The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 5 on Wednesday, March 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 6:12 p.m. by Dr. Jeanette Mann, President.

   ROLL CALL
   Trustees Present
   Dr. Jeanette Mann, President
   Dr. Hilary Bradbury-Huang, Vice-President
   Dr. Consuelo Rey Castro, Clerk
   Mr. Geoffrey L. Baum (arrived at 6:16 p.m.)
   Mr. John Martin (arrived at 6:17 p.m.)
   Mrs. Beth Wells-Miller
   Mr. John Campo, Student Trustee

   Trustee Excused
   Mr. William E. Thomson

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

   Administrative Officers Absent
   Mrs. Elaine Chapman, Interim Dean, External Relations

   The Academic Senate was represented by Dr. James Bickley.
   The Classified Senate was represented by Mr. John Lindemann.
   The Associated Students Board was represented by Ms. Christina Javier.
   The Management Association was represented by Ms. Ellen Ligons.

PUBLIC COMMENT ON CLOSED SESSION ITEMS
   There was no public comment at this time.
Dr. Mann adjourned the Board to Closed Session at 6:14 p.m.

II. CLOSED SESSION

Government Code §54957  Public Employee Appointment
Appointment of Executive Administrator: Dean of External Relations

Government Code §54957  Employee Discipline, Dismissal, Release

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

Government Code §54956.8  Conference with Real Property Negotiators
Property: 1335 -1338 E. Colorado Blvd., Pasadena
Negotiating Party: Robert and Barbro Loud Trust

Property: 1347-1365 E. Colorado Blvd., Pasadena
Negotiating Party: Gertrude Loud Trust, Harlan G. Loud Trust, and Robert and Barbro Loud Family Trust

Property: 41 S. Chester, Pasadena
Negotiating Party: R. Todd Doney

Property: 150 S. Bonnie Ave., Pasadena
Negotiating Party: Hadi Kambod

District negotiator: Dr. Paulette J. Perfumo
Under negotiation: Price

Closed Session was adjourned at 7:03 p.m.

Mr. Martin left the meeting at 7:04 p.m.

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:06 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
Dr. Perfumo led the Pledge of Allegiance.

B. INTRODUCTIONS
There were no introductions.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
Dr. Enrique C. Orozco, Social Sciences Division and Professor Silvia T. Villanueva, English Division, and several students spoke about PCC’s Winter 2009 Study Abroad in Guadalajara, Mexico. Trustees Baum, Rey Castro and Wells-Miller, as well as Mr. Campo, thanked them for their comments.

D. ANNOUNCEMENTS

Dr. James Bickley, Academic Senate
  o Pattie Lynn, Treasurer, is organizing a campus-wide mixer on May 5, 3-5 p.m. in the amphitheater. The theme will be Cinco de Mayo.

Mr. John Lindemann, Classified Senate
  o No announcements.

Ms. Christina Javier, Associated Students
  o Lobby Committee will be making a trip to Washington D.C. on March 20th and will be attending a legislative conference as well as making appointments to meet with representatives.
Mr. Baum, Trustee
  o Saw the women’s basketball team, the Lady Lancers, play on February 27th, which was a thrilling game. They are playing again on March 7th as they climb the playoff ladder.

Dr. Mann, Trustee
  o She has appointed Dr. Bradbury-Huang to the Sustainability Task Force which combines the original task force and the newly created Green Team, the director of which is Dr. Zacovic.
  o She asked each board member to read the governance section of the self study and review the other part as much as possible.
  o She received from the President of WASC a list of actions that were taken at the last accreditation association meeting. Out of 31 colleges, only four had reaffirmed accreditation on the basis of a comprehensive evaluation and visit.

E. APPROVAL OF MINUTES – Meeting No. 4, Regular Business Meeting, February 18, 2009.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve the Minutes of Meeting No. 4, Regular Business Meeting, as revised, held on February 18, 2009.

Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS
137-B: Approve Purchasing Transactions.
Mr. Baum asked about the entry on page one for $60,000. Dr. Zacovic replied that Police Services are responsible for the acquisition of all District vehicles, and this particular truck is a replacement for our 30-year old cargo delivery truck. Mr. Baum pointed out that the total on page two should be amended to read $269,938.25. On page three, the change order for the Foothill Smog & Auto Repair is an open purchase order for the repair of all police and campus vehicles which reflects an increase of $15,000 over the original purchase order.

139-B: Approve/Amend Contracts.
Mr. Baum asked about the increase in the contract with Strata Information Group. Dr. Zacovic replied that $25,000 of the $54,016 is an undesignated increase in case we need additional work between now and June 2009. The remaining amount is for actual invoices and expenses that have already been spent.

Mrs. Wells-Miller asked if James Kuk was going to run the football team temporarily. Dr. Jacobs replied that Mr. Kuk will be teaching classes and running the football team temporarily.

91-P: Notification to Temporary Academic Employees.
Mr. Baum asked if these are the March 15th letters and does it provide the District with some flexibility. Mr. Engeldinger replied that the list gives us flexibility, however, in some cases the funding has ended and we are required to give them the March 15th notice so that we can conclude the appointment. Dr. Rey Castro clarified that these are not layoffs, these are just notifications of a one-year temporary contract being concluded.

93-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees.
Dr. Rey Castro pointed out the retirement of William Petring after 30 years of service. She thanked him for all his years of dedicated work to this institution and wished him well in his retirement.
MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the five members present, to approve Consent Items 44-S and 47-S; 90-I through 93-I; 135-B through 142-B; and 85-P through 95-P.
Advisory Vote: Aye

G. BUDGET UPDATE: DISCUSSION WITH POSSIBLE ACTION
Dr. Zacovic gave an update on the budget. Suggestions from throughout the college regarding budget reduction guidelines are being compiled. There was no action taken.

H. REPORT ON ACCREDITATION MOCK SITE VISIT
Dr. Wilcox gave a powerpoint presentation on the accreditation mock site visit that took place on March 3rd. Dr. Rey Castro said that out of the last accreditation visit, the team wanted to see the connection between budget and planning, and this is a trend that we need to be ready to address. Dr. Perfumo said a binder is being prepared that walks the team through one whole program and shows the connection between program review, planning, and budget. Dr. Rey Castro stated that we are doing well with regard to governance.

I. ACCREDITATION VISIT – March 17-19, 2009: DISCUSSION WITH POSSIBLE ACTION
Dr. Perfumo said last week was the pre-site visit by the team chair, Dr. Jose Ortiz, Superintendent/President of Allan Hancock College, and his team assistant Ms. Eileen Hervey. Details for the accreditation visit are being fine-tuned. We will be having an informal continental breakfast on Tuesday March 17th 8:30 a.m. – 9:30 a.m. in Harbeson Hall. There will be two forums, one at noon – 1:00 p.m. on Tuesday (Harbeson Hall), and the other will be 5:00 p.m. – 6:00 p.m. on Tuesday or Wednesday (C-333). The CEC will be invited to attend one or both of the forums on this campus. The times of the forums will be published in The Courier and in the schedule brochure. Dr. Mann complimented the campus on their preparation for the visit. Mrs. Wells-Miller said she was very proud of the work that went into the self study. There was no action taken.

J. 6-YEAR REVIEW CYCLE FOR BOARD POLICIES: DISCUSSION WITH POSSIBLE ACTION
Dr. Wilcox, after providing a handout entitled “Six Year Policy Review Schedule”, gave a brief presentation on the 6-year review cycle for board policies.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve the Six Year Policy Review Schedule.
Advisory Vote: Aye

K. STATE OF THE STATE ADDRESSES BY LEGISLATORS – BAUM: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Mr. Baum would like the Board’s consent to invite the administration to reach out to any legislators that have jurisdiction over the campus and have an impact on our revenues and our fiscal health, including our two state legislators and our member of Congress to invite them on a bi-annual basis to present to the Board how things look from where they sit. Dr. Rey Castro would like to include the mayors as well. Mrs. Wells-Miller would like to include the local superintendents of schools. Dr. Mann stated the administration can come up with a plan for doing this.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the five members present, to approve the State of the State Addresses
L. TAGGING ON CAMPUS – BAUM: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

Mr. Baum said this item should really be called vandalism on campus. He was concerned about the restrooms and elevators. After some discussion, Mr. Baum said he was assured that considerable staff time was already devoted to this issue from administration and the Classified Senate, so he did not think it needed to be agendized again. There was no action taken.

M. 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:

- February 24: Hosted Dr. Jose Ortiz, Superintendent/President of Allan Hancock College (Chair of our Accreditation Site Visiting Team) with his team assistant, Ms. Eileen Hervey. They toured the campus, met with constituent leaders and those involved in the self study, and also visited the Hilton Hotel where the team will stay during the visit.
- February 26, 10:00 a.m. – 12:00 noon: PCC hosted 17 Southern California colleges for the Southern California Community Colleges’ Student Rally. At least 7 additional colleges came who were not registered, and joined in the large rally.
- February 26, 5:00 p.m.: Attended Senator Carol Liu’s Open House in Glendale with Dr. Mann and Juan Gutierrez.
- February 28: Welcomed Annual Young African-American Women’s Conference. Dr. Mann and Trustee Baum also attended to welcome Assembly Speaker Karen Bass, keynote speaker for the conference, as well as Senator Carol Liu and Assemblymember Anthony Portantino.
- March 3: Accreditation Mock Site Visit. Excellent opportunity to prepare for the actual visit March 16-19, and help some of our less experienced faculty and staff get a sense of what to expect. Those who volunteered from neighboring colleges to be part of the visiting team all commented that they were going to take the idea back to their colleges as well.
- March 5: Team from PCC and PUSD visit the High School at Moorpark College with Dr. Perfumo and Superintendent Diaz – a different model from the one already visited at San Bernardino Valley College.
- March 16, 3:00 p.m.: Accreditation Visiting Team arrives.
- March 17, 8:30 a.m. – 9:30 a.m.: Continental breakfast with the Accreditation Visiting Team, the Board of Trustees, and campus shared governance leadership representatives (Harbeson Hall).
- March 18: Board of Trustees meeting (some accreditation visiting team members will attend).
- March 19: Visiting team concludes site visit. Time for Exit Report yet to be determined by the team chair.
- March 24: Second Annual High School Career Technical Education Day at PCC.
- March 25, 6:00 p.m.: Foundation President’s Circle Reception at the Westin Pasadena.
- Kudos to John Campo and Christina Javier, Phi Theta Kappa All-USA team winners and to John for being the Coca Cola Gold Scholarship winner too.
- College Coordinating Council members have been asked to present additional ideas to add to our “budget reduction guidelines” to help hold the line on spending. They were very receptive of the list presented at the last Board of Trustees meeting, and have already been helpful in proposing other ideas.
N. REPORTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD

Dr. James Bickley, Academic Senate
- Board meeting on Monday March 2nd.
- Faculty has been apprised of concerns regarding late grades. We will be addressing this in one of our committees.
- Early College High School on the PCC campus – some college faculty are concerned about possibly being displaced off campus if the high school were to be brought on campus and college rooms given up.
- Auditing of classes – if a student audits a class, are they entitled to take tests. If they are entitled to take the test, what if they take the class again non-auditing and they are familiar with the test.
- Will be looking at budgetary reduction areas. Will be hearing back from the divisions.
- Executive Committee will be attending the Academic Senate Plenary Session in April in San Francisco.

Mr. John Lindemann, Classified Senate
- No report.

Ms. Christina Javier, Associated Students
- Last weekend the AS had a mid-year retreat and re-established its goals for the remaining part of the term.

Mr. John Campo, Student Trustee
- Will have an updated copy of the AS board goals for the Board in the future.
- Last week was club week and welcome week. Access and visibility to a lot more students than usual.
- Thanked faculty and staff for doing their best to accommodate students in classes.
- Thanked faculty for addressing student grades being turned in on time.

Mrs. Wells-Miller, Trustee
- PCC’s responsibility is to our students first in terms of other programs coming on campus and displacing our students.

Dr. Bradbury-Huang, Trustee
- Looking forward to attending the Sustainability Task Force on March 5th.

Mr. Baum, Trustee
- Attended the Annual Young African American Women’s Conference on Saturday February 28th where we hosted the speaker, the assemblyman and the state senator. There were 500 young high school and grade school women here on campus.
- Attended the State of the Black Union event put on by Tavis Smiley at the L.A. Convention Center. Met 15 of our Ujima students. Ujima wanted to remind the Board that they gave each Board member a certificate of appreciation from the Ujima program. They asked if it was appropriate to come to the Board meetings to talk about the program. He encouraged them to come during public comment.
- Board of Governors (BoG) meeting – Legislative Advocacy Day. Honored two legislators, Assemblymember Jan Fuller from the Bakersfield area, and Senator Alex Padilla from the Los Angeles area. The BoG approved more than $800,000 in grants to Pasadena City College. The Statewide Academic Senate has engaged in a review of the process of minimum qualifications for teaching and Dr. Mark Wade Lieu explained where the senates are coming from to establish a
more rigorous set of minimum qualifications in certain areas. Approved a program and course approval handbook, which includes clearer procedures for credit and non-credit courses to be added to the curriculum. The California Community Colleges Statewide Foundation and the system are engaged in using the buying power of the system to negotiate better deals for computer software and other items -- http://www.foundationccc.org/CollegeBuys.

O. FUTURE BOARD MEETING DATES

Wednesday, March 18, 2009 (Harbeson Hall) – 6:00 p.m.
Wednesday, April 1, 2009 (Harbeson Hall) – 6:00 p.m.

P. FUTURE AGENDA ITEMS

There were no items at this time.

IV. ADJOURNMENT

Meeting No. 5 was adjourned at 8:56 p.m.
MOTIONS CARRIED AT MEETING NO. 5 – March 4, 2009

1. Approval of the Minutes of Meeting No. 4, Regular Business Meeting, as revised, held on February 18, 2009.

2. Approval of Consent Items 44-S and 47-S; 90-I through 93-I; 135-B through 142-B; and 85-P through 95-P.

3. Approval of the Six Year Policy Review Schedule.

4. Approval of the State of the State Addresses by Legislators and other elected officials for Board Approved Items for Staff Time.

Submitted by:

Paulette J. Perfumo, Secretary
Board of Trustees