



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 20, 2011

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:00 p.m. on Wednesday, April 20, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

The Board adjourned to Closed Session to discuss the following items:

- Government Code Section 54957: Public Employee Appointment/Employment: District President
- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6  
Faculty Association and CSEA, Chapters 262 and 651
- Evans Brothers, Inc.'s February 4, 2011, Claim Pursuant to Government Code Sections 910 et seq. – Design Technology Center, Site Preparation & Site Utility Relocation Project (Bid No. 2844)
- Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(c) (one case)
- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (one position)

### **3. PUBLIC SESSION**

The public meeting reconvened at 6:42 p.m.

### **4. MOMENT OF SILENCE**

The Board observed a moment of silence in memory of Enrique Diaz and Marilyn Kaecke. Enrique Diaz was a Teaching Assistant in the Learning Assistance Center. He joined the College in 1990, and passed away on March 28, 2011, at the age of 53. Marilyn Kaecke served as the College's Director of Student Life. She retired in 2003, after 29 years of service. She passed away on April 19, at the age of 63.

### **5. INTRODUCTIONS/RECOGNITION**

- **Introductions**

- The following newly promoted staff were introduced to the Board:

- Classified Staff

- Tiefa Fisher-Gabriana, Learning Lab Assistant II, Learning Assistance Center

- Supervisory

- Michael Angle, Supervisor, Custodial Services

- **Recognition**

- The Board congratulated Xavier Padilla for his selection to the 2011 Phi Theta Kappa All-California Academic First Team and Lisa Bastio for her selection to the 2011 Phi Theta Kappa All-California Academic Third Team.
- Health Occupations Students of America (HOSA) students were congratulated for their outstanding performance at the State Leadership Conference in Sacramento. Competing with more than 1,600 attendees, Mt. SAC's ten HOSA students won three gold, four silver, and three bronze medals in Creative Problem Solving. In addition, Mt. SAC had two finalists in Kaiser Permanente Healthcare Issues Exam, where there were over 500 competitors in this single event. Mental Health Professor and Student Advisor Mary-Ellen Reyes said that Mt. SAC was the first community college in the nation to have HOSA.

### **6. APPROVAL OF MINUTES**

It was moved by Trustee Baca, seconded by Trustee Hall, to approve the minutes of the regular meeting of March 23, 2011, and the special meetings of March 16, 30, and April 6, 2011. Motion unanimously carried. Student Trustee concurred.

### **7. ACTION TAKEN IN CLOSED SESSION**

None.

## 8. PUBLIC COMMUNICATION

None.

## 9. REPORTS

A. Xavier Padilla, Associated Students President, reported the following:

- President Padilla invited all new and returning Associated Students officers to the meeting. Following self-introductions, all those running for an office in student government introduced themselves and the office they are seeking.
- On Friday, April 15, many students protested against budget cuts for higher education outside of Senator Bob Huff's office. Students also called state legislators to speak against an all-cuts budget and asked them to work to get the tax extension on the ballot.
- Associated Students hosted a Cultural Fair on April 13 to promote and celebrate cultural diversity on campus. It was a huge success with more than 700 in attendance.

B. Eric Kaljumagi, Academic Senate President, reported the following:

- At its March 24 full Senate meeting, the Senate voted to recommend the following:
  - Resolution 11-01 – Support of Research and Institutional Effectiveness. The Senate supports the hiring of an educational research assessment analyst whose main job would be to work with faculty on learning outcome assessment and evaluation.
  - Department Course Rotation Plan. The Senate encourages departments to provide the Dean of Counseling with a document detailing in which terms courses are to be offered.
  - Counseling Intervention Plan. The Senate is interested in making students aware of the College's repeat policy. To do this, the Senate suggests that the College provide programming in Banner to provide students repeating a course with either a link to a Public Service Announcement (first repeat) or to a voluntary "Intention for Success Statement" (second repeat).
  - Revisions to AP 4235 – Credit by Examination. Revisions modify the College's practice of accepting Advanced Placement, International Baccalaureate, and College Level Examination Program exams for credit and clarifies the manner in which a department may offer course credit by means of a departmental examination.
  - The Senate recommends that the Board of Trustees establish a policy directing the Student Preparation & Success Council to "coordinate and carry out the work of measuring and defining student success at Mt. SAC and to make recommendations to the Academic Senate toward increasing equitable achievement of student success indicators."
- Eric Kaljumagi, Liesel Reinhart, Barbara Gonzales, and Antoine Thomas participated in the State Senate's "Area C" meeting on March 26.

- Liesel Reinhart, Barbara Gonzales, and Antoine Thomas attended the Academic Senate for the California Community Colleges (ASCCC) Spring Plenary April 14-16, in Burlingame.
- On behalf of the Academic Senate, President Kaljumagi congratulated Michelle Grimes-Hillman on her election to the ASCCC Executive Board.

C. Donna Lee, Classified Senate President, reported the following:

- The deadline to submit nominations for the first Classified Excellence Awards is April 21.
- Applications for a Classified Professional Growth Scholarship must be submitted by April 29.
- Recipients of the ten Classified Excellence Awards and the Professional Growth Scholarship will be announced at the Classified Service Awards/Recognition Ceremony, "The Classys," on Wednesday, May 25, at 9:30 a.m.
- This year marks the 10<sup>th</sup> anniversary of the blood drive held in memory of Professor Emeritus Dave Schmidt's daughter, Breanna. The Pint Challenge pits Mt. SAC's faculty/managers against classified staff in a friendly competition to see which group can donate the most during the day-long drive. This year's challenge is scheduled for May 24 on the east side of the Student Life Center.

D. Jennifer Galbraith, Faculty Association President, reported the following:

- This year's Puttin' on the Hits was a big success. Trustees Hall, Baca, and Bader were thanked for giving of their time, talent, and money. Trustees Chyr and Chen Haggerty were thanked for their financial support. The current numbers show that the Faculty Association raised over \$16,000 for student scholarships.
- This past weekend, the Faculty Association sent 13 delegates to the Community College Association Spring Conference and WHO Awards. At the We Honor Our Own Banquet, Eric Kaljumagi was honored as the Mt. SAC local chapter WHO recipient.
- President Galbraith said the Faculty Association is concerned with the measures that the District has taken to maintain a balanced budget. She pointed out that the primary function of the College is instruction, and, last year, the District cut 800 sections of classes, resulting in 58 part-time faculty losing their jobs and hundreds of part-time faculty having their income cut at least in half. The District is planning to cut approximately 692 sections for the 2011-12 academic year. In addition to these cuts, the District suspended the successful Study Abroad program for the academic years 2010-11 and 2011-12, and, for the past two years, the Board of Trustees voted to not accept and fund the sabbatical leaves for seven faculty who had been recommended by the Salary and Leaves Committee, as stipulated in the Faculty Agreement. President Galbraith said that, for the past two years, faculty and staff have had their benefits reduced. For faculty, the reduction to benefits was over 18% of the District's contribution, which resulted in any faculty member on a two-party or a family plan paying out of pocket for benefits.

President Galbraith said that the Faculty Association understands and appreciates the fiscal responsibility that the Board has exhibited over the years

which has allowed for the accrual of a very healthy reserve account. In fact, last year the District had a positive ending balance of \$12,000,000. Additionally, the total Reserves balance has not gone below 21% for the past four years. The Faculty Association realizes that workforce reduction has led to the reduction of courses, but there are many reductions that have been made, or are proposed, that the Faculty Association believes are unnecessary.

President Galbraith said the Faculty Association believes that the District can no longer afford to cut from its primary function. While there is a need to be fiscally responsible, there is no need to continue to have reserves grow while reducing instruction and direct student support. President Galbraith asked that the Board direct Fiscal Services to work with the Budget Committee to take a realistic look at what needs to be reduced and use the reserves that have built up over time to meet the needs of students. The Faculty Association also requested that Fiscal Services attempt to project a more accurate and realistic picture of the District's budget.

E. Laura Martinez, CSEA, Chapter 262 President, reported the following:

- Both CSEA Chapters (262 and 651) were selected by CSEA Headquarters to participate in the Appreciating Classified Employees (ACE) program. This is a "job shadowing" opportunity designed to provide administrators with a first-hand view of the work performed by classified employees. The following administrators have graciously agreed to participate in this program:

Madelyn Arballo	Bill Asher
Jemma Blake-Judd	Art Cadena
Meghan Chen	Dyrell Foster
Annette Loria	Ken McAlpin
Roger Sneed	

The ACE program will be held on Monday, May 16, and will kick off the Classified School Employees Week celebration. These administrators will spend time with classified employees, learning the specifics of their jobs, and, in some cases, actually performing the classified employee's duties. Some of these duties will include working the front counter in the Counseling Department, helping children in the Child Development Center, operating heavy equipment, and assisting with the recycling program. Board members were invited to participate in the program.

- President Martinez reported that students Claudia Amezcua and Nelson Aguilar have won regional Edward R. Murrow Awards from the Radio Television Digital News Association for their work on KSAK. Claudia won for best "Use of Sound," and Nelson won for best "News Documentary." According to Ms. Martinez, these are the first two Mt. SAC students to receive this honor. Both are now in the running for the national Edward R. Murrow Award.

F. Johnny Jauregui, CSEA, Chapter 651 President, reported the following:

- President Jauregui said Facilities staff recently met to discuss cost-saving ideas and came up with some pretty creative suggestions. He assured the Board that Facilities staff is doing what they can to save funds.

- CSEA's annual conference is scheduled for July 24-29, in Las Vegas. Mr. Jauregui said that Vice President Gregoryk plans to attend. He reminded Board members that Vice President Loria attended the event last year.
- President Jauregui thanked those managers who agreed to participate in the ACE program event on May 16.

G. President Nixon's report included the following:

- President Nixon congratulated the Marketing & Communication Team, led by Clarence Brown, for winning nine PRO Awards, given by the California Community College Public Relations Organization. The team placed first in four categories (class schedule, commencement program, feature story, and student viewbook) as well as receiving four second-place and one third-place awards.
- Dr. Nixon announced that the Forensics Team won the Phi Rho Pi National Championship on April 16. The team also won the Mariner "perpetual sweepstakes" award for cumulative points – an award the College last won 12 years ago. Professor John Vitullo was congratulated for winning the national service award for his contributions to the organization.
- Dr. Nixon announced that Senator Bob Huff is scheduled to be on campus on Friday, April 29 (11:00 a.m., Student Life Center), for a town hall meeting to discuss the State budget.
- Board members were asked to calendar the May 6, 12:00 p.m., ribbon-cutting ceremony for the Agricultural Sciences Complex.
- Dr. Nixon commended Joe Jennum, Dean, Physical Education, and Bill Eastham, Director, Technical Services, for another successful Mt. SAC Relays.
- Anabel Perez, Learning Communities Counselor/Coordinator; Daniel Lamorre, Educational Research Assessment Analyst; and Maria Tsai, Senior Research Analyst, presented a report to the Board on the 2010 Summer Bridge Cohort Longitudinal Study. Board members were reminded that the College recently participated in the CLASS (California Leadership Alliance for Student Success) Initiative. Last October, the Board received a report indicating that the College planned to examine student success by tracking a cohort of Summer Bridge students for the next three years. Tonight's report is the first report of the Summer Bridge cohort group compared against a random sample of students who have similar characteristics to the Bridge cohort. After only one semester of data collection, limited conclusions can be drawn. The study showed that the success rate for the Summer Bridge cohort was four percent greater than the "control" group, and that 93 percent of Summer Bridge students persisted into the fall 2010 term.

## 10. INFORMATIONAL REPORT

Board members were provided with a written update on the Disney College Program, prepared by Heidi Lockhart, Director, Career and Transfer Services.

The Disney College Program is a six-month paid internship program that allows college students to continue their education while gaining real world experience with one of the world's major entertainment companies. Once in the program, students work for either

Disneyland or Walt Disney World for 28-32 hours per week earning \$8.68-11.50 per hour, plus they participate in education offerings that may include one or more of the following:

- A leadership speaker series whereby Disney leaders share their career paths with the students.
- Collegiate courses recommended for college credit by the American Council on Education and some of which have been articulated with Mt. San Antonio College courses.
- Professional development study to learn about the various lines of business within the resorts.

Participants, also known as “cast members,” may work in a variety of areas including attractions, bell services, cast or entertainment costuming, custodial, desk representative, host/hostess, food preparation, food service worker, guest relations, guest research, hotel front desk, lifeguard, cashier, photo imaging, reservations sales, resort transportation, and parking, retail, among others. The Disney College Program serves as a mandatory stepping stone to the Disney Professional Internships Program, which then allows participants to intern in positions requiring a greater level of knowledge of resort and company operations.

Mt. San Antonio College’s collaboration with the Disney College Program began in 2006. Overall, each year approximately 240-400 students from colleges nationwide participate in the program at Disneyland, and approximately 7,000 students nationwide participate in the program at Walt Disney World.

Genesis Olivas, a student graduate of the Disney College Program, shared his experiences and said the program had made a huge impact on his life.

## **11. CONSENT AGENDA**

It was moved by Trustee Bader, seconded by Trustee Baca, to approve or ratify the following items:

### **PRESIDENT’S OFFICE**

1. Approval of Resolution No. 10-06, Order of Election of the Mt. San Antonio Community College District of Los Angeles County.
2. Approval of Resolution No. 10-07, Order of Election of the Mt. San Antonio Community College District of Orange County.
3. Approval of an agreement with the Community College League of California to evaluate the needs of the District related to its Trustee election process.
4. Approval of a contract with Harris Connect for the period April 18, 2011 through November 30, 2011, at a cost of \$10,800.
5. Approval of a contract with Crescendo Interactive for the period April 30, 2011 through October 31, 2012, at a cost of \$5,524.38.

## **HUMAN RESOURCES**

6. Approval of Personnel Transactions, dated April 20, 2011.
7. Approval of a Contract with Shaw HR Consulting, Inc. for Fair Employment Housing Act/Americans with Disabilities Act Reasonable Accommodation Services.

## **INSTRUCTION and STUDENT SERVICES**

8. Approval of a contract with University of Redlands Campus Events for the Upward Bound Summer Residential Program.
9. Approval of a contract with The Princeton Review Led Classroom Course Agreement for the Upward Bound Summer Residential Program.
10. Approval of a contract with Active Minds, Inc. to present an event on campus titled "Steps Toward Emotional Recovery" on May 25, 2011, at a cost of \$2,400.
11. Approval of a contract with the League of Women Voters of East San Gabriel Valley to monitor the Student Body General Elections campus voting stations for the period April 25-28, 2011, at a cost of \$500.
12. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
13. Approval for Aeronautics students to participate in the National Intercollege Flying Association SAFECON 2011 to be held May 12-22, 2011, in Columbus, Ohio.
14. Approval of a Developmental Education Conference, "Parachutes and Ladders X – Celebrating Student Engagement," planned for May 5, 2011.
15. Approval of a Professional Development Training Session "Strategic Thinking," planned for June 2, 2011.
16. Approval of activities and acceptance of funds for the Personal and Home Care Aide State Training Program grant.
17. Approval of the Continuing Education Summer High School program.
18. Approval of additions and changes to the Continuing Education Fee-Based program.
19. Approval of an addition to the Continuing Education adult education program.
20. Approval of fees for students attending the EMT or Paramedic programs and for students participating in the National Registry Practical Examination.
21. Ratification for Robotics Team Students' participation in the Vex Robotics World Championship in Kissimmee, Florida, April 14-17, 2011.
22. Ratification of an honorarium to the César Chávez Foundation for a lecture presented by Anthony Chávez, grandson of César Chávez, for the Lyceum



Revisited Speaker Series: The Legacy of César Chávez on Thursday, April 14, 2011.

## **ADMINISTRATIVE SERVICES**

23. Approval of the Appropriation Transfers and Budget Revisions Summary.
24. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
25. Approval to participate in the National Purchasing Partners Group Membership.
26. Approval to purchase office and classroom furniture from Sierra School Equipment for the Agricultural Sciences Complex.
27. Approval of various agreements to provide Professional Design and Consulting Services with FBA Engineering for the Technology Building Fire Alarm Upgrade Project; with H2 Environmental Consulting for the Business Division Building Construction Project; and with Webb Food Services Design Consultants for the Food Service Facilities Planning Project.
28. Approval of the following Change Orders:
  - Bid No. 2773 Agricultural Sciences Complex – KAR Construction Inc. (Concrete Contractor) – Change Order No. 7.
  - Bid No. 2775 Agricultural Sciences Complex – Harbor Construction Co. (General Contractor) – Change Order No. 13.
  - Bid No. 2777 Agricultural Sciences Complex – Continental Plumbing (Plumbing Contractor) – Change Order No. 13.
  - Bid No. 2779 Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 9.
  - Bid No. 2780 Agricultural Sciences Complex – Pierre Sprinkler & Landscape, Inc. (Landscape Contractor) – Change Order No. 3.
  - Bid No. 2826 Humanities Courtyard Improvements – Green Giant Landscape (General Contractor) – Change Order No. 3.
  - Bid No. 2840 Humanities Building Exterior Improvement Bridge Project – Y & M Construction (General Contractor) – Change Order No. 5.
  - Bid No. 2847 Design Technology Center – Columbus Steel (Structural Steel/Miscellaneous Metals Contractor) – Change Order No. 3.
  - Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 5.

- Bid No. 2854 Administration Building Remodel – Janus Corporation (Hazardous Materials Abatement Contractor) – Change Order No. 4.
- Bid No. 2855 Administration Building Remodel – Angeles Contractor, Inc. (General Contractor) – Change Order No. 6.
- Bid No. 2859 Administration Building Remodel – Rancho Pacific Electrical, Inc. (Electrical Contractor) – Change Order No. 6.
- Bid No. 2861 Physical Education Building Renovation – HMI Construction (General Contractor) – Change Order No. 1.
- Bid No. 2862 Physical Education Building Renovation – Empyrean Plumbing (General Contractor) – Change Order No. 1.
- Bid No. 2865 Physical Education Building Renovation – Construction Electric (Electrical Contractor) – Change Order No. 1.

29. Approval of the following Contract Amendment:

- Contract Bonita Drive and Temple Avenue Intersection Realignment – RKA Consulting Group (Professional Design and Consulting Services Consultant) – Amendment No. 1.

30. Approval of the following Proposed Gifts and Donations to the College:

- Quality Copying Inc. – Hardware and software to support network printing on campus, valued by donor at \$1,575, to be used by the Information Technology Department of the Administrative Services Division.

Motion unanimously carried. Student Trustee concurred.

## **12. CONTRACT WITH MAGIC JUMP RENTALS, INC.**

Once assured that there were no insurance issues with the equipment being rented for the Associated Students' Athletics Fair, it was moved by Trustee Hall, seconded by Student Trustee Martinez, to approve a contract with Magic Jump Rentals, Inc., in the amount of \$490, to provide carnival equipment for the Associated Students' Athletics Fair to be held on May 25, 2011. Motion unanimously carried. Student Trustee concurred.

## **13. PROPOSED REVISIONS TO BOARD POLICY 5030 – FEES**

It was moved by Student Trustee Martinez, seconded by Trustee Chyr, to approve proposed revisions to Board Policy 5030 – Fees. Motion unanimously carried. Student Trustee concurred.

#### **14. ANNUAL REVIEW OF BOARD POLICY 2015 – STUDENT MEMBER**

It was moved by Trustee Bader, seconded by Trustee Baca, to make no changes to Board Policy 2015 – Student Member and to continue to grant the Student Trustee the privileges listed below:

- The privilege to make and second motions;
- The privilege to receive compensation for meeting attendance; and
- The privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.

Motion unanimously carried. Student Trustee concurred.

#### **15. RETIREMENT INCENTIVE**

It was moved by Trustee Baca, seconded by Trustee Chyr, to adopt Resolution Nos. 10-08 and 10-09 to implement a CalSTRS and CalPERS Retirement Incentive for faculty, managers, classified, and confidential employees. Motion unanimously carried. Student Trustee concurred.

#### **16. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Congratulations were offered to newly-promoted staff.
  - Forensics students, HOSA students, the marketing team, and Xavier Padilla and Lisa Bastio were congratulated on their outstanding accomplishments.
  - All trustees enjoyed the 53<sup>rd</sup> Mt. SAC Relays and especially enjoyed meeting members of the 1960 Olympic Team. They thanked everyone for their effort in making this year's Relays successful.
  - Professor Michelle Grimes-Hillman was congratulated on her election to the ASCCC Executive Board.
- Student Trustee Martinez said he is a former forensics student and appreciates the College team's fantastic accomplishment of winning the national championship. He also indicated that he is looking forward to tomorrow's Veterans Recognition Ceremony.
- Trustee Bader said students continue to make the College proud, even during these difficult financial times. She also said she was happy to participate in this year's Puttin' on the Hits and appreciates the camaraderie that the performers enjoy.
- Trustee Baca said he was able to attend one day of the Academic Senate Plenary, which he found to be very informative. Dr. Baca said his Kiwanis Club registered thousands of students for the Relays Youth Days. He thanked Professor Emeritus Don Ruh for all his work on the Youth Days.
- Trustee Hall said he enjoyed attending the Relays Banquet with Student Trustee Martinez and members of the 1960 Olympic Team. Many athletes talked about how they qualified here at Mt. SAC for those Olympic games. For many, this was the first time they had been together since the Olympics, and they were very appreciative that they hadn't been forgotten.

Trustee Hall said he had had the opportunity to view the Budget Open Forum and appreciates having the information available to staff.

Trustee Hall said he and Trustee Baca participated in the Hands Across California event on Sunday.

- Trustee Chyr said this was the first time he has seen the Paralympic athletes compete in the Relays. Not only was he impressed with these athletes' determination and perseverance, but said they were also very fast.

Commenting on the budget crisis, Trustee Chyr said he is prepared to approve using some of the College's reserves to help protect programs as we work our way through this crisis.

- Trustee Chen Haggerty echoed the words of her colleagues in offering congratulations on so many outstanding accomplishments. She thanked everyone for their efforts on behalf of students to make these recognitions and awards possible.

## **17. CLOSED SESSION**

The Board adjourned to Closed Session at 8:13 p.m. The meeting reconvened to regular session at 10:00 p.m.

## **18. ACTION TAKEN IN CLOSED SESSION**

Trustee Chen Haggerty reported that the Board took the following action in Closed Session:

- The Board voted unanimously to disapprove payment to Evans Brothers, Inc. for its Claim No. 001 and Claim No. 002 for the Design Technology Center Site Preparation & Site Utility Relocation Contract (Bid No. 2884).
- The Board voted unanimously to dismiss classified employee #2443.

## **19. ADJOURNMENT**

The meeting adjourned at 10:01 p.m.

JSN:dc