Meeting No. 20
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 20 on Wednesday, October 1, 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 7:03 p.m. by Mr. John Martin, President.

ROLL CALL

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

Trustees Absent
None

Administrative Officers in Attendance
Dr. Paulette J. Perfumo, Superintendent/President
Dr. Mark J. Zacovic, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Mr. Lyle K. Engeldinger, Interim Dean, Human Resources
Dr. Stuart Wilcox, Dean, Institutional Planning and Research

Administrative Officers Absent
Mrs. Elaine Chapman, Interim Dean, External Relations

The Academic Senate was represented by Dr. James Bickley.
The Classified Senate was represented by Mr. John Lindemann.
The Associated Students Board was represented by Ms. Christina Javier.
The Management Association was represented by 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 7:04 p.m.

II. CLOSED SESSION

Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957 Public Employee Evaluation (Superintendent/President)

Closed Session was adjourned at 7:58 p.m.

III. OPEN SESSION

Mr. Martin reconvened the Open Session at 8:07 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
Mr. Robert Miller, Associate Dean of Academic Support, led the Pledge of Allegiance.

B. INTRODUCTIONS
There were no introductions.

Mr. Martin announced that agenda item H. will be heard out of order.

H. DISCUSSION, WITH POSSIBLE ACTION: PUSD BOND INITIATIVE
Mr. Tom Selinske, President, Board of Trustees, Pasadena Unified School District, after providing a handout to the Board, gave a presentation on the PUSD bond initiative, Measure T T.
Dr. Mann made a motion that the Pasadena City College Board of Trustees endorse Measure T T, seconded by Dr. Rey Castro. A discussion ensued.

Dr. Bradbury-Huang left the meeting at 8:17 p.m.

Dr. Mann asked to have the motion on the table withdrawn, seconded by Dr. Rey Castro. Dr. Mann clarified that the vote should be taken when all the trustees are present.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was no public comment at this time.

D. APPROVAL OF MINUTES – Meeting No. 17, Regular Business Meeting, September 3, 2008; Meeting No. 19, Regular Business Meeting, September 17, 2008.

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted, with four affirmative votes, to approve the Minutes of Meeting No. 17, Regular Business Meeting, held on September 3, 2008. Dr. Rey Castro and Mrs. Wells-Miller abstained.
Advisory Vote: Aye

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. Thomson, the Board voted, with five affirmative votes, to approve the Minutes of Meeting No. 19, Regular Business Meeting, held on September 17, 2008. Mr. Martin abstained.
Advisory Vote: Aye
E. **APPROVAL OF CONSENT ITEMS**

15-S: Approval of Student Travel – ASPCC Executive Board to CCCSAA Conference, San Diego, CA, October 17-19, 2008. Mrs. Wells-Miller asked why the group is flying rather than driving to San Diego since it says “air, shuttle, and ground transportation” under the heading “Transportation”. Mr. Thayer responded that the group will be driving the van to the conference in San Diego. Dr. Sugimoto explained that where it says “Transportation” on the consent item the various kinds of transportation are set forth there, but in the Fiscal Implications paragraph the actual transportation being used for the consent item is explained.

37-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees. Dr. Mann pointed out that Lillian Matthews is retiring after 23 years of service in Financial Aid.

38-P: Salary Compensation Factors – Large Group Instruction. This consent item was withdrawn.

**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 14-S through 19-S; 21-I through 35-I; 61-B through 66-B; 34-P through 37-P; and 39-P.

Advisory Vote: Aye

F. **DISTANCE EDUCATION**

Mr. Robert Miller, Associate Dean, Academic Support, after providing a handout to the Board, gave a presentation on Distance Education.

Dr. Rey Castro left the meeting at 9:04 p.m.

G. **APPROVAL OF ADDITIONS TO THE NON-CREDIT CURRICULUM**

Mrs. Wells-Miller asked about the maximum enrollment number of four. Dr. Jacobs explained that maximum enrollment means repeatability so that the course can be taken four times.

**MOTION:** ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted, by a unanimous vote of the six members present, to approve the Additions to the Non-Credit Curriculum.

Advisory Vote: Aye

H. **DISCUSSION, WITH POSSIBLE ACTION: PUSD BOND INITIATIVE**

This agenda item was heard after item B. above.

I. **REQUEST FOR PRESENTATION: ANNUAL CLASSIFIED REVIEW PROCESS**

Dr. Mann would like to know if employees can request to be reclassified. Who does the reclassification? What are the person’s credentials? What percentage of the positions that are reviewed for reclassification are actually reclassified? What is the difference between classification and promotion? Mr. Martin said that when classified reviews next come to the Board, the background information for the process that the review went through should accompany them.

J. **REQUEST FOR GENERAL DISCUSSION OF EMPLOYEE HIRING PROCESS**

Dr. Mann would like more diversity reflected in the employee hiring process. She suggested the hiring process be reviewed to see what the results have been and how they can be improved. Dr. Mann pointed out that this is one of our strategic directions. Mr. Martin suggested that this could be brought before the College Coordinating Council as a starting point.
K. PRESIDENT’S REPORT

- Flex Day was very successful today. Senator Jack Scott was the keynote speaker. She thanked everyone that made the day a success.
- September 23\textsuperscript{rd}, there was a joint meeting with the City of Pasadena to develop on-site training programs for them through our contract education program.
- September 26\textsuperscript{th}, the Chancellor of the City Colleges of Chicago, Dr. Wayne Watson, visited. He is currently the national president for the community college large district consortium and has invited PCC to join that group.
- September 27\textsuperscript{th} we hosted the 5\textsuperscript{th} African American Males Conference. The keynote speaker spoke about his journey from gangs to valedictorian.
- There is an ad hoc committee for the Basic Skills Initiative to update our plan by the end of October.
- There was a meeting to develop the articulation council with the feeder high schools. Mr. Edward Martinez is our articulation officer.
- October 2\textsuperscript{nd}, 3-5pm, there will be a welcome reception for Dr. Zacovic and Mr. Engeldinger. Dr. Perfumo invited all trustees to attend.
- October 3\textsuperscript{rd}, at the CEC at 4pm, there is a retirement reception for Mabel Duncan. Trustees were encouraged to attend.
- She will be meeting with Superintendent Diaz next Tuesday to move forward on the joint projects.
- October 8\textsuperscript{th} and 9\textsuperscript{th}, she will be attending the Green Summit, hosted by the State Chancellor's Office. There are a large number of other employees attending this conference in Pasadena.
- Focus groups will be reconvened for a final review of our accreditation self-study sections.
- There are quit smoking campaign cards and lapel pins in the Board’s folders.

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

Dr. James Bickley, Academic Senate

- Handed out “Senate Nanoseconds – What Faculty Need to Know”.
- AA and AS degrees are being fine-tuned and will probably be voted on at C&I on October 30\textsuperscript{th}. Students that enter in the fall will need to declare a major to get an AA degree.
- Faculty handbook is being revised.

Mr. John Lindemann, Classified Senate

- At their retreat, the Classified Senate worked on the yearly calendar.
- Planning is in process for the annual Classified Senate Halloween party on October 31\textsuperscript{st}.

Ms. Christina Javier, Associated Students

- Campaign to make school aware of smoking regulations on campus.
- Working on recycle programs.
- Approved projected budget for 2008-09.
- Formed a policy procedure review committee.
- Mr. Campo and Ms. Javier are attending the Green Summit.

Mr. John Campo, Student Trustee

- Lobby Committee applications are due October 2\textsuperscript{nd}.
- AS is sponsoring a voter registration drive on October 2\textsuperscript{nd}.

Mr. Thomson, Trustee

- Would like periodic reports regarding the joint projects with Superintendent Diaz.
- How do we proceed to plan and strategize for the future of the college? Dr. Perfumo responded that the Vision 2020 plan will result in a comprehensive future-oriented
educational master plan. Mr. Martin suggested this should be a future agenda item.

Mrs. Wells-Miller, Trustee
- Would like to clarify the memo on the board protocols. The people who are meeting with Dr. Perfumo on Friday did follow the board protocols. The memo indicated that people were not following the protocols.

Mr. Martin, President
- The memo in question came to the Board from Mr. Martin, quoted a board protocol, and there was no mention of names or departments.
- Noticed a bus on the corner of Fairfax and Pico that advertised Pasadena City College.

M. FUTURE BOARD MEETING DATES
The next regular business meeting will be held on Wednesday, October 15, 2008 in Harbeson Hall.
The meeting after that will be held in the Jack Scott Multipurpose Room at CEC on Wednesday, November 5, 2008.

N. FUTURE AGENDA ITEMS
Strategy for future educational development of the college. (Mr. Thomson) This could be brought to the spring planning retreat. Mr. Martin said this could be an open board discussion without more staff time.
Update on budget. (Mr. Baum) Dr. Perfumo responded that at the upcoming Board meeting, the budget would be coming to the Board for adoption.

Dr. Mann would like to have an item on shared governance, particularly for new trustees. A review of our agenda would be helpful too.

O. ADJOURNMENT
Meeting No. 20 was adjourned at 10:07 p.m.
MOTIONS CARRIED AT MEETING NO. 20 – October 1, 2008

1. Approval of the Minutes of Meeting No. 17, Regular Business Meeting, held on September 3, 2008.

2. Approval of the Minutes of Meeting No. 19, Regular Business Meeting, held on September 17, 2008.

3. Approval of Consent Items 14-S through 19-S; 21-I through 35-I; 61-B through 66-B; 34-P through 37P; and 39-P.

4. Approval of the Additions to the Non-Credit Curriculum.

Submitted by:

Paulette J. Perfumo, Secretary
Board of Trustees