The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 23 on Wednesday, October 21, 2009, in the Jack Scott Multipurpose Room, Community Education Center, 3035 East Foothill Boulevard, Pasadena, California 91106.

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

The meeting was called to order at 6:03 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 (arrived at 6:04 p.m.)
Mr. Geoffrey L. Baum
Mr. John Martin (arrived at 6:01 p.m.)
Mr. William Thomson (arrived at 6:01 p.m.)
Mrs. Beth Wells-Miller
Mr. Brian Abadia, Student Trustee

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

The Academic Senate was represented by Dr. James Bickley.
The Classified Senate was represented by Ms. Anne Ostrander.
The Associated Students Board was represented by Mr. Allen Tsay.
The Management Association was not represented.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment at this time.

Dr. Mann adjourned the Board to Closed Session at 6:04 p.m.
II. CLOSED SESSION

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

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

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:03 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE

Mr. Hodge, Dean, Community Education Center, led the Pledge of Allegiance.

B. INTRODUCTIONS

Dr. Sugimoto introduced Dr. Stuart Wilcox, Interim Vice President, Student and Learning Services and Ms. Anne Ostrander, Classified Senate representative.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Hodge welcomed the Board to the Community Education Center.

D. ANNOUNCEMENTS

Mr. Brian Abadia, Student Trustee

- Veterans’ Appreciation Day this upcoming week.
- Halloween trick or treat will take place October 30th.

Mrs. Wells-Miller, Trustee

- Thanked Dr. Sugimoto for her leadership with the REEO program.

Mr. Baum, Trustee

- Welcomed Jamie Hammond, Secretary, Associated Students, to the Board meeting.

E. APPROVAL OF MINUTES

Approval of Minutes of Meeting No. 22, Regular Board Meeting, October 7, 2009

Corrections to Minutes of Meeting No. 22, October 7, 2009

Item H.a., Selection of the College President, Bylaw #1690:

- Mr. Baum said he had raised the question of whether it was appropriate to have a specific bargaining unit listed in the Composition of the First Level Screening Committee.
- Mr. Martin said he had suggested not changing ‘will’ to ‘may’ in line 1 of item 8 of the Policy and Procedures.

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. 22, Regular Board Meeting, as amended, held on October 7, 2009. Mr. Thomson abstained.

Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS

60-B: Budget Augmentation

Mr. Martin said the augmentation affected both revenue and expenses.

61-B: Ratify/Amend Contracts

Mr. Thomson said he would like the background to Contract Number C-2897-8, Pasadena Builders, Inc. Dr. van Pelt said the issue is related to the California Multiple Award Schedules (CMAS) agreement which is linked to the state government contract. The purchasing department created an agreement to purchase furniture for the new buildings that required assembly by District staff.
A few months ago, a decision was made to use an outside contractor to assemble the furniture. The District employed Pasadena Builders, Inc. to be responsible for a variety of miscellaneous construction projects including the task of assembling the new furniture. The correct approach, however, would have been to charge the labor associated with the furniture construction to the CMAS agreement. Instead, District staff decided to amend the board consent item to lower the amount being requested and to defer payment. The contract represents the augmentation.

**63-B: Authorization to Solicit Bids: Center for the Arts Building**

Mr. Martin requested information as to when the buildings will be demolished to make way for the Center for the Arts building and what is the plan for housing classes in the spring. He also asked for a brief explanation of the appropriate measures that are in place to ensure the campus is safe during demolition. Dr. van Pelt said all the asbestos, lead and mercury have been removed from the two buildings, T and K, which are scheduled for demolition in late December 2009 or early January 2010. There are strict limits on dust control which are built into the specifications. Classes have already been relocated to other parts of the campus as both buildings have already been vacated.

**64-B: Approve Change Orders: EMCOR Mesa Energy Systems, Chiller Plant Upgrade**

Mr. Baum asked if this was the project for which incentive funding from the City of Pasadena was received. Dr. van Pelt replied that Pasadena Water and Power committed $700,000 for this project. In the next two to three weeks, the first of the chillers will be on line. Mr. Baum said he thought this project would be brought in under $3 million. Dr. van Pelt responded that the Pasadena Water and Power amount of $700,000 will be deducted from the subtotal of the contract amount with executed change orders of $3,538,324 which will bring that amount in under $3 million.

**47-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees**

Dr. Mann congratulated Victoria Giles for 22 years of service and Lucas Rodriguez for 19 years of service.

**49-P: Approval of Contract – Vice President for Instruction**

Mr. Baum asked if customarily there are three year contracts for the vice presidents and what time of year the contracts are usually brought to the Board. Mr. Engeldinger replied that a three year contract is customary for the vice presidents and that the contracts would normally be brought to the Board in June. The contract is not normally included in the board packet but Dr. Sugimoto said the contract can be provided in the next board packet.

**51-P: Appointment – Interim Vice President for Student and Learning Services**

Dr. Mann pointed out that there is no salary stated on the consent item. Mr. Engeldinger said that Dr. Wilcox was given the proposed contract and salary proposal today.

Dr. Mann said that 51-P will be pulled and brought back to the next board meeting as a ratify with the contract.

**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 5-I; 58-B through 66-B; and 45-P through 50-P.

Advisory Vote: Aye
G. PUBLIC HEARING AND APPROVAL OF CONTRACT FOR 2008-2009
BETWEEN THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) AND THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: DISCUSSION WITH POSSIBLE ACTION

Dr. Mann opened the hearing. Since no one wished to address the Board on the item, the hearing was closed.

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 approve the Contract for 2008-2009 between the Pasadena City College Instructional Support Services Unit (ISSU) and the Pasadena Area Community College District.

Advisory Vote: Aye

H. SELECTION OF THE COLLEGE PRESIDENT: DISCUSSION WITH POSSIBLE ACTION

Mr. Dave Krause, Facilities Services, President of CSEA, Chapter 777, requested a classified union representative on the first level screening committee. Mr. Krause further indicated that the classified union was represented on the screening committee when Dr. Kossler was selected to be Superintendent/President. Ms. Glenna Watterson, President of ISSU, also spoke to having a classified union representative on the first level screening committee. She further requested that the Board consider taking campus representatives with them during the on-site visit portion of the finalist’s review and selection process.

a. Bylaw #1690 – “Selection of the College President”

The following changes were suggested to the Policy:

- Strike ‘/or’ in line 1 of item 5 (“The Board of Trustees will seek input from the campus community and/or the general community regarding desirable characteristics to seek in a Superintendent/President.”) – Mr. Thomson.
- Strike ‘first level’ in line 1 of item 8 (“The Board of Trustees will use a first level screening committee to assist in evaluating the pool of candidates.”) – Mr. Thomson.
- Insert ‘and/or’ in line 1 of item 10 (“The Board of Trustees, or designee, will conduct the background check on the final candidate(s), including onsite visits.”) – Dr. Bickley.

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 Policy of Bylaw #1690, Selection of the College President, as amended.

Advisory Vote: Aye

The following changes were suggested to the Procedures:

- Strike ‘/or’ in line 1 of item 5 (“The Board of Trustees will seek input from the campus community and/or the general community regarding desirable characteristics to seek in a Superintendent/President.”) – Mr. Thomson.
- Strike ‘first level’ in line 1 of item 8 (“The Board of Trustees will use a first level screening committee to assist in evaluating the pool of candidates.”) – Mr. Thomson.
- Insert ‘and/or designee’ in line 1 of item 10 (“The Board of Trustees will conduct the background check on the final candidate(s).”) – Dr. Bickley.
- Add ‘including onsite visits’ to item 10 (“The Board of Trustees will conduct the background check on the final candidates(s).”) – Mr. Baum.
• Strike 'may' and replace with 'will' in line 1 of item 5 ("The Board of Trustees may seek input from the campus community and/or the general community regarding desirable characteristics to seek in a College President.") – Mr. Thomson.

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 Procedures of Bylaw #1690, Selection of the College President, as amended. 
Advisory Vote: Aye

The following changes were suggested to the Composition of the First Level Screening Committee:

- Strike 'first level' in the heading ("Composition of First-Level Screening Committee") – Mr. Thomson.
- Strike 'chair/' in second to the last line ("Non-voting chair/facilitator") – Mr. Baum.

Mr. Baum moved that each board member will select a community representative, and that there will be two representatives from the Academic Senate, two representatives from the Classified Senate, two representatives from the Management Association, one Student Trustee and one representative from Associated Students selected to the Screening Committee. Dr. Rey Castro seconded the motion.

Dr. Bradbury-Huang made a friendly amendment that the second representative from the Management Association should be a representative from the Executive Committee. Mr. Baum, the maker of the above motion, did not accept the friendly amendment.

MOTION: **ON MOTION OF** Dr. Bradbury-Huang to amend Mr. Baum’s motion and seconded by Mr. Thomson, the Board voted by five affirmative votes [Bradbury-Huang, Mann, Martin, Thomson, Wells-Miller] and two negative votes [Baum, Rey Castro] to approve that the second representative from the Management Association should be a representative from Executive Committee. 
Advisory Vote: Aye

Dr. Rey Castro said that Mr. Baum’s motion, which she seconded, has now been made inconsistent so she will be voting against it. Dr. Rey Castro made a motion to amend that the Classified Senate should select a Classified Union representative as its second representative. There was no second so the motion died.

MOTION: **ON AMENDED MOTION OF** Mr. Baum and seconded by Dr. Rey Castro, the Board voted by six affirmative votes [Baum, Bradbury-Huang, Mann, Martin, Thomson, Wells-Miller] and one negative vote [Rey Castro] to approve that each board member will select a community representative, and there will be two representatives from the Academic Senate, two representatives from the Classified Senate, one representative from the Management Association, one representative from the Executive Committee, one Student Trustee and one representative from Associated Students selected to the Screening Committee. 
Advisory Vote: Aye

MOTION: **ON MOTION OF** Mr. Martin and seconded by Dr. Rey Castro, the Board voted by one affirmative vote [Martin] and six negative votes [Baum, Bradbury-Huang, Mann, Rey Castro, Thomson, Wells-Miller] to
approve that the search consultant be the non-voting chair/facilitator.

Advisory Vote: Nay

The motion failed.

Mrs. Wells-Miller made a motion to reopen the vote on the composition of the screening committee. There was no second so the motion died.

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted by three affirmative votes [Baum, Mann, Thomson] and four negative votes [Bradbury-Huang, Martin, Rey Castro, Wells-Miller] to approve that the search consultant be ineligible to be the chair of the screening committee.

Advisory Vote: Nay

The motion failed.

Dr. Mann asked Board members to submit their community representative recommendations to the screening committee to Mr. Engeldinger before the next Board meeting. The Board will approve the members of the screening committee at the next Board meeting.

b. Selection of search firms
Mr. Engeldinger reported that the letter requesting search firm proposals for recruiting the college Superintendent/President was sent to ten search firms. Responses are expected by October 23, 2009. Mr. Thomson provided names of additional search firms. The deadline for these firms to respond to the RFP was extended to October 30, 2009.

I. BUDGET UPDATE: DISCUSSION
Dr. van Pelt presented an update on the budget.

J. ACCREDITATION UPDATE: DISCUSSION
Ms. Kollross presented an update on accreditation.

K. SUPERINTENDENT/PRESIDENT'S GOALS: DISCUSSION WITH POSSIBLE ACTION
The following change to 7.E. was suggested:
- Add ‘with the Foundation’ (“E. Identify funding sources”) – Dr. Rey Castro

MOTION: ON MOTION OF Mr. Martin and seconded by Dr. Rey Castro, the Board voted by a unanimous vote of the seven members present to approve the Superintendent/President’s Annual Goals 2009-2010, as amended.

Advisory Vote: Aye

L. MEDIA BROADCASTING OF BOARD MEETINGS – THOMSON: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION
Mr. Thomson said he would like a report on the costs to broadcast board meetings.

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 staff time for a report on Media Broadcasting of Board Meetings.

Advisory Vote: Aye
M. PRESIDENT’S REPORT
- Congratulated Dental Technician, Dental Hygiene and Dental Assisting programs for successful accreditation.
- Announced the Career and Technical Education showcase and job fair will take place on October 28, 2009 with a green technology focus.
- Reported that $52 million of the general obligation bond money was received on October 15, 2009.
- Congratulated Chiara Thomas, Counselor, Counseling and Career Services, who arranged to have the author Dr. DeGruy speak at the college.
- Attended the YWCA Women’s Leadership Breakfast for Racial Justice and Equality on October 19, 2009 where Dr. DeGruy also spoke.
- Honored to be Principal for the Day at Pasadena High School on October 16, 2009 at the invitation of Principal Dr. Derick Evans.
- Reported the Lancers, the women’s volleyball team, upset the no. 1 and two-time defending state champion El Camino College on October 16, 2009. Consequently, the Lancers took over first place in the South Coast Conference.

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

Dr. James Bickley, Academic Senate
- Thanked Dr. Bradbury-Huang, Mr. Baum and Mrs. Wells-Miller for participating in the Candidates’ Forum. Three of the opposing candidates participated as well.
- Institutional Learning Outcomes are being revised and will now be called the General Education Outcomes (GEOs). The GEOs will be reorganized to match with the College’s general education requirements.
- Working on Academic Integrity Policy which will be shared with all shared governance groups, including the Board. The Student Code of Conduct and academic dishonesty will be referenced in the policy.

Ms. Anne Ostrander, Classified Senate
- Thanked Crystal Kollross for the presentation at the Classified Senate meeting on the program planning process.
- Classified Senate made appointments to the Accreditation Response Steering Committee and will soon make appointments to the Recommendation Response Task Force teams.
- Invited Board members to the October 30th Halloween event in the Circadian.
- First e-newsletter is expected in early November.

Mr. Allen Tsay, Associated Students
- Invited the Board to the Halloween event where the Associated Students take the Child Development Center children to visit the different College division and department offices.
- Reported on the Veterans Day events, and the Taste of the World event that focuses on cultural diversity.
- Homecoming is the first week of November.

Mr. Brian Abadia, Student Trustee
- The Associated Students attended the California Community College Student Affairs Association (CCCSAA) Conference in Sacramento to meet with student leaders from other community colleges.

Mr. Thomson, Trustee
- Made a presentation on Vision 2020 at the Kiwanis Club. There was tremendous interest in the Educational Master Plan and the central role of community colleges.
- Suggested that Pamela Eversole-Cire, Instructor, Natural Sciences, be invited to the next Board meeting to be recognized for the Leadership in Technology Education Award for her work on the stem cell grant.
Would favor a presentation by Wendie Johnston, Professor, Natural Sciences, on stem cell research at a future Board meeting.

Mr. Baum, Trustee
- The Board of Governors will be meeting on November 2, 2009.
- Attended the YWCA Women’s Leadership Breakfast for Racial Justice and Equality at the Hilton on October 19, 2009. The college was well represented.
- Met with the Altadena Town Council who would welcome a dialogue on issues facing PCC and service to the Altadena community.
- Appreciated the opportunity to be present at the Candidates’ Forum on October 15, 2009.
- U-2 will be playing at the Rose Bowl on October 25, 2009.

Mr. Martin, Trustee
- Attended the Audit Committee meeting earlier today. Requested that the audit presentation be placed on the December 9, 2009 Board agenda. The areas of concern are the stimulus money and cash flow issues as a result of potentially unstable state funding.

Dr. Mann, Trustee
- Attended the ACCT meeting in San Francisco and was part of a panel on how boards can communicate with their public information officers. Dr. Rey Castro and Dr. Mann gave a presentation on Board Norms and Protocols at the ACCT meeting.
- Dr. Mann reminded the Board of the Board Bylaw governing requests for staff time to create reports.

O. FUTURE BOARD MEETING DATES

Wednesday, November 4, 2009 (Creveling Lounge) – Regular Board Meeting – 6:00 p.m.
Wednesday, November 18, 2009 (Creveling Lounge) – Regular Board Meeting with Associated Students – 12:00 noon, closed session at 11:00 a.m.

P. FUTURE AGENDA ITEMS
Stem cell research report – Mr. Thomson.
Policy on Board expenses – Dr. Bradbury-Huang.
More transparency on the President’s expenditures (policies) – Dr. Bradbury-Huang.

IV. ADJOURNMENT
Dr. Mann adjourned Meeting No. 23 at 9:29 p.m.
MOTIONS CARRIED AT MEETING NO. 23 – October 21, 2009

1. Approval of the Minutes of Meeting No. 22, Regular Board Meeting, as amended, held on October 7, 2009.

2. Approval of Consent Items 5-I; 58-B through 66-B; and 45-P through 50-P.

3. Approval of the Contract for 2008-2009 between the Pasadena City College Instructional Support Services Unit (ISSU) and the Pasadena Area Community College District.

4. Approval of the Policy of Bylaw #1690, Selection of the College President, as amended.

5. Approval of the Procedures of Bylaw #1690, Selection of the College President, as amended.

6. Approval that the second representative from the Management Association should be a representative from Executive Committee.

7. Approval that each board member will select a community representative, and there will be two representatives from the Academic Senate, two representatives from the Classified Senate, one representative from the Management Association, one representative from the Executive Committee, one Student Trustee and one representative from Associated Students selected to the Screening Committee.

8. Approval of the Superintendent/President’s Annual Goals 2009-2010, as amended.

9. Approval of staff time for a report on Media Broadcasting of Board Meetings.

Submitted by:

Lisa Sugimoto, Secretary
Board of Trustees