The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 3 on Wednesday, February 4, 2009, 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 6:00 p.m. by Dr. Jeanette Mann, President.

ROLL CALL

Trustees Present
Dr. Jeanette Mann, President
Dr. Hilary Bradbury-Huang, Vice-President (arrived at 6:05 p.m.)
Dr. Consuelo Rey Castro, Clerk (arrived at 6:08 p.m.)
Mr. Geoffrey L. Baum (arrived at 6:08 p.m.)
Mr. John Martin
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
Dr. Stuart Wilcox, Dean, Institutional Planning and Research
Mr. Lyle K. Engeldinger, Interim Dean, Human Resources
Mrs. Elaine Chapman, Interim Dean, External Relations

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 Mr. Marshall Roe.
The Management Association was represented by Ms. Ellen Ligons.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment at this time.
II. CLOSED SESSION

Government Code §54957 Employee Discipline, Dismissal, Release
Government Code §54957.6 Labor Negotiations (Faculty Association; CSEA #777; ISSU; PCCPOA; Management Association);
Engeldinger

Closed Session was adjourned at 7:01 p.m.

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:05 p.m. and reported that no action was taken in Closed Session.

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

B. INTRODUCTIONS
Mr. Campo introduced Mr. Marshall Roe, Vice President for Public Relations, Associated Students.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Pat Stewart, IBEW Local 11, spoke on the project that 89.3 KPCC is building on Raymond Avenue.

D. SHARED GOVERNANCE ANNOUNCEMENTS
   Dr. James Bickley, Academic Senate
      o No announcements.
   Mr. John Lindemann, Classified Senate
      o No announcements.
   Mr. Marshall Roe, Associated Students
      o No announcements.
   Ms. Ellen Ligons, Management Association
      o No announcements.
   Mr. John Campo, Student Trustee
      o The AS Lobby Committee is going to Sacramento this weekend, where they will meet with local assembly members and senators pertaining to the effect of the budget crisis on community colleges and their students.
   Mr. Thomson, Trustee
      o Tour of California including Lance Armstrong will come through Pasadena on February 21st in the mid-afternoon. This is the next to last leg of the tour which will be continuing on to the San Diego area. Lance Armstrong will be going to the Tour de France in June/July of this year.
   Mrs. Wells-Miller, Trustee
      o Questioned agenda items D. and O. being called Shared Governance Announcements instead of just announcements. Dr. Mann said it will be changed to just say ‘announcements’.
   Dr. Mann, Trustee
      o Received a letter from the U.S. Marine Corps about attending a USMC Battle Color Detachment at the Rose Bowl Stadium on February 28th. As she cannot attend, she inquired if anyone else could attend to represent the Board. Mr. Martin said all trustees received the same letter and he would like to attend, and would check his availability.
Mr. Baum, Trustee

- Trustee Baum, along with Dr. Mann, Mr. Thomson, Dr. Perfumo and Mr. Campo, will be going to Washington, D.C. next week to lobby members of Congress for community colleges and the legislative package that is being developed.
- The community is celebrating Black History Month and Saturday there is an event at Brookside Country Club to kick off the Black History Parade being organized by the Jackie Robinson Center. Lena Kennedy is being honored as the Grand Marshall of the parade.
- In the Bulletin, saw that the college is organizing a task force to look at veterans’ issues and how the college can better serve them, and asked to be kept informed of upcoming developments.

Mr. Thomson said that in agenda item V. President’s Report, the first bullet should reflect that Dr. Lisa Sugimoto also walked in the Tournament of Roses Parade.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. John Martin, the Board voted, with five affirmative votes, to approve the Minutes of Meeting No. 2, Regular Business Meeting, as amended, held on January 21, 2009. Mr. Baum and Dr. Rey Castro abstained.

Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS
41-S: Approval of Student Travel for Upward Bound Math/Science Program.
Mr. Thomson questioned what this trip encompasses. Dr. Sugimoto clarified that Upward Bound students from grades 9 to 12 are admitted to the Math/Science program in order to encourage them to complete high school and go on to college. The students are taken to various events in order to encourage them to stay in the fields of math and science.

114-B: Approve/Amend/Renew Contracts.
Mr. Baum asked about the PBWS and Pasadena Builders, Inc. contracts and whether they should come under the Measure P change orders as opposed to being in the contract list. Dr. van Pelt replied that they are both a part of Measure P; PBWS is an architect and therefore does not go through the change order process as change orders are for the contractor. This architectural professional fee will be reflected in the general portion of the project budget but not in the construction portion. The Pasadena Builders contract is for miscellaneous construction. Projects that come along on the District side involve capital outlay projects and scheduled maintenance projects. On the Measure P side they involve utility infrastructure upgrades. This contract is not a commitment to spend the money but an authorization to spend the money. We bid every three years per the public contract code. On the District side this is the last renewal; the next time has to go to public bid again. On the Measure P side, there is one more renewal. There is no term stated on the second Pasadena Builders item because it is on the Measure P side and the term has not been changed on that. In the next cycle, we can go out and bid on all of them.

Mr. Baum asked about the reason for the Janet Stewart contract. Dr. Perfumo replied that it comes under our Basic Skills Initiative grant. Dr. Jacobs explained that it is part of our action plan for Basic Skills so we are hiring people accordingly so that we can make sure that all our goals are met.

122-B: Approve Purchasing Transactions. Mrs. Wells-Miller asked about why we were not using local suppliers for our office supplies and equipment.
Dr. Zacovic said that the Corporate Express items are a special arrangement we have to purchase office supplies at a substantial discount. Mrs. Wells-Miller and Dr. Mann both expressed that they would like to see more effort to purchase locally particularly in very difficult economic times.

Mr. Martin said our first priority should be a competitive bid. The asterisks as to who is a local vendor don’t always tell the whole story as sometimes the company is located in a different area even though the preponderance of employees and/or the owner are local.

124-B: Ratify Staff Development Activity. Mr. Thomson asked what were the actual expenses since this trip had already taken place on January 28th. Dr. Zacovic responded that the expense claim for that trip has not yet been received. Mr. Thomson said he would prefer to be told the actual expenses on approving something retroactively. Dr. Mann said we would keep that in mind for future consent items.

76-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees. Mrs. Wells-Miller expressed condolences on behalf of the Board to the family of Joe Flores.

77-P: Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009. Mrs. Wells-Miller expressed congratulations to Mary Ann Laun for her promotion to Division Dean of the Library. Mr. Thomson recognized the separation of Linda Hoover after 35.5 years of service.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the seven members present, to approve Consent Items 40-S and 41-S; 82-I and 83-I; 114-B through 125-B; and 72-P through 78-P.

Advisory Vote: Aye

G. DISCUSSION ON SHARED/PARTICIPATORY GOVERNANCE
After some discussion, this item will be brought back to the Board after it is discussed at the next College Coordinating Council meeting on February 25th.

H. UPDATE ON PLANNING PROCESS
Dr. Wilcox, after providing a handout, gave a powerpoint presentation on planning. He will provide the trustees with information regarding accessing the on-line plans. Dr. Mann urged all Board members to read their section if they were on a focus group as well as the section on governance.

I. UPDATE ON MEASURE P PROJECTS AND DISCUSSION
Mr. Schulman described the change order process. Dr. van Pelt gave a powerpoint presentation about the Measure P projects, followed by a discussion. Dr. Mann expressed her concerns about the design of the Arts building and would like to see more specifics regarding the design. Dr. Rey Castro commended Dr. van Pelt on the reduction of soft costs, and that the project is on time and under budget.

J. BUDGET UPDATE AND DISCUSSION
Dr. Zacovic gave an update on the budget along with a cash flow statement handout. Dr. Mann said since the Board is the one responsible for approving the budget that they should be a part of the dialogue about priorities in reducing the budget. She would like to have this initiated at the next meeting.

K. AUTHORIZATION TO TRANSMIT SECOND QUARTERLY FINANCIAL STATUS REPORT
MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the seven members
present, to authorize the transmittal of the second quarterly financial status report.

Advisory Vote: Aye

L. REPORT ON STUDENT RALLY OF FEBRUARY 27, 2009
Mr. Gutierrez, referring to a handout in the Board’s folders, gave a report on the upcoming community college rally to be held on February 27th by the mirror pools. Mr. Campo said this rally will allow the students to demonstrate how important they are to the California economy.

M. REPORT FROM AUDIT COMMITTEE
Mr. Martin, referring to the audit book, gave a report from the Board audit committee. The committee -- Dr. Rey Castro, Mr. Thomson and Mr. Martin -- will meet more frequently. Some of the topics mentioned were dividing the health and benefit fund accounts, the 07 audit finding on inventory that has been finally satisfied after numerous years, and the need to re-evaluate the existing accounting procedures in light of newer, more stringent audit standards. There may be a necessity for a part-time or full-time audit position here at the District with co-reporting duties to the Board and senior administration to help implement the Enterprise Resource system.

N. 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:
- January 24: CCLC Legislative Conference and SanFACC meeting with Trustees Mann, Baum and Campo, and Juan Gutierrez. Kudos to Juan for preparing a beautiful SanFACC brochure to give the legislators.
- January 29: Meeting with campus stakeholders and Nancy Roberts to plan proposal submissions for Congressman Schiff’s Appropriations Requests. We have 7 potential areas identified that coincide with funding opportunities around: 1) Safety and Homeland Security; 2) Green Collar Jobs; 3) CTE and Workforce Development; and 4) International Relations. If funded, it would be for the 2010 year.
- February 6: Tour of Early College High School Program at San Bernardino Valley College. One other visit is scheduled for March 5th to Moorpark College.
- ACCT National Summit in Washington D.C. with Trustees Mann, Baum, Thomson and Campo, along with Juan Gutierrez, and other SanFACC member colleges’ representatives.
- February 13-16: President’s Holiday weekend – campus is closed.
- Capital Campaign for the Arts: Current funds raised are $437,500 (12% of goal of $3,500,000).
- March 25: Foundation President’s Circle Reception at the Pasadena Westin Hotel.

O. REPORTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD
Dr. James Bickley, Academic Senate
- The Academic Senate Board will not be meeting during winter intersession. The next meeting will be March 2nd.
- Attended the shared governance retreat led by Statewide Academic Senate President Mark Wade Lieu and the CEO of the CCLC, Scott Lay. He found it very beneficial, and looks forward to doing that every two years or annually.

Mr. John Lindemann, Classified Senate
- Classified Senate is working on Classified Days.
Mr. Marshall Roe, Associated Students
- AS retreat will be February 28th.
- Moving forward on gathering student opinion on a student activities fee.

Ms. Ellen Ligons, Management Association
- No report.

Mr. John Campo, Student Trustee
- Thanked the Board and the college for inviting him to attend the Annual Legislative Conference in Sacramento. Looking forward to attending the National Legislative Summit in Washington, D.C.

Dr. Bradbury-Huang, Trustee
- Unable to attend the Asian Advisory Committee in February, so would like acknowledgement of the Chinese New Year at the Committee meeting.
- Would like the AS to share the goals and updates that come out of its upcoming retreat.

Mr. Baum, Trustee
- Attended the Board of Governors (BoG) meeting in January. A legislative priority list was adopted in addition to property tax backfill. The BoG will also be advocating for a reclassification of foster youth when they are emancipated. We want to eliminate the waiting period requirement so they could be classified as state residents and qualify for in-state tuition as soon as they are emancipated. The Basic Skills Initiative was discussed. Colleges need to apply more and more resources to Basic Skills because the demand is continuing to grow. The BoG authorized capital outlay projects for districts at Mt. Sac, Glendale and others. He noted there are no projects in the pipeline for PCC and supports Dr. Perfumo’s efforts for strategic planning to develop projects that can be put forth for funding.

Mr. Martin, Trustee
- Has checked his calendar and cannot attend the USMC Battle Color Detachment at the Rose Bowl Stadium on February 28th.

P. FUTURE BOARD MEETING DATES

Wednesday, February 18, 2009 (Harbeson Hall) – 6:00 p.m.
Wednesday, March 4, 2009 (Harbeson Hall) – 6:00 p.m.

Q. FUTURE AGENDA ITEMS
- Mr. Thomson said he would like a report on planning for Vision 2020.
- The Board would like an update on budget priorities.
- Mrs. Wells-Miller would like an update on SIG’s technology recommendations.
- Mr. Baum would like to know if there is a plan to upgrade or renovate Sexson Auditorium and return it to its former glory.
- Dr. Bradbury-Huang would like clarification of the Board policy on consensus vs. mutual agreement as it relates to our Shared Governance Policy.
- Dr. Bradbury-Huang would like a purchasing policy presentation.

IV. ADJOURNMENT

Meeting No. 3 was adjourned at 10:02 p.m.
MOTIONS CARRIED AT MEETING NO. 3 – February 4, 2009

1. Approval of the Minutes of Meeting No. 2, Regular Business Meeting, as amended, held on January 21, 2009.

2. Approval of Consent Items 40-S and 41-S; 82-I and 83-I; 114-B through 125-B; and 72-P through 78-P.

3. Authorization of the transmittal of the second quarterly financial status report.

Submitted by:

Paulette J. Perfumo, Secretary
Board of Trustees