The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 13 on Wednesday, June 17, 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 6:05 p.m. by Dr. Jeanette Mann, President.

ROLL CALL

Trustees Present
Dr. Jeanette Mann, President
Dr. Hilary Bradbury-Huang, Vice-President (arrived at 6:09 p.m.)
Dr. Consuelo Rey Castro, Clerk
Mr. Geoffrey L. Baum
Mr. John Martin (arrived at 6:08 p.m.)
Mr. William E. Thomson (arrived at 6:07 p.m.)
Mrs. Beth Wells-Miller
Mr. John Campo, Student Trustee

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
Mrs. Elaine Chapman, Interim Dean, External Relations
Dr. Stuart Wilcox, Dean, Institutional Planning and Research
Mr. Lyle K. Engeldinger, Interim Dean, Human Resources

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. Allen Tsay.
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 6:06 p.m.
II. CLOSED SESSION

Government Code §54957 Public Employee Appointment
Counselor (1); History (1); Medical Assisting (1); Photography (1); Radiologic Technology (1); Vice President, Administrative Services; Interim Dean, Educational Services; Manager, Bookstore

Government Code §54957 Employee Discipline, Dismissal, Release

Government Code §54957.6 Labor Negotiations (PCCFA; CSEA 777; ISSU; POA; Confidentials; Management Association); Engeldinger

Closed Session was adjourned at 7:08 p.m.

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:09 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE
Dr. Rey Castro led the Pledge of Allegiance.

B. OATH OF OFFICE – STUDENT TRUSTEE
Mr. Brian Abadia was sworn in by Dr. Jeanette Mann as the student trustee for 2009-2010.

C. INTRODUCTIONS
Mr. Abadia introduced Allen Tsay, President, Associated Students, Jacobo Quan, Vice President for Business Affairs and Erica Liang, Vice President for Student Services. He then introduced his father.
Dr. Scott Thayer, Assistant Dean, Student Affairs, presented information on Commencement.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS
David Krause, Facilities Services, thanked MEChA for their recent luncheon.
Gary Potts, Executive Board member, California Community Colleges Classified Senate, thanked the Board for its support of the Classified Senate and reported on the recent Classified Leadership Institute, along with Lisa Costa and Barbara Salmon. Debra Cantarero, President, Classified Senate, also spoke about the Classified Leadership Institute.

E. ANNOUNCEMENTS
Dr. James Bickley, Academic Senate
- Friday, June 19th, 7:30 a.m. – 9:30 a.m., CEC, Jack Scott Multipurpose Room, Annual Retirement Breakfast.

Ms. Ellen Ligons, Management Association
- Thursday, June 18th, 7:30 a.m., Brookside, Annual Management Retirement Breakfast.

Mr. Baum, Trustee
- In the latest newsletter from the Art Center College of Design, the Bridge from PCC to the Art Center is highlighted.
- Article in June 14th Los Angeles Times describing work that the counselors and faculty are doing to support our students. He commended Juan Gutierrez and Brock Klein for the article.

Mr. Martin, Trustee
- Positive feedback from Arroyo High School who had their graduation ceremony June 16th and at which some PCC scholarships were presented.

Dr. Mann, Trustee
- Appointed Dr. Bradbury-Huang as the alternate to the VISION 2020 Steering Committee.
o Received letter from the ACCT National Leadership Congress that it has accepted our proposal to present on board norms and protocols.

F. APPROVAL OF MINUTES

Approval of Minutes of Meeting No. 11, Regular Board Meeting, May 20, 2009

Dr. Rey Castro pointed out that the minutes being voted on are the Minutes for Meeting No. 12, June 3, 2009 which are the minutes in the board packet.

Corrections to Minutes of Meeting No. 12, June 3, 2009:

Item H: Motion should reflect that Dr. Rey Castro abstained, only two affirmative votes. [Dr. Rey Castro]

Item I: Dr. Rey Castro requested that Item I, Basic Skills, come back to the Board with a report at a future board meeting.

Item H: Motion should be worded “to indicate our support and translate our concern….” [Dr. Bradbury-Huang]

Remove entire paragraph under the motion. [Dr. Bradbury-Huang]

After some discussion, it was decided to leave “the motion failed” in the minutes.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Bradbury-Huang, the Board voted by five affirmative votes [Baum, Bradbury-Huang, Mann, Rey Castro, Wells-Miller] and one negative vote [Martin] to remove the sentence “Dr. Mann clarified that this vote reflects that the Board believes the Committee should set its own priorities” from the Minutes of Meeting No. 12, Regular Business Meeting, held on June 3, 2009. Mr. Thomson abstained.

Advisory Vote: Aye

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted by six affirmative votes [Baum, Bradbury-Huang, Mann, Rey Castro, Thomson, Wells-Miller] and one negative vote [Martin] to approve the Minutes of Meeting No. 12, Regular Business Meeting, as amended, held on June 3, 2009.

Advisory Vote: Aye

G. APPROVAL OF CONSENT ITEMS

198-B: Approve/Ratify/Amend/Renew Contracts.

Mr. Thomson asked for a brief explanation of the Oak Crest Institute of Science contract, B-97486-9. Ms. Ligons replied that a collaborative CTE grant was received from the state last year and certain partners had to be identified who we would be working with, and Oak Crest is one of those partners. In addition to training and preparing students to be interns Oak Crest provides externship opportunities for faculty at the secondary and post-secondary level.

Mrs. Wells-Miller asked for an explanation of the Horizon Report on the New Media Consortium contract, B-97573-0. Dr. Perfumo replied that PCC is the fiscal agent for the Statewide Strategic Initiative grant, and some indirect costs are received for providing that service for the State.

202-B: Approve Purchasing Transactions.

Mrs. Wells-Miller said that the Pasadena Star News is not identified as a local vendor but that it could be identified as such since it is in the San Gabriel Valley, even though its offices are located outside of Pasadena.

208-B: Award Bid 868: S/M Chiller Plant Upgrade.

Mr. Baum asked what was the amount anticipated for the Chiller Plant upgrade. Dr. van Pelt said the amount came in slightly higher than expected but after the deductive change orders it will come in at roughly $3 million which was the original amount anticipated. Delivery will be taken in 12 weeks of two main chillers with a tremendous amount of piping and a cooling tower. The Chiller
plant will service the Arts Building and the GM building. During most of the year the two chillers will service the entire campus, with the big chillers being shut down, which will lead to huge dollar savings. Dr. Zacovic added that the money is coming from the bond that is exclusively for this project and that it was misidentified as scheduled maintenance (S/M) on the consent item.

MOTION: **ON MOTION OF** Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the seven members present to approve Consent Items 94-S and 95-S; 198-B through 209-B; and 137-P through 149-P.

Advisory Vote: Aye

Mr. Baum stated that an instructor in History, a Counselor, an instructor in Medical Assisting and one in Radiologic Technology, and an instructor in Photography were hired. Mr. Martin said most of those hired were on temporary contracts due to the budget situation. There is a new Interim Dean for Educational Services, Robert Miller. Mr. Martin added that an internal candidate afforded us the opportunity of not increasing the payroll and it is not an addition to administration but a reassignment into a new title that has greater responsibility.

**H. APPROVAL OF 2009-2010 TENTATIVE BUDGET**

Dr. Zacovic presented the 2009-2010 Tentative Budget.

MOTION: **ON MOTION OF** Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted by a unanimous vote of the seven members present to approve the 2009-2010 Tentative Budget.

Advisory Vote: Aye

**I. BUDGET UPDATE: DISCUSSION WITH POSSIBLE ACTION**

Dr. Zacovic presented an update on the budget.

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 include the three Board officers in monitoring the budget process and to be of consultation to the administration as concrete proposals are developed.

Advisory Vote: Aye

**J. APPROVAL OF DESIGN CHANGE FOR THE CENTER FOR THE ARTS: PRESENTATION WITH DISCUSSION AND POSSIBLE ACTION**

Alex Kritselis, Dean, Visual Arts and Media Studies, gave a brief update on the fundraising for the Center for the Arts.

Dr. van Pelt spoke from the podium and answered questions about the design process for the Center for the Arts.

MOTION: **ON MOTION OF** Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted by five affirmative votes [Baum, Bradbury-Huang, Martin, Thomson, Wells-Miller] and two negative votes [Mann, Rey Castro] to approve the design change that was incorporated in the design for the Center for the Arts.

Advisory Vote: Aye

Dr. Rey Castro stated that she was supportive of the design, the building and the programs for the Center for the Arts, but was voting against the motion as she was concerned that there was no money available for the design change.
K. EXTENDED LEARNING:

PRESENTATION WITH DISCUSSION AND POSSIBLE ACTION
Mrs. Elaine Chapman, Interim Dean, External Relations, presented a report on Extended Learning.
Dr. Mann pointed out that the more acceptable word for ‘vocational’ is ‘career technical’ in both the report and the policy.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Mr. Thomson, the Board voted by a unanimous vote of the seven members present to approve the renewal of the Extended Learning Fee Classes for the upcoming fiscal year and the renewal of the annual contracts between Pasadena Area Community College District and the Arcadia and San Marino Unified School Districts for the continued use of the respective district properties for conducting the Extended Learning classes. Advisory Vote: Aye

POLICY NO. 3800, COMMUNITY SERVICES PROGRAMS: DISCUSSION WITH POSSIBLE ACTION
Dr. Bradbury-Huang asked about having the language extended learning in the name of the policy. Dr. Perfumo said that the Education Code calls this policy Community Services Programs so the policy reflects the Education Code wording. Dr. Mann suggested putting ‘Extended Learning’ after the title of the policy and adding the words ‘extended learning’ where appropriate in the procedures so they are parallel to the policy.

MOTION: ON MOTION OF Dr. Bradbury-Huang and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the seven members present to approve Policy No. 3800, Community Services Programs. Advisory Vote: Aye

L. POLICY REVIEW: DISCUSSION WITH POSSIBLE ACTION
- POLICY NO. 4050, GRADING, COURSE CREDIT AND RELATED TOPICS
  Dr. Bradbury-Huang suggested replacing the word ‘teacher’ with ‘course instructor.’ The policy will be amended to reflect the change.
- POLICY NO. 4060, DEGREES, CERTIFICATES, AND TRANSFER CERTIFICATIONS
- POLICY NO. 4080, ACADEMIC RENEWAL
- POLICY NO. 4090, RECOGNITION FOR STUDENT ACHIEVEMENT
- POLICY NO. 4110, TRANSFER SERVICES

MOTION: ON MOTION OF Dr. Bradbury-Huang and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the seven members present to approve the five policies: Policy No. 4050, Grading, Course Credit and Related Topics; Policy No. 4060, Degrees, Certificates, and Transfer Certifications; Policy No. 4080, Academic Renewal; Policy No. 4090, Recognition for Student Achievement and Policy No. 4110, Transfer Services; with Policy No. 4050 as amended. Advisory Vote: Aye
M. MEETINGS ELSEWHERE IN THE DISTRICT – THOMSON: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Mr. Thomson stated what information he would like regarding meetings elsewhere in the District. Mr. Baum suggested waiting until the VISION 2020 meetings are completed since 14 meetings in the District are anticipated in the next six months. Mr. Martin suggested having a joint meeting with the K-12 districts. Dr. Mann said this will be put on the Future Agenda Items list as an ongoing item and directed the administration to bring back a plan and timeline for after VISION 2020 meetings are completed.

N. ZERO-TOLERANCE FOR VIOLENCE ON CAMPUS POLICY – MANN: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Dr. Mann said she brought this up when several trustees were on the Violence Prevention and Youth Development Committee for the City of Pasadena. PUSD is in the process of developing a zero-tolerance for violence policy. Dr. Mann gave a generic policy from the internet to Dr. Perfumo.

O. SUPERINTENDENT/PRESIDENT’S EVALUATION PROCESS: DISCUSSION WITH POSSIBLE ACTION
Dr. Mann stated that at a Board meeting in March, the evaluation of the President was started. At that time, it was decided to use the same form as had been used before. The Board would ask the President to update her goals and distinguish between strategic goals and support goals. Dr. Mann said there is supposed to be a self-evaluation of the Superintendent/President on her progress on meeting her goals and a copy of the Superintendent/President’s previous evaluation. Dr. Mann said that Mrs. Wells-Miller had suggested that in lieu of each Board member filling out the form by themselves and then turning in the evaluation that they discuss among themselves their view of the President’s progress in meeting her goals and these other items and then fill out the form. Mrs. Wells-Miller said it might be beneficial for each Board member to listen to one another’s ideas before actually filling out the evaluation form. Dr. Rey Castro said each trustee should make their evaluation independently and then come together and have a discussion, along with their comments. Dr. Hilary Bradbury-Huang said it comes down to whether we talk before, or after, the evaluation. Mr. Martin said the Board is working with the Superintendent/President as a team; our real intent is to point out things we’re concerned about so the Superintendent/President can improve on them. Mr. Martin said the Board can follow the policy. Dr. Mann said the evaluation had to be sent out again to faculty, classified and managers due to a technical error; the student evaluations, however, did not have to be re-done. Dr. Mann stated the evaluations will be read and analyzed and brought to the Board. She thanked everyone who had to redo the form. Dr. Bradbury-Huang summarized, as Chair, that there will be collegial deliberation as part of the process.

P. 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:
- Many discussions have been held on the subject of the budget.
- VISION 2020 Steering Committee meeting set the tone and direction for the future educational master plan.
- August 28th will be the groundbreaking/ribbon-cutting ceremony. Thanked Jack Schulman Construction and Ty Yu from I-8 Food Services who have both agreed to sponsor the event for us.
- June 18th, 7:30 a.m., Brookside, Annual Management Retirement Breakfast.
- June 19th; Academic Senate breakfast at 7:30 a.m. in the Jack Scott Multipurpose Room at CEC.
• June 25th: Reception for Campaign for Center for the Arts hosted by Bill and Brenda Galloway, 5:00-7:00 p.m. All trustees are invited and urged to attend.

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

Mr. James Bickley, Academic Senate
  o Announced the winners of this year’s Board of Trustees Academic Senate Faculty Lecture Performance Awards. The full-time faculty winner is Rebecca Morris, Professor of Painting and Drawing, Visual Arts and Media Studies Division. She has recently been awarded a 2008 Guggenheim Foundation Fellowship in the Fine Arts and she received tremendous evaluations from her students. The adjunct faculty winner is Richard Kuller, Adjunct Professor in the Dance Department, Performing and Communication Arts Division. He teaches dance, rhythm and tap. He is also involved in courses that address choreography and composition. He spearheads the summer program “Broadway Songbook”, which he produces, directs and choreographs and in which the students act, dance and sing.
  o He pointed out that it would be helpful when working on a mutual agreement policy that it be run by the Academic Senate first so that any changes to the policy could be worked out before the policy comes to a Board meeting. Then, if changes to the policy are brought up by the Board at a Board meeting, it wouldn’t appear as though the Board was changing a policy before the Academic Senate had reviewed it.

Mr. John Lindemann, Classified Senate
  o Thanked the Leadership Academy at the recent Classified Leadership Institute.

Mr. Allen Tsay, Associated Students
  o Thanked everyone and looked forward to working together and for the support of the Board.

Mr. Abadia, Student Trustee
  o Model United Nations conference was a success. The three Pasadena high schools participated.

Mr. Thomson, Trustee
  o Congratulated Mr. Campo on his service as student trustee and wished him well at U.C. Berkeley.

Mrs. Wells-Miller, Trustee
  o Concurred with Mr. Thomson that Mr. Campo was an exceptional student trustee.

Dr. Bradbury-Huang, Trustee
  o Thanked Mr. Campo for his service as student trustee and welcomed Mr. Abadia, the new student trustee. She reminded him that the Board offers mentoring.

Mr. Baum, Trustee
  o Expressed a welcome to Mr. Abadia.
  o Congratulated Mr. Miller as Dean, Educational Services.
  o At Senate Rules Committee meeting last week, there was a unanimous vote to support his nomination as an appointment to the Board of Governors.

Dr. Mann, Trustee
  o Two board members have not yet turned in their evaluations.
  o Went to Natural Science awards ceremony where Mr. Campo received an award with straight A’s in physics,
chemistry and biology. He also received high honors in Math and was an outstanding student as well as a trustee.

R. FUTURE BOARD MEETING DATES

Wednesday, July 1, 2009 (Harbeson Hall) – 6:00 p.m.
Wednesday, July 15, 2009 (C-233) – Summer Board Retreat – 3:00 p.m.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Dr. Bradbury-Huang, the Board voted by a unanimous vote of the seven members present to schedule the summer Board retreat on Wednesday, July 15, 2009, starting at 3:00 p.m. in the Presidents’ Conference Room (C-233).
Advisory Vote: Aye

S. FUTURE AGENDA ITEMS
Revising Board Self-evaluation form – Mrs. Wells-Miller
Strategy for the Bookstore – Dr. Bradbury-Huang
When and how do students apply (if students exceed number of places) – Dr. Bradbury-Huang

IV. ADJOURNMENT
Meeting No. 13 was adjourned at 10:27 p.m.
MOTIONS CARRIED AT MEETING NO. 13 – June 17, 2009

1. Approval to remove the sentence “Dr. Mann clarified that this vote reflects that the Board believes the Committee should set its own priorities” from the Minutes of Meeting No. 12, Regular Business Meeting, held on June 3, 2009.

2. Approval of the Minutes of Meeting No. 12, Regular Business Meeting, as amended, held on June 3, 2009.

3. Approval of Consent Items 94-S and 95-S; 198-B through 209-B; and 137-P through 149-P.

4. Approval of the 2009-2010 Tentative Budget.

5. Approval to include the three Board officers in monitoring the budget process and to be of consultation to the administration as concrete proposals are developed.

6. Approval of the design change that was incorporated in the design for the Center for the Arts.

7. Approval of the renewal of the Extended Learning Fee Classes for the upcoming fiscal year and the renewal of the annual contracts between Pasadena Area Community College District and the Arcadia and San Marino Unified School Districts for the continued use of the respective district properties for conducting the Extended Learning classes.

8. Approval of Policy No. 3800, Community Services Programs.

9. Approval of the five policies: Policy No. 4050, Grading, Course Credit and Related Topics; Policy No. 4060, Degrees, Certificates, and Transfer Certifications; Policy No. 4080, Academic Renewal; Policy No. 4090, Recognition for Student Achievement and Policy No. 4110, Transfer Services; with Policy No. 4050 as amended.

10. Approval to schedule the summer Board retreat on Wednesday, July 15, 2009, starting at 3:00 p.m. in the Presidents’ Conference Room (C-233).

Submitted by:
Paulette J. Perfumo, Secretary
Board of Trustees