Meeting No. 24

The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 24 on Wednesday, November 4, 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 (arrived at 6:08 p.m.)
Mr. Geoffrey L. Baum (arrived at 6:05 p.m.)
Mr. John Martin (arrived at 6:08 p.m.)
Mr. William Thomson
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 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

Mr. Thaddeus Culpepper, Esq., attorney for Mr. Kenneth Lawler, spoke to the first closed session item. He then served Dr. Jeanette Mann with a federal complaint brought on behalf of his client against the District.

Dr. Mann adjourned the Board to Closed Session at 6:05 p.m.
II. CLOSED SESSION

Government Code §54957 Employee Discipline, Dismissal, Release (Two Employees)

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

Closed Session was adjourned at 6:59 p.m.

III. OPEN SESSION

Dr. Mann reconvened the Open Session at 7:01 p.m. and reported that no action was taken in Closed Session.

A. PLEDGE OF ALLEGIANCE

Mr. Martin led the Pledge of Allegiance.

B. INTRODUCTIONS

Dr. Dave Douglass, Dean, Natural Sciences, introduced Dr. Pamela Eversole-Cire. Dr. Douglass recognized Dr. Eversole-Cire for her award from Los Angeles Tech Week for her excellence in technology education.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

Ms. Beverly Tate, Dean, Kinesiology, Health and Athletics, introduced Mr. James Kuk, Acting Head Coach, who then introduced two members of the Lancers football team, Mr. Jeremy Aguilar (middle linebacker) and Mr. Roman Pula (linebacker).

D. ANNOUNCEMENTS

There were no announcements.

E. APPROVAL OF MINUTES

Approval of Minutes of Meeting No. 23, Regular Board Meeting, October 21, 2009

Corrections to Minutes of Meeting No. 23, October 21, 2009

- Mr. Baum noted that on p. 3 of the Minutes of Meeting No. 23, agenda item F, 49-P, the vice presidents’ contracts were to be provided in the next board packet. Dr. Sugimoto responded that contracts can be provided to the Board once they are executed. The contracts will be provided to the Board at the next meeting.

- Mr. Baum said that on p. 8 of the Minutes of Meeting No. 23, agenda item N, under Mr. Baum, Trustee, third bullet should be replaced with ‘met with Altadena Town Council who would welcome a dialogue on issues facing PCC and service to the Altadena community.’

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 Minutes of Meeting No. 23, Regular Board Meeting, as amended, held on October 21, 2009.

Advisory Vote: Aye

F. APPROVAL OF CONSENT ITEMS

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

Mr. Baum inquired as to the rationale for the change order. Dr. van Pelt stated that at the October 21st Board of Trustees meeting he had mentioned that one more change order would be expected between $90,000 and $100,000. This
change order is for the Energy Management System which will control the existing central plant. The net cost should be $2.7 million.

**52-P: Approve/Ratify Stipends for Academic Personnel**
Dr. Mann asked about the stipends for Ms. Janis Dwyer and Dr. Michelle Ireland-Gelman being affected by the uncertainty of funding from the Hixon fund. Dr. Jacobs responded that the interest generated from the fund was reduced and the stipends were paid.

**68-B: Approve Career and Technical Education Activity**
Ms. Ligons stated that the date for the Career and Technical Education Day at PCC should be March 16, 2010.

**52-P: Approve/Ratify Stipends for Academic Personnel**
Dr. Sugimoto noted that the stipends for Ms. Alexis Altounian and Ms. Leslie Flores should be for the term from August 31, 2009 through June 30, 2010.

**53-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees**
Dr. Mann noted that 53-P has been revised.

**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 6-I; 67-B through 75-B; and 52-P through 56-P, with 53-P revised and 68-B and 52-P corrected.
Advisory Vote: Aye

**G. AUTHORIZATION TO TRANSMIT FIRST QUARTERLY FINANCIAL STATUS REPORT: DISCUSSION WITH POSSIBLE ACTION (Dr. van Pelt)**
Dr. van Pelt briefly reported on the First Quarterly Financial Status Report.

**MOTION:** ON MOTION OF Dr. Rey Castro and seconded by Mr. Baum, the Board voted by a unanimous vote of the seven members present to approve the Authorization to Transmit First Quarterly Financial Status Report.
Advisory Vote: Aye

**H. PASADENA BIOSCIENCE COLLABORATIVE: PRESENTATION (Dr. Wendie Johnston)**
Dr. Wendie Johnston gave a presentation on the Pasadena Bioscience Collaborative.

**I. CONFIRMATION OF BOND SALE COSTS RESPECTING PASADENA AREA COMMUNITY COLLEGE DISTRICT $52,000,000 2002 ELECTION GENERAL OBLIGATION BONDS, 2009 SERIES D AND 2002 ELECTION TAXABLE GENERAL OBLIGATION BUILD AMERICA BONDS (DIRECT SUBSIDY), 2009 SERIES E: PRESENTATION (Dr. van Pelt)**
Dr. van Pelt presented a brief explanation of this item. Lisalee Anne Wells, Esq., Fulbright & Jaworski L.L.P., clarified the role of the firm regarding the bond sale costs. After further discussion, Mr. Baum requested a response and recommendation from the Administration. Dr. Mann further requested a response from the Administration to address processes to prevent such occurrences in the future.

**J. SELECTION OF THE COLLEGE PRESIDENT: DISCUSSION WITH POSSIBLE ACTION**
a. **Bylaw #1690 – “Selection of the College President”**
The following change was suggested to the Policy:
- Strike ‘may’ and replace with ‘will’ in line 1 of item 11 ["The Board of Trustees may discuss the final candidate(s) in closed session under Section 54957 of the Brown Act (Public Employee Appointment: College President)."] – Mrs. Wells-Miller.
MOTION:  ON MOTION OF Dr. Rey Castro and seconded by Mr. Baum, the Board voted by a unanimous vote of the seven members present to approve Bylaw #1690, Selection of the College President, as amended.

Advisory Vote: Aye

Dr. Mann suggested delaying the appointment of members of the Presidential Search Screening Committee until the two new board members are seated. Mr. Baum concurred.

b. Selection of search firms

Recommendations for search firms from the Board officers:
Dr. Mann – Ralph Andersen & Associates; Association of Community College Trustees; Professional Personnel Leasing.
Dr. Bradbury-Huang – Isaacson, Miller; Professional Personnel Leasing; Association of Community College Trustees; MacNaughton Associates to do reference checks only.
Dr. Rey Castro – Professional Personnel Leasing; Association of Community College Trustees.

Recommendations for search firms from other Board members:
Mrs. Wells-Miller – Professional Personnel Leasing; Association of Community College Trustees.
Mr. Baum – Association of Community College Trustees; Isaacson, Miller; Professional Personnel Leasing.
Mr. Thomson – Isaacson, Miller; Association of Community College Trustees; Academic Search, Inc.
Mr. Martin – noted that there is a conflict in the fee stated by Professional Personnel Leasing. His concern is that the pool of candidates be deep and rich.

Discussion:
Mr. Thomson said input from the new board members should be included as to recommendations for search firms.

Mr. Engeldinger stated that a consultant from the firm Korn Ferry has offered to review the search firm finalists and provide input pro bono.

Dr. Mann said she would withdraw the name of Ralph Andersen & Associates from her recommended list of search firms.

Mr. Martin pointed out that Academic Search, Inc. cites a higher fee than the other search firms.

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 hear the presentations from the four selected search firms -- Association of Community College Trustees; Professional Personnel Leasing; Isaacson, Miller; and Academic Search, Inc. -- at the regular Board meeting to be scheduled on Wednesday, December 2, 2009.

Advisory Vote: Aye

Dr. Mann said the selection of a search firm could take place at the December 9, 2009 organizational meeting.
Mr. Martin encouraged the Board officers to have a conversation with the consultant from Korn Ferry prior to hearing the presentations at the December 2,
2009 board meeting which would help to clarify some of the characteristics being looked for in a search firm.

Dr. Mann suggested that the new president of the Board be allowed to determine the Board’s Ad Hoc Presidential Search Screening Committee to facilitate the logistics and process.

MOTION: ON MOTION OF Mr. Thomson and seconded by Mrs. Wells-Miller, the Board voted by six affirmative votes [Baum, Mann, Martin, Rey Castro, Thomson, Wells-Miller] and one negative vote [Bradbury-Huang] to approve that the Board of Trustees will select the Chair of the Presidential Search Screening Committee.

   Advisory Vote: Aye

Dr. Consuelo Rey Castro left the meeting at 9:25 p.m.

K. BYLAW REVIEW: DISCUSSION WITH POSSIBLE ACTION

   • BYLAW NO. 1320, MINUTES OF MEETINGS

   Mr. Baum said his intention is to have the records maintained as they exist now and going forward.

   Mr. Martin agreed with Student Trustee Abadia to move towards more digital storage and away from paper.

   MOTION: ON MOTION OF Mr. Baum and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the six members present to amend Bylaw No. 1320, Minutes of Meetings, item 3, to read “Audiocasts, agendas, minutes and other related documents from board meetings will be stored on a public page of the College’s website.”

   Advisory Vote: Aye

   Mrs. Wells-Miller made a motion to amend Bylaw No. 1320, by adding:

   “4. Paper copies will be kept in the library in perpetuity.”

   The motion died for lack of a second.

   • BYLAW NO. 1600, POWERS AND DUTIES: AUTHORIZED SIGNATURES

   This bylaw was withdrawn and will be discussed at a future board meeting.

   Dr. Mann asked that Bylaw No. 1600 be referred to the Board subcommittee on Policies.

L. STRATEGY FOR THE BOOKSTORE – BRADBURY-HUANG: DISCUSSION FOR APPROVAL OF STAFF TIME WITH POSSIBLE ACTION

   Dr. Bradbury-Huang asked for a presentation by the Bookstore Manager on the strategy for the bookstore in the digital/post-text age. The Board requested the Administration prepare a presentation.

M. PRESIDENT’S REPORT

   • Reported that there were 22 PUSD counselors on campus on October 28, 2009 participating in a professional development activity with the PCC counselors.

   • Received a postcard from Connie Chung, a former student trustee, who sent greetings to the Board of Trustees.

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

   Ms. Ellen Ligons, Management Association
The Holiday Reception is December 9, 2009 from 9-11am.
PCC hosted a Green Summit on October 31, 2009.

Dr. James Bickley, Academic Senate
- Distributed two sets of Nanoseconds.

Mr. John Lindemann, Classified Senate
- Friday, October 30, 2009 was the annual Halloween event. The winner of the raffle donated back a portion of her winnings to the Classified Senate Scholarship Fund.
- Four of five statewide senators from the Classified Senate will be attending the Community College League Annual Convention in San Francisco. Lodging will be provided by other statewide representatives.

Mr. Allen Tsay, Associated Students
- The Halloween event took place on October 30, 2009 where the Associated Students took the Child Development Center children to visit the different College division and department offices.
- Homecoming events are scheduled this week.
- Veterans Awareness/Recognition week starts on Monday, November 9, 2009.
- Hosting educational master plan forum and focus group for students in November.

Mr. Brian Abadia, Student Trustee
- The Counsel General of the Chinese Consulate played ping pong with PCC students during an official campus visit on November 3, 2009.

Mr. Thomson, Trustee
- How do we select consultants? How do we select lawyers or those who give us advice? Mr. Thomson would like a written report.

Mr. Baum, Trustee
- Attended meeting at the Quarterbacks Club.
- Attended the Board of Governors meeting in San Francisco. Dr. Mann attended as an observer. The Board of Governors decided there will be no increase in the full time faculty obligation. Honored Mary Bitterman, President of the Bernard Osher Foundation. The Osher challenge has been made to the community college system to raise $25 million which will be matched by the Osher Foundation. Funds will be used for student financial aid.
- Pleased to see the Lancers football team win on October 31, 2009.
- Women’s basketball commences on November 6, 2009.
- Looking forward to continuing the dialogue between the campus community and the Board of Trustees.

Mrs. Wells-Miller left the meeting at 9:53 p.m.

O. FUTURE BOARD MEETING DATES

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted by a unanimous vote of the five members present to start the November 18, 2009 Joint Board Meeting with the Associated Students closed session at 10:30 a.m. 
Advisory Vote: Aye

Wednesday, November 18, 2009 (Creveling Lounge) – Regular Board Meeting with Associated Students – 12:00 noon, closed session at 10:30 a.m.

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted by a unanimous vote of the five members present to schedule a board meeting on Wednesday, December 2, 2009 starting at 5:00 p.m., with the main item of business being the presentations by the four Presidential search firms.
Advisory Vote: Aye

Wednesday, December 2, 2009 (Creveling Lounge) -- Regular Board Meeting – 5:00 p.m.
Wednesday, December 9, 2009 (Creveling Lounge) -- Organizational Meeting – 6:00 p.m.

P. FUTURE AGENDA ITEMS
Mr. Martin requested that the audit presentation at the December 9, 2009 board meeting be placed near the end of the agenda as he will be arriving late and wants to be present for the presentation.
Dr. Bradbury-Huang asked if there would be one business meeting and one study session per month, commencing before the end of the year. Dr. Mann said there was a budget study session scheduled in January 2010, and study sessions could continue on a quarterly basis.

IV. ADJOURNMENT
Dr. Mann adjourned Meeting No. 24 at 10:01 p.m.
MOTIONS CARRIED AT MEETING NO. 24 – November 4, 2009

1. Approval of the Minutes of Meeting No. 23, Regular Board Meeting, as amended, held on October 21, 2009.

2. Approval of Consent Items 6-I; 67-B through 75-B; and 52-P through 56-P, with 53-P revised and 68-B and 52-P corrected.

3. Approval of the Authorization to Transmit First Quarterly Financial Status Report.

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

5. Approval to hear the presentations from the four selected search firms -- Association of Community College Trustees; Professional Personnel Leasing; Isaacson, Miller; and Academic Search, Inc. -- at the regular Board meeting to be scheduled on Wednesday, December 2, 2009.

6. Approval that the Board of Trustees will select the Chair of the Presidential Search Screening Committee.

7. Approval to amend Bylaw No. 1320, Minutes of Meetings, item 3, to read “Audiocasts, agendas, minutes and other related documents from board meetings will be stored on a public page of the College’s website.

8. Approval to start the November 18, 2009 Joint Board Meeting with the Associated Students closed session at 10:30 a.m.

9. Approval to schedule a board meeting on Wednesday, December 2, 2009 starting at 5:00 p.m., with the main item of business being the presentations by the four Presidential search firms.

Submitted by:
Lisa Sugimoto, Secretary
Board of Trustees