The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 20 on Wednesday, September 2, 2009, in Creveling Lounge of Pasadena City College, 1570 East Colorado Boulevard, Pasadena, California 91106.

I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS

The meeting was called to order at 6:01 p.m. by 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
- Mr. William Thomson
- Mr. John Martin
- Mrs. Beth Wells-Miller
- Mr. Brian Abadia, Student Trustee

**Administrative Officers in Attendance**
- Dr. Lisa Sugimoto, Acting President and Vice President, Student and Learning Services
- Dr. Richard van Pelt, Interim Vice President, Administrative Services
- Dr. Jacqueline Jacobs, Vice President, Instruction
- Mr. Lyle K. Engeldinger, Dean, Human Resources
- Mrs. Elaine Chapman, Interim Dean, External Relations
- Mr. Robert Miller, Interim Dean, Educational Services
- Ms. Crystal A. Kollross, Interim Dean, Institutional Planning and Research

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 6:03 p.m.
II. CLOSED SESSION

Government Code §54957                  Public Employee Appointment (College President)

Closed Session was adjourned at 7:41 p.m.

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:42 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE

Dr. Rey Castro led the Pledge of Allegiance. Dr. Mann thanked Dr. van Pelt and everyone involved with providing the new Board room and on behalf of the Board thanked the members of the campus community who attended the recent Board of Trustees roundtable sessions.

B. INTRODUCTIONS

There were no introductions.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

Andy Hawgood, a student at PCC, spoke on the availability of classes.

D. ANNOUNCEMENTS

Dr. Mann announced that Agenda Item H has been withdrawn.

Dr. James Bickley, Academic Senate
• Academic Senate will hold the annual executive board retreat September 12th at the Huntington Library 9:30 a.m. -1:30 p.m.

Mr. Lindemann, Classified Senate
• The Classified Senate will hold its retreat on September 11th at the Huntington Library 9:30 a.m. -1:30 p.m.

Mr. Allen Tsay, Associated Students
• The Associated Students retreat was held last weekend.

Dr. Bradbury-Huang, Trustee
• Dr. Bradbury-Huang expressed her appreciation to the campus community for their participation in the recent Board of Trustees roundtable sessions.

Dr. Rey Castro, Trustee
• Councilman Chris Holden, District 3, will be hosting a panel discussion on energy efficiency, green collar jobs and green technology on Saturday October 31, 2009.

Mr. Baum, Trustee
• Mr. Baum thanked the administration, faculty and staff for providing assistance to the students in his district who had to evacuate their homes due to the recent fires.

Mr. Martin, Trustee
• Mr. Martin expressed his appreciation for the new Board room.

E. APPROVAL OF MINUTES

Approval of Minutes of Meeting No. 17, Special Meeting, August 14, 2009

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted by six affirmative votes to approve the Minutes of Meeting No. 17, Special Meeting, held on August 14, 2009. Mr. Martin abstained.  
Advisory Vote:  Aye
Approval of Minutes of Meeting No. 18, Regular Board Meeting, August 19, 2009
Dr. Rey Castro requested that Agenda Item P, Future Agenda Items, be amended to reflect that she had requested the Basic Skills study session. Dr. Mann suggested that the amendment read “Both Dr. Rey Castro and Mrs. Wells-Miller requested a Basic Skills study session.”

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted by five affirmative votes to approve the Minutes of Meeting No. 18, Regular Board Meeting, as amended, held on August 19, 2009. Mr. Martin and Mr. Baum abstained.

Advisory Vote: Aye

Approval of Minutes of Meeting No. 19, Special Meeting, August 25, 2009

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 the Minutes of Meeting No. 19, Special Meeting, as amended, held on August 25, 2009. Mr. Abadia abstained.

Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS
29-B: Ratify Grant Application, Welcome Home: Supporting Educational Success for Adult Re-entry Students
Mr. Thomson acknowledged this is a terrific grant-funded program and it is one that the Board very much supports. Dr. Mann said that receiving this grant would demonstrate the high esteem in which PCC is held by the U.S. Department of Education as Fund for the Improvement of Postsecondary Education (FIPSE) grants are typically awarded to research universities.

32-B: Approve Purchasing Transactions
Mr. Thomson asked about the purchasing transaction for Southern California Gas Company for $360,000 and whether PCC was eligible for and had requested any discounts. Dr. van Pelt replied that PCC has a close working relationship with Southern California Gas Company regarding rates and rebates. The amount of $360,000 represents the annual contract amount for the entire year.

25-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees
Dr. Rey Castro acknowledged Edgar Nandkishore, Director, Purchasing Services, who is retiring after 17 years of dedicated service to the College.

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 approve Consent Items 29-B through 38-B; and 25-P through 29-P.

Advisory Vote: Aye

G. BUDGET UPDATE: DISCUSSION WITH POSSIBLE ACTION
Dr. van Pelt presented an update on the budget.

Dr. Rey Castro requested that written materials on the deferrals and cash flow be provided to the Board prior to the Board meetings. She further requested a budget study session as a future agenda item.
H.  PUBLIC HEARING AND APPROVAL OF CONTRACT FOR 2008-2009 BETWEEN CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 777 (CSEA) AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: DISCUSSION WITH POSSIBLE ACTION
This agenda item was withdrawn.

I.  RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING PROPOSAL FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 777: DISCUSSION WITH POSSIBLE ACTION

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 receive and set the public hearing for September 16 regarding the initial bargaining proposal from the Pasadena Area Community College District to the California School Employees Association (CSEA), Chapter 777.
Advisory Vote: Aye

J.  AMENDMENT TO CERTIFICATION OF SIGNATURES: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Mr. Thomson and seconded by Dr. Rey Castro, the Board voted by a unanimous vote of the seven members present to approve the Amendment to Certification of Signatures.
Advisory Vote: Aye

K.  VISION 2020: PRESENTATION WITH DISCUSSION
Mr. Robert Miller gave a presentation on VISION 2020, the College’s Educational Master Plan development process.

L.  TITLE V/TEACHING AND LEARNING CENTER: PRESENTATION WITH DISCUSSION
Dr. Lynn Wright, Coordinator, Basic Skills, and Dr. Brock Klein, Teaching and Learning Center, gave a presentation on the Teaching and Learning Center and its activities.

M.  POLICY REVIEW: DISCUSSION WITH POSSIBLE ACTION

▪ POLICY NO. 4200, ASSESSMENT SERVICES

▪ POLICY NO. 4300, HEALTH AND PSYCHOLOGICAL SERVICES
Dr. Mann commented that in item 3 of the Procedures, the word “emergency” should replace the word “emergent”.

▪ POLICY NO. 4320, DISABLED STUDENTS PROGRAM 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 Policy No. 4200: Assessment Services; Policy No. 4300: Health and Psychological Services; and Policy No. 4320: Disabled Students Program Services.
Advisory Vote: Aye
N. **HOW ARE STUDENTS SELECTED FOR ADMISSION TO A CLASS (IF STUDENTS EXCEED NUMBER OF PLACES) – BRADBURY-HUANG:** DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

Dr. Bradbury-Huang explained that she has heard there are different ways in which faculty selected students for admission to classes when the number of students who wish to enroll in the class exceeds the class limit. Dr. Bickley said the Academic Senate favors the first come, first served selection process. Dr. Bradbury-Huang recommended that a report come back to the Board. Dr. Mann said the policy should be fair, transparent and consistent and serve the students.

O. **PRESIDENT’S REPORT**

- Classes are 105.6 percent filled.
- Dr. Sugimoto thanked the board members who participated in the groundbreaking for the Center for the Arts, the ribbon-cutting for the Industrial Technology Building, the Bookstore and the Campus Center, and Welcome Day held on August 28.
- Dr. Sugimoto thanked the Executive Committee team for disseminating information about the College’s response to the fires over the past weekend.
- Dr. Sugimoto thanked Dr. van Pelt and all those who helped to prepare the remodeled Creveling Lounge for the Board meeting.

P. **REPORTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD**

**Dr. James Bickley, Academic Senate**
- Dr. Bickley thanked the Board for inviting the constituent groups to the recent roundtable sessions.
- Enrollment management has long been an issue, will not be easy to resolve and will require campus-wide attention.

**Mr. Lindemann, Classified Senate**
- The Classified Senate retreat on September 11th will be held at no cost to the District.

Q. **FUTURE BOARD MEETING DATES**

- Wednesday, September 16, 2009 (Creveling Lounge) – Regular Board Meeting – 6:00 p.m.
- Wednesday, October 7, 2009 (Creveling Lounge) – Regular Board Meeting – 6:00 p.m.

R. **FUTURE AGENDA ITEMS**

Dr. Bradbury-Huang requested an item on how PCC is preparing for the H1/N1 virus. A written report will be prepared with possible follow-up.

Mrs. Wells Miller requested the following items: televising board meetings; tutoring programs where PCC students tutor PUSD students; partnering with CalTech for the benefit of PCC students; and arming the campus police.

IV. **ADJOURNMENT**

Dr. Mann adjourned Meeting No. 20 at 9:26 p.m. after a moment of silence for Edward Reyes, a student at Skyline College, who was wounded today following a shooting.
MOTIONS CARRIED AT MEETING NO. 20 – September 2, 2009

1. Approval of the Minutes of Meeting No. 17, Special Meeting, held on August 14, 2009; approval of the Minutes of Meeting no. 18, Regular Board Meeting, as amended, held on August 19, 2009; and approval of the Minutes of Meeting No. 19, Special Meeting, as amended, held on August 25, 2009.

2. Approval of Consent Items 29-B through 38-B; and 25-P through 29-P.

3. Approval to receive and set the public hearing for September 16 regarding the initial bargaining proposal from the Pasadena Area Community College District to the California School Employees Association (CSEA), Chapter 777.

4. Approval of the Amendment to Certification of Signatures.

5. Approval of Policy No. 4200: Assessment Services; Policy No. 4300: Health and Psychological Services; and Policy No. 4320: Disabled Students Program Services.

Submitted by:

Lisa Sugimoto, Acting Secretary
Board of Trustees