



Office of General Counsel

October 17, 2013

Prof. Eduardo Cairó, President
Academic Senate
Pasadena City College

Dear President Cairó:

Recent actions you have taken have come to the attention of the Board of Trustees. The Board has referred reports of your actions to me as General Counsel for handling. I have been asked to communicate the following on behalf of the entire Board of Trustees.

The Board of Trustees wishes to notify you as follows:

Violation of Board Policy 2000.60: Your refusal to attend meetings of the Committee on Academic and Professional Matters (CAPM).

Assistant Superintendent Bell has informed the Board that you have refused to attend scheduled CAPM meetings unless and until the administration transfers \$400,000 in SASI funds to the Senate's account. The Board budgeted these funds last January and still there has been no Senate action to make recommendations for the allocation of funds to SASI projects. Your unilateral action is in violation of Board Policy 2000.60 requiring CAPM meetings. Dr. Bell has also made clear to you in writing the regular process that has always been used for the Senate to make recommendations for the allocation of SASI funds. The Board directs that you immediately meet CAPM as scheduled and follow the process Dr. Bell has outlined so that these funds can be allocated to worthy faculty projects for the benefit of student success.

This is also a reminder that the Senate is a Brown Act body. The Brown Act requires that all action, deliberation and consideration by the Senate, including those of "ad hoc committees", must be publicly agendized prior to any open discussion of the matter. Nor may you discuss matters or solicit views via email. The Board recommends training on the Brown Act for the Senate. I will be happy to arrange this.

As you know, the purview of the Academic Senate is academic and professional matters described in Board Policy 2000 and AB1725. Fully one quarter of this entire academic year has already passed and there has yet to be any recommendations to the Superintendent-President from the Senate to improve support for faculty teaching effectiveness and student learning. The Board will expect that you will direct your efforts to your proper duties under Board Policy 2000.

For the Board of Trustees:

A handwritten signature in black ink, appearing to read "Gail S. Cooper". The signature is fluid and cursive, with the first name "Gail" being the most prominent.

Gail S. Cooper
General Counsel

cc: Members of the Board of Trustees
Superintendent-President
Assistant-Superintendents