NOTICE OF BOARD OF TRUSTEES MEETING
Wednesday, February 18, 2009

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

MEETING NO. 4

REGULAR BUSINESS MEETING

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

Enclosed is the Agenda for Meeting No. 4, 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  
MEETING NO. 4  
REGULAR BUSINESS MEETING  
Wednesday, February 18, 2009  
6:00 p.m. Closed Session  
7:00 p.m. Open Session  
Harbeson Hall  
Pasadena City College  
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 Employee Discipline, Dismissal, Release  
Government Code §54957.6 Labor Negotiations (Faculty Association; CSEA #777; ISSU; PCCPOA; Management Association); Engeldinger

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. ANNOUNCEMENTS
E. APPROVAL OF MINUTES  
Meeting No. 3, Regular Business Meeting, February 4, 2009
F. APPROVAL OF CONSENT ITEMS (see page 3, attached)
G. PRESENTATION WITH DISCUSSION: CAREER-TECHNICAL EDUCATION ANNUAL REPORT
H. ANNUAL REPORT ON TRANSFER
I. BUDGET UPDATE AND DISCUSSION
J. ACCREDITATION SELF STUDY: REVIEW OF INTRODUCTORY SECTION
K. PRESENTATION WITH DISCUSSION: CENTER FOR THE ARTS BUILDING
L. PRESIDENT’S REPORT
M. REPORTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD

N. FUTURE BOARD MEETING DATES

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

O. FUTURE AGENDA ITEMS

IV. ADJOURNMENT
CONSENT ITEMS

42-S Approval of Student Travel for Upward Bound Classic and Upward Bound Math/Science Programs, Los Angeles, CA – April 1, 2009
43-S Approval of Student Travel – Associated Students Executive Board Annual Retreat, Altadena, CA – February 28, 2009

84-I Approval of Instructional Trip for Music 62, March 20-22, 2009
85-I Approval of Instructional Trip for Music 155, March 14, 2009
86-I Approval of Instructional Trip for Music 155, March 28, 2009
87-I Approval of Instructional Trip for Music 155, April 18-19, 2009
88-I Approval of Instructional Trip for Music 155, April 26, 2009
89-I Approval of Instructional Trip for Geology 30B, April 2-5, 2009

126-B Approve/Ratify/Amend/Renew Contracts
127-B Approve/Ratify Staff Development Activities
128-B Amendment to Consent Item No. 102-B, Approve/Ratify Career and Technical Education Activities
129-B Approve/Ratify Career and Technical Education Activities
130-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers’ Compensation
131-B Reporting and Approval of Revolving Fund Reimbursement
132-B Budget Augmentation
133-B Approve Purchasing Transactions
134-B Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings

79-P Approve/Ratify Stipends for Classified and Unclassified Personnel
80-P Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2009
81-P Approve/Ratify Stipends for Academic Personnel
82-P Employment of Hourly Credit Teachers and Substitute Teachers, 2008-2009
83-P Employment of Hourly Noncredit Teachers and Substitute Teachers, 2008-2009
84-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
Meeting No. 3
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. Zaccovic, 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.
Dr. Mann adjourned the Board to Closed Session at 6:02 p.m.

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
  o 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.
  o 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.
  o 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. 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. ANNOUNCEMENTS 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.
  - Developing an academic integrity policy.

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
  o No report.

Mr. John Campo, Student Trustee
  o 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
  o Unable to attend the Asian Advisory Committee in February,
    so would like acknowledgement of the Chinese New Year at
    the Committee meeting.
  o Would like the AS to share the goals and updates that come
    out of its upcoming retreat.

Mr. Baum, Trustee
  o 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
  o 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
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

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Government Code §54957.6 Labor Negotiations (Faculty Association; CSEA #777; ISSU; PCCPOA; Management Association); Engeldinger

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. SHARED GOVERNANCE ANNOUNCEMENTS
E. APPROVAL OF MINUTES
   Meeting No. 2, Regular Business Meeting, January 21, 2009
F. APPROVAL OF CONSENT ITEMS (see page 3, attached)
G. DISCUSSION ON SHARED/PARTICIPATORY GOVERNANCE
H. UPDATE ON PLANNING PROCESS
I. UPDATE ON MEASURE P PROJECTS AND DISCUSSION
J. BUDGET UPDATE AND DISCUSSION
K. AUTHORIZATION TO TRANSMIT SECOND QUARTERLY FINANCIAL STATUS REPORT [TAB K]
L. REPORT ON STUDENT RALLY OF FEBRUARY 27, 2009
M. REPORT FROM AUDIT COMMITTEE

N. PRESIDENT'S REPORT

O. REPORTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD

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

Q. FUTURE AGENDA ITEMS

IV. ADJOURNMENT
CONSENT ITEMS

40-S Approval of Student Travel for PCC Rights of Passage in Education Campus Tours to Various College Campuses: Spring Semester 2009
41-S Approval of Student Travel for Upward Bound Math/Science Program, San Diego, CA, February 27-28, 2009
82-I Approval of Instructional Trip for GRCOM 115 and 116, February 10, 2009
83-I Amendment to Consent Item 9-I, Approval of Instructional Trip for Geology 30A, November 6-10, 2008

114-B Approve/Amend/Renew Contracts
115-B Approve/Ratify Career and Technical Education Activities
116-B Approve Professional Conference Attendance
117-B Approval of 2009-2010 Non-Resident Tuition Fee, Education Code Section 76140 and 76141
118-B Reporting and Approval of Self-Insurance Fund Reimbursement, Workers' Compensation
119-B Reporting and Approval of Revolving Fund Reimbursement
120-B Budget Augmentation
121-B Amendment to Consent Item No. 2-B, Approval of Organizations for Membership, 2008-09 Fiscal Year
122-B Approve Purchasing Transactions
123-B Authorization to Solicit Bids: Office Furniture and Equipment for the Industrial Technology and Campus Center/Bookstore Buildings
124-B Ratify Staff Development Activity
125-B Receive and Reject Claim: Helen L. Schwab

72-P Approve/Ratify Stipends for Classified and Unclassified Personnel
73-P Quarterly Report of Hourly Unclassified Employees, Student Workers, and Volunteers for Fiscal Year 2008-2009
74-P Approve/Ratify Stipends for Academic Personnel
75-P Employment of Hourly Credit Teachers and Substitute Teachers, Winter 2009
76-P Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
77-P Employment, Change of Status, Leave of Absence, and Separation of Academic Employees, 2008-2009
78-P Salary Compensation Factors – Large Group Instruction
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 April 1, 2009

Board Meeting Date: February 18, 2009

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: 26 (23 students and 2 staff) and 1 driver
Upward Bound Classic: 5 students
Upward Bound Math Science: 18 students and 2 staff

DATE(S): Wednesday, April 1, 2009
TIME(s): 5:45 a.m. to 9:00 p.m.
DESTINATION(S): University of California, San Diego
La Jolla, CA

EVENT: Educational Field Trip: San Diego Science Festival
TRANSPORTATION: 25 Passenger Van
ADVISOR(S): Upward Bound Math/Science program staff
NOT TO EXCEED: $1,347.00

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the 2008-2009 Upward Bound Classic Program cost center, 03-5300-0000 and the Upward Bound Math/Science Program cost center, 03-5301-0000. Cost categories and amounts are: Transportation, $390.00 ($150.00 x one 25-passenger van and $240.00 for 1 driver @ $16.00 per hour x 15 hours = $240.00); parking, $7.00; meals, $750.00 (lunches, $15.00 x 25 = $375.00, and dinners, $15.00 x 25 = $375.00); 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. Social activities are allowable activities in TRIO programs, which include the Upward Bound programs. This activity will provide students with the opportunity for hands-on science workshops on nanotechnology and information on careers in this field.

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 Student Travel -
Associated Students Executive Board Annual Retreat
Altadena, CA  February 28, 2009

Board Meeting Date:  February 18, 2009

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 Associated Students Executive Board
NUMBER:  14 (12 students and 2 advisors)
DATE(S):  February 28, 2009
TIME(S):  Various
DESTINATION(S)  Girl Scout Camp Mariposa, Altadena, CA (meetings/workshops)
University of California at Los Angeles, Los Angeles, CA (ropes course)
EVENT:  PCC Associated Student Executive Board Mid-Year Retreat
TRANSPORTATION:  District-arranged vehicles
ADVISOR(S):  Rebecca Cobb, Student Affairs Advisor and Scott Thayer, Assistant Dean for Student Affairs
NOT TO EXCEED:  $1,698.00

FISCAL IMPLICATIONS:  Funds for this activity are provided by the 2008-2009 Associated Students Executive Board. Cost categories and amounts include: Meals, $448.00 ($32.00 x 14 participants); facility rental, $400.00; ropes course, $700.00 ($50.00 x 14 participants); and materials, $150.00.

BACKGROUND:  This activity involves travel to the annual PCC Associated Students Executive Board leadership development retreat. Members will participate in activities and workshops addressing group dynamics, communication, and conflict resolution. The Executive Board will also review their annual goals and organizational purpose. The Executive Board will participate in a ropes course at UCLA to build a supportive team and develop leadership skills. The Executive Board will return to Pasadena to conduct a business meeting for the Associated Students. The students are required to conduct their business meeting in a district location to comply with the Brown Act.

Submitted by:

Assistant Dean, Student Affairs

Recommended for Approval:

Vice President, Student and Learning Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSEN'T ITEM TITLE: Approval of Instructional Trip for Music 62, March 20-22, 2009

Board Meeting Date: February 18, 2009

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 62 students
NUMBER: 50 students, 2 faculty, 1 volunteer
DATE: March 20-22, 2009
TIME: Depart: 3/20/09, 7:30 a.m.
Return: 3/22/09, 5:00 p.m.
DESTINATION: CSU, Fresno, 5241 N. Maple Ave. Fresno, California
EVENT: Participation in 30th Annual Intercollegiate Wind Band Festival
TRANSPORTATION: Bus, district vehicles
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor; Nancy Ramirez, volunteer
NOT TO EXCEED: $6,940.00 (transportation, $2940 [1 coach bus @ $980/day x 3 days]; lodging, $4000 [25 rooms @ $80/day x 2 days – includes bus driver])

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2008-09 Adopted Budget in 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 Music 155,
March 14, 2009

Board Meeting Date: February 18, 2009

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 155 students
NUMBER: 30 students, 2 faculty, 4 staff
DATE: March 14, 2009
TIME: 5:00 p.m. – 11:30 p.m.
DESTINATION: Eleanor Roosevelt High School, 7447 Cleveland Ave., Corona, California
EVENT: Percussion competition
TRANSPORTATION: District vehicles, district truck (25ft. enclosed), private automobile
NOT TO EXCEED: $660.00 (transportation [1 district truck @ $360 per day; 3 vans @ $100 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 are budgeted for in the 2008-09 Adopted Budget in 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band).

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:

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 155,  
March 28, 2009

Board Meeting Date: February 18, 2009

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 155 students
NUMBER: 30 students, 2 faculty, 4 staff
DATE: March 28, 2009
TIME: 5:00 p.m. – 11:45 p.m.
DESTINATION: Riverside King High School, 9301 Wood Rd., Riverside, California
EVENT: Percussion competition
TRANSPORTATION: Bus, private automobiles

NOT TO EXCEED: $865.00 (transportation, bus)

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2008-09 Adopted Budget in 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band).

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 Music 155, April 18-19, 2009

Board Meeting Date: February 18, 2009

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 155 students
NUMBER: 30 students, 2 faculty, 2 staff
DATE: April 18-19, 2009
TIME: Depart: 4/18/09, 10:00 a.m.
Return: 4/19/09, 8:00 p.m.
DESTINATION: Mission High School, 1 Mission Hills Ct., San Marcos, California
EVENT: Percussion competition
TRANSPORTATION: Bus, district truck
ADVISOR: Division of Performing and Communication Arts: Charles Carpenter, Instructor; Kyle Luck, Instructor; College Assistants: Victor Hernandez, Andrea Robinson.

NOT TO EXCEED: $2,500.00 (transportation, $1000 [3 vans @ $100 each x 2 days; 1 rental truck @ $400 for 3 days]; lodging, $1,500 [15 rooms @ $100 each for one night]).

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2008-09 Adopted Budget in 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band).

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
CONSENT ITEM TITLE: Approval of Instructional Trip for Music 155, April 26, 2009

Board Meeting Date: February 18, 2009

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 155 students
NUMBER: 30 students, 2 faculty, 4 staff
DATE: April 26, 2009
TIME: 5:00 p.m. – 11:45 p.m.
DESTINATION: Eleanor Roosevelt High School, 7447 Cleveland Ave., Corona, California
EVENT: Percussion competition
TRANSPORTATION: Bus, private automobiles

NOT TO EXCEED: $865.00 (transportation, bus)

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

FISCAL IMPLICATIONS: Funds for this purpose are budgeted for in the 2008-09 Adopted Budget in 01-5250-1555-0000 (Performing and Communication Arts: Tournament Band).

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 30B,
April 2-5, 2009

Board Meeting Date: February 18, 2009

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 30 students
NUMBER: 20 students; 1 faculty
DATE: April 2-5, 2009
TIME: Depart: 4/02/09, 12:00 noon
Return: 4/05/09, 5:00 p.m.
DESTINATION: Salton Sea, Anza-Borrega, California
EVENT: Study geology of the Salton Sea
TRANSPORTATION: District vehicles (with tow hitch)
ADVISOR(S): Division of Natural Sciences: Martha House, Instructor.
NOT TO EXCEED: $978.00 (transportation – 2 vans at $100 each x 4 days; campground fees, $166.50; parking fees, $12).

Students are camping out and providing their own meals.

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 are budgeted for in the 2008-09 Adopted Budget in account code 01-9250-1502-0000 (Natural Sciences: Physical Sciences) for transportation, and in the Student Services Fund for campground and parking fees.

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:
Approve/Ratify/Amend/Renew Contracts

Board Meeting Date: February 18, 2009

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/amend/renew the contracts listed on the attached pages.

FISCAL IMPLICATIONS: Funds for this purpose are 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:

Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President
## 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>
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<td><strong>Approve</strong></td>
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<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>B-97492-9</td>
<td>Jeremy Teoh, DDS, And Raymond Lee, DDS</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for Dental Assisting students 2/23/09 until terminated</td>
<td>Dental Assisting</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97493-9</td>
<td>Gin Goei, DDS</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for Dental Assisting students 2/23/09 until terminated</td>
<td>Dental Assisting</td>
<td>N/A</td>
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<tr>
<td>B-97494-9</td>
<td>Stephen Goei, DDS</td>
<td>No cost to District</td>
<td>To provide use of facilities for clinical experience for Dental Assisting students 2/23/09 until terminated</td>
<td>Dental Assisting</td>
<td>N/A</td>
</tr>
<tr>
<td>B-97495-8</td>
<td>Los Angeles County Metropolitan Transportation Authority</td>
<td>No cost to District</td>
<td>To provide metro passes for sale to students, staff and public 2/19/09 until terminated</td>
<td>Student Business Services</td>
<td>N/A</td>
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<tr>
<td>B-97486-9</td>
<td>Oak Crest Institute of Science</td>
<td>$3,000.00 per month</td>
<td>To provide services to manage Workforce Innovation Partnership Grant projects for an amount not-to-exceed $15,000.00 2/19/09 thru 6/30/09</td>
<td>CATEA (Career And Technical Education Act) Workforce Innovation Partnership (Grant) 5124-0000</td>
<td>03-5120</td>
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<tr>
<td><strong>Ratify</strong></td>
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</tr>
<tr>
<td>B-97485-9</td>
<td>Cynthia C. Scott</td>
<td>$15,000.00</td>
<td>To provide consulting services for the Multimedia &amp; Entertainment Hub Strategic Planning and Transition Procedures Task Force 1/01/09 thru 6/30/09</td>
<td>Multimedia &amp; Entertainment Hub Grant (Fiscal Agent) 5122-0000</td>
<td>03-5120</td>
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Consent Item No. 126-B
February 18, 2009
<table>
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<tr>
<th>Contract Number</th>
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<th>Description of Articles or Services</th>
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<tbody>
<tr>
<td>Amend B-97221-8</td>
<td>Dasse Design, Inc.</td>
<td>$60,000.00</td>
<td>To increase amount of agreement for additional structural engineering services related to assessing seismic vulnerability for an amount not-to-exceed $190,700.00 and extend term from 12/31/08 to 6/30/09</td>
<td>Administrative Services 3000-0000</td>
<td>01-5120</td>
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<tr>
<td>Renew B-97487-9</td>
<td>SESAC (formerly the Society of European Stage Authors and Composers)</td>
<td>$1,512.13 for 2008-09</td>
<td>To provide performance license for use of musical works in the SESAC repertory. Annual rate based on full time equivalent students 7/01/08 thru 6/30/13</td>
<td>PCA: Division Office 1550-0000</td>
<td>01-5820</td>
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Consent Item No. 126-B
February 18, 2009
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Staff Development Activities

Board Meeting Date: February 18, 2009

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 Staff Development activities listed below:

Approve

February 19, 2009 through June 30, 2009 (actual dates to be determined based on faculty and facility availability) – Basic Skills Initiative Action Plan Workshops and Meetings at PCC and possible community venues, to fulfill State mandate to improve basic skills and student success. These training sessions and workshops are held on various basic skills-related topics and are in addition to specialized, in-depth retreats that various divisions may hold. Anticipated expenses not-to-exceed $6,000.00 for facility, supplies and refreshments for approximately 20-30 participants at each workshop/meeting. Cost Center: 03-5210-5248-0607, Basic Skills Initiative

March 27, 2009 – CEC Spring Retreat at CEC, to review project activities, strengths, weaknesses, progress made, and challenges with focus on basic skills projects. Anticipated expenses not-to-exceed $6,000.00 guest speaker, materials and refreshments for approximately 90 participants. Cost Center: 03-5210-5248-0607, Basic Skills Initiative

April 1 & 2, 2009 – Classified Days at Brookside Country Club. Anticipated expenses not-to-exceed $12,000.00 for speakers, facility, audio-visual equipment, materials, supplies and refreshments for approximately 80 participants each day. Cost Center: 03-5210-4002-0403, Classified Senate

April 3, 2009 – English Division Curriculum Technology Retreat at Altadena Town & Country Club, to provide information on incorporating technology in program and course curriculum with a focus on basic skills. Anticipated expenses not-to-exceed $2,500.00 for facility, materials and refreshments for approximately 40 participants. Cost Center: 03-5210-5248-0607, Basic Skills Initiative

April 8, 2009 through April 10, 2009 – On Course Workshop at Altadena Town & Country Club, to provide new strategies and activities to use in the classroom and interaction with students to improve student success. Anticipated expenses not-to-exceed $8,000.00 for facility, speakers, audio-visual equipment, materials and refreshments for approximately 25 participants. Cost Center: 03-5210-5258-0706, Basic Skills – Student & Learning Services

Submitted by:

Director, Business Services

Recommended for Approval:

Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

[Signature]
Superintendent/President
Ratify

February 11, 2009 – Instruction and Student and Learning Services Joint Retreat at Altadena Town & Country Club, to share information and review processes and procedures affecting both areas for smoother facilitation of basic skills operations. Anticipated expenses not-to-exceed $2,500.00 for facility, materials and refreshments for approximately 40 participants. Cost Center: 03-5210-5248-0607, Basic Skills – Instruction

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers indicated.

BACKGROUND: Staff Development activities are designed to enhance excellence and enable the staff to meet the needs of a changing student population. Training sessions, retreats and workshops are held on various topics.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Amendment to Consent Item No. 102-B
Approve/Ratify Career and Technical Education Activities

Board Meeting Date: February 18, 2009

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. 102-B, approved on January 21, 2009, as listed below:

Approve:

January 26, 2009—March 23, 2009 December 1, 2008—March 30, 2009 — Weekly Career and Technical Education (CTE) Task Force Meetings at PCC, to improve the declining rate of successful course completion in the CTE Programs. Anticipated expenses not-to-exceed $1,000.00 for materials, supplies and refreshments for approximately 20 participants. Cost Center: 03-5210-5112-0000, Across All Career and Technical Education Programs

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost center listed.

BACKGROUND: These activities are intended to promote Career and Technical Education programs.

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:  
Approve/Ratify Career and Technical Education Activities

Board Meeting Date: January 21, 2009

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 Career and Technical Education activities listed below:

Approve:

January 26, 2009 – March 23, 2009 – Weekly Career and Technical Education (CTE) Task Force Meetings at PCC, to improve the declining rate of successful course completion in the CTE Programs. Anticipated expenses not-to-exceed $1,000.00 for materials, supplies and refreshments for approximately 20 participants. Cost Center: 03-5210-5112-0000, Across All Career and Technical Education Programs

May 1, 2009 – Annual Industry/Education Partnership Breakfast at Altadena Town and Country Club. Anticipated expenses not-to-exceed $15,000.00 for facilities, guest speakers, musicians, materials and refreshments for approximately 300 participants from business, industry, advisory committees, administrators and staff. Cost Center: 03-5210-5112-0000, Across All Career and Technical Programs

May 7, 2009 – Annual Spring Job Fair at PCC, with employers from the area on campus to increase student awareness of work-learning opportunities. Anticipated expenses not-to-exceed $3,500.00 for advertising, materials and refreshments for approximately 1,500 participants. Cost Center: 03-5210-5112-0000, Across All Career and Technical Education Programs

Ratify:

October 25, 2008 – DNA Workshop at Santa Ana College, to train teachers in recombinant DNA labs using the Amgen-Bruce Wallace Lab Program protocols. Anticipated expenses not-to-exceed $2,500.00 for technician, presenters, supplies and refreshments for approximately 30 participants. Cost Center: 03-5210-5119-0000, Biotechnology Center

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers listed.

BACKGROUND: These activities are intended to promote Career and Technical Education programs.

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/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve/Ratify Career and Technical Education Activities

Board Meeting Date: February 18, 2009

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 Career and Technical Education activities listed below:

Approve:

February 27, 2009 – Television and Radio Program Advisory Committee Meeting at PCC. Anticipated expenses not-to-exceed $700.00 for materials and refreshments for approximately 20 participants. Cost Center: 03-5210-5109-0000, CATEA: Radio, Motion Picture and Television (Grant)

April 18 – 19, 2009 – DNA Workshop at West High School, Torrance, CA, to train high school teachers in recombinant DNA labs using the Amgen-Bruce Wallace Lab Program protocols. Anticipated expenses not-to-exceed $2,500.00 for technician, presenter, materials and refreshments for approximately 24 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center (Grant)

June 9 – 12, 2009 – DNA Workshop at L.A. Southwest College, to train community college students in recombinant DNA labs using the Amgen-Bruce Wallace Lab Program protocols. Anticipated expenses not-to-exceed $4,000.00 for presenters, materials and refreshments for approximately 30 participants. Cost Center: 03-5210-5118-0000, Biotechnology Center (Grant)

Ratify:

January 31, 2009 – Forensic Lab Training Workshop at Muir High School. Anticipated expenses not-to-exceed $2,000.00 for technician, presenter, materials and refreshments for approximately 24 teachers from feeder high schools aligned with the Workforce Innovation Partnership. Cost Center: 03-5210-5124-0000, Workforce Innovation Partnership (Grant)

FISCAL IMPLICATIONS: Funds for these activities are budgeted in the cost centers listed.

BACKGROUND: These activities are intended to promote Career and Technical Education programs.

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

Board Meeting Date: February 18, 2009

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 $ 60,242.79.

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

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<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
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<td>$ 30,252.78</td>
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<td>01-23-09</td>
<td>16852042</td>
<td>29,990.01</td>
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<td>$ 60,242.79</td>
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Medical        $ 41,577.50
Benefit Payments 15,338.32
Legal          3,313.62
Mileage        19.89
Interest      -6.54

$ 60,242.79

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:

Olesea Walker
Director, Fiscal Services

Recommended for Approval:

Mark J. Zanoni
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

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

CONSENT ITEM TITLE:
Reporting and Approval of Revolving Fund
Reimbursement

Board Meeting Date: February 18, 2009

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 $3,549.77.

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

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<th>DATE</th>
<th>WARRANT NUMBER</th>
<th>AMOUNT</th>
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<td>$1,935.84</td>
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<tr>
<td>01-22-09</td>
<td>16848271</td>
<td>1,613.93</td>
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<td></td>
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<td>$3,549.77</td>
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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.

Submitted by: Odessa Walker
Director, Fiscal Services

Recommended for Approval: Mark J. Zanoni
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Paulette Perkins
Superintendent/President
<table>
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<td>Supplies</td>
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<td>Live scan refunds</td>
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<td>Enrollment refunds</td>
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<td><strong>Grand Total:</strong></td>
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<td><strong>$3,549.77</strong></td>
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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 augmentation to the 2008-09 Adopted Budget for the Adult Basic Education and CalWORKs grants.

FISCAL IMPLICATIONS:

**Adult Basic Education:**

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<thead>
<tr>
<th>2008-2009 Adopted Budget</th>
<th>Increase</th>
<th>2008-09 Revised Budget</th>
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<td>$ 142,234</td>
<td>$ 79,153</td>
<td>$ 221,387</td>
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**CalWORKs:**

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<th>2008-2009 Adopted Budget</th>
<th>Increase</th>
<th>2008-09 Revised Budget</th>
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<tr>
<td>$ 468,877</td>
<td>$ 63,519</td>
<td>$ 532,396</td>
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BACKGROUND: These increases are based upon the most recent information available from the California Department of Education.

Submitted by:

Okeessa Welker
Director, Fiscal Services

Recommended for Approval:

Mark J. Zaini
Interim Vice President, Administrative Service

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Pamela Padula
Superintendent/President
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Purchasing Transactions

Board Meeting Date: February 18, 2009

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 P09-02192 through P09-02323.

FISCAL IMPLICATIONS: Funds for this purpose are 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:
Director, Purchasing Services

Recommended for Approval:
Interim Vice President, Administrative Services

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
Superintendent/President
<table>
<thead>
<tr>
<th>PO Number</th>
<th>Vendor Name</th>
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<td>OFFICE SUP. &amp; EQUIP.</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.
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<th>PO Number</th>
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<th>PO Number</th>
<th>Vendor Name</th>
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> Indicates local branch utilized outside of District as required by Vendor.
PASADENA AREA COMMUNITY COLLEGE DISTRICT
Pasadena City College

CONSENT ITEM TITLE:
Approve Change Orders, Measure P Projects
Industrial Technology and Campus Center/Bookstore
Buildings

Board Meeting Date: February 18, 2009

RECOMMENDATION: It is recommended that the Board of Trustees, governing Board of the Pasadena Area Community College District of Los Angeles County, California, approve Change Order Numbers Thirty-Two (32) through Thirty-Six (36) to Douglas E. Barnhart, Inc. for Contract Number C2899-8, Measure P Industrial Technology (IT) and Campus Center/Bookstore (CCB) Buildings. As part of the agreement between Barnhart and the District, change orders may be related to the contract, labor, equipment and/or materials.

Change Order #32: Add for modification of deck rebar at wall connection at grid line 19. The amount for this change order is Five Hundred Six Dollars ($506.00).

Deduct for installation of plastic laminate casework in rooms 101, 102, 103 and 115 of the Auto Shop. Auto shop casework will be provided through the District's equipment funds. The amount for this change order is Nine Thousand Six Hundred Thirty-One Dollars (-$9,631.00).

Add to install a three-inch direct burial plastic gas line from the District's existing tunnel to gas meter location at the W Building. This gas line will serve the new cogeneration plant that produces emergency power for the IT, CC and Bookstore Buildings. The amount for this change order is Thirty-Four Thousand Three Hundred Seven Dollars ($34,307.00).

Change to install Oldcastle Grey 2000 glazing in lieu of specified glazing for the Industrial Technology Building. The amount for this change order is Zero Dollars ($0.00).

The combined total amount of Change Order #32 is Twenty-Five Thousand One Hundred Eighty-Two Dollars ($25,182.00).

Change Order #33: Add for demolition of existing dishwashing room counters and sink that was not included in the original bid. The amount for this change order is Two Thousand Five Hundred Twenty-Three Dollars ($2,523.00).

Add for a new three-compartment sink in lieu of existing two-compartment sink. The amount for this change order is Five Thousand Nine Hundred Fifteen Dollars ($5,915.00).

Add for additional demolition work of roofing materials in the Campus Center Building. This was necessary to accommodate a higher energy rated roofing insulation that was included in another change order. The amount for this change order is Twelve Thousand Six Hundred Dollars ($12,600.00).

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
Add for additional hardware due to modified door hardware schedule. The amount for this change order is Three Thousand Four Hundred Sixty-Seven Dollars ($3,467.00).

Add to fill and level depressed kitchen floor slab where old freezers were demolished. The amount for this change order is Three Thousand Seven Hundred Forty Dollars ($3,740.00).

Add for revised door openings in the Campus Center Building that were not included in the original bid. The amount for this change order is One Thousand Seven Hundred Three Dollars ($1,703.00).

The combined total amount of Change Order #33 is Twenty-Nine Thousand Nine Hundred Forty-Eight Dollars ($29,948.00).

Change Order #34: Deduct for quarry tile in room #136, dishwashing room; existing terrazzo flooring to remain. The amount for this change order is Six Thousand Five Hundred Sixty-Two Dollars (-$6,562.00).

Add for raising three existing exhaust fan curbs on the roof of the Campus Center Building due to new roof insulation. The amount for this change order is Two Thousand Nine Hundred Seventy-Three Dollars ($2,973.00).

Change for providing colored concrete paving per the campus standard in lieu of vehicular pavers. The amount for this change order is Zero Dollars ($0.00).

Change to install Oldcastle Grey 2000 glazing in lieu of specified glazing for the Campus Center Building. The amount for this change order is Zero Dollars ($0.00).

The combined total amount of Change Order #34 is a deduction of Three Thousand Five Hundred Eighty-Nine Dollars (-$3,589.00).

Change Order #35: Add for rebar dowels to attach a new grade beam to an existing concrete slab. The amount for this change order is Five Hundred Sixty-Four Dollars ($564.00).

Add to relocate electrical power and pathways for future camera locations. Camera locations were not in the original contract and were added by the District. The amount for this change order is Thirty-Nine Thousand Nine Hundred Seventy-Three Dollars ($39,973.00).

Add for miscellaneous lighting plan changes necessary to coordinate lighting fixture count with that of the circuitry ballast counts. The amount for this change order is Eight Thousand Seven Hundred Sixty-Seven Dollars ($8,767.00).

Add for new gas piping and regulators to supply gas to the Campus Center Building boilers which were not included in the original scope of the work/contract. The amount for this change order is Thirty-One Thousand Four Hundred Two Dollars ($31,402.00).

Add for bracing the drywall soffits where soffits join the storefront window wall system. Until demolition of existing ceiling systems and because of varying new ceiling heights, this condition was not known at time of bid. The amount for this change order is Two Thousand Two Hundred Twenty-Three Dollars ($2,223.00).

The combined total amount of Change Order #35 is Eighty-Two Thousand Nine Hundred Twenty-Nine Dollars ($82,929.00).

Change Order #36: Add to relocate an access ladder at the Campus Center Building roof due to a conflict with HVAC ductwork. The amount for this change order is Five Hundred Sixty-Four Dollars ($564.00).

Deduct for using an alternate vapor guard in lieu of the specified product. The amount for this change order is Sixteen Thousand Six Hundred Ninety-Seven Dollars (-$16,697.00).
Deduct for four teller window covers and one transaction window that were not required by the users. The amount for this change order is Two Thousand One Hundred Dollars ($2,100.00).

Add to replace exhaust ductwork for a new fume hood that was purchased in a previous change order. The amount for this change order is Ninety-Six Thousand Six Hundred Forty-Four Dollars ($96,644.00).

The combined total amount of Change Order #36 is Seventy-Eight Thousand Four Hundred Eleven Dollars ($78,411.00).

**FISCAL IMPLICATIONS:** The total amount of these Change Orders is Two Hundred Twelve Thousand Eight Hundred Eighty-One Dollars ($212,881.00). Funds for this purpose are provided in the 2008-2009 District Budget under the following cost centers shown:

- 42-6250-7403-0000 (M/P Industrial Technologies Building)
- 42-6250-7405-0000 (M/P Campus Center Building)

**BACKGROUND:** Periodic change orders to the original construction contract are common in a project of this magnitude. Public Contract Code 20659 allows the Board to make changes in the construction contract up to ten percent (10%) of the original contract amount. On September 5, 2007, the Board awarded Bid 865 to Douglas E. Barnhart, Inc. and authorized the issuance of Contract Number C-2899-8.
## ITB & CC/B PROJECTS
### CHANGE ORDER RECORD
#### DOUGLAS E. BARNHART, INC.

<table>
<thead>
<tr>
<th>CO #</th>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>C.O. AMOUNT</th>
<th>BALANCE</th>
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<td>01</td>
<td>04/23/08</td>
<td>Add to replace details #8 on sheet S6.01 structural steel drawings.</td>
<td>$ 2,279</td>
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<tr>
<td>02</td>
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<td>Add to delete demolished scope of work previously performed.</td>
<td>$ 29,320</td>
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<tr>
<td>03</td>
<td>04/23/08</td>
<td>Add for additional grading and compaction for removal of footings.</td>
<td>$ 18,000</td>
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<tr>
<td>04</td>
<td>04/23/08</td>
<td>Add for structural seismic reinforcement to existing columns.</td>
<td>$ 163,765</td>
<td>$ 4,211,905</td>
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<tr>
<td>05</td>
<td>05/22/08</td>
<td>Deduct the value of work performed by District.</td>
<td>$ (14,370)</td>
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<tr>
<td>06</td>
<td>05/22/08</td>
<td>Add concrete grade beam and steel supports.</td>
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<tr>
<td>07</td>
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<td>Add for installation/replacement of fire suppression system.</td>
<td>$ 44,477</td>
<td>$ 4,171,919</td>
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<tr>
<td>08</td>
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<td>Add for installation of sheet metal and copper tubing.</td>
<td>$ 27,139</td>
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<td>09</td>
<td>06/04/08</td>
<td>Add for relocation of HVAC duct paths.</td>
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<tr>
<td>10</td>
<td>07/16/08</td>
<td>Add for removal/replacement of metal deck and lost concrete.</td>
<td>$ 79,552</td>
<td>$ 3,961,655</td>
</tr>
<tr>
<td>11</td>
<td>08/20/08</td>
<td>Add for furring of wall surface to achieve uniform finish.</td>
<td>$ 91,314</td>
<td>$ 3,970,341</td>
</tr>
<tr>
<td>12</td>
<td>08/20/08</td>
<td>Add for removal/replacement of HVAC ducting and diffusers; also demolish/finish.</td>
<td>$ 65,015</td>
<td>$ 3,905,326</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Campus Center rooms.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>09/17/08</td>
<td>Add for demolition of existing suspended ceiling grid system and existing terrazo flooring;</td>
<td>$ 30,064</td>
<td>$ 3,875,262</td>
</tr>
<tr>
<td></td>
<td></td>
<td>for repair of existing holes through floor decks.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>11/05/08</td>
<td>Add for demolition of plaster and ceiling removal; for changing wall tile to be set in mortar;</td>
<td>$ 38,863</td>
<td>$ 3,836,399</td>
</tr>
<tr>
<td></td>
<td></td>
<td>also demolish/replacement existing corner partitions and wood handrails.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>11/05/08</td>
<td>Add for a fire rated shaftwall; for changing fire extinguisher cabinet installations;</td>
<td>$ 21,249</td>
<td>$ 3,815,150</td>
</tr>
<tr>
<td></td>
<td></td>
<td>also reroute existing storm drain piping.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>11/05/08</td>
<td>Add for purchase of 2,520 linear feet of Thermacor Process Chill-Therm piping</td>
<td>$ 136,006</td>
<td>$ 3,677,144</td>
</tr>
<tr>
<td></td>
<td></td>
<td>system, materials only.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>11/05/08</td>
<td>Add for installation, testing, flushing, cleaning and sterilization of chilled water piping</td>
<td>$ 506,340</td>
<td>$ 3,170,804</td>
</tr>
<tr>
<td></td>
<td></td>
<td>in conjunction with change order #16.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>11/05/08</td>
<td>Add for installation of new concrete wall, elevated slab and concrete curbs; for added HVAC,</td>
<td>$ 41,806</td>
<td>$ 3,128,998</td>
</tr>
<tr>
<td></td>
<td></td>
<td>plumbing, framing and concrete work.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>11/05/08</td>
<td>Add for installation of a new plumbing saddle and piping; also provide fire rated protection</td>
<td>$ 15,490</td>
<td>$ 3,113,508</td>
</tr>
<tr>
<td></td>
<td></td>
<td>to existing structural truss; for purchase/installation of hot water control valves.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>11/05/08</td>
<td>Add to modify roof pipe support installation; also relocate existing storm drain piping;</td>
<td>$ 57,704</td>
<td>$ 3,055,804</td>
</tr>
<tr>
<td></td>
<td></td>
<td>for conduit modification to accommodate CAT 6A cabling; also remove/replace existing exhaust</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>fan.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>11/05/08</td>
<td>Add to remove/replace existing storm drain piping; also modify flooring, HVAC, and ceiling grid.</td>
<td>$ (13,180)</td>
<td>$ 3,068,984</td>
</tr>
<tr>
<td>22</td>
<td>11/05/08</td>
<td>Add for installation of four floor sinks; also demolish to enlarge staff dining area; for</td>
<td>$ 4,808</td>
<td>$ 3,064,176</td>
</tr>
<tr>
<td></td>
<td></td>
<td>conduit, wire and monitor module. Deduct architectural fees for Contractor requested restroom</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>design, changes.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>11/05/08</td>
<td>Deduct redundant starters and switches from the motor control panel. Add for upgraded</td>
<td>$ 7,859</td>
<td>$ 3,056,317</td>
</tr>
<tr>
<td></td>
<td></td>
<td>class 1 rated exterior air compressor.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>11/05/08</td>
<td>Add to provide five additional electrical feeders, five circuit breakers, three new electric</td>
<td>$ 172,910</td>
<td>$ 2,883,407</td>
</tr>
<tr>
<td></td>
<td></td>
<td>panels, two transformers, three combo starters, four disconnects and other ancillary electrical</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>support items. Deduct pinning of lock cores; also redundant conduit and receptacles associated</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>with clock systems. Add 22 centrally controlled classroom clocks including wiring, with</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>mounting brackets; also for materials/installation of drains, piping and trap primers.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>12/10/08</td>
<td>Add to remove and replace softs and linear diffusers, for demolition work to remove plaster</td>
<td>$ 303,095</td>
<td>$ 2,580,312</td>
</tr>
<tr>
<td></td>
<td></td>
<td>around an existing main kitchen hood, for revised light fixtures, power and data for added</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>remodeling scope of multi-function room. Deduct pinning lock cores.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>12/10/08</td>
<td>Add to upgrade energy efficiency rating of the existing Campus Center roof with new R-11</td>
<td>$ 135,230</td>
<td>$ 2,445,062</td>
</tr>
<tr>
<td></td>
<td></td>
<td>insulation and roof crickets. For additional demolition work required to prepare area to</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>receive shotcrete overlay, to substitute 1/2&quot; tube steel in lieu of 1/4&quot; in order to avoid</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>possible deformation of radius forming intended for the steel, to cut caisson stirs to alio</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>steel inserts in the rebar cage, to provide additional sawcutting for new door #130-C, to</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>provide an access way to sub-basement and utility spaces, to remove an existing pipe that had</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>been abandoned in place and conflicted with the placement of new footings.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## ITB & CC/B PROJECTS
### CHANGE ORDER RECORD
#### DOUGLAS E. BARNHART, INC.

<table>
<thead>
<tr>
<th>CO #</th>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>C.O. AMOUNT</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>12/10/08</td>
<td>Add to replace existing leaking gate valve with new ball valve, to change waterless urinals to low flow type per Campus standard, to provide drywall furring to rooms; E203, 233 and 234, to relocate data and electrical locations per issued field sketch, and a plaster finish to existing brick veneer rooms: E-103, 106, and 112.</td>
<td>$33,388</td>
<td>$2,411,684</td>
</tr>
<tr>
<td>28</td>
<td>01/21/09</td>
<td>Add for additional footing required to accommodate a block out for an elevator jack. Deduct the installation of an automobile exhaust system. Add to provide power to motorized roll-up doors, to expedite work for installation of new chilled water piping system, to relocate fire plumbing lines that conflicted with the placement of new chilled water piping, to change waterless urinals to low flow type per campus standard and for revised duct support details for the dust exhaust hood.</td>
<td>$201,374</td>
<td>$2,210,310</td>
</tr>
<tr>
<td>29</td>
<td>01/21/09</td>
<td>Add for revised light fixtures, power and data for added remodeling scope of staff dining and Circadian conference room spaces.</td>
<td>$156,503</td>
<td>$2,053,807</td>
</tr>
<tr>
<td>30</td>
<td>01/21/09</td>
<td>Add for modifications to the southwest corner of the second floor in the Campus Center Building to accommodate an Emergency Response Center, and to relocate a stairway to avoid conflict with ceiling and lighting modifications.</td>
<td>$131,862</td>
<td>$1,921,945</td>
</tr>
<tr>
<td>31</td>
<td>01/21/09</td>
<td>Add for electrical modifications to prototype room to accommodate new instructional equipment, to revise electrical switchgear based on Short Circuit Study requirements, and for electrical infrastructure from the campus feed to point of connection five feet outside of the Campus Center, Industrial Technologies and Bookstore Buildings.</td>
<td>$361,119</td>
<td>$1,560,826</td>
</tr>
<tr>
<td>32</td>
<td>02/18/09</td>
<td>Add for modification of deck rebar at wall connection at grid line 19. Deduct for installation of plastic laminate casework in rooms 101, 102, 103 and 115 of the Auto Shop. Add to install a three-inch direct-burial plastic gas line from the District’s existing tunnel to gas meter location at the W-Building. Change glazing to “Oldcastle Grey” 2000 glazing in lieu of specified glazing.</td>
<td>$25,182</td>
<td>$1,535,644</td>
</tr>
<tr>
<td>33</td>
<td>02/18/09</td>
<td>Add for demolition of existing dishwashing room counters and sink. Add a new three-compartment sink in lieu of existing two-compartment sink. Add for additional demolition work of roofing materials in the Campus Center. Add for additional hardware due to modified door hardware schedule. Add to fill and level depressed kitchen floor slab where old freezers were demolished. Add for revised door openings in the Campus Center.</td>
<td>$29,948</td>
<td>$1,505,696</td>
</tr>
<tr>
<td>34</td>
<td>02/04/09</td>
<td>Deduct for quarry tile room #136, dishwashing room; existing terrazo flooring to remain. Add for raising three existing exhaust fan curbs on the roof of the Campus Center due to new roof insulation. Change for providing colored concrete paving per the campus standard in lieu of vehicular pavers. Change glazing to “Oldcastle Grey” 2000 in lieu of specified glazing.</td>
<td>(3,589)</td>
<td>$1,509,285</td>
</tr>
<tr>
<td>35</td>
<td>02/18/09</td>
<td>Add for material and installation of rebar dowels to attach new grade beam to existing concrete slab. Add to relocate power and pathways for future camera locations. Add for miscellaneous lighting plan changes. Add for new gas piping and regulators to supply gas to the Campus Center Building Boilers, not included in original scope of work/contract. Add for soffit bracing at the connection to the storefront windows due to varying and undeterminable ceiling heights.</td>
<td>$82,929</td>
<td>$1,426,356</td>
</tr>
<tr>
<td>36</td>
<td>02/18/09</td>
<td>Add for relocation of an access ladder at the roof of the Campus Center Building due to a conflict with the HVAC ductwork. Deduct for using an alternate vapor guard in lieu of specified product. Deduct for the four teller window covers and one transaction drawer that were not required by users. Add to replace ductwork for a new fume hood that was purchased in a previous change order.</td>
<td>$78,411</td>
<td>$1,347,945</td>
</tr>
</tbody>
</table>

### VALUE OF EXECUTED CHANGE ORDERS

**$3,077,324**

### CONTRACT AMOUNT WITH EXECUTED CHANGE ORDERS

**$47,396,372**

### REMAINING PROJECT CONTINGENCY

**$1,347,945**

### PERCENTAGE OF IMPACT BY CHANGE ORDERS TO OVERALL CONTRACT

**6.49%**

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**CHANGE ORDER RECAP**

**Page 2 of 2**

**Set-up: 11/12/03**

**Updated: 1/30/2009**
PASADENA AREA COMMUNITY COLLEGE DISTRICT  
Pasadena City College

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

**Board Meeting Date:** February 18, 2009

**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 2008-09.

<table>
<thead>
<tr>
<th>Name</th>
<th>Stipend</th>
<th>Special Project</th>
</tr>
</thead>
</table>
| Ellis, Jesse | 6,000.00| Assistant Basketball Coach  
02/19/09 – 4/1/09  
(Kinesiology, Health & Athletics) |
| Wade, Larry  | 2,000.00| Men's & Women's Co-Head Track & Field Coach  
2/19/09 – 4/25/09  
(Kinesiology, Health & Athletics) |

**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, Winter 2009

Board Meeting Date: February 18, 2009

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 winter 2009. The length of time of the employment and the assignment shall be determined by College need.

It is further recommended 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>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen, Richard</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>1</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Aye, Yelen</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>4</td>
<td>Visual Art and Media Studies</td>
</tr>
<tr>
<td>Cohenour, Holly</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>2</td>
<td>English</td>
</tr>
<tr>
<td>Duran, Angelica</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>D</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Esmaili, Sabine</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>A</td>
<td>1</td>
<td>Languages</td>
</tr>
<tr>
<td>Gallagher, Ashley</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>D</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Hamma, Marra</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>A</td>
<td>5</td>
<td>English</td>
</tr>
<tr>
<td>Han, Amanda</td>
<td>Adjunct Special Services Winter Intersession</td>
<td>E</td>
<td>1</td>
<td>Special Services</td>
</tr>
<tr>
<td>Heaney, Jocelyn</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>2</td>
<td>English</td>
</tr>
<tr>
<td>Kau, Any</td>
<td>Adjunct Health Professional Winter Intersession</td>
<td>E</td>
<td>9</td>
<td>Languages</td>
</tr>
<tr>
<td>Lonsdale, Kathleen</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>E</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Lusk, Walter</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>C</td>
<td>33</td>
<td>Business and Computer Technology</td>
</tr>
<tr>
<td>McCabe, Chris</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>C</td>
<td>21</td>
<td>English</td>
</tr>
<tr>
<td>Motoike, Kathleen</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>D</td>
<td>7</td>
<td>English</td>
</tr>
<tr>
<td>Pastras, Phillip</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>E</td>
<td>27</td>
<td>English</td>
</tr>
<tr>
<td>Raddon, Dan</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>B</td>
<td>12</td>
<td>Business and Computer Technology</td>
</tr>
<tr>
<td>Smith, Joshua</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>C</td>
<td>7</td>
<td>English</td>
</tr>
<tr>
<td>Willenborg, Patricia</td>
<td>Adjunct Faculty Winter Intersession</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
</tbody>
</table>
CONSENT ITEM TITLE:
Approve/Ratify Stipends for Academic Personnel

Board Meeting Date: February 18, 2009

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 listed below 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 their contracts. 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>
</tr>
</thead>
<tbody>
<tr>
<td>Gagliardi, Lorraine</td>
<td>6,500.00</td>
<td>Health Sciences Division—partial duties and responsibilities of Dean for winter 2009</td>
</tr>
<tr>
<td>Pina, Gabrielle</td>
<td>4,000.00</td>
<td>UJIMA Project—instruct Ujima specific cohort class section and assist with program planning and development (3,000 fall and 1,000 spring), 09/08 to 06/09</td>
</tr>
<tr>
<td>Ward, D. Charles</td>
<td>4,000.00</td>
<td>Basic Skills-Student Learning Services—facilitate the 3-day intensive On Course Learner-Centered strategy workshop for faculty and staff, 04-08-09 to 04-10-09</td>
</tr>
</tbody>
</table>

Amend Board Report No. 55-P

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SPECIAL PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martin, Paul</td>
<td>From: 12,750.00</td>
<td>Basic Skills Initiative—coordinate one of the Basic Skills projects, 11-12-08 to 06-30-09. Adjustment result of additional coordinating duties.</td>
</tr>
<tr>
<td></td>
<td>To: 23,040.00</td>
<td></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:
CONSENT ITEM TITLE:  
Employment of Hourly Credit Teachers and Substitute Teachers, 2008-2009

Board Meeting Date: February 18, 2009

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 approved for 2008-2009. The length of time of the employment and the assignment shall be determined by College need.

It is further recommended 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:
Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:

Superintendent/President

[Signature]
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>CLASS</th>
<th>STEP</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bolen, Franci</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>16</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Bouse, Robin</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Callas, John</td>
<td>Adjunct Faculty</td>
<td>E</td>
<td>7</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Injeyan, Hagop</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Kadar, Samanthe</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Kiledijian, Viken</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>7</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Ko, Hyunjin</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Lee, Kange</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>Mendez, Jeffrey</td>
<td>Adjunct Faculty</td>
<td>D</td>
<td>4</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Papas, Constantine</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</td>
</tr>
<tr>
<td>Perry, Suzanne</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>7</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Robledo, Christopher</td>
<td>Adjunct Faculty</td>
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<tr>
<td>Rodriguez, Blanca</td>
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<td>B</td>
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<td>Health Sciences</td>
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<td>Serradell, Diane</td>
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<tr>
<td>Slusky, Natalia</td>
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<td>Van Blerkom, Hsin-Hsin</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
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<tr>
<td>Wang, Li Hon</td>
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<td>E</td>
<td>6</td>
<td>Natural Sciences</td>
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<tr>
<td>Zohrehvand, Lisa</td>
<td>Adjunct Faculty</td>
<td>A</td>
<td>1</td>
<td>English</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:
February 18, 2009

### 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 majors and/or minors 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 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>Dyer, Gordon</td>
<td>Adjunct Noncredit Faculty</td>
<td>NM</td>
<td>7</td>
<td>Community Education Center</td>
</tr>
<tr>
<td>Layne, Dan</td>
<td>Adjunct Noncredit Faculty</td>
<td>N</td>
<td>1</td>
<td>Community Education 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:

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Interim Dean, Human Resources

APPROVED FOR SUBMISSION TO THE BOARD OF TRUSTEES:
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:** February 18, 2009

**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>
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</tr>
<tr>
<td>Cruz, Jose</td>
<td>32C</td>
<td>100% - 12 mo.</td>
<td>02/19/09</td>
</tr>
<tr>
<td>Custodian Facilities Services</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>New position</td>
<td></td>
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<tr>
<td>Patridge, Jeffery</td>
<td>32C</td>
<td>100% - 12 mo.</td>
<td>02/23/09</td>
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<tr>
<td>Custodian Facilities Services</td>
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<td></td>
</tr>
<tr>
<td>Replacing: Robert Lopez</td>
<td></td>
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<tr>
<td><strong>CHANGE</strong></td>
<td></td>
<td></td>
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<tr>
<td>Nelson, Homa</td>
<td>From:</td>
<td>100% - 11 mo.</td>
<td>07/01/09-06/30/10</td>
</tr>
<tr>
<td>Evaluator</td>
<td>To:</td>
<td>75% - 11 mo.</td>
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<tr>
<td>Admission and Records</td>
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<td></td>
<td></td>
</tr>
<tr>
<td><strong>SEPARATION</strong></td>
<td></td>
<td>Retirement</td>
<td>03/01/09</td>
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<tr>
<td>Kaser, Carol</td>
<td></td>
<td>19 years of service</td>
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<td>Assistant Director, Admissions and Records</td>
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<tr>
<td>Admissions and Records</td>
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</tr>
</tbody>
</table>

**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