The Board of Trustees, acting as the Governing Board of the Pasadena Area Community College District, met for Meeting No. 1 on Wednesday, December 9, 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
Mr. Geoffrey L. Baum
Mr. William Thomson
Mr. Brian Abadia, Student Trustee

Trustees Absent
Mr. John Martin
Dr. Consuelo Rey Castro, Clerk
Mrs. Beth Wells-Miller

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
There was no public comment on closed session items.

Dr. Mann adjourned the Board to Closed Session at 6:02 p.m.
II. CLOSED SESSION

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

Government Code §54957 Employee Discipline, Dismissal, Release

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. CONVENE ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational meeting was convened at 7:02 p.m.

B. PLEDGE OF ALLEGIANCE

Mr. Luther Rentfroe, former member of the Pasadena Area Community College District Board of Trustees, led the Pledge of Allegiance.

C. ADMINISTRATION OF OATH OF OFFICE

Dr. Mann administered the Oath of Office to Mr. Baum, Dr. Bradbury-Huang, Ms. Brown and Dr. Fellow. Following the oath of office, the trustees introduced family and friends in the audience.

D. ELECTION OF BOARD OFFICERS

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the six members present, to elect Dr. Hilary Bradbury-Huang as Board President for the 2010 Board of Trustees’ deliberation period.

Advisory Vote: Aye

Dr. Bradbury-Huang presented Dr. Mann with a plaque and other mementos in honor of her service as Board President.

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Mann, the Board voted, by a unanimous vote of the six members present, to elect Mr. William Thomson as Board Vice President for 2010.

Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the six members present, to elect Mr. Geoffrey Baum as Board Clerk for 2010.

Advisory Vote: Aye

MOTION: ON MOTION OF Dr. Mann and seconded by Dr. Bradbury-Huang, the Board voted, by a unanimous vote of the six members present, to elect Dr. Lisa Sugimoto as Board Secretary for 2010.

Advisory Vote: Aye

E. APPOINTMENT OF BOARD OF TRUSTEES’ REPRESENTATIVES

Dr. Jeanette Mann will be the Board representative to the Community College League of California/California Community College Trustees.
F. CERTIFICATION OF SIGNATURES

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted, by a unanimous vote of the six members present, to certify the signatures of the 2010 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the District.
Advisory Vote: Aye

G. SETTING DAY AND TIME OF REGULAR MEETINGS FOR 2010, AND RETREATS

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Baum, the Board voted, by a unanimous vote of the six members present, to hold the Regular Business Meetings of the Board of Trustees on the first and third Wednesdays of each month convening at 6:00 p.m.
Advisory Vote: Aye

H. ADJOURN ANNUAL ORGANIZATIONAL MEETING

The annual organizational meeting was adjourned at 7:14 p.m.

I. CONVENE REGULAR BUSINESS MEETING No. 1

The regular business meeting was convened at 7:15 p.m.

J. INTRODUCTIONS

New Faculty
Dr. Jacobs, Vice President, Instruction, introduced the new faculty and new dean.

President’s Advisory Committees, Retirees’ Association, Parent Teacher Student Association.
Dr. Sugimoto introduced the President’s Asian, African American, and Latino Advisory Committees, the Retirees’ Association, and the Parent Teacher Student Association.

2010 Tournament of Roses Court
The 2010 Tournament of Roses Royal Court was introduced by Dr. Sugimoto. Court members made brief presentations. Dr. Sugimoto thanked the Rose Queen and Princesses for coming to the meeting. A brief reception followed in honor of the new faculty, Rose Court and the various groups that support the work of the College.

K. STATE OF THE STATE ADDRESS: Assemblymember Anthony Portantino

Mr. Anthony Portantino, Assemblymember, presented a state of the state address. Assemblymember Portantino provided information on the state budget and issues facing community colleges.

L. PUBLIC COMMENT ON NON-AGENDA ITEMS

Ms. Kathleen Rodarte, Assistant Dean, Extended Opportunity Programs and Services (EOP&S), spoke about EOP&S’s 40 year anniversary. Mr. Nolan Pack, Chair, Associated Students Sustainability Committee, spoke on sustainability on campus.

M. ANNOUNCEMENTS

Mr. Allen Tsay, Associated Students, noted that Holiday Angels, a program to assist children of the EOP&S students celebrate the holidays, gift opportunities were still available in the Student Affairs office.
N. APPROVAL OF MINUTES – Meeting No. 25, Regular Business Meeting, November 18, 2009; Meeting No. 26, Regular Business Meeting, December 2, 2009.

MOTION: ON MOTION OF Mr. Baum and seconded by Mr. Thomson, the Board voted, by four affirmative votes to approve the Minutes of Meeting No. 25, Regular Business Meeting, held on November 18, 2008, as amended, and the Minutes of Meeting No. 26, Regular Business Meeting, held on December 2, 2009, as amended. Ms. Brown and Dr. Fellow abstained.

Advisory Vote: Aye

O. APPROVAL OF CONSENT ITEMS
Dr. Bradbury-Huang stated that under 89-B, Approve/Ratify/Amend Contracts, Contract No. B-97657-0 (Student Recruitment Media) will be withdrawn; and Contract No. B-97674-0 (Academic Search, Inc.) will be withdrawn for a separate discussion and vote under Agenda Item S, Presidential Search Update. Consent Item 94-B, Approve Grant Application, Establishment of a Small Business Development Center for the San Gabriel Valley, will also be withdrawn for a separate discussion and vote.

85-B: Approve Lease Purchase for RICOH MP 1357EX Copier using the U.S. Communities Contract. Mr. Thomson asked about the cost of the copier. Dr. van Pelt responded that the RICOH copier machine will prevent the College from outsourcing a large percentage of our copying, thus being a savings for the College.

92-B: Budget Augmentation. Mr. Baum asked for background on the source of the budget augmentation funds and the parameters for determining which programs were allotted the funds. Dr. van Pelt responded that the source of the funds was the Federal Government’s Stimulus Funding (The American Recovery Reinvestment Act) and the amounts allotted to the programs were proscribed by the State of California. The College allocates the funds to the programs.

93-B: Approve Change Orders, Measure P Projects – Industrial Technology and Campus Center/Bookstore Buildings. Mr. Baum asked for the background on the paving change order for $202,103. Mr. Schulman said the location for the paving was between the Industrial Technology building and the W building. The original plans were for patching the concrete and asphalt, however, the asphalt was so badly damaged that a larger area had to be replaced.

61-P: Employment, Change of Status, Leave of Absence, and Separation of Classified Employees. Dr. Mann noted that Dorothy Burns is retiring after 22 years of service and provided the Board’s appreciation for her years of service to the District.

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted, by a unanimous vote of the six members present, to approve Consent Items 84-B through 94-B, and that under Consent Item 89-B, Approve/Ratify/Amend Contracts, Contract No. B-97657-0 (Student Recruitment Media) was withdrawn and Contract No. B-97674-0 (Academic Search, Inc.) was withdrawn for a separate vote under Agenda Item S, Presidential Search Update; Consent Item 94-B, Approve Grant Application, Establishment of a Small Business Development Center for the San Gabriel Valley, was withdrawn for a separate discussion and vote; and 60-P through 63-P.

Advisory Vote: Aye

94-B: Approve Grant Application, Establishment of a Small Business Development Center for the San Gabriel Valley. Mr. Rick Hodge, Dean, Community Education Center, gave a presentation on the Small Business Development Center Grant.
MOTION: ON MOTION OF Mr. Thomson and seconded by Dr. Fellow, the Board voted, by four affirmative votes [Brown, Fellow, Mann, Thomson] and two negative votes [Baum, Bradbury-Huang] to authorize the College administration to submit a letter to Long Beach Community College District in support of the Grant; with the understanding that the College will not contribute any general fund or other cash funds to support the Grant and that the District match of $156,364 consists of three advisors from currently employed staff, two advisors who will not be hired until there is additional money available, three college assistants from currently employed aides, and a graphic artist currently employed as an aide.

Advisory Vote: Aye

P. RECEIVE AND SET PUBLIC HEARING REGARDING INITIAL BARGAINING UNIT PROPOSAL FROM THE PASADENA CITY COLLEGE INSTRUCTIONAL SUPPORT SERVICES UNIT (ISSU) TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT: DISCUSSION WITH POSSIBLE ACTION

MOTION: ON MOTION OF Mr. Baum and seconded by Dr. Fellow, the Board voted, by a unanimous vote of the six members present, to approve to receive and set the public hearing for January 6, 2010 regarding the initial bargaining unit proposal from the Pasadena City College Instructional Support Services Unit (ISSU) to the Pasadena Area Community College District.

Advisory Vote: Aye

Q. ACCREDITATION UPDATE: DISCUSSION
The Accreditation update was deferred to the next regular Board Meeting.

R. ANNUAL FINANCIAL REPORT, JUNE 30, 2009: DISCUSSION

MOTION: ON MOTION OF Dr. Mann and seconded by Mr. Thomson, the Board voted, by a unanimous vote of the six members present, to approve the receipt of the Annual Financial Report, June 30, 2009.

Advisory Vote: Aye

S. PRESIDENTIAL SEARCH UPDATE: DISCUSSION WITH POSSIBLE ACTION

a. Screening Committee
Dr. Mann noted that appointments to the Screening Committee must come from seated Board members; therefore, the community member for Board Area 7, recommended by Mrs. Wells-Miller, will be struck from the list of appointees.

MOTION: ON MOTION OF Mr. Thomson and seconded by Dr. Fellow, the Board voted, by a unanimous vote of the six members present, to approve the appointments to the Presidential Search Screening Committee.

Advisory Vote: Aye

b. Contract with Academic Search, Inc.
Mr. Thomson suggested that in the draft of the Academic Search, Inc. Agreement, A.3., the scheduled conclusion of the contract could be amended to read “… by the end of June 2010.” Mr. Thomson also suggested that in the draft Agreement, C.5., the agreement should be governed by the State of California.
MOTION: ON MOTION OF Mr. Thomson and seconded by Mr. Baum, the Board voted, by a unanimous vote of the six members present, to approve Contract No. B-97674-0, Academic Search, Inc. under Consent Item 89-B and to accept the general terms of the contract subject to the administration providing the Board with the final version of the contract.

Advisory Vote: Aye

c. Ad Hoc Committee
Dr. Bradbury-Huang stated that the Board’s Ad Hoc Presidential Search Sub-Committee would be discussed under Agenda Item T, Board Retreat and Study Session.

T. BOARD RETREAT AND STUDY SESSION: DISCUSSION WITH POSSIBLE ACTION
Dr. Bradbury-Huang distributed and reviewed her “Retreat Preparation 2.0 – Discussion Only” document, including the Ad Hoc Sub-Committees of the Board.

U. PRESIDENT’S REPORT
Dr. Sugimoto indicated her report could be held until the next meeting in deference to the lateness of the hour.

V. REPORTS BY SHARED GOVERNANCE REPRESENTATIVES AND MEMBERS OF THE BOARD
Ms. Ellen Ligons, Management Association
- Holiday Reception was held December 9, 2009 from 9:00-11:00 a.m. in Creveling Lounge.
- Jennifer Cooper, Secretary, Library, was awarded the Risser Award.

Mr. James Bickley, Academic Senate
- Distributed the Nanoseconds.

Mr. John Lindemann, Classified Senate
- Welcomed the new trustees, Ms. Brown and Dr. Fellow.
- Thanked the Management Association for the Holiday Reception.
- Congratulated Jennifer Cooper on receiving the Risser Award.

Mr. Allen Tsay, Associated Students
- Thanked Mr. Thomson and Mr. Baum for contributing to the Holiday Angels.

Mr. Baum, Trustee
- Congratulated the Women’s Volleyball team on a great season.
- Requested that a press release be prepared regarding the appointments to the Presidential Search Screening Committee.

W. FUTURE BOARD MEETING DATES

Wednesday, January 6, 2010 (Board Retreat and Study Session)
Wednesday, January 20, 2010 (Regular Board meeting) – 6:00 p.m.

MOTION: ON MOTION OF Dr. Bradbury-Huang and seconded by Dr. Mann, the Board voted, by a unanimous vote of the six members present, to hold the Wednesday, January 6, 2010 Board Retreat on the campus convening at 3:00 p.m.

Advisory Vote: Aye

X. FUTURE AGENDA ITEMS
There were no future agenda items.
IV. ADJOURNMENT

Meeting No. 1 was adjourned at 11:26 p.m.
1. Approval to elect Dr. Hilary Bradbury-Huang as Board President for the 2010 Board of Trustees’ deliberation period.

2. Approval to elect Mr. William Thomson as Board Vice President for 2010.

3. Approval to elect Mr. Geoffrey Baum as Board Clerk for 2010.

4. Approval to elect Dr. Lisa Sugimoto as Board Secretary for 2010.

5. Approval to certify the signatures of the 2010 Board of Trustees and administrative staff authorized to sign notices of employment, contracts and orders drawn on the funds of the District.

6. Approval to hold the Regular Business Meetings of the Board of Trustees on the first and third Wednesdays of each month convening at 6:00 p.m.

7. Approval of the Minutes of Meeting No. 25, Regular Business Meeting, held on November 18, 2008, as amended, and the Minutes of Meeting No. 26, Regular Business Meeting, held on December 2, 2009, as amended.

8. Approval of Consent Items 84-B through 94-B, and that under Consent Item 89-B, Approve/Ratify/Amend Contracts, Contract No. B-97674-0 (Academic Search, Inc.) was withdrawn for a separate vote under Agenda Item S, Presidential Search Update; Consent Item 94-B, Approve Grant Application, Establishment of a Small Business Development Center for the San Gabriel Valley, was withdrawn for a separate discussion and vote; and 60-P through 63-P.

9. Approval to authorize the College administration to submit a letter to Long Beach Community College District in support of the Grant; with the understanding that the College will not contribute any general fund or other cash funds to support the Grant and that the District match of $156,364 consists of three advisors from currently employed staff, two advisors who will not be hired until there is additional money available, three college assistants from currently employed aides, and a graphic artist currently employed as an aide.

10. Approval to receive and set the public hearing for January 6, 2010 regarding the initial bargaining unit proposal from the Pasadena City College Instructional Support Services Unit (ISSU) to the Pasadena Area Community College District.


12. Approval of the appointments to the Presidential Search Screening Committee.

13. Approval of Contract No.B-97674-0, Academic Search, Inc. under Consent Item 89-B and to accept the general terms of the contract subject to the administration providing the Board with the final version of the contract.
14. Approval to hold the Wednesday, January 6, 2010 Board Retreat on the campus convening at 3:00 p.m.

Submitted by:

Lisa Sugimoto, Secretary
Board of Trustees