NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, October 15, 2008

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

MEETING NO. 21

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 21, a Regular Business Meeting. The Open Session will begin at 6:00 P.M. with the Call to Order, Roll Call, and Public Comments on Closed Session items. Closed Session will follow. Open Session will resume at 7:00 P.M. The Board will meet in Harbeson Hall at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR BUSINESS MEETING NO. 21
Wednesday, October 15, 2008
6:00 P.M. Closed Session
7:00 P.M. Open Session
Pasadena City College
Harbeson Hall
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 §54957.6 Labor Negotiations (PCCPOA, PCCFA, Engeldinger)
Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957 Public Employee Evaluation (Superintendent/President)

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.

D. APPROVAL OF MINUTES – Meeting No. 20, Regular Business Meeting, October 1, 2008.

E. APPROVAL OF CONSENT ITEMS (see page 3, attached)

F. DISCUSSION, WITH POSSIBLE ACTION: PUSD BOND INITIATIVE

G. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE POLICE OFFICERS' ASSOCIATION (PCCPOA) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [TAB G]

H. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE FACULTY ASSOCIATION (PCCFA) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT [TAB H]
I. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 777

J. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT

K. ADOPT RESOLUTION No. 439 – APPROVE GANN APPROPRIATIONS LIMITS FOR 2008-2009

L. PUBLIC HEARING AND ADOPT THE 2008-2009 FINAL BUDGET

M. PRESENTATION, WITH DISCUSSION: ACCREDITATION SELF-STUDY UPDATE AND TIMELINE

N. LEAGUE OF WOMEN VOTERS: DROPOUT PREVENTION PROJECT (Dr. Mann)

O. PRESIDENT’S REPORT

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

Q. FUTURE BOARD MEETING DATES

R. FUTURE AGENDA ITEMS

S. ADJOURNMENT
CONSENT ITEMS

20-S  Approval of Student Travel – PCC M.E.Ch.A. to Annual Statewide Conference, Valley Glen, CA – October 24-26, 2008
21-S  Approval of Student Travel for Upward Bound Classic and Upward Bound Math/Science Programs, Los Angeles, CA – February 7, 2009

36-I  Approval of Instructional Trips for PEARC 82ABC (Women’s Softball), Fall 2008
37-I  Approval of Instructional Trips for PEARC 82ABC (Men’s Baseball), Fall 2008
38-I  Approval of Instructional Trip for Biology 11 and 16, October 31 – November 2, 2008
39-I  Approval of Instructional Trip for Music 61, November 1-2, 2008
40-I  Approval of Instructional Trip for Music 51, November 8, 2008
41-I  Approval of Instructional Trip for Music 55 and 61, November 18, 2008
42-I  Approval of Instructional Trip for Music 61, November 22-23, 2008
43-I  Approval of Instructional Trip for Geology 1F, November 20-23, 2008
44-I  Approval of Instructional Trips for Welding 200ABCD, October 16, November 6, December 4, December 18, 2008
45-I  Approval of Instructional Trip for NSF MaS Grant Students, November 4-9, 2008
46-I  Approval of Instructional Trip for English – Puente Program, November 7, 2008

67-B  Ratify Grant Application, Bridges to Stem Cell Research at Pasadena City College
68-B  Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
69-B  Reporting and Approval of Revolving Fund Reimbursement
70-B  Approve Purchasing Transactions
71-B  Approve/Ratify Contracts
72-B  Approve Extended Learning Presenters

40-P  Approve/Ratify Stipends for Classified and Unclassified Personnel
41-P  Employment of Hourly Credit Teachers and Substitute Teachers, 2008-2009
42-P  Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
43-P  Salary Compensation Factors – Large Group Instruction
44-P  Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009
45-P  Approve/Ratify Stipends for Academic Personnel
46-P  Employment of Hourly Noncredit Teachers and Substitute Teachers, 2008-2009
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. Zaccovic, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Mr. Lyle K. Englander, 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 37P; 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 23rd, there was a joint meeting with the City of Pasadena to develop on-site training programs for them through our contract education program.
- September 26th, 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 27th we hosted the 5th 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 2nd, 3-5pm, there will be a welcome reception for Dr. Zacovic and Mr. Engeldinger. Dr. Perfumo invited all trustees to attend.
- October 3rd, 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 8th and 9th, 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 30th. 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 31st.

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 2nd.
- AS is sponsoring a voter registration drive on October 2nd.

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
  o 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
  o The memo in question came to the Board from Mr. Martin, quoted a board protocol, and there was no mention of names or departments.
  o 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
AGENDA

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BOARD WORKSHOP/NEW BOARD MEMBER ORIENTATION
6:00 P.M. – 7:00 P.M.
TOPIC: STUDENT SERVICES UPDATE

I. CALL TO ORDER, ROLL CALL AND PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS (7:00 p.m.)

II. CLOSED SESSION

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

III. OPEN SESSION (8:00 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.
D. APPROVAL OF MINUTES – Meeting No. 17, Regular Business Meeting, September 3, 2008; Meeting No. 19, Regular Business Meeting, September 17, 2008.
E. APPROVAL OF CONSENT ITEMS (see page 3, attached)
F. DISTANCE EDUCATION

G. APPROVAL OF ADDITIONS TO THE NON-CREDIT CURRICULUM

H. DISCUSSION, WITH POSSIBLE ACTION: PUSD BOND INITIATIVE

I. REQUEST FOR PRESENTATION: ANNUAL CLASSIFIED REVIEW PROCESS (Dr. Mann)

J. REQUEST FOR GENERAL DISCUSSION OF EMPLOYEE HIRING PROCESS (Dr. Mann)

K. PRESIDENT'S REPORT

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

M. FUTURE BOARD MEETING DATES

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT
CONSENT ITEMS

14-S Approval of Student Travel – ASPCC to Student Senate General Assembly – Fall, San Jose, CA, October 24-26, 2008
15-S Approval of Student Travel – ASPCC Executive Board to CCCSAA Conference, San Diego, CA, October 17-19, 2008
16-S Approval of Student Travel – PCC Cross Cultural Center, Los Angeles, CA, November 6, 2008
17-S Approval of Student Travel – Community College Green Summit, Pasadena, CA, October 8-9, 2008
18-S Approval of Mileage Reimbursement, Hourly Employees, Fall 2008, Winter and Spring 2009
19-S Approval of Student Travel – PCC DANA Club – Sears Dry Lake, Trona, CA, October 10-11, 2008

21-I Amendment to Consent Item 17-I, Approval of Instructional Trips for PCC Forensics Team, 2008-2009
22-I Approval of Instructional Trip for NSF MaS Grant Students, October 9-12, 2008
23-I Approval of Instructional Trip for Music 55 and 61, October 13, 2008
24-I Approval of Instructional Trip for Music 55 and 61, October 21, 2008
25-I Approval of Instructional Trip for Music 55, October 30, 2008
26-I Approval of Instructional Trip for Geology 40, October 9-12, 2008
27-I Approval of Instructional Trips for Biology 37 and English 1A, October 23, 2008
28-I Approval of Instructional Trips for Biology 37 and English 1A, October 21, 2008
29-I Approval of Instructional Trip for Geology 12F, October 4, 2008
30-I Approval of Instructional Trip for Biology 26, October 24-26, 2008
31-I Approval of Instructional Trip for Geology 1, November 5, 2008
32-I Approval of Instructional Trip for Geology 1, November 5, 2008
33-I Approval of Instructional Trip for Biology 1A, November 14-16, 2008
34-I Approval of Instructional Trip for Geology 12F, November 14-16, 2008
35-I Approval of Instructional Trip for Geology 12F, October 31-November 2, 2008

61-B Approve Purchasing Transactions
62-B Approve Professional Conference Attendance
63-B Approve/Amend/Renew Contracts
64-B Approve Staff Development Activity
65-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
66-B Reporting and Approval of Revolving Fund Reimbursement

34-P Approve/Ratify Stipends for Classified and Unclassified Personnel
35-P Approve/Ratify Stipends for Academic Personnel
36-P Employment of Hourly Credit Teachers and Substitute Teachers, 2008-2009
37-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
38-P
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<td>Receive and set public hearing regarding initial bargaining proposal from PCCPOA to PACCD</td>
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<td>Adopt resolution no. 439 - Approve Gann appropriations limits for 2008-2009</td>
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<td>Public hearing and adopt the 2008-2009 final budget</td>
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Board Agenda Item G: Receive and Set Public Hearing Regarding Initial Bargaining Proposal from the Pasadena City College Police Officer's Association (PCC/POA) to the Pasadena Area Community College District

Board Meeting: October 15, 2008

Recommendation: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California:

- Receive the initial bargaining proposal from the Pasadena City College Police Officer's Association for initial proposal negotiations for 2008-2009, and
- Designate the meeting of the Board of Trustees on November 5, 2008, as the time for receiving public comment regarding the initial proposal of the Association.

Fiscal Impact: The fiscal impact for the 2008-2009 budget year will depend on the final outcome of negotiations between PCC/POA and representatives of the District.

Background: Article 8, Section 3547 of the Government Code states:

All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.

Meeting and negotiating shall not take place on any proposal until reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

The Public Employment Relations Board recently certified PCC/POA as the recognized bargaining unit for employer-employee relations with the District. The prior contract (CSEA 819) applicable to this bargaining unit expired June 30, 2008.

Submitted and Recommended by: 
Interim Dean, Human Resources

Approved for Submission to the Board of Trustees by: 
Superintendent/President
LACKIE, DAMMEIER & MCGILL  
A PROFESSIONAL CORPORATION  
367 NORTH SECOND AVENUE  
UPLAND, CALIFORNIA 91786  
TELEPHONE: (909) 985-4003  
FACSIMILE: (909) 985-3299  
EMAIL: Office@PoliceAttorney.com  
WEBSITE: www.PoliceAttorney.com  

July 18, 2008  

Kindred Murillo,  
Vice President of Administrative Services  
Pasadena City College  
1570 East Colorado Blvd.,  
Pasadena, CA 91106  

Re:  Pasadena City College Police Officer’s Association  

Dear Ms. Murillo:  

This office serves as General Counsel to the Pasadena City College Police Officer’s Association in which capacity I write. As you now PERB has recently certified the PCC POA as the recognized bargaining unit for employer-employee relations with the College District. Accordingly, we do wish to commence negotiations to implement a Memorandum of Understanding between the College District and the PCC POA. As you know the prior contract applicable to this bargaining unit has expired June 30, 2008.  

Please contact me at your earliest convenience to schedule a date to start the meet and confer process. I look forward to working with you.  

Very truly yours,  

LACKIE, DAMMEIER & MCGILL, APC  

Dieter Dammeier  

cc: Pasadena City College POA
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

Board Agenda Item H: Receive and Set Public Hearing Regarding Initial Bargaining Proposal from the Pasadena City College Faculty Association (PCCFA) to the Pasadena Area Community College District

Board Meeting: October 15, 2008

Recommendation: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California:

- Receive the initial bargaining proposal from the Pasadena City College Faculty Association for initial proposal negotiations for 2008-2009, and
- Designate the meeting of the Board of Trustees on November 5, 2008, as the time for receiving public comment regarding the initial proposal of the Association.

Fiscal Impact: The fiscal impact for the 2008-2009 budget year will depend on the final outcome of negotiations between PCCFA and representatives of the District.

Background: Article 8, Section 3547 of the Government Code states:

All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.

Meeting and negotiating shall not take place on any proposal until reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

The Public Employment Relations Board recently certified PCCFA as the recognized bargaining unit for employer-employee relations with the District. The prior contract (PCC/CTA) applicable to this bargaining unit expired June 30, 2007.

Submitted and Recommended by:

Interim Dean, Human Resources

Approved for Submission to the Board of Trustees by:

Superintendent/President
Memorandum

To: Dr. Perfumo, President-Pasadena City College
   Lyle Engeldinger, Dean of Human Resources

From: Roger Marheine, President-Pasadena City College Faculty Association

Date: October 3, 2008

Re: “Sunshine” for Contractual Negotiations

On behalf of the Pasadena City College Faculty Association (PCCFA), I submit the following proposal to “Sunshine” our intent to begin contractual negotiations with the Pasadena Area Community College District for fiscal year July 1, 2008 to June 30, 2009. Please enter this document into the agenda for the Board of Trustees meeting Wednesday, October 15, 2008.

PCCFA has special interest in the following areas:

Part Time Faculty (credit and noncredit)
1. Compensation
2. Job Security
3. Working conditions (including compensated conference hours)
4. Benefits

Full Time Faculty (credit and noncredit)
1. Compensation
2. Benefits
3. Working conditions
Receive and Set Public Hearing Regarding Initial Bargaining Proposal from the Pasadena Area Community College District to the California School Employees Association (CSEA), Chapter 777

October 15, 2008

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

- Receive the initial bargaining proposal from the Pasadena Area Community College District for re-opener negotiations for 2008-2009, and
- Designate the meeting of the Board of Trustees on November 5, 2008, as the time for receiving public comment regarding the initial proposal of the District.

The fiscal impact for the 2008-2009 budget year will depend on the final outcome of negotiations between the District and representatives of the CSEA 777.

Article 8, Section 3547 of the Government Code states:

All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.

Meeting and negotiating shall not take place on any proposal until reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

CSEA 777 and the District will be negotiating a successor to the current three-year agreement which will expire on June 30, 2009.

Submitted and Recommended by:

Interim Dean, Human Resources

Approved for Submission to the Board of Trustees by:

Superintendent/President
PROPOSAL
OF THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
TO THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 777
2008-2009

- ARTICLE 8  WAGES
- ARTICLE 24  HEALTH AND WELFARE

In addition, the District reserves the right to reopen one additional Article, in accord with Article 31, Section 31.2 of the agreement between the CSEA 777 and the District for the 2008-2009 contract year.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item J: Receive, and Set Public Hearing Regarding Initial Bargaining Proposal from the Pasadena City College Instructional Support Services Unit (ISSU) to the Pasadena Area Community College District

Board Meeting: October 15, 2008

Recommendation: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California

- Receive the initial bargaining proposal from the ISSU to the Pasadena Area Community College District for re-opener negotiations for 2008-2009, and
- Designate the meeting of the Board of Trustees on November 5, 2008, as the time for receiving public comment regarding the initial proposal of ISSU.

Fiscal Impact: The fiscal impact for the negotiated budget years will depend on the final outcome of the negotiations between ISSU and representatives of the District.

Background: Article 8, Section 3547 of the Government Code states:

All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.

Meeting and negotiating shall not take place on any proposal until reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

ISSU and the District will be negotiating re-openers of a three year agreement which expires June 30, 2010.

Submitted and Recommended by:

Vice President, Student and Learning Services

Approved for Submission to the Board of Trustees by:

Superintendent/President
TO: Dr. Lisa Sugimoto  
Pasadena Area Community College District

FROM: Glenna Watterson, President and Chief Negotiator  
Instructional Support Services Unit  

DATE: October 7, 2008

SUBJECT: Negotiations – Items to Sunshine

The following articles of the contract are being presented as items to be sunshined for a successor agreement:

Article 8: PAY AND ALLOWANCE  
Compensation/Salary Adjustments

Article 9: HEALTH AND WELFARE BENEFITS

Article 13: VACATION  
Required Vacation Days at the End-of-the Year Holidays

Article 15: EMPLOYMENT POLICIES  
Transfers
Board Agenda Item K: Adopt Resolution No. 439 – Approve Gann Appropriations Limits for 2008-2009

Board Meeting: October 15, 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. 439 to approve Gann Appropriations Limits for 2008-2009.

Fiscal Implications: There are no fiscal implications.

Background: Under provisions of Government Code §7910, each year the governing board shall, by resolution, establish its appropriations limit for the subsequent fiscal year. This limit is calculated based on prior appropriations, and modified to reflect inflation and growth. The attached resolution establishes our calculated 2008-2009 appropriations limit in the amount of $180,020,464. Pasadena City College's projected appropriations subject to limitation is $105,069,936.
RESOLUTION NO. 439

PASADENA AREA COMMUNITY COLLEGE DISTRICT

APPROVE GANN APPROPRIATIONS LIMITS FOR 2008-2009

WHEREAS, the California electorate on November 5, 1979, approved Proposition 4 (Gann initiative), which added Article XIII to the State Constitution to place various limitations on the fiscal powers of state and local governments; and,

WHEREAS, SB 1352 (Oranks) was enacted by the State Legislature and became effective on January 1, 1981, as Chapter 1205, Statutes of 1980, defining various terms and procedures to be used in establishing the appropriations limit of various agencies such as community college districts;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Pasadena Area Community College District establish an appropriations limit for 2008-2009, under the Gann Initiative in the amount of $180,020,464; and

BE IT FURTHER RESOLVED, that the proposed appropriations for the fiscal year 2008-2009 do not exceed this limit, that supporting documentation has been made available to the public for its review and that any action to set aside or annul this action must be filed with the Secretary of the Governing Board within sixty (60) days of the adoption of this resolution.

Passed and adopted this 15th day of October 2008 by the following vote:

Aye: 
No: 
Abstain: 
Absent: 

John H. Martin, President of the Board of Trustees
Pasadena Area Community College District
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

Board Agenda Item L: Public Hearing and Adopt the 2008-2009 Final Budget

Board Meeting: October 15, 2008

Recommendation: It is recommended that the Board of Trustees, governing board of the Pasadena Area Community District of Los Angeles County, California, conduct a hearing to allow members of the public to make comment on the proposed 2008-2009 Final Budget.

It is further recommended that the Board of Trustees adopt the 2008-2009 Final Budget and authorize its transmittal to the Chancellor's Office, California Community Colleges.

Fiscal Implications: The 2008-2009 Adopted Budget is the operating budget for the District for the 2008-2009 fiscal year.

Background: Title 5 of the California Code of Regulations, Section 58305 requires that each community college adopt a final budget by September 15 of each year. Based on the authority provided to the System Office by Title 5, Section 58306, the budget deadline has been extended to October 15, 2008 for all community college districts to adopt their final budgets.

Submitted and Recommended by:

Interim Vice President, Administrative Services

Approved for Submission to the Board of Trustees by:

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

GROUP: PCC M.E.Ch.A.
NUMBER: 15 (14 Students and 1 Advisor)
DATE(S): October 24-26, 2008
TIME(S): 8:00 a.m. to 6:00 p.m.
DESTINATION(S): Los Angeles Valley College
VALUE: Valley Glen, CA
EVENT: Annual M.E.Ch.A. Statewide Conference
TRANSPORTATION: District-arranged vehicles
ADVISOR(S): Ernesto Bustillos (Instructor)
NOT TO EXCEED: $1,735.00

FISCAL IMPLICATIONS: Funds for this activity are provided by the 2008-2009 Student Service Fund Board of Directors Annual Budget. Cost categories and amounts include: $960.00 ($32.00 x 15 participants x 2 days), meals; $375.00 ($25.00 x 15 participants), registration; and $400.00 ($200.00 x 2 vans), transportation.

BACKGROUND: This activity involves travel to the Annual M.E.Ch.A. Statewide Conference. This conference will help the students build their leadership, self-determination, and organizational skills.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Student Travel for Upward Bound Classic and Upward Bound Math/Science Programs
Los Angeles, CA February 7, 2009

Board Meeting Date: October 15, 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(S): Upward Bound Classic and Upward Bound Math/Science Programs
NUMBER: 115 (105 students and 10 staff)
        Upward Bound Classic: 65 students and 5 staff
        Upward Bound Math Science: 40 students and 5 staff
DATE(S): Saturday, February 7, 2009
TIME: 1:00 p.m. to 9:00 p.m.
DESTINATION(S): Pantages Theatre
                6233 Hollywood Blvd
                Los Angeles, CA 90028
EVENT: Cultural field trip: Phantom of the Opera
TRANSPORTATION: 2 Buses and 2 Vans
ADVISOR(S): Heba Griffiths and Joy Brittain (Specialists); Juan Pablo Carreon and Tamieka Hunter (Educational Advisors); and other program staff to be named at a later date
NOT TO EXCEED: $8,874.70

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2008-2009 Upward Bound Classic Program cost center, 03-5250-5300-0000 and the Upward Bound Math/Science Program cost center, 03-5250-5301-0000. Cost categories and amounts are: Transportation, $1,540.00 ($670.00 x 2 buses = $1,340.00 and $100.00 per van x 2 vans = $200.00); parking, $80.00 ($20.00 x 4 vehicles); tickets, $4,409.70 ($39.50 x 99 people + $29.95 x 16 people + $20.00 order fee); meals, $2,645.00 ($23.00 x 115 people); and $200.00 for necessary out of pocket expenses for students.

BACKGROUND: The Upward Bound Classic and Math/Science Programs are federally funded programs. They are designed to provide comprehensive academic, recreational, social and cultural activities for participating high school students. These activities support student success in secondary education, facilitate enrollment and success in higher education, and in particular the fields of mathematics and the sciences. This activity serves as an incentive for those Upward Bound students who maintain a high grade point average and who have good to excellent attendance in school and program activities during the fall semester.

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 Trips for PEACT 82ABC (Women's Softball), Fall 2008

Board Meeting Date: October 15, 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 trips shown on the attached list for the Pasadena City College Women's Softball Team, PEACT 82ABC, Fall 2008, during the Fiscal Year 2008-2009.

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-2009 budget cost center for 01-5250-1602-0000 (Kinesiology, Health and Athletics Division).

BACKGROUND: The total number of contests shall not exceed those listed on the attached item schedule.

Activity dates are scheduled and agreed to by colleges involved. (Some shifting of times, dates and places may be necessary due to weather conditions or other unforeseen circumstances.)

These instructional field trips are requested by the Interim Division Dean of Kinesiology, Health and Athletics.

Submitted by:

Beverly Take
Interim Division Dean, Kinesiology, Health and Athletics

Recommended for Approval:

Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Paulette Lord
Superintendent/President
### 2008 Softball "Non-traditional" COA Approved Games

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09/16/08
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trips for PEAFT 82ABC
(Men's Baseball), Fall 2008

Board Meeting Date: October 15, 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 trips shown on the attached list for the Pasadena City College Men's Baseball Team, PEAFT 82ABC, Fall 2008, during the Fiscal Year 2008-2009.

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-2009 budget cost center for 01-5250-1602-0000 (Kinesiology, Health and Athletics Division).

BACKGROUND: The total number of contests shall not exceed those listed on the attached item schedule.

Activity dates are scheduled and agreed to by colleges involved. (Some shifting of times, dates and places may be necessary due to weather conditions or other unforeseen circumstances.)

These instructional field trips are requested by the Interim Division Dean of Kinesiology, Health and Athletics.

Submitted by:

Beverly Tate
Interim Division Dean, Kinesiology, Health and Athletics

Recommended for Approval:

Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Paulette Perfumo
Superintendent/President
Pasadena City College  
INSTRUCTIONAL COMPETITION/ACTIVITY REQUEST  
Division of Physical Education  
2008 Baseball “Non-traditional” COA Approved Games

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09/16/08
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for Biology 11 and 16,
October 31 - November 2, 2008

Board Meeting Date: October 15, 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: Biology 11 and 16 students
NUMBER: 20 students; 1 faculty
DATE: October 31 – November 2, 2008
TIME: Depart: 10/31/08, 5:00 a.m.
       Return: 11/02/08, 7:00 p.m.
DESTINATION: Channel Island National Park, Santa Cruz Island, California
EVENT: Work with National Park Service on restoration of conservation site
TRANSPORTATION: District vehicles, boat, private automobiles
ADVISOR(S): Division of Natural Sciences: Joe W. Conner, Associate Professor
NOT TO EXCEED: $3,105 (transportation, $2,265 [3 vans @ $100 each per day x 3 days; 21 people x $65 each for boat]; per camper fees, $840 [21 people x $20 per camper x 2 days]).

Students will be camping out, and providing their own food.

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 the Marine Biology Field Trip Fund Trust and Agency Account.

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

Submitted by:
Division Dean, Natural Sciences

Recommended for Approval:
Vice President, Instruction

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

CONSENT ITEM TITLE: Approval of Instructional Trip for Music 61, November 1-2, 2008

Board Meeting Date: October 15, 2008

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

GROUP: Music 61 students
NUMBER: 96 students, 5 staff, 2 volunteers
DATE: November 1-2, 2008
TIME: Depart: 11/01/08, 3:30 p.m.
Return: 11/02/08, 12:30 a.m.
DESTINATION: College of the Canyons, 26455 Rockwell Canyon Rd. Santa Clarita, California
EVENT: Marching band field show exhibition
TRANSPORTATION: Buses and district truck (25ft. enclosed)
ADVISOR: Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor. College Assistants: Randolph Badillo, Brad de La Garza, Aaron Bond. Two community volunteers.

NOT TO EXCEED: $2,901.00 (transportation [1 district truck @ $351 per day; 2 charter buses at $1,275 each]).

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget in account code 01-5250-1554-0000 (Performing and Communication Arts: Music and Dance), 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band), 01-5250-1554-2418 (Performing & Communication Arts: Music and Dance – ARCC), and the Student Services Fund - Music.

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

Submitted by:

[Signature]
Division Dean, Performing and Communication Arts

Recommended for Approval:

[Signature]
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE: Approval of Instructional Trip for Music 61, November 8, 2008

Board Meeting Date: October 15, 2008

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

GROUP: Music 61 students
NUMBER: 96 students, 5 staff, 2 volunteers
DATE: November 8, 2008
TIME: 11:00 a.m. – 11:00 p.m.
DESTINATION: Granada Hills High School, 10535 Zelzah Ave., Granada Hills, California
EVENT: Marching band field show exhibition
TRANSPORTATION: Buses and district truck (25ft. enclosed)
ADVISOR: Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor. College Assistants: Randolph Badillo, Brad de La Garza, Aaron Bond. Two community volunteers.

NOT TO EXCEED: $3,650.00 (transportation [1 district truck @ $350 per day; 2 charter buses at $1,650 each]).

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget in account code 01-5250-1554-0000 (Performing and Communication Arts: Music and Dance), 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band), 01-5250-1554-2418 (Performing & Communication Arts: Music and Dance – ARCC), and the Student Services Fund - Music.

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

Submitted by:
Division Dean, Performing and Communication Arts

Recommended for Approval:
Vice President, Instruction

Approved for submission to the Board of Trustees:
Superintendent/President
CONSENT ITEM TITLE: Approval of Instructional Trip for Music 55 and 61, November 18, 2008

Board Meeting Date: October 15, 2008

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

GROUP: Music 55 and 61 students
NUMBER: 6 students, 1 faculty
DATE: November 18, 2008
TIME: 6:00 a.m. – 8:00 a.m.
DESTINATION: Pasadena Hilton Hotel, 168 S. Los Robles Ave., Pasadena, California
EVENT: Performance at Tournament of Roses Queen Breakfast
TRANSPORTATION: District vehicle
ADVISOR: Division of Performing and Communication Arts: Kyle Luck, Instructor
NOT TO EXCEED: $100.00 (transportation – 12-passenger van)

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget in account code 01-5250-1554-0000 (Performing and Communication Arts: Music and Dance), 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band), 01-5250-1554-2418 (Performing & Communication Arts: Music and Dance – ARCC), and the Student Services Fund - Music.

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

Submitted by: [Signature]
Division Dean, Performing and Communication Arts

Recommended for Approval: [Signature]
Vice President, Instruction

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

CONSENT ITEM TITLE:
Approval of Instructional Trip for Music 61,
November 22-23, 2008

Board Meeting Date: October 15, 2008

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

GROUP: Music 61 students
NUMBER: 96 students, 5 staff, 2 volunteers
DATE: November 22-23, 2008
TIME: Depart: 11/22/08, 11:00 a.m.
Return: 11/23/08, 12:00 a.m. (midnight)
DESTINATION: Moorpark High School, 4500 Tierra Rejada Rd., Moorpark, California
EVENT: Marching band field show exhibition
TRANSPORTATION: Buses and district truck (25ft. enclosed)
ADVISOR: Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor. College Assistants: Randolph Badillo, Brad de La Garza, Aaron Bond. Two community volunteers.

NOT TO EXCEED: $3,905.00 (transportation [1 district truck @ $355 per day; 2 charter buses at $1,775 each]).

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 01-5250-1554-0000 (Performing and Communication Arts: Music and Dance), 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band), 01-5250-1554-2418 (Performing & Communication Arts: Music and Dance – ARCC), and the Student Services Fund - Music.

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

Submitted by:

Division Dean, Performing and Communication Arts

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE:  
Approval of Instructional Trip for Geology 1F, November 20-23, 2008

Board Meeting Date: October 15, 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 1F students
NUMBER: 20 students; 2 faculty
DATE: November 20-23, 2008
TIME: Depart: 11/20/08, 8:00 a.m.  
      Return: 11/23/08, 5:00 p.m.
DESTINATION: Death Valley National Park, California
EVENT: Observation of local geology
TRANSPORTATION: District vehicles (with trailer hitch)
ADVISOR(S): Division of Natural Sciences: Bryan Wilbur, Instructor; Gerald Lewis, Instructor.
NOT TO EXCEED: $1,026.00 (transportation, $800 – 2 vans at $100 each x 4 days; campground fees, $206).

Students will be camping out and providing their own food.

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, $800 for transportation (Natural Sciences: Physical Sciences), and the Student Services Fund - Geology, $206 for campground fees.

BACKGROUND: This instructional field trip is requested by the Division Dean, 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/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trips for Welding 200ABCD, October 16, November 6, December 4, December 18, 2008

Board Meeting Date: October 15, 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 trips:

GROUP: Welding 200ABCD students
NUMBER: 5 students; 1 faculty
DATE(S): October 16, November 6, December 7, December 18, 2008
TIME: 7:30 a.m. – 3:00 p.m.
DESTINATION: Washington Iron Works, 17926 S. Broadway, Gardena, California
EVENT: Obtain scrap steel for student welding practice
TRANSPORTATION: Private automobile, district vehicle (stake bed truck)
ADVISOR(S): Division of Engineering and Technology: Alan Armstrong, Assistant Professor
NOT TO EXCEED: $300.00 (transportation – $75 per day x 4 days)

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 01-5250-1201-0000 (E & T: Engineering and Technology).

BACKGROUND: These instructional field trips are requested by the Division Dean, Engineering and Technology.

Submitted by:

Division Dean, Engineering and Technology

Recommended for Approval:

Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approval of Instructional Trip for NSF MaS Grant Students, November 4-9, 2008

Board Meeting Date: October 15, 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: National Science Foundation Math and Science (NSF MaS) Grant students
NUMBER: 4 students; 1 advisor
DATE: November 4-9, 2008
TIME: Depart: 11/04/08, 10:00 p.m.
      Return: 11/09/08, 11:00 p.m.
DESTINATION: Annual Biomedical Research Conference for Minority Students, 2008, Coronado Springs Resort, 900 Cayman Way, Lake Buena Vista, Florida
EVENT: Participation in convention
TRANSPORTATION: Air, private automobile, rented vehicle
ADVISOR(S): Natural Sciences Division: Khuloud Sweimeh, Instructor
NOT TO EXCEED: $8,701.56 (transportation, $3500 [airfare @ 5 people x $600 each and car rental @ 5 days x $100 per day]; lodging, $1876.56 [3 rooms @$156.38 each x 4 nights]; meals, $800 [5 people @ $32 per day x 5 days]; registration fees, $2350 [4 students x $450 each and 1 advisor x $550]; daily parking, $75 [5 days x $15 per day]; gasoline, $100)

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 03-5250-5242-0000, $2,610.52 for faculty expenses (NSF MaS Grant) and 03-5250-5242-0000, $6,091.04 for student expenses (NSF MaS Grant).

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 of Instructional Trip for English – Puente Program, November 7, 2008

Board Meeting Date: October 15, 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: English – Puente Program students
NUMBER: 34 students; 3 advisors
DATE(S): November 7, 2008
TIME: 6:00 a.m. – 6:00 p.m.
DESTINATION: UCLA, 405 Hilgard Ave., Los Angeles, California
EVENT: Participation in the Transfer Motivational Conference for California Puente Students

TRANSPORTATION: District vehicles
ADVISOR(S): Division of English: Elsie Rivas Gomez, Instructor. Counseling: Ivette Rosas, Counselor; Cynthia Gonzalez, College Assistant

NOT TO EXCEED: $242.00 - (transportation – 12-passenger van @ $100 per day; 25-passenger van @ $150 per day; van driver, $192 [1 driver @ $16 per hours x 12 hours]. Total charges are $442.00 and the University of California Office of the President will pay $200 of costs)

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

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

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted for in the 2008-09 Adopted Budget of the Student Services Fund – Puente Project.

BACKGROUND: This instructional field trip is requested by the Division Dean, English.

Submitted by:

Amy Nene
Division Dean, English

Recommended for Approval:

Jacqueline Jacobs
Vice President, Instruction

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Paullette
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Ratify Grant Application, Bridges to Stem Cell Research at Pasadena City College

Board Meeting Date: October 15, 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 California Institute for Regenerative Medicine (CIRM) to establish a Bridges to Stem Cell Research Awards Program that includes research internships and associated training activities to provide comprehensive preparation and to equip trainees for research and career opportunities in regenerative medicine.

FISCAL IMPLICATIONS: CIRM intends to commit up to $18 million to support up to ten Bridges to Stem Cell Research Awards. Each award will support up to ten interns per year, and programs will be funded for up to three years. CIRM will provide each program with direct project costs of up to $530,000 per year. Each award will pay indirect costs defined as 10% of the total direct costs less the costs for trainee tuition and fees. There are no cost sharing or matching requirements for this grant program.

BACKGROUND: CIRM was established in early 2005 following the passage of Proposition 71, the California Stem Cell Research and Cures Initiative. The statewide ballot measure, which provided $3 billion in funding for stem cell research at California universities and research institutions, called for the establishment of a new state agency to make grants and provide loans for stem cell research, research facilities and other vital research opportunities. To date, the CIRM governing board has approved 229 research grants totaling more than $614 million. The Bridges to Stem Cell Research Awards Program is a new grant initiative with two primary objectives: to augment the ranks of laboratory personnel trained in the state of the art techniques required by stem cell research labs, and to broaden the participation in stem cell research by individuals representing the diversity of California’s population.

Submitted by:

Vice President, Instructional Administration

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
Title of Proposal
Bridges to Stem Cell Research at Pasadena City College

Prepared by
Pamela Eversole-Cire, Wendie Johnston and Nancy Roberts

Submitted to
California Institute for Regenerative Medicine (CIRM)

Abstract of Proposal
PCC is requesting a CIRM Bridges to Stem Cell Research Award to support and enhance further development of our existing stem cell biology training program. The project will offer internship opportunities, a rigorous curriculum, substantive auxiliary training opportunities, and stem cell techniques coursework at a CIRM-funded Shared Research Laboratory. The CIRM Bridges program at PCC will prepare interns to work at various levels in stem cell research labs or to continue in postgraduate programs. The internship/training program will be added to the college's existing Biotechnology Certificate Program. Interns will be required to complete a Certificate of Achievement in Biological Technology (or equivalent) and a Stem Cell Culture Certificate (total of 59 units). The following courses will be added to the curriculum: 1) advanced stem cell techniques (collaboration with Caltech); 2) fluorescent microscopy; and 3) journal club. A stem cell unit will be added to both RNA Interference and major Cell and Molecular Biology courses, and General Education stem cell modules will be produced at both the collegiate and secondary levels. Interns will be eligible for coursework in stem cell biology at host institutions, and auxiliary training will encompass seminars, attendance at scientific meetings and symposiums, and research presentations. The project will provide up to 30 internships over three years, and internships will last one year. Trainees will be able to choose from research opportunities with 40 potential mentors in fields ranging from basic science of stem cells to translational research in regenerative medicine. Collaborative efforts will build upon partnerships with three host institutions to provide the internship opportunities. These include the California Institute of Technology (Caltech), the University of Southern California (USC), and USC affiliate, Children's Hospital Los Angeles.

Staffing Impact
Reassigned time for Program Director @ 14%, clerical support (20 hours per week), and technical support (20 hours per week)

Fiscal Impact

<table>
<thead>
<tr>
<th>External Grant</th>
<th>In-Kind Contribution</th>
<th>District Matching</th>
<th>Project Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 1,727,991</td>
<td>$ -0-</td>
<td>$ -0-</td>
<td>$ 1,727,991</td>
</tr>
</tbody>
</table>

Authorizations

Project Manager/Contact Person

Dean/Division Chairperson

Area Assistant Superintendent

Asst Supt Administrative Services

Superintendent/President

Date of Board of Trustees Approval
# BUDGET SUMMARY (Years 1-3)

<table>
<thead>
<tr>
<th>PROJECT FUNDED</th>
<th>DISTRICT INKIND MATCH*</th>
<th>DISTRICT MATCH **</th>
<th>PROJECT TOTALS</th>
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<tbody>
<tr>
<td>1000 Certificated Salaries</td>
<td>*** 36,234</td>
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<td>-0- (1)</td>
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<tr>
<td>2000 Classified Salaries</td>
<td>*** 96,000</td>
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<td>3000 Employee Benefits</td>
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<td>-0- (1)</td>
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<td>4000 Materials/Supplies</td>
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<tr>
<td>5000 Other Operating</td>
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<tr>
<td>6000 Capital Outlay</td>
<td>-0-</td>
<td>-0- (1)</td>
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<tr>
<td>7000 Other Outgo</td>
<td>900,000</td>
<td>-0- (1)</td>
<td>-0- (1)</td>
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<td><strong>TOTAL ADJUSTED DIRECT</strong></td>
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<td>-0- (1)</td>
<td>-0- (1)</td>
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</table>

| INDIRECT COSTS **** | 143,997 | N/A | N/A | 143,997 |
| (10% of Adjusted Direct) |

| Trainee Tuition and Fees | 144,000 | -0- | -0- | 144,000 |
| PROJECT TOTALS | 1,727,991 | -0- | -0- | 1,727,991 |

(1) Cost Center which will provide in-kind or matching funds:
Cost Centers: Not Applicable (no matching funds are 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 the Program Director’s salary @ 14% ($12,078 per year over 3 years). Classified Salaries are comprised of clerical support ($16,000 per year over 3 years) and technical support ($16,000 per year over 3 years). Materials and Supplies include requirements of the fluorescent microscopy and journal club courses ($17,010), recruitment materials and related expenses ($4,500), AV supplies ($1,500), and miscellaneous reagents and supplies for tissue culture-related courses ($15,000). Other Operating costs include research related funds @ $3,000/trainee x 10 trainees/year over 3 years ($90,000), training course fees @ $2,500/trainee x 10 trainees/year x 3 years ($75,000), 3 faculty advisors at host institutions @ $18,750 per year over 3 years ($56,250), speakers and related costs for seminars and symposiums ($6,000), a General Education course in Stem Cells and Regenerative Medicine ($75,000), collaborative course development with Caltech for Advanced Stem Cell Manipulation Techniques ($49,500), guest speakers for courses ($3,000), and 5 specialized workshops per year @ $1,000 ($15,000). Other Outgo is comprised of stipends for trainees @ $2,500/month x 10 trainees/year x 3 years ($900,000).

**** CIRM bases indirect cost calculations upon Adjusted Project Costs, which do not include trainee tuition and fees.
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

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

Board Meeting Date:  October 15, 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 $ 6,814.79.

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

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>09-18-08</td>
<td>16509995</td>
<td>$ 6,814.79</td>
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<td>===========</td>
</tr>
<tr>
<td></td>
<td>Medical</td>
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<td>Benefit Payments</td>
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<td>Legal</td>
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<td>Mileage</td>
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<td></td>
<td>Interest</td>
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<tr>
<td></td>
<td>$ 6,184.79</td>
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</table>

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

Submitted by:  

Oleessa Walker  
Director, Fiscal Services

Recommended for Approval:  

Mark Zaccari  
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund Reimbursement

Board Meeting Date: October 15, 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 $3,815.94.

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

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
</tr>
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<td>16509990</td>
<td>$2,462.24</td>
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<tr>
<td>09-23-08</td>
<td>16520912</td>
<td>1,353.70</td>
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<tr>
<td></td>
<td></td>
<td>$3,815.94</td>
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</table>

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:  
Mark J. Zavoni  
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:  
[Signature]
Superintendent/President
### REVOLVING FUND REIMBURSEMENT
#### OCTOBER 2008 EXPENSE SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
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<td>9/18/2008</td>
<td>16509990</td>
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<td>Supplies</td>
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<tr>
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<td>Enrollment refunds</td>
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<td>Parking refunds</td>
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<td>9/23/2008</td>
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<td>Enrollment refunds</td>
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<td></td>
<td>ASB fee refunds</td>
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<tr>
<td></td>
<td>Health fee refunds</td>
<td>$10.00</td>
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</table>

Grand total: $3,815.94
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: October 15, 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 P09-01147 through P09-01256.

FISCAL IMPLICATIONS: Funds for this purpose will be provided in the 2008-2009 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 July 16, 2008, Bylaw No. 1600. The purchase orders listed on the attached report include orders that are $500 or more.

Submitted by:

[Signature]
Director, Purchasing Services

Recommended for Approval:

[Signature]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
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<tbody>
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<td>SOFTWARE--WORD PROCESSING</td>
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<tr>
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<tr>
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<td>PLUMBING SUP.</td>
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<td>P09-01231</td>
<td>CORPORATE EXPRESS</td>
<td>FURNITURE--OFFICE</td>
<td>LAC</td>
<td>01</td>
<td>1,682.20</td>
</tr>
<tr>
<td>P09-01233</td>
<td>AMERICAN FOOTHILL PUBLISHING CO., INC.</td>
<td>PRINTING SERVICES</td>
<td>PUBLIC RELATIONS</td>
<td>01</td>
<td>18,192.50</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Fund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>P09-01237</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>COUNSEL</td>
<td>01</td>
<td>930.86</td>
</tr>
<tr>
<td>P09-01239</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>NATURAL SCIENCE</td>
<td>01</td>
<td>613.56</td>
</tr>
<tr>
<td>P09-01244</td>
<td>PC MALL GOV., INC.</td>
<td>DATA PROC./COMPUTER SUP.</td>
<td>COMP. SVS</td>
<td>01</td>
<td>558.05</td>
</tr>
<tr>
<td>P09-01246</td>
<td>MCMASTER-CARR SUPPLY CO.</td>
<td>TOOLS</td>
<td>FACILITIES</td>
<td>01</td>
<td>593.61</td>
</tr>
<tr>
<td>P09-01249</td>
<td>SBC</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>ADMISSIONS &amp; RECORDS</td>
<td>01</td>
<td>7,200.00</td>
</tr>
<tr>
<td>P09-01250</td>
<td>CORPORATE EXPRESS</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>ENGLISH</td>
<td>01</td>
<td>527.55</td>
</tr>
<tr>
<td>P09-01251</td>
<td>TRI-BEST CHALKBOARD COMPANY</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>CAREER &amp; TECHNICAL EDU</td>
<td>03</td>
<td>1,578.95</td>
</tr>
<tr>
<td>P09-01252</td>
<td>CODESP</td>
<td>SERVICE FEES/PROFESSIONAL SVS</td>
<td>FISCAL</td>
<td>01</td>
<td>1,750.00</td>
</tr>
<tr>
<td>P09-01256</td>
<td>* ANDERSON BUSINESS TECHNOLOGY</td>
<td>OFFICE SUP. &amp; EQUIP.</td>
<td>NATURAL SCIENCE</td>
<td>01</td>
<td>1,800.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>134,401.90</strong></td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College District.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Site</th>
<th>FD</th>
<th>Inc/Dec.</th>
</tr>
</thead>
<tbody>
<tr>
<td>P09-00833</td>
<td>LANDSCAPE WAREHOUSE</td>
<td>Increase PO per Dept.</td>
<td>Facilities</td>
<td>42</td>
<td>3,500.00</td>
</tr>
</tbody>
</table>

* Indicates Vendor is located within the Pasadena Area Community College District.

> Indicates local branch utilized outside of District as required by Vendor.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

**CONSENT ITEM TITLE:**
Approve/Ratify Contracts

**Board Meeting Date:** October 15, 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 contracts listed on the attached pages.

**FISCAL IMPLICATIONS:** Funds for this purpose will be budgeted in the cost centers shown.

**BACKGROUND:** The 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]
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

![Signature]
Superintendent/Président
# 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>Approve</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97422-9</td>
<td>Patricia Contreras</td>
<td>$21,000.00</td>
<td>To provide services to expose new ESL immigrant students to local social and legal services and resources supporting adjustment to the country, residency and citizenship in the United States 10/16/08 thru 6/30/09</td>
<td>CEC: Basic Skills 5248-0506 (Grant)</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-97423-9</td>
<td>Walter Craig</td>
<td>$21,000.00</td>
<td>To provide services to assess achievement, heighten cultural awareness and intellectual curiosity in an effort to improve achievement in core subjects 10/16/08 thru 6/30/09</td>
<td>CEC: Basic Skills 5248-0506 (Grant)</td>
<td>03-5120</td>
</tr>
<tr>
<td>B-97431-9</td>
<td>LINC Victoria Bortolussi, Ph.D., Principal</td>
<td>$75,000</td>
<td>To provide services and coordination between PCC and PUSD in developing an Early College High School Program 10/16/08 thru 6/30/09</td>
<td>President's Office 4000-0000</td>
<td>01-5120</td>
</tr>
<tr>
<td><strong>Ratify</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-97430-9</td>
<td>Edlaina Long</td>
<td>$91,000.00</td>
<td>To provide oversight and direction for the implementation of the Glendale Community College /Pasadena City College Community Collaborative Grant 7/01/08 thru 6/30/09</td>
<td>Career and Technical Education Community Collaborative Grant 5123-0000 (Fiscal Agent)</td>
<td>03-5120</td>
</tr>
</tbody>
</table>

Consent Item No. 71-B
October 15, 2008
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Extended Learning Presenters

Board Meeting Date: October 15, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the employment of the following presenters for Extended Learning Fee classes on the designated dates.

EXTENDED LEARNING FEE CLASSES PRESENTERS

APPROVE October 17, 2008 to June 30, 2009

PRESENTER CLASS NAME
Rocha, Regina NASA's Deep Space Network in Goldstone

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

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

Submitted by:

Interim Dean, External Relations

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

**Board Meeting Date:** October 15, 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 stipend for the person listed below for the fiscal year 2008-09.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brenda Trejo</td>
<td>1,000.00</td>
<td>Will assist center director with leadership oversight and guidance to center staff during the self-study process of the National Association for Education of Young Children 11/1/08 – 5/15/09 (Child Development Center)</td>
</tr>
</tbody>
</table>

**FISCAL IMPLICATIONS:** Paid from dollar-controlled accounts.

**BACKGROUND:** The assignment shall be determined by College need.

Submitted by:

Office of Human Resources

Recommended for Approval: 

Interim 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 Hourly Credit Teachers and Substitute Teachers, 2008-2009

Board Meeting Date: October 15, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons listed below to be employed as temporary teachers of credit classes approved for 2008-2009. The length of time of the employment and the assignment shall be determined by College need.

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

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown, Donald</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>7</td>
<td>Library</td>
</tr>
<tr>
<td>Miranda, Ernesto</td>
<td>Adjunct Faculty</td>
<td>B</td>
<td>7</td>
<td>Business and Computer Technology</td>
</tr>
<tr>
<td>Montez, Daniel</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:

Office of Human Resources

Recommended for Approval:

Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADEA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Employment, Change of Status, Leave of Absence, and Separation of Classified Employees

Board Meeting Date: October 15, 2008

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>RANGE &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Altamirano, Carlos</td>
<td>39B</td>
<td>100% - 12 mo.</td>
<td>10/01/08-06/30/09</td>
</tr>
<tr>
<td>LAC Assistant II</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Support</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funded position</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marositz, Stephen</td>
<td>49A</td>
<td>100% - 12 mo.</td>
<td>10/20/08</td>
</tr>
<tr>
<td>Assistive Technology Specialist</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DSP&amp;S</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacing: Diana Schoeman</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funded position</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CHANGES

Camara, Matthew

From: Digital Audio/Video Production Technician

To: Digital Audio/Video Production Technician
Network Administrator
Computing Services

53B 100% - 12 mo.

53B 50% - 12 mo.

58A 50% - 12 mo.

09/15/08-06/30/09

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transactions within budget limits

Submitted by:

Office of Human Resources

Recommended for Approval:

Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Salary Compensation Factors—Large Group Instruction

Board Meeting Date: October 15, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve, pursuant to the agreement with the Pasadena City College Faculty Association, Article 5.6.2, that the following named employee(s) be assigned salary compensation factors as noted for the fall semester 2008:

AMEND CONSENT ITEM 32-P, SEPTEMBER 17, 2008

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>DIVISION</th>
<th>LOAD RATIO</th>
<th>SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foster, Rod</td>
<td>Visual Arts/Media Std</td>
<td>From: 4.054 To: 1.126</td>
<td>0830-1007, 2419 0830, 0852, 1007, 2419</td>
</tr>
<tr>
<td>Hallinger, Jane</td>
<td>Visual Arts/Media Std</td>
<td>1.036</td>
<td>From: 2644-3584 To: 3584</td>
</tr>
</tbody>
</table>

It is further recommended that the following named instructor(s) be paid an amount equal to the hourly summer intersession rate times the number of hours listed each week in ADDITION to the regular compensation for teaching hourly classes during the fall semester 2008:

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>DIVISION</th>
<th>ADDITIONAL HOURS/WEEK</th>
<th>SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foster, Rod</td>
<td>Visual Arts/Media Std</td>
<td>-2 4</td>
<td>0418, 1008, 1347</td>
</tr>
<tr>
<td>Hallinger, Jane</td>
<td>Visual Arts/Media Std</td>
<td>2</td>
<td>2644</td>
</tr>
<tr>
<td>Keast, Brent</td>
<td>Visual Arts/Media Std</td>
<td>-4 2</td>
<td>3335</td>
</tr>
<tr>
<td>Sierra, Joseph</td>
<td>Visual Arts/Media Std</td>
<td>-2 3</td>
<td>2413, 2414</td>
</tr>
</tbody>
</table>

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

BACKGROUND: In conformance with the agreement with the Pasadena City College Faculty Association, Article 5.6.2, due to unusually high demand for the Theater Arts 7B classes, the large group instruction class limits were exceeded.

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

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

CONSENT ITEM TITLE:

Board Meeting Date: October 15, 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 change pertaining to an academic employee.

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nakano, Joyce</td>
<td></td>
<td>Retirement</td>
<td>02/21/09</td>
</tr>
<tr>
<td>Instructor</td>
<td></td>
<td>28.5 years of service</td>
<td></td>
</tr>
<tr>
<td>Health Sciences</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by:
Office of Human Resources

Recommended for Approval:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
CONSENT ITEM TITLE: Approve/Ratify Stipends for Academic Personnel

Board Meeting Date: October 15, 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 2008-2009, 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:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson, Suzanne</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Beard, Cheryl</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Berg, Thomas</td>
<td>500.00</td>
<td>Capacity Building 0708—as faculty partner, guides the teaching assistant in the clinical/lab area to develop an orientation to support nursing curriculum objectives in the skills lab/clinical setting, 10-18-08 to 12-13-08</td>
</tr>
<tr>
<td>Bower, Susan</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Bronstein, Debra</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Cairo, Eduardo</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Choate-Ciletti, Elizabeth</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Difiori, Russell</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Green, Kathleen</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Hileman-Ford, Deborah</td>
<td>1,800.00</td>
<td>Capacity Building 0708—as faculty advisor, identifies and creates guidelines for nursing students; develops workshops for the skills lab; will have 2 hrs/month committee work and 1 workshop to do student advisement, 10-18-08 to 12-13-08</td>
</tr>
<tr>
<td>Hileman-Ford, Deborah</td>
<td>500.00</td>
<td>Capacity Building 0708—as faculty partner, guides the teaching assistant in the clinical/lab area to develop an orientation to support nursing curriculum objectives in the skills lab/clinical setting, 10-18-08 to 12-13-08</td>
</tr>
<tr>
<td>Ireland-Galman, Michelle</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Keeler, Teresa</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Kiotas, Argiro</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Lee, Daehwan</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>McCabe, Christopher</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>McLean, Robert</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Miller, Barbara</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Milne, Derek</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Oberlander, Keith</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Oventile, Robert</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Powers, James</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Rogacs, Lynora</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Rose, Patricia</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Schwyzser, Hugo</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
<tr>
<td>Shockro, Ellen</td>
<td>500.00</td>
<td>Scholars Program/Transfer Center—supervise 5 or more students in fall 2008 Scholars Program, 10-20-08 to 12-05-08</td>
</tr>
</tbody>
</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE: Employment of Hourly Noncredit Teachers and Substitute Teachers. 2008-2009

Board Meeting Date: October 15, 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 person listed below to be employed as a temporary teacher of noncredit classes in his/her respective major and/or minor at his/her respective hourly rate derived from the academic hourly salary schedule for teachers of noncredit classes approved for 2008-2009. 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.

NAME
McFadden, Eddie

POSITION
Adjunct Noncredit Faculty

CLASS
N

STEP
1

DIVISION
Community Education Center

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:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President