<td>CHAPARRAL CONCRETE</td>
<td>Decrease PO per Dept.</td>
<td>FACILITIES</td>
<td>41</td>
<td>$(1,395.11)</td>
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</tbody>
</table>

$27,488.76
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Authorize Solicitation of Request for Qualifications -  
Strategic & Educational Master Planning Service -  
VISION 2020

Board Meeting Date: June 18, 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 solicitation of master planning consultants. This service will provide expertise in designing the Master Plan for the future direction of the District until the year 2020 and will be titled, “VISION 2020.” The Request for Qualifications (RFQ) will be mailed to prospective educational consultants who provide strategic planning and educational planning services.

FISCAL IMPLICATIONS: No financial obligation is created by the authorization to solicit for this RFQ. Funds for this purpose will be included in the 2008-2009 Adopted Budget under the following cost center:

01-5120-4000-0000 (Consultants)

BACKGROUND: The District is soliciting qualifications to provide expertise in strategic planning to assist in charting a course and direction through community participation, environmental scans and determining strategic and educational master planning. After the consultant is selected, VISION 2020 will be formulated with input from all the constituencies including the Board of Trustees.

Submitted by:  

Director, Purchasing Services

Recommended for Approval:  

Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
**CONSENT ITEM TITLE:**
Transfer Between Major Objects

**Board Meeting Date:** June 18, 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 a budget adjustment for the Distributed Reserves Account. This adjustment will align the budget with approved and projected expenditures.

**FISCAL IMPLICATIONS:**

<table>
<thead>
<tr>
<th>PAC#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>01-5189-3200-0000</td>
<td>Distributed Reserves</td>
<td>$200,000</td>
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<tr>
<td>01-6489-3200-0000</td>
<td>Distributed Reserves</td>
<td>$200,000</td>
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</table>

**BACKGROUND:**
To adjust budget to cover approved and projected capital outlay expenditures for fiscal year 2007-2008.

Submitted by:

**Director, Fiscal Services**

Recommended for Approval:

**Vice President, Administrative Services**

APPROVED FOR SUBMISSION TO
THE BOARD OF TRUSTEES:

**Superintendent/President**
CONSENT ITEM TITLE:  
Stipends for Classified and Unclassified Personnel

Board Meeting Date: June 18, 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:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bendfeldt, Ann</td>
<td>2,100.00</td>
</tr>
<tr>
<td>Davila, Salomon</td>
<td>2,100.00</td>
</tr>
<tr>
<td>Flores, Sarah</td>
<td>600.00</td>
</tr>
<tr>
<td>Flores, Sarah</td>
<td>600.00</td>
</tr>
<tr>
<td>Hinton, Sharon</td>
<td>200.00</td>
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<tr>
<td>Posthumus, Laura</td>
<td>1,900.00</td>
</tr>
<tr>
<td>Rees, Patricia</td>
<td>500.00</td>
</tr>
<tr>
<td>Sutton, Sandra</td>
<td>703.37</td>
</tr>
</tbody>
</table>

**Special Project**

- **Presenter for Science Math/Science Upward Bound Summer Program 6/21/08 – 8/4/08 (EOP&S)**
- **Site supervisor for the filming of a Chevrolet car commercial in the Sculpture Garden 2/15/08 (Facilities Services)**
- **Site supervisor for the filming of the television production “Wives Murder Club” in the Sculpture Garden 4/13/08 (Facilities Services)**
- **Project outreach and recruitment via community centers and local churches 6/19/08 – 6/30/08 (Counseling)**
- **Presenter for English Math/Science Upward Bound Summer Program 6/20/08 – 8/4/08 (EOP&S)**
- **Presenter for two multimedia classes and preparation of course materials 6/19/08 – 6/30/08 (New Media Center)**
- **Set up, managed and supervised second year students of the Dental Laboratory Technology program at the two largest trade shows in the western U.S. A. 11/16/07, 11/17/08 & 4/19/08 (Health Sciences) ARCC**

**Amend Consent Item 133-P (June 19, 2007)**

- **Flores, Sarah**
  - Increase Stipend
  - From: 1,261.00/month
  - To: 2,396.00/month

*CAccountability Reporting for Community Colleges*
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of College Assistant and Instructional Aide Positions – July 1, 2008 – December 31, 2008

Board Meeting Date: June 18, 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 College Assistant and Instructional Aide positions for the period July 1, 2008 – December 31, 2008, in the listed cost centers, as attached, to perform the duties described in the tables also attached.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: Recent legislation requires that the Board of Trustees authorize positions in these categories of employment before employees are actually hired in the positions. Human Resources will request this authorization twice a year (June and December). Human Resources will also continue the current practice of providing the Board with a quarterly report listing the names and positions of employees actually hired in these categories of employment.

Submitted by:

Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
### Hourly Unclassified Positions
**Authorized for July 1, 2008 – December 31, 2008**

<table>
<thead>
<tr>
<th>COST CENTER</th>
<th>JOB TITLES</th>
<th>NUMBER OF POSITIONS ANTICIPATED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Support</td>
<td>College Assistant III</td>
<td>1</td>
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<tr>
<td></td>
<td>College Assistant IV</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>College Assistant V</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>College Assistant VI</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>College Assistant VII</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>College Assistant VIII</td>
<td>1</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>College Assistant IV</td>
<td>1</td>
</tr>
<tr>
<td>Admissions &amp; Records</td>
<td>College Assistant IV</td>
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<tr>
<td>Assessment</td>
<td>College Assistant V</td>
<td>5</td>
</tr>
<tr>
<td>Business &amp; Computer Technology</td>
<td>College Assistant I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>College Assistant II</td>
<td>4</td>
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<td></td>
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<td>College Assistant V</td>
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<td></td>
<td>College Assistant VI</td>
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<td></td>
<td>College Assistant VII</td>
<td>2</td>
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<tr>
<td></td>
<td>Instructional Aide I</td>
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<tr>
<td></td>
<td>Instructional Aide II</td>
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<tr>
<td></td>
<td>Instructional Aide III</td>
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<tr>
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<td>Instructional Aide IV</td>
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<tr>
<td></td>
<td>Instructional Aide V</td>
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<td>CalWORKs</td>
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<td>Campus Use</td>
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<td>College Assistant IV</td>
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<td>College Assistant V</td>
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<td></td>
<td>College Assistant VI</td>
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<td></td>
<td>College Assistant VIII</td>
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<tr>
<td>Career &amp; Technical Education</td>
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<td>College Assistant V</td>
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<td>College Assistant VI</td>
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<td>College Assistant VIII</td>
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<td>College Assistant IX</td>
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<td>Instructional Aide I</td>
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<td>Instructional Aide II</td>
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<tr>
<td></td>
<td>Instructional Aide IV</td>
<td>3</td>
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</table>

The description of the duties to be performed by employees in these positions is found on the attachment.
## Hourly Unclassified Positions
**Authorized for July 1, 2008 – December 31, 2008**

<table>
<thead>
<tr>
<th>COST CENTER</th>
<th>JOB TITLES</th>
<th>NUMBER OF POSITIONS ANTICIPATED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career &amp; Technical Education (cont.)</td>
<td>Instructional Aide V</td>
<td>35</td>
</tr>
<tr>
<td></td>
<td>College Assistant IV</td>
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<td>College Assistant I</td>
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<td></td>
<td>College Assistant II</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>College Assistant III</td>
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</tr>
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<td>College Assistant IV</td>
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<td>College Assistant V</td>
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</tr>
<tr>
<td></td>
<td>College Assistant VI</td>
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</tr>
<tr>
<td></td>
<td>College Assistant VII</td>
<td>5</td>
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The description of the duties to be performed by employees in these positions is found on the attachment.
Hourly Unclassified Positions  
Authorized for July 1, 2008 – December 31, 2008

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</tr>
<tr>
<td></td>
<td>College Assistant VI</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>College Assistant VII</td>
<td>5</td>
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<tr>
<td></td>
<td>College Assistant VIII</td>
<td>2</td>
</tr>
<tr>
<td>Upward Bound Program</td>
<td>College Assistant I</td>
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<tr>
<td></td>
<td>College Assistant II</td>
<td>15</td>
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<tr>
<td></td>
<td>College Assistant III</td>
<td>10</td>
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<tr>
<td></td>
<td>College Assistant IV</td>
<td>4</td>
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<tr>
<td></td>
<td>College Assistant V</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>College Assistant VII</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>College Assistant VIII</td>
<td>5</td>
</tr>
<tr>
<td>Visual Arts &amp; Media Studies</td>
<td>College Assistant I</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>College Assistant II</td>
<td>6</td>
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<tr>
<td></td>
<td>College Assistant III</td>
<td>7</td>
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<tr>
<td></td>
<td>College Assistant IV</td>
<td>4</td>
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<tr>
<td></td>
<td>College Assistant V</td>
<td>4</td>
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<tr>
<td></td>
<td>College Assistant VI</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>College Assistant VII</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Instructional Aide I</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Instructional Aide II</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Instructional Aide III</td>
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</tr>
<tr>
<td></td>
<td>Instructional Aide V</td>
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</tbody>
</table>

The description of the duties to be performed by employees in these positions is found on the attachment.
### COLLEGE ASSISTANT

<table>
<thead>
<tr>
<th>Working Limitations</th>
<th>Work in all departments limited to 900 hours OR 170 workdays in a fiscal year, whichever comes first</th>
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</thead>
<tbody>
<tr>
<td>Object Code</td>
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<table>
<thead>
<tr>
<th>College Title</th>
<th>Examples of Working Titles</th>
<th>Comparable Classified Positions</th>
<th>Description of Level of Duties</th>
<th>Pay Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Assistant I</td>
<td>Comparable to a Student Assistant 1; Technical Assistant 1; College Safety Officer 1</td>
<td></td>
<td>Entry level no specific skills or experience required; supervisor will train</td>
<td>8.00</td>
</tr>
<tr>
<td>College Assistant II</td>
<td>Technical Assistant 2; College Safety Officer 2</td>
<td></td>
<td>Just above entry level, has minimal training</td>
<td>9.00</td>
</tr>
<tr>
<td>College Assistant III</td>
<td>College Safety Officer 3; Sub-Relief Clerk</td>
<td>Clerk</td>
<td>General help in an office or department; has at least basic office skills; may use computer programs</td>
<td>10.00</td>
</tr>
<tr>
<td>College Assistant IV</td>
<td>Child Development Specialist</td>
<td>Department Lab. Aide</td>
<td>General help in office but has at least one specific well-developed skill or expertise</td>
<td>11.00</td>
</tr>
<tr>
<td>College Assistant V</td>
<td>Testing Aide</td>
<td>Intermediate Clerk</td>
<td>Has somewhat specialized skills, but they do not require specialized training</td>
<td>12.00</td>
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<tr>
<td>College Assistant VI</td>
<td>Music Coach 1; Accompanist 1</td>
<td>Accountant, Evaluator</td>
<td>Specialized skills that require specialized training, primarily at the college level</td>
<td>16.00</td>
</tr>
<tr>
<td>College Assistant VII</td>
<td>Sign Language Interpreter 1; Real Time Caption 1; Music Coach 2; Accompanist 2</td>
<td>Senior Hardware Specialist</td>
<td>More advanced specialized skills and training required</td>
<td>19.00</td>
</tr>
<tr>
<td>College Assistant VIII</td>
<td>Music Coach 3</td>
<td>Intermediate Programmer Analyst</td>
<td>Highly professional work requiring certification and/or skills at the highest level of the profession, and/or serving as a lead to others who are less skilled in the work</td>
<td>23.00</td>
</tr>
<tr>
<td>College Assistant IX *</td>
<td>Sign Language Interpreter 2; Real Time Caption 2</td>
<td></td>
<td>Specialized skills that require specialized training, primarily at the college level</td>
<td>24.00*</td>
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<tr>
<td>College Assistant X *</td>
<td>Sign Language Interpreter 3; Real Time Caption 3</td>
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<td>More advanced specialized skills and training required</td>
<td>28.00*</td>
</tr>
<tr>
<td>College Assistant XI *</td>
<td>Sign Language Interpreter 4; Real Time Caption 4; Staff Registered Nurse</td>
<td></td>
<td>Highly professional work requiring certification and/or skills at the highest level of the profession, and/or serving as a lead to others who are less skilled in the work</td>
<td>30.00*</td>
</tr>
<tr>
<td>College Assistant XII *</td>
<td>Specialized Sign Language Interpreter; Specialized Registered Nurse; Specialized Real Time Captionist</td>
<td></td>
<td>Specialized skills as a Sign Language Interpreter, Registered Nurse or Real Time Captionist</td>
<td>33.00*</td>
</tr>
</tbody>
</table>

* This classification is only available for the specifically listed titles and/or duties.

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Pasadena City College – Human Resources Office
1570 East Colorado Boulevard – Pasadena CA 91106-2003 – 626.585.7388
## INSTRUCTIONAL AIDE

<table>
<thead>
<tr>
<th>Working Limitations</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hourly Aides who assist the instructor in the classroom; work in all departments limited to 900 hours OR 170 workdays in a fiscal year, whichever comes first</td>
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| Object Code | 2410 |

<table>
<thead>
<tr>
<th>College Title</th>
<th>Description of Level of Duties</th>
<th>Pay Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Aide I</td>
<td>Entry level, less than one semester experience</td>
<td>9.00</td>
</tr>
<tr>
<td>Instructional Aide II</td>
<td>Some (more than one semester) experience as an Instructional Aide, and/or at least 10 units of college course work successfully completed, and/or college course work in the discipline where the aide will be working</td>
<td>10.00</td>
</tr>
<tr>
<td>Instructional Aide III</td>
<td>At least two semesters' experience as an Instructional Aide and/or at least 15 units of college course work completed, and/or college course work in the discipline where the aide will be working</td>
<td>11.00</td>
</tr>
<tr>
<td>Instructional Aide IV</td>
<td>At least three semesters’ experience as an Instructional Aide and/or at least 20 units of college course work completed, and/or college course work in the discipline where the aide will be working</td>
<td>15.00</td>
</tr>
<tr>
<td>Instructional Aide V</td>
<td>At least four semesters’ experience as an Instructional Aide and/or at least 30 semester units of college course work completed and/or college course work in the discipline where the aide will be working</td>
<td>18.00</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Stipends for Academic Personnel

Board Meeting Date: June 18, 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 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:

[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>Black, LaTheia</td>
<td>3,000.00</td>
<td>Community Education Center—assist in coordination of recruiting Pasadena Unified School District students for Career/Mentor Summer Program and co-teaching career workshops for the same program, 06-19-08 to 08-30-08</td>
</tr>
<tr>
<td>Bronstein, Debra</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Douglas, Velma Lois</td>
<td>1,500.00</td>
<td>Health Sciences Division—co-coordinate for the Division during summer 2008</td>
</tr>
<tr>
<td>Douglas, Velma Lois</td>
<td>3,500.00</td>
<td>Health Sciences Division—co-coordinate for the Division since retirement of Dean, 03-20-08 to 06-30-08</td>
</tr>
<tr>
<td>Francisco, Diana</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Gagliardi, Lori</td>
<td>9,395.00</td>
<td>Health Sciences Division—will serve as co-coordinator of the division until the dean is employed, 07-01-08 to 8-30-08</td>
</tr>
<tr>
<td>Green, Kathy</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Gutierrez, Jesus</td>
<td>2,500.00</td>
<td>Title V Coop Grant—develop format and some of the curriculum for new summer student success “jam” to be offered by the Coop Grant this August, 06-19-08 to 06-30-08</td>
</tr>
<tr>
<td>Horton, Gloria</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Keeler, Teresa</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Lanyi, Ron</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Lee, Robert</td>
<td>400.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—create and lead training program for faculty members in Inspiration and in how to use “Smart” classroom and “Smart” carts, 01/08 to 05/08</td>
</tr>
<tr>
<td>McGuire, Karen</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Melnarik, Tim</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Mhunzi, Pete</td>
<td>10,078.00</td>
<td>Social Sciences Division—develop an outreach effort to reach the African-American males through the Jackie Robinson Center, 02-19-08 to 06-13-08</td>
</tr>
<tr>
<td>Mitoma, Dona</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Ogaz, Ana</td>
<td>500.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—program planning and assisting with project management, 06-19-08</td>
</tr>
<tr>
<td>Perales, Otilio</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Perea, Manuel</td>
<td>6,833.00</td>
<td>English Division—Writing Center Coordinator during summer 2008</td>
</tr>
<tr>
<td>Reinhartsen, Lee</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>NAME</td>
<td>STIPEND</td>
<td>SPECIAL PROJECT</td>
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<tr>
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<tr>
<td>Smith, Marjorie</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
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<tr>
<td>Ulmer, Amy</td>
<td>25.00</td>
<td>ARCC (Accountability Reporting for the Community Colleges)—participation in faculty training on Inspiration, a special software program to support Basic Skills, 01/08 to 05/08</td>
</tr>
<tr>
<td>Wright, Lynn</td>
<td>5,000.00</td>
<td>Accreditation—to edit the college’s accreditation self-study and prepare it for printing, 07-01-08 to 07-31-08</td>
</tr>
<tr>
<td>Zusman, Shanon</td>
<td>1,000.00</td>
<td>Performing and Communication Arts Division—performing with orchestra for the opera production, 05-28-08 to 06-01-08</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment of Hourly Credit Teachers and Substitute Teachers, Summer 2008

Board Meeting Date: June 18, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons on the attached list to be employed as temporary teachers of credit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of credit classes approved for 2007-08 and 2008-09. The length of time of the employment and the assignment shall be determined by College need.

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

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

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>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
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<tbody>
<tr>
<td>Acuff, Mark</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>B</td>
<td>4</td>
<td>Mathematics</td>
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<td>Antoniou, Nikolas</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>Mathematics</td>
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<tr>
<td>Avila, Luis</td>
<td>Adjunct Faculty Summer Intersession</td>
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<tr>
<td>Bakjianian, Armond</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>Mathematics</td>
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<tr>
<td>Boyajian, Phyllis</td>
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<td>D</td>
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<td>Mathematics</td>
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<tr>
<td>Campanaro, Nicole</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>Health Sciences</td>
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<td>Chodos, Daniel</td>
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<td>11</td>
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<tr>
<td>Click, James</td>
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<td>English</td>
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<td>Cole, Daniel</td>
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<td>Performing and Communication Arts</td>
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<td>Corson, Louise</td>
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<td>Cuatt, David*</td>
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<td>Dare, Gayle</td>
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<td>Adjunct Special Services Summer Intersession</td>
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<td>Disabled Student Programs and Services</td>
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<td>Gatica, Juan</td>
<td>Adjunct Counselor Summer Intersession</td>
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<td>Gerry, Douglas</td>
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<tr>
<td>Goldwhite, Philip</td>
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<td>Engineering and Technology</td>
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<tr>
<td>Gomez, Gabriel</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>English</td>
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<td>Hamma, Marra</td>
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<td>English</td>
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<tr>
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<td>Performing and Communication Arts</td>
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<td>Huber, Kerin*</td>
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<td>Natural Sciences</td>
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<tr>
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<td>A</td>
<td>1</td>
<td>English</td>
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<td>A</td>
<td>1</td>
<td>English</td>
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<tr>
<td>Keller, Betty</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>10</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Kohpahl, Gabriele</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>E</td>
<td>6</td>
<td>Natural Sciences</td>
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<tr>
<td>Kuk, James</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>Kinesiology, Health and Athletics</td>
</tr>
<tr>
<td>Le, Thien</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>B</td>
<td>1</td>
<td>Mathematics</td>
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<tr>
<td>Leng, Xiaodan*</td>
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<td>Mathematics</td>
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<tr>
<td>Lisek, Carol</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>E</td>
<td>2</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Luck, Kyle*</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>C</td>
<td>13</td>
<td>Performing and Communication Arts</td>
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</table>

*Full-time Faculty
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mitchell Wagner, Janet</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>B</td>
<td>12</td>
<td>English</td>
</tr>
<tr>
<td>Mitchell, Valerie</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>D</td>
<td>7</td>
<td>Visual Arts and Media Studies</td>
</tr>
<tr>
<td>Nalbandyan, Zorayr</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>A</td>
<td>1</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Nelson, Matthew</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>B</td>
<td>17</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Oganyan, Karpis</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>A</td>
<td>7</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Olsen, Cory</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>C</td>
<td>4</td>
<td>English</td>
</tr>
<tr>
<td>Ortmayer, Beau</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>A</td>
<td>2</td>
<td>Kinesiology, Health and Athletics</td>
</tr>
<tr>
<td>Patvakanyan, Yuri</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>E</td>
<td>7</td>
<td>Mathematics</td>
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<tr>
<td>Ring, Greg</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>18</td>
<td>Natural Sciences</td>
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<tr>
<td>Sakata, Mark*</td>
<td>Adjunct Special Services Summer Intersession</td>
<td>B</td>
<td>16</td>
<td>Disabled Student Programs and Services</td>
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<tr>
<td>Savchenkova, Yekaterina</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>E</td>
<td>1</td>
<td>Mathematics</td>
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<tr>
<td>Savedoff, Allen</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>A</td>
<td>1</td>
<td>Performing and Communication Arts</td>
</tr>
<tr>
<td>Schillaci, Kelle</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>B</td>
<td>4</td>
<td>English</td>
</tr>
<tr>
<td>Staub, Patricia</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>D</td>
<td>27</td>
<td>Performing and Communication Arts</td>
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<tr>
<td>Stein, Paul</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>B</td>
<td>7</td>
<td>Performing and Communication Arts</td>
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<tr>
<td>Thomas, Matthew</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>C</td>
<td>1</td>
<td>Performing and Communication Arts</td>
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<tr>
<td>Valentine, Sonya</td>
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<td>6</td>
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<tr>
<td>Vallejo, Alberto</td>
<td>Adjunct Faculty Summer Intersession</td>
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<td>1</td>
<td>Kinesiology, Health and Athletics</td>
</tr>
<tr>
<td>Wiggins, Lynell</td>
<td>Adjunct Counselor Summer Intersession</td>
<td>A</td>
<td>10</td>
<td>Extended Opportunities Program and Services</td>
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<tr>
<td>Woo, Jung</td>
<td>Adjunct Faculty Summer Intersession</td>
<td>E</td>
<td>4</td>
<td>Mathematics</td>
</tr>
</tbody>
</table>

*Full-time Faculty
CONSENT ITEM TITLE: Employment of Hourly Noncredit Teachers and Substitute Teachers, Summer 2008

Board Meeting Date: June 18, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons on the attached list to be employed as temporary teachers of noncredit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of noncredit classes approved for the College year 2007-08 and 2008-09 or any portion thereof as stated in their contracts. The length of time of the employment and the assignment shall be determined by College need.

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

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>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alikhanyan, Tigran</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>7</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Chun, Grace</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>5</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Dzhanunts, Aida</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>2</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Fernandez, Juan</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>7</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Koupai, Katherine</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>1</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Kreeck, Shu Yun</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>4</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Nikodem, Marianne</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>7</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Oliver, Christopher</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>N</td>
<td>1</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Ortega, Sonia</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>NM</td>
<td>1</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Rangel, Delia</td>
<td>Adjunct Noncredit Faculty Summer Intersession</td>
<td>MN</td>
<td>7</td>
<td>Community Education Center</td>
</tr>
</tbody>
</table>
RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the following changes pertaining to classified employees.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
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<tr>
<td>Barnes, Kathy</td>
<td>36D</td>
<td>100% - 12 mo.</td>
<td>06/23/08</td>
</tr>
<tr>
<td>From: Intermediate Clerk II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student and Learning Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To: Secretary I</td>
<td>39D</td>
<td>100% - 12 mo.</td>
<td>06/23/08</td>
</tr>
<tr>
<td>Admissions and Records</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Sylvia Moreno</td>
<td></td>
<td></td>
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</table>

**AMEND Consent Item 107-P**

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
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</thead>
<tbody>
<tr>
<td>Hunter, Courtney</td>
<td>Resignation Rescind</td>
<td>06/30/08</td>
</tr>
<tr>
<td>Director, Professional and Diversity Development Human Resources</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SEPARATION**

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williams, Nikki</td>
<td>Declined offer</td>
<td>06/09/08</td>
</tr>
<tr>
<td>Learning Assistance Center Assistant II</td>
<td></td>
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<tr>
<td>Learning Assistance Center</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:
Approval of Contracts: Academic Coordinators and Directors, Division, Associate, and Assistant Deans, 2008-2009

Board Meeting Date: June 18, 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 employment of the contract academic employees as indicated from July 1, 2008 through June 30, 2009:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHEDULE</th>
<th>CLASS &amp; STEP</th>
<th>MONTHS</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arnwine, James</td>
<td>MGMT 3</td>
<td>MD-6</td>
<td>12</td>
<td>Division Dean Performing &amp; Comm. Arts</td>
</tr>
<tr>
<td>Cody, Robert L</td>
<td>MGMT 2</td>
<td>MD-8</td>
<td>12</td>
<td>Assistant Dean Computing Services</td>
</tr>
<tr>
<td>Douglas, Velma L.</td>
<td>MGMT 1</td>
<td>K-5</td>
<td>12</td>
<td>Director Nursing Program</td>
</tr>
<tr>
<td>Douglass, David</td>
<td>MGMT 3</td>
<td>MD-4</td>
<td>12</td>
<td>Division Dean Natural Sciences</td>
</tr>
<tr>
<td>Finkenbinder, Michael</td>
<td>MGMT 3</td>
<td>MD-8</td>
<td>12</td>
<td>Division Dean Social Sciences</td>
</tr>
<tr>
<td>Haines, Douglas</td>
<td>MGMT 3</td>
<td>L-8</td>
<td>12</td>
<td>Division Dean Engineering &amp; Technology</td>
</tr>
<tr>
<td>Hodge, Ricky</td>
<td>MGMT 3</td>
<td>M-7</td>
<td>12</td>
<td>Division Dean Community Education Center</td>
</tr>
<tr>
<td>Jones, Michael</td>
<td>MGMT 1</td>
<td>L-1</td>
<td>11</td>
<td>Athletic Director Kinesiology, Health &amp; Athletics</td>
</tr>
<tr>
<td>Kritselis, Alexander</td>
<td>MGMT 3</td>
<td>L-6</td>
<td>12</td>
<td>Division Dean Visual Arts &amp; Media Studies</td>
</tr>
<tr>
<td>Laun, Mary Ann</td>
<td>MGMT 2</td>
<td>M-8</td>
<td>12</td>
<td>Assistant Dean Library Services</td>
</tr>
<tr>
<td>Ligons, Ellen</td>
<td>MGMT 3</td>
<td>K-8</td>
<td>12</td>
<td>Associate Dean Career &amp; Technical Education</td>
</tr>
<tr>
<td>Main, Carl</td>
<td>MGMT 3</td>
<td>M-3</td>
<td>12</td>
<td>Division Dean Mathematics</td>
</tr>
<tr>
<td>Michael, Peter A</td>
<td>MGMT 1</td>
<td>J-3</td>
<td>12</td>
<td>Director College Safety</td>
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<tr>
<td>Miles, Kim</td>
<td>MGMT 2</td>
<td>K-4</td>
<td>12</td>
<td>Assistant Dean Financial Aid &amp; Scholarships</td>
</tr>
<tr>
<td>Miller, Robert</td>
<td>MGMT 3</td>
<td>K-8</td>
<td>12</td>
<td>Associate Dean Academic Support</td>
</tr>
<tr>
<td>Oh, Christine</td>
<td>MGMT 0</td>
<td>M-1</td>
<td>12</td>
<td>Coordinator Science Education (Temporary)</td>
</tr>
<tr>
<td>Paxton, Don</td>
<td>MGMT 3</td>
<td>MD-6</td>
<td>12</td>
<td>Division Dean Business &amp; Computer Tech.</td>
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<tr>
<td>Ramey, Margaret</td>
<td>MGMT 3</td>
<td>MD-5</td>
<td>12</td>
<td>Associate Dean Admissions &amp; Records</td>
</tr>
<tr>
<td>Rodarte, Kathleen</td>
<td>MGMT 2</td>
<td>M-7</td>
<td>12</td>
<td>Assistant Dean EOPS</td>
</tr>
<tr>
<td>Thayer, Scott</td>
<td>MGMT 2</td>
<td>MD-1</td>
<td>12</td>
<td>Assistant Dean Student Affairs</td>
</tr>
<tr>
<td>Ulmer, Amy</td>
<td>MGMT 3</td>
<td>K-5</td>
<td>12</td>
<td>Division Dean English</td>
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<tr>
<td>Yamauchi, Kent T</td>
<td>MGMT 2</td>
<td>MD-7</td>
<td>12</td>
<td>Assistant Dean Special Services</td>
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<tr>
<td>Young, Theodore</td>
<td>MGMT 3</td>
<td>MD-3</td>
<td>12</td>
<td>Division Dean Languages</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by:
Office of Human Resources

Recommended for Approval:
Dean, Human Resources

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

**CONSENT ITEM TITLE:**  
Employment of 11- and 12-Month Academic Employees, 2008-2009

**Board Meeting Date:** June 18, 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 contract academic Counselors and Librarians listed below for employment as indicated from July 1, 2008 through June 30, 2009:

<table>
<thead>
<tr>
<th>NAME</th>
<th>CLASS &amp; STEP</th>
<th>MONTHS</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aldas, Sara</td>
<td>B-16</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Aragon, James</td>
<td>B-17</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Bloodgood, Harry</td>
<td>D-33</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Chang, Yang Shim</td>
<td>E-31</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Cheung, Amy</td>
<td>A-14</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Cooper, Regenia</td>
<td>C-33</td>
<td>11</td>
<td>Counselor-EOP&amp;S</td>
</tr>
<tr>
<td>Craig, Patricia</td>
<td>D-30</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>D'Orange-Martin, Patricia</td>
<td>C-23</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Davis Anderson, Cecile</td>
<td>D-27</td>
<td>11</td>
<td>Counselor-EOP&amp;S</td>
</tr>
<tr>
<td>Diaz, Angelica</td>
<td>B-19</td>
<td>11</td>
<td>Counselor-EOP&amp;S</td>
</tr>
<tr>
<td>Duran, Armando</td>
<td>D-14 (2-Con)</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Dwyer, Janis</td>
<td>B-30</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Goguen, Krista</td>
<td>C-19</td>
<td>11</td>
<td>Librarian II</td>
</tr>
<tr>
<td>Griffith, Barbara</td>
<td>C-22</td>
<td>12</td>
<td>Counselor</td>
</tr>
<tr>
<td>Haley, Daniel</td>
<td>D-27</td>
<td>11</td>
<td>Librarian II</td>
</tr>
<tr>
<td>Hanson, Eric</td>
<td>D-7 (2-Con)</td>
<td>11</td>
<td>Librarian II</td>
</tr>
<tr>
<td>Hernandez-Henderson, Blanca</td>
<td>A-23</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Martinez, Edward</td>
<td>D-25</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Mayer, Maryann</td>
<td>C-33</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>McClellan, Michael</td>
<td>D-13</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Ogaz, Ana</td>
<td>C-21</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Ohye, Judy</td>
<td>B-21</td>
<td>11</td>
<td>Librarian II</td>
</tr>
<tr>
<td>Potter, Dorothy</td>
<td>D-26</td>
<td>12</td>
<td>Librarian II</td>
</tr>
<tr>
<td>Ramirez, Arnold</td>
<td>D-33 (1.06 ratio)</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Richards, Bianca</td>
<td>B-20</td>
<td>11</td>
<td>Counselor-DSP&amp;S</td>
</tr>
<tr>
<td>Rosas, Ivette</td>
<td>B-15</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Swain, Katherine</td>
<td>D-14 (4-Con)</td>
<td>11</td>
<td>Counselor</td>
</tr>
</tbody>
</table>

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>CLASS &amp; STEP</th>
<th>MONTHS</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas, Chiara S.</td>
<td>B-8 (3-Con)</td>
<td>11</td>
<td>Counselor</td>
</tr>
<tr>
<td>Tirapelli, Leslie</td>
<td>D-15</td>
<td>11</td>
<td>Librarian II</td>
</tr>
<tr>
<td>Ward, D. Charles</td>
<td>B-14</td>
<td>11</td>
<td>Counselor</td>
</tr>
</tbody>
</table>

It is further recommended that the regular and contract academic employees listed below be employed by the Pasadena Area Community College District as indicated from July 1, 2008 through June 30, 2009.

<table>
<thead>
<tr>
<th>NAME</th>
<th>CLASS &amp; STEP</th>
<th>MONTHS</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beyer, Richard</td>
<td>E-32</td>
<td>12</td>
<td>Counseling Psychologist</td>
</tr>
<tr>
<td>Buczko, Jo</td>
<td>C-25</td>
<td>11</td>
<td>College Health Nurse</td>
</tr>
<tr>
<td>Eaton, Robert</td>
<td>D-27</td>
<td>11</td>
<td>Lab Coordinator/Instructor</td>
</tr>
<tr>
<td>Fields, Lana</td>
<td>A-13</td>
<td>12</td>
<td>Coordinator-CalWORKs</td>
</tr>
<tr>
<td>Sakata, Mark</td>
<td>B-17 (4-Con)</td>
<td>11</td>
<td>Teacher Specialist/Physical Disabilities</td>
</tr>
<tr>
<td>Weller, Emy Lu</td>
<td>E-33</td>
<td>12</td>
<td>Teacher Specialist/Learning Disabilities</td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** None

**BACKGROUND:** Routine personnel transaction within budget limits.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment of 10-month Non-Tenured Academic
Credit and Noncredit Contract Employees, 2008-2009

Board Meeting Date: June 18, 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 academic employees listed on the attached list to be employed as non-tenured contract and/or temporary credit or noncredit monthly employees by the Pasadena Area Community College District during the academic year 2008-2009 on a 10-month basis at the class and step indicated, effective September 2, 2008, or otherwise indicated.

It is further recommended that these contract and temporary employees of the college be authorized to work as substitutes at their appropriate hourly rate when suitable substitutes from normal sources are unavailable.

It is further recommended that the Office of Human Resources be authorized to make adjustments in class and step pursuant to Board rules as published in the current Faculty Handbook.

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by:
Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>DIVISION</th>
<th>CLASS/STEP</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bhadha, Bakhtawar</td>
<td>Social Sciences</td>
<td>E-7</td>
<td>2-Con</td>
</tr>
<tr>
<td>Briggs, Susan</td>
<td>Community Education Center</td>
<td>E-7</td>
<td>2-Con</td>
</tr>
<tr>
<td>Hileman-Ford, Deborah</td>
<td>Health Sciences</td>
<td>D-15</td>
<td>2-Con</td>
</tr>
<tr>
<td>Knott-Silva, Tamara</td>
<td>Kinesiology, Health &amp; Athletics</td>
<td>D-7</td>
<td>2-Con</td>
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<tr>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Contract Dean

Board Meeting Date: June 18, 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 employment contracts for Deans, as shown below, from July 1, 2008 through June 30, 2009:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHEDULE</th>
<th>CLASS &amp; STEP</th>
<th>MONTHS</th>
<th>TITLE</th>
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<td>Wilcox, Stuart A.</td>
<td>MGMT 4</td>
<td>MD-6</td>
<td>12</td>
<td>Dean Institutional Planning and Research</td>
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FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by:

Office of Human Resources

Recommended for Approval:

[Signature]
Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE:
Approval of Contracts: Vice Presidents

Board Meeting Date: June 18, 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 contracts for the Vice Presidents, as shown below, effective July 1, 2008 through June 30, 2011:

Jacqueline W. Jacobs
Kindred I. Murillo
Lisa A. Sugimoto

FISCAL IMPLICATIONS: None.

BACKGROUND: Routine personnel transaction within budget limits.

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

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:  

Board Meeting Date: June 18, 2008

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
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<td>Chapman, Elaine</td>
<td>M-4(3)</td>
<td>100%</td>
<td>05/18/08 until position is filled</td>
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<td>Interim Dean</td>
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<td>External Relations</td>
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<tr>
<td>Fields, Lana</td>
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<td>100% - 12 months</td>
<td>07/01/08 – 06/30/09</td>
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<td>Coordinator</td>
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<td>CalWORKs</td>
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<td>Temporary - Funded</td>
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<tr>
<td>Quintanar, Evangelina</td>
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<td>100% -12 months</td>
<td>07/01/08 – 06/30/09</td>
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<td>Teaching &amp; Learning Center</td>
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<td>Temporary - Funded</td>
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<td>Interim Dean</td>
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FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by:
Office of Human Resources

Recommended for Approval:

Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
</table>
| D'Orange-Martin, Patricia          | C-23         | From: 100% - 11 months  
To: 100% - 10 months               | 07/01/08 – 06/30/09 |
| Counselor                          |              |                  |                |
| Counseling & Career Services       |              |                  |                |
| Dooley, Ben Allen                  | MD-8         | 100% - 10 months  | 07/01/08 – 06/30/09 |
| From: Instructor, Business & Computer Technology |
| To: Acting Dean, Enrollment Management |
| Kaiama, Elizabeth                  | A-24         | From: 100% - 10 months  
To: 100% - 11 months               | 07/01/08 – 06/30/09 |
| Counselor                          |              |                  |                |
| Counseling & Career Services       |              |                  |                |
| Mayer, Maryann                     | C-33         | From: 100% - 11 months  
To: 75% - 11 months                | 07/01/08 – 06/30/09 |
| Counselor                          |              |                  |                |
| Counseling & Career Services       |              |                  |                |
| Mitoma, Dona                       | D-33         | 100% - 10 months  | 07/01/08       |
| From: Instructor, English          |              |                  |                |
| To: Librarian, Library Services    | D-33         | 100% - 11 months  |                |
| Replacing: Joanne Kim              |              |                  |                |
| (Transfer under Article 5.8, PCCFA Contract) |
| SEPARATION                         |              |                  |                |
| Whitcomb, Sandra                   |              | Retirement       | 06/14/08       |
| Instructor                         |              |                  |                |
| Business and Computer Technology    |              | 29.5 years of service |            |