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. 1
The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 1 on Wednesday, December 10, 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 6:01 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 (arrived at 7:05 p.m.)
Mr. William E. Thomson
Mrs. Beth Wells-Miller
Mr. John Campo, Student Trustee

Trustees Absent
None

Administrative Officers in Attendance
Dr. Paulette J. Perfumo, Superintendent/President
Dr. Mark J. Zacovic, Interim Vice President, Administrative Services
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Mr. Lyle K. Engeldinger, Interim Dean, Human Resources
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 made a statement regarding the Superintendent/President’s evaluation process, and that the Board had followed the usual process as outlined by its legal counsel. He pointed out that the Board had talked to legal counsel throughout the process, and the Superintendent/President had never been present during any closed session discussions. There is a public session item on tonight’s agenda where the Board will fully vet that contract and discuss it as a Board and for the first time take a vote.

Mr. Martin adjourned the Board to Closed Session at 6:06 p.m.

II. CLOSED SESSION

Government Code §54957  Public Employee Evaluation (Superintendent/President)
Government Code §54957.6 Labor Negotiations (Management and Supervisory Unit); Engeldinger
Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957 Probationary Release; Sugimoto

Closed Session was adjourned at 6:58 p.m.

III. OPEN SESSION

Mr. Martin reconvened the Open Session at 7:04 p.m. and reported that no action was taken in Closed Session.

A. CONVENE ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational meeting was convened at 7:05 p.m.

B. PLEDGE OF ALLEGIANCE

Dr. Mann led the Pledge of Allegiance.

C. ELECTION OF BOARD OFFICERS

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the six members present, to elect Dr. Jeanette Mann as Board President for 2009.

Advisory Vote: Aye

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the six members present, to elect Dr. Hilary Bradbury-Huang as Board Vice President for 2009.

Advisory Vote: Aye

Mr. Martin nominated Mr. Baum as Clerk which Dr. Rey Castro seconded. Mr. Baum declined the nomination due to his anticipation of a busy year during his first year as a member of the Board of Governors.

MOTION: ON MOTION OF Mr. Martin and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the six members present, to elect Dr. Consuelo Rey Castro as Board Clerk for 2009.

Advisory Vote: Aye
MOTION:  ON MOTION OF Mr. Martin and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to elect Dr. Paulette J. Perfumo as Board Secretary for 2009.

Advisory Vote: Aye

D. APPOINTMENT OF BOARD OF TRUSTEES’ REPRESENTATIVES
Dr. Consuelo Rey Castro will be the representative to the Los Angeles County Committee on School District Organization.
Mr. Geoffrey Baum will be the representative to the Los Angeles County School Trustees Association.
Dr. Jeanette Mann will be the representative to the Community College League of California.

E. CERTIFICATION OF SIGNATURES
MOTION:  ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to certify the signatures of the 2009 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the District.

Advisory Vote: Aye

F. SETTING DAY AND TIME OF REGULAR MEETINGS FOR 2009, AND RETREATS
MOTION:  ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to hold the regular business meetings on the first and third Wednesdays of each month at 7:00 p.m. Closed Session will precede the Open Session.

Advisory Vote: Aye

G. ADJOURN ANNUAL ORGANIZATIONAL MEETING
The annual organizational meeting was adjourned at 7:27 p.m.

Dr. Mann presented Mr. Martin with a plaque in honor of his service as Board President.

H. CONVENE REGULAR BUSINESS MEETING No. 1
The regular business meeting was convened at 7:28 p.m.

I. INTRODUCTIONS
Dr. Perfumo introduced Interim Dean of Kinesiology, Health and Athletics Beverly Tate who then acknowledged some of the head coaches: Tammy Silva (volleyball), Bob Owens (soccer) and James Kuk (football). Mr. Kuk shared the trophy with the Board that our football team won at its bowl game in Santa Barbara.
The 2009 Tournament of Roses Royal Court was introduced by Dr. Perfumo, followed by a short reception.
Dr. Mann thanked the Rose Queen and Princesses for coming to the meeting.
Dr. Mann announced that Agenda Items J and K would be heard out of order.

J. PUBLIC COMMENT ON NON-AGENDA ITEMS
Mr. Sean O’Connor, who was PACCD student trustee from 2007-2008, spoke of the importance of the foundation of education in our society, and thanked the students, faculty, staff, administrators and board of trustees of PCC.
J. APPROVAL OF MINUTES – Meeting No. 22, Regular Business Meeting, November 5, 2008; Meeting No. 23, Study Session, November 12, 2008.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to approve the Minutes of Meeting No. 22, Regular Business Meeting, held on November 5, 2008.

Advisory Vote: Aye

Dr. Bradbury-Huang proposed corrections to the Minutes of Meeting No. 23, Study Session, as follows:

Page 2: Item III, Group 2, all the existing bullets should be replaced with the following:

- Implement current study findings to grow programs relevant to economic development
  - Medical technology
  - Biotechnology
  - Green or clean technology

- Get students where they want to go more efficiently, with a concentration on registration on-line

The minutes of Meeting No. 23 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 Mr. Thomson, the Board voted, by a unanimous vote of the seven members present, to approve the Minutes of Meeting No. 23, Study Session, held on November 12, 2008, as amended.

Advisory Vote: Aye

Dr. Mann announced that Agenda Items M and L would be heard out of order.

M. RECEIPT OF 2007-2008 DISTRICT FINANCIAL AUDIT


MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the seven members present, to approve receipt of the 2007-2008 District Financial Audit.

Advisory Vote: Aye

L. APPROVAL OF CONSENT ITEMS

30-S: Approval of Tuition Fee Waiver for F-1 Visa Students. Dr. Bradbury-Huang asked about the process for deciding which international students get a fee waiver. Dr. Sugimoto said certain criteria are used to determine which students will be granted a fee waiver; this year a third of those who applied were granted one.

32-S: Withdrawn.


Dr. Jacobs replied that this was the traditional grad night and that each student pays their own entrance fees.
85-B: Approve Extended Learning Presenters. Dr. Bradbury-Huang asked what the selection process is for extended learning classes and how many classed are selected. Ms. Chapman explained the process and criteria. All courses are completely paid for by the students. Some discussion followed about the appropriateness of some of the courses.

86-B: Approve Purchasing Transactions. Mr. Baum questioned the larger amounts of $40,000 or more. Dr. Zacovic and Mr. Pittman clarified those items.

88-B: Approve Change Orders, Measure P Projects Industrial Technology and Campus Center/Bookstore Buildings. Mr. Baum asked about the larger change orders. Dr. Rey Castro thanked Dr. van Pelt and Mr. Schulman for their diligence in the maintenance of the contingency fund.

89-B: Approve Purchase Order to General Sports Venue, LLC. Mr. Thomson requested some clarification on this item.

95-B: Authorization to Extend SCE License for CEC Parking. Mr. Baum asked if we had ever looked into purchasing the land. Dr. Mann replied that to her knowledge Southern California Edison is not prepared to sell the land.

MOTION: ON MOTION OF Mr. Martin and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to approve Consent Items 30-S, 31-S, 33-S; 56-I through 65-I; 81-B through 84-B; 86-B through 96-B; and 54-P through 62-P.
Advisory Vote: Aye

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Rey Castro, the Board voted, by six affirmative votes and one no vote, to approve Consent Item 85-B.
Advisory Vote: Aye

N. DISCUSSION, WITH POSSIBLE ACTION: STRATA INFORMATION GROUP (SIG) RECOMMENDATIONS
Dr. Zacovic introduced Mr. Henry Eimstad, of Strata Information Group, who gave a powerpoint presentation regarding SIG’s findings and recommendations regarding our current campus technology, processes, and organizational structure.

The Board directed the administration to come back with a report on recommendations for the next steps.

O. DISCUSSION, WITH POSSIBLE ACTION: ADDITIONS AND DELETIONS TO THE CREDIT AND NON-CREDIT CURRICULUM

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mr. Baum, the Board voted, by a unanimous vote of the seven members present, to approve the Additions and Deletions to the Credit and Non-Credit Curriculum.
Advisory Vote: Aye

P. DISCUSSION, WITH POSSIBLE ACTION: ADDITIONS TO DEGREE MAJORS

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the seven members present, to approve the Additions to Degree Majors.
Advisory Vote: Aye

Q. APPROVAL OF CERTIFICATION AND SUBMITTAL OF SELF STUDY
Dr. Wilcox gave a presentation on the new introductory section of the accreditation self study report since the Board viewed the self study at the
November 5th board meeting. The Board thanked everyone involved for their great work on the self study. Dr. Mann thanked Mrs. Wells-Miller for her service on the accreditation self study steering committee.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mr. Baum, the Board voted, by a unanimous vote of the seven members present, to approve the Certification and Submittal of the Self Study.

Advisory Vote: Aye

R. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE POLICE OFFICER’S ASSOCIATION (PCCPOA)
The public hearing is set for the Regular Board Meeting to be held on January 21, 2009 in Harbeson Hall.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to approve to receive and set a public hearing regarding the initial bargaining proposal from the Pasadena Area Community College District to the Pasadena City College Police Officer’s Association (PCCPOA), on January 21, 2009, in Harbeson Hall.

Advisory Vote: Aye

S. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE FACULTY ASSOCIATION (PCCFA)
The public hearing is set for the Regular Board Meeting to be held on January 21, 2009 in Harbeson Hall.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the seven members present, to approve to receive and set a public hearing regarding the initial bargaining proposal from the Pasadena Area Community College District to the Pasadena City College Faculty Association (PCCFA), on January 21, 2009, in Harbeson Hall.

Advisory Vote: Aye

T. PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU)
Dr. Mann opened the hearing. Since no one wished to address the Board on this item, the hearing was closed.

U. DISCUSSION, WITH POSSIBLE ACTION: BOARD BYLAW No. 1610, POWERS AND DUTIES: GENERAL

MOTION: ON MOTION OF Mr. Thomson and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to approve Bylaw No. 1610, as submitted.

Advisory Vote: Aye
V. DISCUSSION, WITH POSSIBLE ACTION: BOARD OF TRUSTEES ANNUAL GOALS

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members present, to approve the Board of Trustees Annual Goals.

Advisory Vote: Aye

W. DISCUSSION, WITH POSSIBLE ACTION: SUPERINTENDENT/PRESIDENT’S GOALS

Dr. Rey Castro pointed out she would like to see a goal that says the Superintendent/President will work with the Board and assist the Board in achieving its goals. Number 6 from the Board’s Annual Goals for 2008-09 could be added to the Superintendent/President’s goals to cover this. Dr. Bradbury-Huang said the secondary goals appear to be supportive ones, and the language could be changed to reflect this. Mr. Baum said he would like a statement that the overarching goal is to serve students and enable student success. One outreach effort that was successful this year was the Superintendent/President’s mutual efforts with Superintendent Diaz for PUSD and local feeder schools, and we don’t want to see that effort lose momentum. Mrs. Wells-Miller wants to see a goal about a continuing community effort. Mr. Martin pointed out that we are trying to keep the number of goals down.

Dr. Mann summarized that the Board would like the Superintendent/President to restructure the list of goals, and bring them back to the next meeting in January.

X. DISCUSSION, WITH POSSIBLE ACTION: CONTRACT FOR SUPERINTENDENT/PRESIDENT

Mr. Martin said an ad hoc subcommittee on the Superintendent/President’s compensation was created. The committee met several times at length. They reviewed compensation packages from Citrus, Glendale, Rio Hondo, Cerritos, Long Beach, Mt. SAC, Santa Monica and El Camino. These are large single-campus districts in southern California that are somewhat similar to PCC and/or the neighboring districts to PCC. The committee reported its findings to the full Board in closed session. At no time during closed session deliberations on the Superintendent/President’s compensation was the Superintendent/President ever present. The public session item tonight is basically the same contractual form used before. We’re extending the contract one additional year and we’re recommending a new base compensation. Several months ago, the Superintendent/President requested permission to purchase the car that she was driving which is a District-owned vehicle. So the Board in this document working with our legal counsel and gathering comparable vehicle valuation data has developed a plan to fulfill the Superintendent/President’s request. PCC will now provide the Superintendent/President an auto allowance similar to many other districts instead of providing a District-owned vehicle. Copies of the Superintendent/President’s contract are available for viewing with the Board’s administrative assistant.

MOTION: ON MOTION OF Mr. Martin and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the seven members present, to approve the Contract for the Superintendent/President.

Advisory Vote: Abstain

Y. PRESIDENT’S REPORT

Dr. Perfumo’s full written report was included in the Board’s folders and copies were made available to the audience. The highlights are:
November 20-22: attended CCLC Conference with Trustee Mann, who was selected by the nominating committee to be the second Vice President this coming year on the CCCT Board.

November 26: attended the annual PTSA turkey carving at the Child Development Center. Approximately 200 people, including the children, our student teachers and their families were fed Thanksgiving dinner.

December 5: met with Interim Dean of Kinesiology, Health and Athletics Beverly Tate and Nick Curry from the Stan Gray Trust to discuss the placement of a bust of Stan Gray in the Athletic Zone.

December 6: attended the South Coast Conference Women’s Volleyball Tournament. She congratulated Beverly Tate and Coach Tammy Silva for all their hard work as well as Coach Silva for helping put the Lady Lancers in the finals. She received a thank-you email from El Camino College’s Athletic Director which was enclosed with the Board’s materials.

December 8: met with Victoria Bortolussi regarding the development of our Early College High School Program with Pasadena Unified School District.

December 9: attended the Foundation Executive Board meeting where Dr. Donald Rickner made a presentation on the progress of the Foundation Strategic Plan.

December 9: signed the President’s Climate Commitment. She thanked Dean David Douglass who served as emcee for the event, Mayor Bill Bogaard for his participation, Dr. Hilary Bradbury-Huang for her involvement, Dr. Ling O’Connor for her assistance, and the Seeds of Change Student Club for its efforts.

December 14-20: Finals week.

December 23: Campus closes at 3:00 p.m.

January 2, 2009: Campus reopens.

Happy and health holidays to everyone, and thank you for a great year at PCC!

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

Dr. Mann reminded those at the meeting that an announcement should not be a long report, rather it should be a statement of something that occurred. If the meeting members have something to give a report on, it will be put on the agenda.

Dr. James Bickley, Academic Senate

- Handed out “Senate Nanoseconds – What Faculty Need to Know”.
- The state-wide Academic Senate has proposed making modifications to the AA/AS programs and the way that we define them – any majors that we offer that are now under our AA degree certificate in science, technology and engineering will be an AS degree. Currently, unless they are certificate-related, they are AA degrees.
- Faculty handbook – there is plenty of oversight and approval by the Board.
- Commended Edward Martinez for his work related to the majors that were approved this evening.
- The Academic Senate approved an abridged version of the program discontinuance policy integrated into the existing policy.

Mr. John Lindemann, Classified Senate

- No report.
Ms. Christina Javier, Associated Students
- The AS hosted a student forum featuring President Perfumo with an open Q&A for the students. This led to some ideas, e.g. a veterans’ student forum.
- Tomorrow there will be a cultural diversity event, with international dances and food.
- Next week is finals week. As part of Relaxation Week and to help relieve stress, the AS will be offering massages as well as test supplies, such as scantrons, blue books and pencils to students.

Ms. Ellen Ligons, Management Association
- No report.

Mr. William Thomson, Trustee
- National Crosstalk has a good article on the Teaching and Learning Center.
- Passed out a brochure from the Foundation’s President’s Circle. He emphasized that as the Foundation seeks to raise money, the members of this Board should support that work and each make a donation.

Mrs. Wells-Miller, Trustee
- Recognized Professor of Anthropology, Elvio Angeloni.

Mr. Baum, Trustee
- Thanked Cynthia Olivo, Associate Dean, Counseling and Student Success Services, for her hard work in helping students interested in transfer or counseling and other issues.

Dr. Rey Castro left the meeting at 10:27 p.m.

AA. FUTURE BOARD MEETING DATES

MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the six members present, to cancel the second meeting in December 2008 (December 17) and the first meeting in January 2009 (January 7).

Advisory Vote: Aye

The next regular business meeting will be held on Wednesday, January 21, 2009 in Harbeson Hall. Mr. Baum noted that he will not be able to attend that meeting due to a scheduling conflict.

Dr. Bradbury-Huang noted that the retreat dates are April 29, 2009 and August 5, 2009 and said it would be very helpful to have any suggested changes to those dates before the end of the year.

The regular business meetings in February will be February 4 and 18, 2009.

BB. FUTURE AGENDA ITEMS

Mr. Martin suggested we adopt a purchase order policy similar to some other policies (travel and other expenditures) where the Board would delegate the Superintendent/President to make decisions up to a certain dollar threshold, and the Board could focus on the larger amounts.

IV. ADJOURNMENT

Meeting No. 1 was adjourned at 10:32 p.m.
1. Election of Officers for 2009 as follows: Dr. Jeanette Mann, President; Dr. Hilary Bradbury-Huang, Vice President; Dr. Consuelo Rey Castro, Clerk; Dr. Paulette J. Perfumo, Secretary.

2. Approval to certify signatures of the 2009 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the District.

3. Approval to hold the regular business meetings of the Board of Trustees on the first and third Wednesdays of each month at 7:00 p.m. Closed Session will precede the Open Session.

4. Approval of the Minutes of Meeting No. 22, Regular Business Meeting, held on November 5, 2008.

5. Approval of the Minutes of Meeting No. 23, Study Session, held on November 12, 2008, as amended.


7. Approval of Consent Items 30-S, 31-S, 33-S; 56-I through 65-I; 81-B through 84-B; 86-B through 96-B; and 54-P through 62-P.

8. Approval of Consent Item 85-B.

9. Approval of Additions and Deletions to the Credit and Non-Credit Curriculum.

10. Approval of Additions to Degree Majors.

11. Approval of the Certification and Submittal of the Self Study.

12. Approval to receive and set a public hearing regarding the initial bargaining proposal from the Pasadena Area Community College District to the Pasadena City College Police Officer’s Association (PCCPOA), on January 21, 2009, in Harbeson Hall.

13. Approval to receive and set a public hearing regarding the initial bargaining proposal from the Pasadena Area Community College District to the Pasadena City College Faculty Association (PCCFA), on January 21, 2009, in Harbeson Hall.

14. Approval of Bylaw No. 1610, as submitted.

15. Approval of the Board of Trustees Annual Goals.

16. Approval of the Contract for the Superintendent/President.

Submitted by:

Paulette J. Perfumo, Secretary
Board of Trustees