NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, September 3, 2008

7:00 P.M. CLOSED SESSION
8:00 P.M. OPEN SESSION

MEETING NO. 17

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 17, a Regular Business Meeting. The Open Session will begin at 7:00 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 8:00 P.M. The Board will meet in Harbeson Hall at Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.
BOARD OF TRUSTEES
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MEETING NO. 17
BOARD OF TRUSTEES TOUR AND REGULAR BUSINESS MEETING
Wednesday, September 3, 2008
6:00 P.M.
Pasadena City College
Harbeson Hall
1570 East Colorado Boulevard, Pasadena, California 91106

BOARD OF TRUSTEES TOUR: MEASURE “P” PROJECTS
6:00 P.M. – 7:00 P.M.

BOARD MEETING AGENDA

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

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

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

II. CLOSED SESSION

Government Code §54957  Employee Discipline, Dismissal, Release

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. 16, Regular Business Meeting, August 20, 2008

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

F. UPDATE OF MEASURE P PROJECTS
G. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA CITY COLLEGE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 777 TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT

H. DISTANCE EDUCATION PROGRAM (Mrs. Wells-Miller)

I. PRESIDENT'S REPORT

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

K. FUTURE BOARD MEETING DATES

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT
CONSENT ITEMS

12-S Amendment to Consent Item 1-S, Northern California College Tours and Field Trips, Upward Bound Math/Science Program, California, July 28 – August 2, 2008
13-S Approval of Student Travel – PCC Band and Pep Squad to Away Football Games, Various College Campuses: Fall Semester 2008
16-I Approval of Instructional Trip for Welding 200ABCD, September 11, 2008
17-I Approval of Instructional Trips for PCC Forensics Team, 2008-2009
45-B Approve Purchasing Transactions
46-B Approve Extended Learning Presenters
47-B Approve Professional Conference Attendance
48-B Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2008-09 Fiscal Year

21-P Approve/Ratify Stipends for Classified and Unclassified Personnel
22-P Employment of Hourly Credit Teachers and Substitute Teachers, 2008-2009
23-P Employment of Hourly Noncredit Teachers and Substitute Teachers, 2008-2009
24-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
25-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
   [CLOSED SESSION]
26-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009
27-P Approve Stipends for Academic Personnel
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MINUTES OF MEETING NO. 16
OF THE BOARD OF TRUSTEES
Pasadena City College
Harbeson Hall
1570 East Colorado Boulevard
Pasadena, California 91106

6:00 p.m. Closed Session
7:00 p.m. Open Session
Wednesday, August 20, 2008

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

Meeting No. 16

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 16 on Wednesday, August 20, 2008, in Harbeson Hall of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS

The meeting was called to order at 6:12 p.m. by Mr. John Martin, President.

ROLL CALL

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

Trustees Absent
Dr. Consuelo Rey Castro
Mr. William E. Thomson

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

Administrative Officers Absent
None

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 6:13 p.m.

II. CLOSED SESSION

Government Code §54957 Employee Discipline, Dismissal, Release

Closed Session was adjourned at 6:53 p.m.

III. OPEN SESSION

Mr. Martin reconvened the Open Session at 7:03 p.m. and reported that no action was taken in Closed Session.

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

B. INTRODUCTIONS
Mr. Martin congratulated Dr. Perfumo on her first year as Superintendent/President.

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

D. APPROVAL OF MINUTES – Meeting No. 15, Regular Business Meeting, August 6, 2008.
Dr. Mann noted that when a friendly amendment is proposed after a motion is made, if the mover and seconder of the original motion accept the amendment, it then becomes a part of the motion. The minutes of Meeting No. 15 will be amended to reflect this change. The Board voted on this amended document as follows:

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the five members present, to approve the Minutes of Meeting No. 15, Regular Business Meeting, held on August 6, 2008.  
Advisory Vote: Aye

E. APPROVAL OF CONSENT ITEMS
37-B: Approve/Amend/Renew Contracts. Mr. Martin stated that the first two contracts, B-97394-9 and B-97395-9, were pulled. A hancout was provided on various hourly rates for Walsh & Associates, APC.
43-B: Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2008-09 Fiscal Year. Mr. Baum requested that the La Cañada Flintridge Chamber of Commerce be added to the list. Dr. Perfumo stated that Temple City, Rosemead and El Monte Chambers of Commerce will be on the next agenda.
17-P: Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2008-09 Fiscal Year. The pages attached to 17-P need to be corrected to state “Consent Item No. 17-P” (pp.1-36) in the upper right-hand corner.
19-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees. Dr. Mann thanked Nancy Sciarra for her 21 years of service.

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members
present, to approve Consent Items 11-S; 7-I through 15-I; 37-B, as amended; 38-B through 44-B; and 15-P through 20-P.
Advisory Vote: Aye

F. DISCUSSION, WITH POSSIBLE ACTION:
BOARD BYLAW No. 1620, AUTHORITY OF THE BOARD DELEGATED TO THE SUPERINTENDENT/PRESIDENT
Correction:
Item 2., last paragraph, line 2: after “action”, delete “from off campus”.
(Mr. Martin)

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve ByLaw No. 1620, as amended.
Advisory Vote: Aye

G. DISCUSSION, WITH POSSIBLE ACTION:
BOARD BYLAW No. 4010, STUDENT RECORDS AND DIRECTORY INFORMATION
Correction in the Procedures:
Item 2.c., line 1: after “subpoena”, delete “or other”. (Dr. Mann)

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve Bylaw No. 4010, as submitted.
Advisory Vote: Aye

H. DISCUSSION, WITH POSSIBLE ACTION:
BOARD BYLAW No. 4800, ATHLETICS
Correction:
Line 6: delete “well-being” (Mr. Baum)
add after ‘capabilities’: “and the well-being”. (Mr. Baum)

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve Bylaw No. 4800, as amended.
Advisory Vote: Aye

I. DISCUSSION, WITH POSSIBLE ACTION:
BOARD BYLAW No. 5050, RISK MANAGEMENT

MOTION: ON MOTION OF Dr. Mann and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve Bylaw No. 5050, as submitted.
Advisory Vote: Aye

J. RECEIPT OF FOURTH QUARTERLY FINANCIAL STATUS REPORT
Dr. Zacovic, referring to materials in the Board packet, reviewed the fourth quarterly financial status report.
Mr. Martin acknowledged all the hard work from the entire campus that went into keeping the budget balanced.

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted, by a unanimous vote of the five members present, to approve Receipt of Fourth Quarterly Financial Status Report, as submitted.
Advisory Vote: Aye
K. **RESOLUTION NO. 438: INTERDISTRICT AGREEMENT BETWEEN PACCD AND HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT**

Dr. Perfumo presented some background on this Resolution.

**MOTION:** **ON MOTION OF** Dr. Mann and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the five members present, to approve Resolution No. 438: Interdistrict Agreement Between PACCD and Hacienda La Puente Unified School District, as submitted.

Advisory Vote: Aye

L. **UPDATE ON STUDENT LEARNING OUTCOMES AND STUDENT SUPPORT OUTCOMES**

Dr. Jacobs and Dr. Sugimoto presented an update on student learning outcomes (SLOs) and student support outcomes. Dr. Bickley, referring to a handout passed out at the Board meeting, talked about SLO-ARCC.

M. **PRESIDENT’S REPORT**

- Thanked the Trustees, all the employees of the college and the students for making her first year so wonderful.
- Enrollment is at 7.6% in credit from the same day last year, and 3% in our non-credit, with 12 less sections in credit.
- The college will borrow from other accounts, if necessary, until such time as the state budget has passed.
- Managers retreat took place today, with updates on accreditation, emergency operations planning, leadership and professional development opportunities, and the faculty diversity project which will be headed by Dr. Douglass.
- Tomorrow will be the new student ambassadors orientation, and also the new Foundation Board members orientation.
- Editing of accreditation self-study is in process.
- New faculty orientation will be August 27th.
- Welcome Day is August 29th, 8:30 a.m. – noon.
- The campus will be closed September 1st for Labor Day.
- September 2nd is the first day of classes.
- September 13th is the first President’s Asian Advisory Committee meeting.
- Ellen Ligons was selected by the Pasadena NAACP for a Community Award that will be presented on September 14th at the annual Ruby McKnight Williams awards dinner at the Pasadena Hilton.

N. **ANNOUNCEMENTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD**

**Dr. James Bickley, Academic Senate**
- Annual retreat at the Huntington Library on September 6th.
- Changes to AA/AS majors will be brought for review.

**Mr. John Lindemann, Classified Senate**
- No report.

**Ms. Christina Javier, Associated Students Board**
- ASB has increased the frequency of regular meetings in preparation for the fall.
- Presentation to AS by Chief Michael regarding campus security.
- Mr. Campo and Ms. Javier attended the President’s Latino Advisory Committee meeting.
- Students have been invited to read the accreditation draft.
- AS is in support of campaign for awareness of smoking rules on campus.

**Ms. Ellen Ligons, Management Association**
- No report.
o Thanked Dr. Perfumo for bringing her NAACP award to the attention of the Board.

**Mr. John Campo, Student Trustee**
- Attended the student trustee workshop on August 8th and 9th.
- Bookmarks are going to be handed out on Welcome Day, so students will be aware of the campaign to be in accordance with the state law regarding smoking on campus.

**Mr. Baum, Trustee**
- Would like a list of all the community members who serve on the various Presidential Advisory Committees.

**O. FUTURE BOARD MEETING DATES**
The next meeting is a Regular Business Meeting in Harbeson Hall on Wednesday, September 3, 2008.
The Fall Retreat tentative date will be Friday, September 5th. The absent trustees will be contacted for their availability.

**P. FUTURE AGENDA ITEMS**
The evaluation of the President will be a retreat agenda item.
Mrs. Wells-Miller stated that we should continue to pull from the existing list of Future Agenda Items.

**Q. ADJOURNMENT**
Meeting No. 16 was adjourned at 8:42 p.m.
MOTIONS CARRIED AT MEETING NO. 16 – August 20, 2008

1. Approval of Minutes of Meeting No. 15, Regular Business Meeting, August 6, 2008.

2. Approval of Consent Items 11-S; 7-I through 15-I; 37-B, as amended; 38-B through 44-B; and 15-P through 20-P.

3. Approval of Bylaw No. 1620, as amended.

4. Approval of Bylaw No. 4010.

5. Approval of Bylaw No. 4800, as amended.

6. Approval of Bylaw No. 5050.


Submitted by:

Paulette J. Perfumo, Secretary
Board of Trustees
AGENDA

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

II. CLOSED SESSION

Government Code §54957 Employee Discipline, Dismissal, Release

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. 15, Regular Business Meeting, August 6, 2008
E. APPROVAL OF CONSENT ITEMS (see page 3, attached)
F. DISCUSSION, WITH POSSIBLE ACTION: BOARD BYLAW No. 1620, AUTHORITY OF THE BOARD DELEGATED TO THE SUPERINTENDENT/PRESIDENT [TAB F]
G. DISCUSSION, WITH POSSIBLE ACTION: BOARD BYLAW No. 4010, STUDENT RECORDS AND DIRECTORY INFORMATION [TAB G]
H. DISCUSSION, WITH POSSIBLE ACTION: BOARD BYLAW No. 4800, ATHLETICS [TAB H]
I. DISCUSSION, WITH POSSIBLE ACTION: BOARD BYLAW No. 5050, RISK MANAGEMENT [TAB I]
J. RECEIPT OF FOURTH QUARTERLY FINANCIAL STATUS REPORT [TAB J]
K. RESOLUTION NO. 438: INTERDISTRICT AGREEMENT BETWEEN PACCD AND HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT

L. UPDATE ON STUDENT LEARNING OUTCOMES AND STUDENT SUPPORT OUTCOMES (Dr. Jacobs, Dr. Sugimoto)

M. PRESIDENT’S REPORT

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

O. FUTURE BOARD MEETING DATES

P. FUTURE AGENDA ITEMS

Q. ADJOURNMENT
CONSENT ITEMS

11-S Approval of Tuition Fee Waiver for F-1 Visa Students
7-I Approval of Instructional Trip for Community Education Center, Stepping-Up Program, October 9, 2008
8-I Approval of Instructional Trip for Community Education Center, Stepping-Up Program, December 9, 2008
9-I Approval of Instructional Trip for Geology 30A, November 6-10, 2008
10-I Approval of Instructional Trips for PCC's Football Team, 2008-2009 Season
11-I Approval of Instructional Trips for PCC Men's and Women's Cross Country Team, 2008-2009 Season
12-I Approval of Instructional Trips for PCC Men's Soccer Team, 2008-2009 Season
13-I Approval of Instructional Trips for PCC Women's Soccer Team, 2008-2009 Season
14-I Approval of Instructional Trips for PCC Women's Volleyball Team, 2008-2009 Season
15-I Approval of Instructional Trips for PCC Women's Water Polo, 2008-2009 Season
37-B Approve/Amend/Renew Contracts
38-B Approve Career and Technical Education Activity
39-B Approve Purchasing Transactions
40-B Approve Change Orders, Measure P Projects, Industrial Technology and Campus Center/Bookstore Buildings
41-B Approve Change Orders, Measure P Projects, Campus-Wide Network Project/Infrastructure Upgrade
42-B Reporting and Approval of Revolving Fund Reimbursement
43-B Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2008-09 Fiscal Year
44-B Approve/Ratify Staff Development Activities

15-P Approve Stipends for Classified and Unclassified Personnel
16-P Approve/Ratify Stipends for Academic Personnel
17-P Employment of Hourly Credit Teachers and Substitute Teachers, 2008-2009
18-P Employment of Hourly Noncredit Teachers and Substitute Teachers, 2008-2009
19-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
20-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009
Receive and Set Public Hearing Regarding Initial Bargaining Proposal from the Pasadena City College California School Employees Association (CSEA), Chapter 777 to the Pasadena Area Community College District

September 3, 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 City College California School Employees Association, Chapter 777 for re-opener negotiations for 2008-2009; and,

- Designate the second meeting of the Board of Trustees in September 2008, as the time for receiving public comment regarding the initial proposal of the Association.

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

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.

Submitted and Recommended by:  
Interim Dean, Human Resources

Approved for Submission to the Board of Trustees by:  
Superintendent/President
April 9, 2008

Board of Education  
Pasadena City College  
1570 East Colorado Blvd.  
Pasadena, CA 91106

Re: Sunshine Proposal 2008-09

Dear Board of Education Members:

Per Government Code Section 3547, the California School Employees Association (CSEA) and its Pasadena City College Chapter #777, seek improvements in the following articles for its re-opener articles regarding the collective bargaining agreement:

- **Article VIII-Wages**
  CSEA seeks improvements and increases in base salary/wages.

- **Article IX-Attendance Accounting Procedure**
  CSEA seeks enhancements and changes in the language to clarify the article.

- **Article XVII-Leaves**
  CSEA seeks enhancements and changes in the language.

CSEA reserves the right to propose additions and modifications to this proposal as we deem necessary. CSEA looks forward to beginning the negotiation process; therefore, CSEA requests that our "Sunshine Proposal" be placed on the next Board agenda. If you have any questions, please do not hesitate to contact me at (626) 258-3342. Thank you for your prompt attention in this matter.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Manny Estrada  
Labor Relations Representative

ME/vs  
c: Chapter #777 Executive Board; Chapter #777 Negotiating Team; Rosemarie Riley, Region #95 Representative; Ivan Pastrano, Area G Director; Starlene Williams, Field Director; Kindred Murillo, Vice President

Our mission: To improve the lives of our members, students and community.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item 1-S
Northern California College Tours and Field Trips,
Upward Bound Math/Science Program
California
July 28 – August 2, 2008

Board Meeting Date: September 3, 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 Math/Science Program
NUMBER: 24 (17 students, 6 staff and 1 bus driver)
DATE(S) and DESTINATION(S):
July 28, 2008
Tour(s): CSU Fresno and UC Merced
July 29, 2008
Activity: Golfland-Sunsplash, Roseville, CA
July 30, 2008
Tour(s): CSU Chico
Activity: Harbor Lane Bowling, Eureka, CA
July 31, 2008
Tour(s): CSU Humboldt and Redwood Forest
August 1, 2008
Tour(s): UC Berkeley and Alcatraz Island
August 2, 2008
Tour(s): UC San Francisco

TIME(S): 6:30 a.m. to 10:30 p.m.
EVENT(S): Northern California College Tours and Field Trips
TRANSPORTATION: 3-Vane 1 Charter Bus with Driver
ADVISOR(S): Upward Bound Math/Science Program Staff
NOT TO EXCEED: $42,627.45 $16,779.15

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2007-2008 Upward Bound Math/Science Program cost center(s): 03-5250-5301-0000 (to include the months of July and August 2008) and 03-5250-5316-0000. Cost categories and amounts are: Transportation, $2,100.00 $6,252.00 (3-vane x $100.00 x 7 days = $2,100.00; rental company requires payment for 7 days when vehicles are returned on a Saturday $6,252.00 flat rate for 1 charter bus with driver); meals, $3,036.00 (lunch, $10.00 each x 23 people x 6 days = $1,380.00, dinner, $10.00 each x 23 people x 5 days = $1,150.00 and dinner, $22.00 each x 23 people x 1 day = $506.00); lodging, $5,508.88, includes room for bus driver (Modesto, $173.31 x 8 rooms x 1 night = $1,386.48; Chico, $113.22 x 8 rooms x 1 night = $905.76; Arcata, $122.08 x 8 rooms x 1 night = $976.64; Ukiah, $133.28 x 8 rooms x 1 night = $1,066.24; and San Francisco, $146.72 x 8 rooms x 1 night = $1,173.76); activity fees, $1,782.27 (Golfland-Sunsplash, $35.99 each x 23 people = $827.77, bowling $10.00 each x 23 = $230.00 and Alcatraz $31.50 each x 23 people = $724.50); and $200.00 for necessary out-of-pocket expenses incurred by staff for students.

BACKGROUND: The Upward Bound Math/Science Program is a federally funded program. It is designed to provide comprehensive academic, recreational, social, and cultural activities for participating high school students. The northern California college tours provide students with exposure to a greater range of opportunities at colleges outside the local area. Additional funds were obtained to assure safer travel, utilizing one vehicle.

Submitted by:

Assistant Dean of EOP&S

Recommended for Approval:

Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
Initial budgetary constraints limited the transportation options for this activity. The original consent item listed three vans (with 2 Upward Bound regular staff drivers and 1 cadet driver). After further thought and concern for student safety, I researched alternatives. I began discussion with Kim Miles, who offered to collaborate. She identified funds from the "I Can Afford College" account as appropriate for this activity. These funds were used to obtain a charter bus so that all students, staff and their luggage could be contained in one vehicle for a safer and more secure travel arrangement to their destinations.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:  
Approval of Student Travel- 
PCC Band and Pep Squad to Away Football Games  
Various College Campuses: Fall Semester 2008

Board Meeting Date:  September 3, 2008

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

GROUP:  PCC Lancer Band and/or Pep Squad
NUMBER:  70 (50 Band, 18 Pep Squad and 2 Advisors)

DATE(S) AND DESTINATION(S):
September 13, 2008  Compton Community College (Compton, CA)
September 20, 2008  East Los Angeles College (Monterey Park, CA)
October 11, 2008  Ventura College (Ventura, CA)
November 01, 2008  Moorpark College (Moorpark, CA)
November 08, 2008  College of the Canyons (Santa Clarita, CA)

TIME(S):
Varies between 9:00 a.m. and 5:00 p.m. departure times
Varies between 5:00 p.m. and 11:00 p.m. return times

EVENT:  Away Football Games
TRANSPORTATION:  District-arranged buses/vans
ADVISOR(S):  T. Carpenter, Band Instructor and S. LoVett, Pep Squad Advisor
NOT TO EXCEED:  $6,700.00

FISCAL IMPlications:  Funds for these activities are provided by the 2008-2009 Student Service Fund Board of Directors Annual Budget and 2008-2009 PCC Flea Market Board of Directors Annual Budget. Cost category and amount is $6,700.00 [5 Charter (Coach) Buses x $800.00 and 20 additional driver hours x $135.00 per hour], transportation.

BACKGROUND:  These activities provide members of the Pasadena City College Marching Band and Pep Squad opportunities to perform at the football games to support the team.

Submitted by:

[Signature]
Assistant Dean, Student Affairs

Recommended for Approval:

[Signature]
Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
CONSENT ITEM TITLE:
Approval of Instructional Trip for Welding 200ABCD, September 11, 2008

Board Meeting Date: September 3, 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: Welding 200ABCD students
NUMBER: 5 students; 1 faculty
DATE: September 11, 2008
TIME: 7:30 a.m. – 1:00 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: $75.00 (transportation –$75 per day)

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

Submitted by:

Division Dean, Engineering and Technology

Recommended for Approval:

Vice President, Instruction

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

CONSENT ITEM TITLE:
Approval of Instructional Trips for PCC Forensics Team, 2008-2009

Board Meeting Date: September 3, 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 travel and participation of the Forensics Team and coaches to the 2008-2009 tournaments listed on the attached sheet. Costs for each tournament are estimated but total annual team travel budget shall not exceed $18,000.00 (Student Services Fund).

FISCAL IMPLICATIONS: Costs for the Forensics Team are paid by the Pasadena City College Student Services Fund.

BACKGROUND: The tournaments and instructional trips for the Forensics Team are requested by the Division Dean of 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
<table>
<thead>
<tr>
<th>DATE</th>
<th>LOCATION</th>
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PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

CONSENT ITEM TITLE: Approve Purchasing Transactions

Board Meeting Date: September 3, 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 P09-00623 through P09-00823.

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 August 6, 2006, Bylaw No. 1600. The purchase orders listed on the attached report include orders that are $500 or more.
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<tr>
<th>PO Number</th>
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* Indicates Vendor is located within the Pasadena Area Community College.
> Indicates local branch utilized outside of District as required by Vendor.
<table>
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<tr>
<th>PO Number</th>
<th>Vendor Name</th>
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<td>SERVICE FEES/PROFESSIONAL SYS</td>
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<td>P09-00759</td>
<td>AIR COLD SUPPLY INC.</td>
<td>AIR CONDITIONING SYS/SERVICE</td>
<td>FACILITIES</td>
<td>43</td>
<td>1,414.49</td>
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* Indicates Vendor is located within the Pasadena Area Community College.

> Indicates local branch utilized outside of District as required by Vendor.
<table>
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<tr>
<th>PO Number</th>
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<td>P09-00766</td>
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<td>MCKESSON GENERAL MEDICAL</td>
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<td>P09-00771</td>
<td>ANDERSON BUSINESS TECHNOLOGY</td>
<td>MAINTENANCE/SERVICE AGREEMENT</td>
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<td>ZAHN DENTAL CO INC./HENRY SCHEIN, INC</td>
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<td>P09-00786</td>
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<td>FURNITURE--OFFICE</td>
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<td>FREESTYLE PHOTO SUPPLIES</td>
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<td>P09-00804</td>
<td>AARDVARK CLAY</td>
<td>ART SUPPLIES</td>
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<td>P09-00813</td>
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<td>ATHLETIC EQUIP.</td>
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<td>BUILDING MATERIALS</td>
<td>ENGTech</td>
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<td>16,032.20</td>
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* Indicates Vendor is located within the Pasadena Area Community College.

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<th>PO Number</th>
<th>Vendor Name</th>
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<td>Increase PO per Dept</td>
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* Indicates Vendor is located within the Pasadena Area Community College.

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

CONSENT ITEM TITLE:
Approve Extended Learning Presenters

Board Meeting Date: September 3, 2008

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

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
## EXTENDED LEARNING FEE CLASSES PRESENTERS

**APPROVE** September 5, 2008 to June 30, 2009

<table>
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<tr>
<th>PRESENTER</th>
<th>CLASS NAME</th>
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<tr>
<td>Bernstein, Brandon</td>
<td>Acoustic Guitar Introduced</td>
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<tr>
<td>Darley, Susan Ann</td>
<td>Prospering in a Poor Economy</td>
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<tr>
<td>Davidson, Nick</td>
<td>How to Become a Sports Coach/Manager</td>
</tr>
<tr>
<td>Eibler, James</td>
<td>Finding a Good Job in a Down Market</td>
</tr>
<tr>
<td>Fishburne, Hattie</td>
<td>Charisma is Born in Some and Thrust Upon Others</td>
</tr>
<tr>
<td>Forrester, III, Vandyce</td>
<td>How to Get Along with (Almost) Anybody</td>
</tr>
<tr>
<td>Golden, Michael</td>
<td>Basic ESL</td>
</tr>
<tr>
<td>Hardman, Patrick</td>
<td>On-The-Spot Chord Piano</td>
</tr>
<tr>
<td>Martinez, Francisco</td>
<td>Salsa II</td>
</tr>
<tr>
<td>Nethery, Betty</td>
<td>&quot;Looking Terrific&quot; New You Beauty Makeover</td>
</tr>
<tr>
<td>Nicholson, Kellie</td>
<td>Basic Techniques for Tending Bar</td>
</tr>
<tr>
<td>Pattison, Pat</td>
<td>Small Business: Creative You Turn</td>
</tr>
<tr>
<td>Rocha, Regina</td>
<td>Old Towne San Diego &amp; Balboa Park December Nights</td>
</tr>
<tr>
<td>Rocha, Regina</td>
<td>Santa Monica Pier &amp; The Getty Villa Malibu</td>
</tr>
<tr>
<td>Rocha, Regina</td>
<td>Solvang Winterfest</td>
</tr>
<tr>
<td>Rounds, Miller &amp; Associates</td>
<td>2nd Income From Your Home</td>
</tr>
<tr>
<td>Schwartz, Bryan</td>
<td>College Funding - Beating the High Cost of College</td>
</tr>
<tr>
<td>Voices For All, LLC</td>
<td>Introduction to Modeling for Ordinary People</td>
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</table>
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM No.
47-B

CONSENT ITEM TITLE:
Approve Professional Conference Attendance

Board Meeting Date: September 3, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the following conference attendance outside the United States or with anticipated costs in excess of $1,500.00.

ATTENDEE: Jia Quan
LOCATION: The Tenth IEEE International Symposium on Web Site Evolution
Beijing, China
DATES: October 1-16, 2008
PURPOSE: Introduce new web system to PCC online classes.
CHARGES: $500.00
COST CENTER: 01-5210-1501-0000
RECOMMENDED BY: Dr. Jacqueline Jacobs

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

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

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

In accordance with District Procedure 5250.10, the requested trip(s) has been recommended by the area Vice President.

Submitted by:
Director, Business Services

Recommended for Approval:
Interim Vice President, Administrative Services

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

CONSENT ITEM TITLE:
Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2008-09 Fiscal Year

Board Meeting Date: September 3, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, amend Consent Item No. 2-B, approved on July 16, 2008, to include memberships in the following organizations:

- Altadena Chamber of Commerce $60.00
- El Monte Chamber of Commerce $110.00
- La Cañada Flintridge Chamber of Commerce $110.00
- Rosemead Chamber of Commerce $60.00
- Temple City Chamber of Commerce $60.00

FISCAL IMPLICATIONS: Funds for this purpose will be budgeted in the 2008-09 Adopted Budget in Object 5310, Membership, under Cost Center 4000 (President's Office).

BACKGROUND: The Superintendent/President supports these institutional memberships. The District also has memberships with the Chambers of Commerce for the following cities:

- Arcadia
- Pasadena
- San Marino
- Sierra Madre
- South Pasadena

Submitted by:

Recommended for Approval:

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Interim Vice President, Administrative Services

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

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

**Board Meeting Date:** September 3, 2008

**RECOMMENDATION:** It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve/ratify the stipends for the persons listed below for the fiscal year 2007-08 and 2008-09.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
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<tbody>
<tr>
<td>Halladay, Danny</td>
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<td>Assistant Water Polo Coach</td>
</tr>
<tr>
<td>Polo, Melinda</td>
<td>1,496.00</td>
<td>Additional duties associated with the absence of Dean, Human Resources 4/1/08 – 7/31/08 (Human Resources)</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:

**APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:**

[Signature]
Interim Dean, Human Resources

[Signature]
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: September 3, 2008

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve the persons on the attached list to be employed as temporary teachers of credit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of credit classes approved for 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.

FISCAL IMPLICATIONS: Paid from dollar-controlled accounts.

BACKGROUND: The assignment shall be determined by College need.

Submitted by:
Office of Human Resources
Recommended for Approval:

[Signature]
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
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<th>STEP</th>
<th>DIVISION</th>
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</table>

*Initial placement pending verification of education and experience
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

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

Board Meeting Date: September 3, 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 noncredit classes in their respective major and/or minor at their respective hourly rates derived from the academic hourly salary schedule for teachers of noncredit classes approved for 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>
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<tbody>
<tr>
<td>Varghese, Nisha</td>
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<td>Yhang, Yae</td>
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<td>Community Education Center</td>
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</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, Change of Status, Leave of Absence, and Separation of Classified Employees

Board Meeting Date: September 3, 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>
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</thead>
<tbody>
<tr>
<td>Thompson, Mary</td>
<td>49B</td>
<td>100% - 12 mo.</td>
<td>09/04/08</td>
</tr>
<tr>
<td>Administrative Assistant I – Board of Trustees/Confidential President's Office Replacing: Sally Huguley</td>
<td></td>
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</tbody>
</table>

SEPARATION

Sanchez, Jose A
Computer Support Technician
Computing Services

Resignation 09/02/08

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:

Board Meeting Date: September 3, 2008

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

<table>
<thead>
<tr>
<th>NAME, CLASSIFICATION AND DEPARTMENT</th>
<th>CLASS &amp; STEP</th>
<th>ASSIGNMENT BASIS</th>
<th>EFFECTIVE DATE</th>
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<tbody>
<tr>
<td>Bickley, James</td>
<td></td>
<td>From: 10 months</td>
<td>07/01/08 – 06/30/09</td>
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<tr>
<td>Instructor/Academic Senate President</td>
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<td>To: 11 months</td>
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<td>Social Sciences</td>
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FISCAL IMPLICATIONS: None

BACKGROUND: Routine personnel transaction within budget limits.

Submitted by:
Office of Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Interim Dean, Human Resources

Recommended for Approval:

Superintendent/President

[Signatures]
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Stipends for Academic Personnel

Board Meeting Date: September 3, 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 in a special project as listed for the College year 2008-09, 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.

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
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<tr>
<td>Gagliardi, Lorraine</td>
<td>4,208.00</td>
<td>Health Sciences Division—for carrying out partial duties and responsibilities of the Division Dean (Co-Director) until Dean’s position is filled, 09/08 to 12/08</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