



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, June 28, 2017

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Bader at 5:38 p.m. on Wednesday, June 28, 2017. Trustees Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos, and Student Trustee Santos were present.

STAFF PRESENT

Bill Scroggins, President & CEO; Mike Gregoryk, Vice President, Administrative Services; Irene Malmgren, Vice President, Instruction; Audrey Yamagata-Noji, Vice President, Student Services; and Abe Ali, Vice President, Human Resources, were present.

PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

CLOSED SESSION

The Board adjourned to Closed Session at 5:39 p.m. to discuss the following items:

1. Conference with Legal Counsel (Pursuant to Government Code Section 54956.9(d) – Existing Litigation – one case:
 - Los Angeles County Superior Court Case No. BC 576587 [consolidated for all purposes with Case Nos. BS 154389 and BS 159953]
2. Conference with Real Property Negotiators (Pursuant to Government Code Section 54956.8) – Property: Assessor's ID No 8709-087-023; District Negotiators: Michael

The Board reserves the right to modify the order of business in the manner it deems appropriate.

Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Board shall reserve time after the public meeting to continue discussion.

Gregoryk; Negotiating Parties: Mt. San Antonio College and Horizon Pacific; Under Negotiation: Price and terms of payment

3. Conference with Labor Negotiators (Pursuant to Government Code Section 54957.6):

- Bill Scroggins, Chief Negotiator (CSEA 262)
- Abe Ali, Chief Negotiator (CSEA 651)
- Jennifer Galbraith, Chief Negotiator (Faculty Association)

PUBLIC SESSION

The meeting reconvened at 6:36 p.m., and the Pledge of Allegiance was led by Betty Santos.

REPORTING OF ACTION TAKEN IN CLOSED SESSION

None.

INTRODUCTIONS AND RECOGNITION

- The following newly appointed and promoted employees were introduced:

Classified Employees (Newly Appointed)

- **Dawn Finley**, Career Services Specialist (Business) (present)
- **Van Bich (Shirley) Huynh**, Administrative Specialist II (Counseling) (present)
- **Alexandria Lacayo**, Athletic Trainer (Kinesiology, Athletics, and Dance) (absent)
- **Steven Lopez**, Laboratory Technician – Natural Sciences (Natural Sciences) (absent)
- **Raul Miranda**, Theatrical Audio Engineer (Technical Services) (present)
- **Casandra Rubio**, Administrative Specialist I (Humanities and Social Sciences) (present)
- **Andrea Solorzano**, Risk Management Specialist (Administrative Services) (present)
- **Kimberly Yujuico**, Laboratory Technician II – Chemistry (Natural Sciences) (present)

Management Employees (Newly Appointed)

- **Norma (Patty) Leon-Encalade**, Manager, Construction Projects (Facilities Planning and Management) (present)

Classified Employees (Promoted)

- **Giovanni Rodriguez**, Coordinator, Student Activities (Student Services) (present)

Management Employees (Promoted)

- **Mary Lange**, Director, Education for Older Adults and Adults with Disabilities (School of Continuing Education) (present)

- Awarded a Certificate of Service to the following retiring employees:
 - **James Jenkins**, Dean, Humanities and Social Sciences, 26 years of service (present)
 - **Donald Sciore**, Associate Dean, Instruction (Instructional Services), 18 years of service (present)
- Awarded Certificates of Service to the following retired/retiring faculty members, whose combined years of service total 71 years:
 - **Rebecca Hatch**, Professor (Sociology & Philosophy), 16 years of service (absent)
 - **Paul Russell**, Professor (Learning Assistance Center), 29 years of service (absent)
 - **Deidre Vail**, Professor (Biological Sciences), 26 years of service (present)

Congratulated and honored Student Trustee **Betty Santos** for her two years of service to the students of Mt. SAC by serving as their representative on the Board of Trustees.

APPROVAL OF MINUTES

The following correction was made:

Approval of Minutes should read, "...to approve the minutes of the **regular** meeting of May 10, 2017."

It was moved by Trustee Baca, seconded by Trustee Hidalgo, and passed to approve the minutes of the regular meeting of May 10, 2017.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

PUBLIC COMMUNICATION

None.

REPORTS

Reports by the following constituency leaders were given and are posted on the College website with these minutes:

- **Aneca Abcede and Richard Lim**, President, Associated Students
- **Martin Jones-Ramey**, President, Academic Senate
- **Diana Dzib**, Second Vice President, Classified Senate
- **Eric Kaljumagi**, President, Faculty Association
- **Sandra Bollier**, President, CSEA 262

- **George Gutierrez**, First Vice President, CSEA 651 (no written report given)
- **Bill Lambert**, Executive Director, Mt. SAC Foundation
- **Jim Jenkins**, Representative, Management Steering Committee

BOARD COMMUNICATION

- A. Trustee Bader read the following reminder: “At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.”
- B. All Board members shared the following comments:
- They welcomed and congratulated newly appointed and promoted employees.
 - They congratulated Jim Jenkins, Don Sciore, Rebecca Hatch, Paul Russell, and Deidre Vail on their retirement.
 - They congratulated and thanked Betty Santos for her two years of service to the College as the Student Trustee.
- C. Trustee Hall reported the following:
- Attended the Students and Educators of Distinction Awards Ceremony.
 - Attended the Classy’s.
 - Attended the Dream Program Ceremony, and was inspired to see how large the event has become.
 - Attended the Faculty Association’s Scholarship Breakfast.
 - Attended the Scholarship Awards Ceremony.
 - Attended the Veteran’s Recognition Program.
 - Attended Commencement at Citizens Business Bank.
 - Was the keynote speaker at the Adult Basic Education Graduation Ceremony.
 - Commented on the front page article in the San Gabriel Valley Tribune about the 50th Anniversary of the Sanctuary with a photo of Craig Petersen.
 - Congratulated the women’s softball team who finished 2nd in the State.
- D. Trustee Chen Haggerty reported the following:
- Attended the International Students Program Recognition Ceremony.
 - Congratulated the College on receiving full accreditation.
- E. Trustee Hidalgo reported the following:
- Participated in the Mt. SAC Foundation Golf Tournament.
 - Attended the Students and Educators of Distinction Awards Ceremony.
 - Attended the Faculty Association’s Scholarship Breakfast.
 - Attended the Scholarship Awards Ceremony.
 - Attended the Student Leadership Awards Ceremony.
 - Attended the AANAPISI Digital Documentary viewing.
 - Attended Commencement at Citizens Business Bank, and commented that it was a great event.
 - Attended the Chinese Elected Officials Installation Gala Dinner in Alhambra.
 - Attended the NALEO Conference, and commented that there was a lot of discussion on immigration.

- Congratulated the College on receiving full accreditation.
- Congratulated the Mt. SAC Foundation for reaching their million dollar mark.

F. Trustee Baca reported the following:

- Attended the ACES Transfer Achievement Celebration.
- Attended a retirement golf tournament for Coach Paul Russell.
- Attended the Scholarship Awards Ceremony.
- Attended the Faculty Association's Scholarship Breakfast.
- Attended the Walnut Relay for Life event.
- Attended the Veteran's Recognition Program.
- Attended Commencement at Citizens Business Bank.
- Attended a West Covina Memorial Day event.
- Congratulated the new Associated Students officers.
- Thanked Aneca Abcede for her year of service as the Associated Students President.
- Welcomed Martin Ramey as the new President of the Academic Senate.
- Congratulated the College on receiving full accreditation, and commended the leadership from Irene Malmgren and Kristina Allende.
- Attended a softball and soccer game.
- Looking forward to attending the San Gabriel Valley Chamber Installation tomorrow for Dr. David Hall's installation as the Chamber President.

G. Trustee Santos reported the following:

- Attended Commencement at Citizens Business Bank, and commented that Congresswoman Chu and the Alumni of the year had great messages.
- Attended a Mayor's Summit where they addressed water and economic development.
- Participated in the Mt. SAC Foundation Golf Tournament.
- Attended the Zoot Suit Ball.
- Attended the Faculty Retirement Tea.
- Attended the Faculty Association's Scholarship Breakfast.
- Attended the Community Facilities Plan Advisory Committee meeting.
- Attended the Club and Advisors Award event where Phi Theta Kappa won the Club of the Year award.
- Attended various veterans' events in El Monte, West Covina, and Covina.
- Assisted the Baldwin Park Women's Club in delivering several boxes to the VA in Long Beach.
- Attended the Diamond Bar Chinese Community Installation Gala.
- Attended Senator Hernandez's Education Roundtable.
- Attended the San Gabriel Valley Legislative Coalition of Chambers meeting.
- Supervisor Solis gave the SGV Conservation Core \$1M to plant trees and she attended an event where 75 trees were planted at her neighborhood elementary school.
- Congratulated the College on receiving full accreditation.
- Congratulated the Foundation for their fiscal achievement.

H. Trustee Chen reported the following:

- Participated in the Mt. SAC Foundation Golf Tournament.
- Attended the Students and Educators of Distinction Awards Ceremony.
- Attended the New Faces of San Gabriel Valley event at the City of Hope.

- Attended the Dream Program Ceremony.
- Attended the Child Development Center Graduation.
- Attended Coffee with Senator Josh Newman.
- Attended the NALEO Conference.
- Attended the Hacienda Heights Library Grand Opening.
- Attended Commencement at Citizens Business Bank, and commented that it was very well run.
- Congratulated the College on receiving full accreditation.
- Congratulated our Athletics program for their award.
- Congratulated on the Foundation for breaking \$1M.
- Thanked Aneca Abcede for her year of service to the College as the Associated Students President.

I. Student Trustee Santos reported the following:

- Thanked the Board Members for support during her time on the Board.
- Attended the Zoot Suit Ball which raised \$3,000 that will go to high school seniors in Pomona USD.

J. Trustee Bader reported the following:

- Attended the Faculty Retirement Tea.
- Attended the Community Facilities Plan Advisory Committee meeting.
- Attended the Honors Summit event.
- Attended the International Students Program Recognition Ceremony.
- Attended the Spring Choral concert.
- Attended the Faculty Association's Scholarship Breakfast.
- Attended the College's Scholarship Awards Ceremony which gave over \$400,000 in scholarships.
- Attended the Veteran's Recognition Program.
- Attended the Transfer Achievement Celebration.
- Attended Commencement at Citizens Business Bank.
- Congratulated the College on receiving full accreditation.
- The Foothill Philharmonic hosted a national convention where the Mt. SAC drama students performed, and she thanked Dean Sue Long and Professor Christine Cummings for their support.

PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed and congratulated newly appointed and promoted employees.
- He congratulated Jim Jenkins, Don Sciore, Rebecca Hatch, Paul Russell, and Deidre Vail on their retirement.
- He recognized Irene Malmgren and Kristina Allende for their leadership during the accreditation process and for the College in receiving full accreditation.
- He announced that the College was selected to host the 2020 Track and Field Olympic Trials.
- He commented on Commencement at Citizens Business Bank and commended the staff that worked on the ceremony.

- He introduced Dr. Joumana McGowan, Associate Vice President, Instruction and Dr. Francisco Dorame, Associate Dean, Counseling, to present the Dual Enrollment Update (presentation attached).
- He introduced Michael Gregoryk, Vice President, Administrative Services, and Myeshia Armstrong, Associate Vice President, Fiscal Services, to present the 2017 Tentative Budget (presentation attached).

CONSENT CALENDAR

The following corrections were made to the Consent Calendar:

- Consent Item #22: Memorandum of Understanding with the Los Angeles County Sheriff's Department, pages 66 and 67 – This item is pulled.
- Consent Item #41: Personnel Transactions, page 110 – Renewal of Contracts for Vice Presidents – The term should read "**7/1/17 – 6/30/20**".
- Consent Item #47: New and/or Revised Classified Job Descriptions, page 139 – Police Officer – The pay range should read "**A-108**".

1. Appropriation Transfers and Budget Revisions Summary;
2. Hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines;
3. Tentative Budget for the 2017-18 Fiscal Year;
4. Quarterly Financial Status Report for the period ending March 31, 2017;
5. Quarterly Investment Report for the quarter ending March 31, 2017;
6. Re-issuance of stale-dated warrants;
7. Resolution No. 16-15 – Temporary Inter-fund Cash Borrowing;
8. Resolution No. 16-16 – Additional Interest and Penalties on Delinquent Property Tax Revenues;
9. Agreement with American Fidelity Administrative Services, LLC for Affordable Care Act Employee Tracking and Employer Reporting Services;
10. This item was pulled and acted on below;
11. Declassification and destruction of records, as listed;
12. This item was pulled and acted on below;
13. Agreement with Capital Protection for crowd management services;
14. Agreement with Dunbar Armored, Inc.;

15. Agreement with Los Angeles County Office of Education for network services and support;
16. Renewal agreement with New Cingular Wireless PCS, LLC;
17. Environmental impact assessment consultant services for campus parking and circulation projects;
18. This item was pulled and acted on below;
19. This item was pulled and acted on below;
20. Award of Bid No. 3160 to Harik Construction, Inc. of Glendora, CA:
 - Bid No. 3160 School of Continuing Education, Building 40, Phase III Demo Project;
21. Contract with CompView Audio-Visual Solutions for onsite training of Tightrope Carousel Digital Signage system;
22. Memorandum of Understanding with the Los Angeles County Sheriff's Department;
23. Agreement with OmniUpdate, Inc.;
24. Contract with IBM for technical services that are not covered under an IBM maintenance agreement for the 2017-18 fiscal year;
25. Renewal agreement with Iron Mountain for offsite data storage;
26. Renewal contract with Sirius Computer Solutions, Inc. for technical services that are not covered under a maintenance agreement for 2017-18 fiscal year;
27. Claim against the College – student number ending in 8010;
28. This item was pulled and acted on below;
29. Aviation insurance policy renewal;
30. Fine arts insurance coverage renewal;
31. This item was pulled and acted on below;
32. Purchase for the School of Continuing Education Computer Lab – Modular Building;
33. This item was pulled and acted on below;
34. Contract Amendment - Thermal Energy Storage Tank and Central Plant Expansion – P2S Engineering, Inc. - Amendment No. 1;
35. Contract Amendment - Business and Computer Technology Storm Water Pollution Prevention Plan – Psomas - Amendment No. 1;

36. This item was pulled and acted on below;
37. Change Order for Learning Technology Center fire alarm replacement:
 - Contract First Fire Systems, Inc. (Fire Alarm Contractor) – Change Order No. 1
38. Change Orders for the Business and Computer Technology Project:
 - Contract SJD&B (General Contractor) – Change Order No. 3,
 - Contract KCB Towers, Inc. (General Contractor) – Change Order No. 1,
 - Contract Caston Inc. (General Contractor) – Change Order No. 1,
 - Contract Stanton Utilities, Inc. (General Contractor) – Change Order No. 2;
39. Completion Notices:
 - Bid No. 3010 Thermal Energy Storage – Tilden-Coil Constructors (Contractor);
 - Bid No. 3048 Fire Alarm Replacement – Learning Technology Center, First Fire Systems, Inc. (Contractor).
40. Proposed Gifts and Donations to the College:
 - Pro Linear/Pontech, Inc. – Manncorp MC-301 benchtop batch reflow oven, used for soldering surface-mounted electronic components to printer circuit boards, Manncorp MC-110 manual PCB screen printer, used for labeling circuit boards, valued by donor at \$9,500, to be used in the Electronics and Computer Technology department in fabrication courses that teach principles associated with the manufacturing of advanced electronic devices.
41. This item was pulled and acted on below;
42. Contract for Employee Assistance Services for Education with the Los Angeles County Office of Education;
43. Contract for Fair Employment Housing Act/Americans with Disabilities Act Reasonable Accommodations – Shaw HR Consulting, Inc.;
44. Contract for FRISK Training – Atkinson, Andelson, Loya, Ruud & Romo;
45. Contract for Interpreting Services with LIFESIGNS, Inc.;
46. Contract for Onboarding Services with PeopleAdmin;
47. This item was pulled and acted on below;
48. Salary Schedules for Professional Experts, Short-Term Hourly Employees, Student Assistants, and Substitute Employees;
49. Community Services Program/Offerings for Academic Year 2017-18;
50. School of Continuing Education Additions and Changes;

51. Technical Assistance Provider for Contract Education Grant Renewal: Acceptance of Funds and Approval of Purchases;
52. Center of Excellence 2017-2018 Grant Renewal;
53. Acceptance of Funds: Southeast Los Angeles County Workforce Development Board Slingshot Initiative;
54. Acceptance of Funds: Ventura County Community College District, Moorpark College;
55. Contract Agreement with Bays Mountain Production for the Purchase of "Totality," a Planetarium Show;
56. This item was pulled and acted on below;
57. Memorandum of Understanding between Rowland Unified School District and Mt. San Antonio College – Non-Assembly Bill 288 (Dual Enrollment);
58. Memorandum of Understanding between West Covina Unified School District and Mt. San Antonio College – Non-Assembly Bill 288 (Dual Enrollment);
59. New, 4-Year Review, Modified Courses, Modified Certificates, and New and Modified Degrees Effective with the 2017-18 Academic Year;
60. Agreement with Emerald Data Solutions;
61. Contract with Cal Poly Pomona Foundation, Inc. for the DREAM Program Student Leadership Symposium;
62. Ratification of renewal agreement with Durham School Services, L.P.;
63. Ratification of contract with Community College Search Services;
64. Contract for the Rent-a-Risk-Manager Program – Construction Program; and
65. Contract with Cal Poly Pomona Foundation, Inc. for the International Students Program Training Day.

It was moved by Trustee Baca, seconded by Trustee Chen, and passed to approve the above items, as corrected:

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #10 – ANNUAL INVESTMENT POLICY STATEMENT

It was moved by Trustee Hall and seconded by Trustee Baca to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #12 – AGREEMENT FOR LEGAL SERVICES WITH ATKINSON, ANDELSON, LOYA, RUDD & ROMO

It was moved by Trustee Chen and seconded by Trustee Hall to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #18 – AWARD OF BID NO. 3127 TO BALI CONSTRUCTION, INC. OF EL MONTE, CA – BID NO. 3127 STORM DRAIN UTILITY REPLACEMENT

It was moved by Trustee Santos and seconded by Trustee Chen to table this item to the July 12, 2017, meeting.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #19 – AWARD OF BID NO. 3159 TO ANNING-JOHNSON COMPANY OF INDUSTRY, CA – BID NO. 3159 BUILDINGS 6, 26A, 26D, 27B, AND 27C ROOF REPLACEMENT

It was moved by Trustee Baca and seconded by Trustee Hall to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #28 – CONTRACT WITH AMBER BOX TO PROVIDE AN ACTIVE SHOOTER DETECTION SYSTEM

It was moved by Trustee Hidalgo and seconded by Trustee Baca to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #31 – STUDENT ACCIDENT AND ATHLETIC INSURANCE COVERAGE RENEWAL

It was moved by Trustee Hall and seconded by Trustee Baca to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #33 – CONSULTING AGREEMENT FOR PROFESSIONAL INTERIOR DESIGN, FURNITURE, FIXTURES, AND EQUIPMENT DESIGN SERVICES

It was moved by Trustee Hidalgo and seconded by Trustee Hall to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #36 – CHANGE ORDER FOR CONSULTING SERVICES – CONTRACT HYLAND (DOCUMENT MANAGEMENT CONSULTANT) – CHANGE ORDER NO. 1

It was moved by Trustee Hidalgo and seconded by Trustee Baca to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #41 – PERSONNEL TRANSACTIONS

It was moved by Trustee Hidalgo and seconded by Trustee Baca to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #47 – NEW CLASSIFIED JOB CLASSIFICATION DESCRIPTIONS

It was moved by Trustee Baca and seconded by Trustee Hall to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

CONSENT ITEM #56 – MEMORANDUM OF UNDERSTANDING BETWEEN INTERNATIONAL POLYTECHNIC HIGH SCHOOL AND MT. SAN ANTONIO COLLEGE – NON-ASSEMBLY BILL 288 (DUAL ENROLLMENT)

It was moved by Trustee Hall and seconded by Trustee Chen Haggerty to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

ACTION ITEM #1 – SET ASIDE APPROVALS FOR THE WEST PARCEL SOLAR PROJECT AND ADDENDUM TO THE 2012 MASTER PLAN ENVIRONMENTAL IMPACT REPORT (EIR)

It was moved by Trustee Hall and seconded by Trustee Baca to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

ACTION ITEM #2 – PROPOSED NEW BOARD POLICY 3730 – TEXT MESSAGING

It was moved by Trustee Baca and seconded by Trustee Hall to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

ACTION ITEM #3 – EXPENDITURE AUTHORIZATION FOR 2017-18 ASSOCIATED STUDENTS BUDGET

It was moved by Trustee Baca and seconded by Trustee Chen to approve this item.

Ayes: Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

DISCUSSION ITEM #1 – MEMORANDUM OF UNDERSTANDING BETWEEN POMONA UNIFIED SCHOOL DISTRICT AND MT. SAN ANTONIO COLLEGE – ASSEMBLY BILL 288

Discussion: None.

INFORMATION ITEM #1 – REVISIONS TO ADMINISTRATIVE PROCEDURE 3250 – INSTITUTIONAL PLANNING

This item was presented for information.

INFORMATION ITEM #2 – REVISIONS TO ADMINISTRATIVE PROCEDURE 7120 – RECRUITMENT AND HIRING: FACULTY

This item was presented for information.

INFORMATION ITEM #3 – NEW ADMINISTRATIVE PROCEDURE 7123 – APPLICANT TRAVEL REIMBURSEMENT

This item was presented for information.

ADJOURNMENT

The meeting adjourned at 10:53 p.m.

WTS:CN



Associated Students Report

*Presented by A.S. President Aneca Koleen Abcede
June 2017 - Final Report*

Greetings Members of the Board,

Thank you for your continuous support in Associated Students projects. We are very grateful for the board's dedication in ensuring students voices are advocated for. We hope to continue a warm relationship with the board and our constituents - the students. I would also like to give special thanks to Board Trustee David Hall for inviting me to events where I learned more about our local legislators. To Trustees Jay Chen, Manuel Baca, Laura Santos, Robert Hidalgo, Judy Chen Haggerty, and Rosanne Bader, I thank you all for attending some of our hosted and sponsored events this academic year.

Athletics Fair:

We had many attendees and volunteers, including participants from the Child Development Center. In the future, we hope to grow our relationship with the Athletics Department through these events by continuing to support of our student athletes.

Selfie With the President:

The goal of this contest was to strengthen the bridge between administration (President Scroggins) and students. Many students enjoyed participating. Three winners were chosen for Selfie with the President. Thank you President Scroggins for your contributions to ensure the success of Selfie With the President.

As this is my last report, I would like to introduce the following officially as our new Associated Students Executive Board members:

Brian Moon - President

Dann Garcia - Vice President

Brenda Noarbe and Michelle Ravel - Inter-Club Council Co-Chairs

Joel Garcia and Israel Garcia - Senate Chairs

Corey Case - Student Trustee, Ex-officio

These hard working and motivated individuals are driven by a passion: student advocacy. I hope the board continue to aid Associated Students by introducing our members to more local representatives to aid us in our ability to advocate for the rights and privileges of our students.

Respectfully,
Associated Students President
Aneca Koleen Abcede

2017-2018 Associated Students Executive Board



Brian Moon – A.S. President, is a DSP&S student and Philosophy major, with a background in policy writing. Last year's ICC Chair, Former Vice-president of a club on campus, and formerly employed by the national policy organization. The Franklin and Eleanor Roosevelt Institute organizing chapters and contributing to a national policy publication, Brian brings experience with policy and campus organizations to this new position. His goal for the upcoming year is to strengthen the student voice on campus by encouraging and developing campus leadership and to continue and build upon the good work previous A.S presidents have done to support equity on campus.



Daniel Garcia – Vice President, is a first-year college student majoring in Political Science. Daniel is an immigrant who comes from Ecuador and has lived in the United States for nearly two years. Since his first semester he has been involved on campus being an active member of different clubs like Phi Theta Kappa Honors Society and Alpha Gamma Sigma where he completed many hours of community service. He joined Associated Students as Cross-Cultural Senator showing his support for diversity and promoting cultural awareness on campus. Daniel is an advocate for the LGBTQ and Undocumented community and his goal is to promote and create equal opportunity for all the students in Mt. SAC.



Brenda Noarbe – Co-Chair, is a neuroscience major at Mt San Antonio College. She has served as the STEM senator in Spring 2017, working closely with the Natural Sciences Division in service to STEM students. As an individual who spent her childhood in the Philippines and her adolescence in Singapore, she contributes a unique multicultural perspective to the team. Being a foreign student, her opportunity for network and professional development came primarily from the clubs in which she was active in. This led her to take on the position of ICC Co-Chair in hopes of promoting the benefits of the club environment so as to facilitate student success.



Michelle Ravel – ICC Co-Chair, is a first generation student who has recently completed her second year in college as a Mountie. In one year, Michelle plans to attend the prestigious University of California, Davis for their excellent pre-veterinary program. She then hopes to attend UC Davis's School of Veterinary Medicine for her graduate studies to obtain a DVM so that she can practice medicine on domestic animals. Throughout her adult life, Michelle has been made aware of how important service to others is and, as such, has dedicated most of her free time giving back to her community.

2017-2018 Associated Students Executive Board



Joel Garcia – Senate Chair, is a second-year student at Mount San Antonio college and plans to receive his AA in Political Science. His life goal is to work for the local government as a city council member. As Senate Co-Chair, he looks forward to reaching out to each Mt. Sac student. Joel is an active member of many clubs and organizations on campus including Honors Ambassadors, the Honors Program, and the collegiate choir. His contributions to the school have made him value and understand the necessity of student involvement and student life.



Israel Garcia - Senate Chair, is a second year student at Mt. San Antonio College studying business and philosophy. He was born in Mexico and raised in Covina. His ambitions for the upcoming year are to support "low income" students and promote political involvement for the November 2018 election. Also, his political philosophy has been influenced by Aristotle, Voltaire, and Steven B. Smith.



Corey Case – Student Trustee, is a pure Mathematics major with aspirations to attend UCLA, Cal Poly San Luis Obispo, or Stanford for his Bachelor's degree. He has been serving Mt. SAC students for nearly two years now. He just finished his second year in the Student Preparation and Success Council, in addition to his first year on the Academic Senate. He has experience in all branches of student government; he served as a Student Court Justice during his first year, Senate Co-Chair and Faculty Relations Senator last year, and will be serving as the Student Trustee this year. He looks forward to working with the Board of Trustees on numerous projects and hopes to help and be of service wherever he can.



ACADEMIC SENATE

Martin Jones-Ramey, Esq., President
Lina Soto, Vice President
Bruce Nixon, Secretary
Tim Engle, Director
Scott Guth, Director
Tamra Horton, Ph.D., Director
Phil Wolfe, Director
Abby Wood, Esq., Director

June 28, 2017

Vicki Greco, Senator at Large
Hong Guo, Senator at Large
Dana Miho, Senator at Large
Liesel Reinhart, Senator at Large
Michelle Sampat, Curriculum Liaison
Donna Necke, Legislative Liaison
Eric Kaljumagi, President – Faculty Association
Joan Sholars, Vice President – Faculty Association

Academic Senate Report to the Board of Trustees

On behalf of the Academic Senate, the Senate President is pleased to make the following report:

New Officers for 2017-2018:

- President: Martin Jones-Ramey, Esq., mramey2@mtsac.edu, (909) 274-5436
- Vice President: Lina Soto, lsoto@mtsac.edu, (909) 274-5434
- Secretary: Bruce Nixon, bnixon@mtsac.edu, (909) 274-5433

Full Senate Activity

The full Senate met May 18 and:

- Approved changes to **AP 4232 Pass/No Pass Grading**, removing the existing cap of 16 pass/no pass credits to align with college practice.
- Approved recommendations from the Faculty Coordinator Task Force.
- Approved **Resolution 17-05 Encouraging the Use of Early Progress Reports:**
 - *Resolved, the Academic Senate strongly encourages all faculty to use the Early Progress Report system in their courses to help improve success among their students; and,*
Resolved, the Academic Senate directs the Senate President and Vice President to work with the Office of Instruction to draft a communication to all faculty and academic managers that reminds them of the early progress system and uses the results of the pilot study to advocate for its increased use.
- Approved **Resolution 17-06 Testing Center Facilities:**
 - *Resolved, the Academic Senate finds that the current space and funding for Testing Services continues to be insufficient to meet student demand; and*
 - *Resolved, the Academic Senate requests the College provide an update on the timeline, facilities and staffing plan, and budget for long term facilities and support staff for Testing Services to be delivered no later than July 1, 2017.*

- Approved **Resolution 17-07 Addressing Science Lab Space Concerns:**
 - *Resolved, the Academic Senate requests that the College investigate the feasibility of modifying and expanding existing lab space and/or adding temporary lab space until planning and construction of long-term solutions are completed; and,*
 - *Resolved, the Academic Senate directs its appointees to the Facilities Advisory Committee to place this item on a meeting agenda for discussion and report the results to the Academic Senate no later than September 2017.*

The full Senate met again June 1 and:

- Recognized recipients of the **Senate's 10+1 Awards**. *See attached list of honorees.*
- Presented a gift to Jeff Archibald for his service to the faculty and the Academic Senate.
- Recognized Luisa Howell, Chisa Uyeki, and Michael Sanetrick for their years of service to the faculty and the Academic Senate.
- Approved the **Basic Skills 2017-18 Budget Recommendations**.
- Approved several recommendations from the **Sustainability Task Force**, as amended on the Senate floor.
- Approved changes to the **Constitution** to permit the Senate President to appoint a replacement to either the office of Vice President or Secretary when such vacancy occurs during an intersession or other period in which elections cannot be held, subject to confirmation by the Executive Board.
- Approved **Resolution 17-08 Faculty Role in Commencement Planning:**
 - *Resolved, the Academic Senate will designate an Executive Board member as our commencement liaison to regularly attend commencement planning meetings, including selection of program speakers and Alumnus of the year.*
 - *Resolved, the Academic Senate will notify AMAC of the faculty insistence of a greater role in the planning of commencement so that our expertise and unique perspective is appropriately factored into this important celebration of student academic achievement.*
- Approved changes to **BP 5010 Admissions** regarding Dual Enrollment.
- Approved changes to **AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students**.
- Approved the proposal to form the **Dual Enrollment Mutual Agreement Committee**.
- Approved recommendations from **Dual Enrollment Task Force**.

- **Approved Resolution 17-09 In Support of AB 288:**
 - *Resolved, the Academic Senate of Mt. San Antonio College agrees with the State Academic Senate in supporting the legislative intent of AB 288 (CCAP) to increase or improve dual enrollment opportunities for all high school students, especially for struggling and at-risk high school students; and,*
 - *Resolved, the Academic Senate of Mt. San Antonio College supports the development of Dual Enrollment Partnerships among high schools in our district under the guidelines of AB 288 College and Career Access Pathways; and,*
 - *Resolved, the Academic Senate strongly requests that further development and implementation of Dual Enrollment by the College be developed under the legal guidelines of AB 288 College and Career Access Pathways; and,*
 - *Resolved, the Academic Senate insists that Dual Enrollment is developed, implemented, and evaluated with full participation of discipline faculty and the Academic Senate.*
- **Approved Resolution 17-10 Alternative Math Pathways**
 - *Resolved, the Academic Senate declares its opposition to the ICW decision on adding an intermediate algebra competency to nine TMCs; and,*
 - *Resolved, the Academic Senate reiterates its support for alternative math pathways, such as Statway, as means for students to complete college level math and achieve their educational goals; and,*
 - *Resolved, the Academic Senate directs the Senate President and Vice President to communicate the Senate's position to the Academic Senate for California Community Colleges' Executive Committee and offer support to the College's administration in any attempts they make to modify or reverse the ICW's decision.*
- Discussion was had as to proposed changes in the 2017-18 Senate Handbook as well as changes to several BPs in the 5000 series received from recommendations of the Student Preparation & Success Council. These matters will be taken up at the Senate's next business meeting when school resumes.
- Received year-end reports from the following coordinators: **New Faculty Seminar, Distance Learning, Basic Skills, Outcomes, and the Teacher Preparation Institute.**
- The Senate and Executive Board will meet for its **annual planning retreat on August 24.**

Respectfully submitted,

Martin Jones-Ramey, Esq., J.D., LL.M.
President, Academic Senate



Mt. San Antonio College Academic Senate

10+1 Award Recipients for 2016-17

1. Curriculum including establishing prerequisites and placing courses into disciplines.

Erin Danson, Michelle Dougherty, Richard Myers, and Ned Weidner of the English Department for their innovation in curriculum by developing English 90 that allows students to take a single developmental course to prepare them for English 1A and the English 1A/English 66 co-requisite model.

The Architecture, Industrial Design Engineering, and Manufacturing Department for launching considerable updates to their entire program and curriculum that will make students more prepared for the job market. (Ignacio Sardinias, Stephen James recipients)

2. Degree and certificate requirements.

No award was conferred in 2017.

3. Grading policies.

Jamaika Fowler for her extensive research and work on revisions to correct inconsistencies and problems with AP 4232 Pass or No-Pass Grading.

4. Education program development.

Carmen Rexach (Biology) for the creation of two new degrees in Public Health that were extremely well documented for student need and job placement and submitted in near perfect form to EDC.

Richard Strand and Matthew Burgos (Theater) for the creation of a new Technical Theater certificate and revising the Theater AA-T to provide students with the opportunity to train in performance or technical theater realms.

5. Standards or policies regarding student preparation and success.

Michelle Dougherty (English) for her leadership in moving forward exploration and research among faculty, counselors, and administrators toward the use of multiple measures in placement.

6. District and college governance structures, as related to faculty roles.

Dr. Bill Scroggins for his willingness to create two new committees – the CTE Advisory Committee and the

Dual Enrollment Mutual Agreement Committee – to ensure faculty voices were central in the development of new college initiatives.

7. Faculty roles and involvement in accreditation.

Accreditation Steering Committee for its role in shepherding the College through a successful site visit and ensuring maximum faculty participation in meetings and interviews during the visit. (Irene Malmgren & Kristina Allende, Chairs)

8. Policies for faculty professional development activities.

Liesel Reinhart and the Professional Learning Team for their work to improve professional development opportunities on campus including bringing equity content to the New Faculty Seminar and creating certificates for faculty development.

Emily Versace (Counseling) for her leadership on an innovative approach to fostering conversations about pedagogy through Faculty Toolkits.

9. Processes for program review.

Don Sciore for his work to improve the PIE process and forms by making them accessible in the cloud and providing access to extensive data and graphics that can be embedded in the form.

10. Processes for institutional planning and budget development.

No award was conferred in 2017.

11. Other academic and professional matters as mutually agreed upon between the governing board and the Academic Senate.

Martin Ramey (Paralegal) for his extensive work on creating and revising the policies regarding dual enrollment and keeping the faculty voice at the center of discussions on the issue.

Carol Impara (CSDT) and Sandra Weatherilt (CSDT) for their work - on short notice and under the pressure of accreditation - on implementing the pilot evaluation of regular and effective contact in distance learning courses



MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE

REPORT TO THE BOARD OF TRUSTEES
WEDNESDAY JUNE 28, 2017

1. Classified Senate has started planning for activities and events for the upcoming year.

A sub-committee of senators has been formed to review, and proposes changes to the Classified Senate's constitution. It has been quite a while since an analysis has been done and any changes have been made to better serve, and reflect current classified staff needs.

2. The **Classified Professional Development Committee** (CPDC) has set its *Goals and Objectives* for the upcoming year. These will be presented to the Professional Development Council (PDC) at their next scheduled monthly meeting.

The Goal categories are:

- Area 1:** Maintain effective communication and planning for classified professional development
- Area 2:** Collaborate to improve employee engagement and motivation
- Area 3:** Advise on the professional development of classified staff
- Area 4:** Collaborate with POD on implementation of professional development contract language

The **Classified Professional Development Day (CPD-Day) Task Force** had been meeting weekly for the past several weeks. Planning is going well and a breakdown of the day's schedule has been drafted. A keynote speaker has also been secured. CPD-Day will be Fri., August 18, 2017. Classified have release time for the day in order to attend the full roster of workshops and events.

3. **Classified School Employee Week** (CSEW) was May 22–26. From the feedback received from classified employees it appears each event of that week was a big success. CSEA 262, CSEA 651, and the Classified Senate sponsored the week's events.
4. The **Classys Awards Show** was on Wed., May 24. Awards for Classified Excellence

and years of service were handed out. The show included an opening dance number from the movie, LA LA Land. All of the dancers were classified staff and the choreographer was Senator Zak Gallegos. It was very well received! There were also the video clips covering Mt. SAC goings-on, and featuring various Mt. SAC individuals such as one of our favorites, President Scroggins. The videos all included that irrepressible host, Huell Lewallen.

5. ***The Great Staff Retreat*** for classified employees was held, May 18 to 20, at the UCLA Arrowhead Center. Reports from the Mt. SAC staff who planned and organized the event are that everything went well and attendees enjoyed the learning and bonding time.

There will be, once again, follow-up workshops for those who attend the retreat. These will focus on communication and leadership skills. A workshop track just for retreat attendees is planned during the upcoming Classified Professional Development Day (CPD-Day.)

Respectfully submitted by,
John Lewallen
President, Classified Senate
(909) 274-4137



Strengthen, Increase, Promote and Advance

**Faculty Association Report
To the Board of Trustees
28 June 2017**

1. Representative Council

At the 6 June Representative Council meeting the Council approved its goals and amended its printing budget. The Council will not meet again until September.

2. 2017-18 Negotiations

The FA is pleased to report that negotiations with the District successfully closed on 9 June. The FA is holding information sessions regarding the twenty-four tentative agreements on 28 June, 29 June, and 10 July. We expect to send out ratification ballots on 7 July with a deadline by which to return them of 31 July. We should know the result of the ratification by very early August and hope that the Board of Trustees will consider this item at its August meeting.

3. FA Student Achievement Fund Awards Breakfast

Twelve students were awarded over \$10,000 in scholarships at the Faculty Association Student Achievement Fund Awards Breakfast on Saturday, 10 June in Founders Hall. The FA would like to thank Trustees Manuel Baca, Rosanne Bader, David Hall, Robert Hidalgo, and Laura Santos for attending the event and for providing remarks. The awards were funded with a combination of union dues, Puttin' On The Hits proceeds, and direct donations.

4. NEA RA

The annual meeting of the National Education Association Representative Assembly is now taking place in Boston, Mass. Over seven thousand delegates representing state and local affiliates, student members, retired members, and other segments of the education profession are debating and voting on over 125 new business items that the NEA might work on in the upcoming year. California, as is customary, has the largest delegation with approximately one thousand delegates, including Mt. SAC faculty Robert Ho and Linda Chan.

5. Puttin' on the Hits 2018

Due to the college's accreditation visit, the 2017 version of Puttin' on the Hits actually took place in November 2016. The next Puttin' on the Hits will take place on **9 – 10 March 2018**. The format of Puttin' on the Hits allows students, faculty, classified, management, and trustees to come together in a way that builds camaraderie. It's one of the things that make Mt. SAC such a positive place to work, and I very much hope that you will plan on participating in this 20th anniversary show!

Respectfully submitted by,
Eric Kaljumagi, Faculty Association President

Board of Trustees Meeting Report

CSEA 262

June 28, 2017

1. Negotiations with the district continue to be productive and we hope to conclude soon, with one carry- over item with the Public Safety Article that we will continue to work on through the summer term to complete.
2. The Mt. SAC Classified Leadership Team, consisting of CSEA 262, 651 and Classified Senate, are working to complete the set up for Professional development day, and my understanding is that everything is going as planned and is on schedule for a great day for classified staff.
3. We had our most recent Classified New Employee orientation, and it was a great success thanks to the amazing staff in POD, and all who participated in the day to ensure that our new classified employees had all that they needed!
4. We have begun work on Article 17 of our CBA with Re-classification requests submitted by our members and are moving forward with processing these through the Committee. You will be seeing these approvals coming to you for approval in the coming months.
5. CSEA 262 would like to Thank Sokha Song for all his assistance in helping to resolve several issues that have come up in the past month, that frankly CSEA 262 was not getting any resolution on and with Sokha's assistance, they have been moving forward positively and timely!
6. CSEA 262 will be participating in the CSEA National Conference coming up the end of July where we are sending 6 Delegate to represent us. This is a very important conference where many important Items are worked through and voted on including legislative changes that are then sent forward to the State Legislature. One of these important items is the a proposed amendment to SB 1626, training for School Security Personnel, to require it for all employees working in a security capacity regardless of job title and number of hours worked.

Respectfully Submitted by: Sandra R Bollier

CSEA 262 President



**Foundation & Alumni Association Report to the Board of Trustees
June 28, 2017**

The month of June is always a busy time for any Foundation and here at Mt. SAC it is no different. Some of our biggest events of the year happen at this time. Thank you to all of you for supporting not just the Foundation, but the college as a whole in all of our end of year activities. It means a great deal to all of us to have the college leadership as involved as you are.

The Scholarship Ceremony was again a really wonderful event Great thanks to the Scholarship Committee, our partners in the Financial Aid/Scholarship office and all the people across campus who worked so hard throughout the year to help our students through the scholarship program. I also want to extend a special thanks to all of our scholarship donors—some of those folks are in this room with us tonight—for their vision, leadership and commitment to student success. This year we are giving out over \$410,000 to more than 500 deserving Mt. SAC students.

In addition to the campus wide scholarship ceremony, we also hosted a number of smaller receptions for scholarship donors and their recipients. These smaller get-togethers are a terrific supplement to the larger ceremony and allow for even more contact between scholarship donors and their recipients. We find again and again that people commit on the spot to renewing and in many cases increasing their award. The nursing program, as well as two individual awards—one for an Ag student sponsored by our industry partner Water Wise and the other for students in the Dream program established by Mt. SAC Alum Lam Nguyen—participated in these receptions.

Continuing the scholarship topic for a moment, last week we worked with the scholarship office to hold a Thank You Note writing party for students. This was a new event this year and was a great success. More than 50 of our scholarship recipients attended the pizza party, which allowed us to further personalize the thank you letter writing process. Special thanks to Sodexo for their support for this activity and their overall support throughout the year.

We also attended the Agriculture Program banquet. The banquet is Ag’s end of the year ceremony to celebrate students, faculty and staff who help make the program so successful. This year we were able to recognize some of our good friends that support AG students, the La Garden Club & Orange County Farm Bureau. With Brian Scott’s help, we were able to offer special recognition to representatives from the OFCB. They were pleased with the event and noted how their reasons for making the gift they did were confirmed by what they experienced at the banquet.

At graduation many of you had the chance to meet Captain Willie Daniels, our 2017 Alumnus of the Year. Willie was delighted to be back at Mt. SAC and had 25 family members in attendance. The local Pomona boy was a hit with the audience and his remarks about giving back struck a chord with all of us. We’re going to have Captain Daniels back to visit with more of you in the coming months. We will also honor him again at Alumni Day in early November.

Speaking of alumni engagement, for the first time we offered our graduates a gift at the ceremony. We gave away a drawstring backpack and a pair of Mt. SAC sunglasses to students who are transferring and to those who walked at graduation. We also included a Mt. SAC Alumni Association application and encouraged our news grads to stay involved and connected with their Alma matter.

Upcoming Events:

- Mt. SAC Night at the Ballpark, Tomorrow night, Angel Stadium, Gate 5 at 5

Annual Giving Stats	FY2015/16	FY2016/17 To-Date	FY2016/17 Goal	FY2016/17 % to Goal
Total Dollars Raised	\$672,072.30	\$1,006,498.87	\$706,000	142.56%
Total # of Donors	514	684	540	126.67%

Submitted by Bill Lambert, Executive Director, Mt. SAC Foundation

Dual Enrollment Update

Dr. Joumana McGowan, Associate Vice President, Instruction
Dr. Francisco Dorame, Associate Dean, Counseling

June 28, 2017



Dual Enrollment Update

- Development of AP and BP for Dual Enrollment
- Created a DEMAC committee
- Generated MOU Agreements with 4 High School Districts
- Sharing opportunities and challenges experienced in working with area high school districts

TWO Models: AB-288 vs Non AB-288

AB 288 (Holden) offers opportunities to provide college courses to high school students through College & Career Access Pathways (CCAP)

Dual enrollment is a program that allows high school students to **enroll** in college courses for credit prior to high school graduation.

	AB-288 Holden (CCAP)	Non AB-288
Courses	Must be a pathway, may be college level and/or developmental math or English and CTE	College level academic and CTE
FTES	May be at high school campus just for high school students and <u>closed</u> to the public	Course must be <u>open</u> to the general public
Approval	Presented to each board twice once as an information item for public comments and vote then to CCCCO for approval (CCAP Partnership Agreement)	Agreement must be approved by college boards (Non AB-288 Agreement)



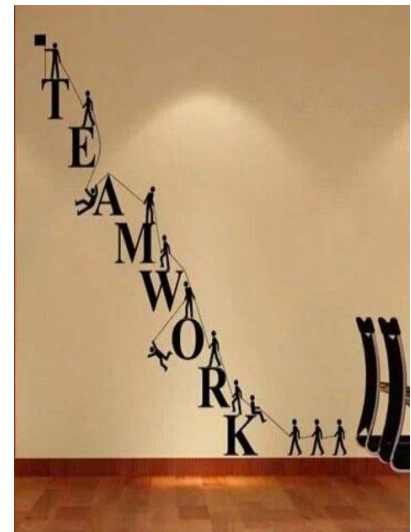
AP and BP on Dual Enrollment

- Fall 2016 created **Dual Enrollment Taskforce**
 - Updated ***AP 5011: Admission and Concurrent Enrollment of High School and Other Young Students***
 - Updated ***BP 5010: Admissions***
 - Developed and updated content of MOU Agreements

DEMAC Committee

(Dual Enrollment Mutual Agreement Committee)

- **Purpose:** DEMAC is the primary body for reaching mutual agreement between the faculty and administration on academic issues pertinent to dual enrollment and making recommendations
- **Membership:** (10)
 - AVPI (Co-Chair)
 - President, Academic Senate
 - 3 Faculty, At-large appointed by Academic Senate
 - 1 Faculty, At-large appointed by Faculty Association
 - 1 Student Services Manager appointed by VPSS
 - 2 Deans/Associate Deans appointed by VPI
 - Associate Dean of Counseling



Communication & Collaboration with High School Districts

District

High
Schools

Parents &
Students

Non-AB 288 Agreements

Consent Item # 56

INTERNATIONAL POLYTECHNIC HIGH SCHOOL (iPoly)

Term

Classes

Fall 2017

- ENGL 68, Preparation for College Writing
- ENGL 1A, Freshman Composition
- MATH 110, Elementary Statistics

Spring 2018

- ENGL 1A, Freshman Composition
- POLI 1, Political Science
- MATH 160, Precalculus Mathematics

Non-AB 288 Agreements

Consent Item # 57

ROWLAND UNIFIED SCHOOL DISTRICT

<u>Term</u>	<u>High School</u>	<u>Classes</u>
Fall 2017	Rowland High School	➤ SOC 1, Sociology
Fall 2017	Nogales High School	➤ ANTH 5, Cultural Anthropology

Non-AB 288 Agreements

Consent Item # 58

WEST COVINA UNIFIED SCHOOL DISTRICT

<u>Term</u>	<u>High School</u>	<u>Classes</u>
Summer 2017	Edgewood High School	<ul style="list-style-type: none"> ➤ COUN 51, Career Planning ➤ COUN 51, Career Planning
	West Covina High School	<ul style="list-style-type: none"> ➤ COUN 51, Career Planning ➤ COUN 51, Career Planning
Fall 2017	Edgewood High School	<ul style="list-style-type: none"> ➤ BIO 5, Contemporary Health Issues ➤ MEDI 90, Medical Terminology
	West Covina High School	<ul style="list-style-type: none"> ➤ Math 71A, Intermediate Algebra ➤ Math 71A, Intermediate Algebra
Spring 2018	Edgewood High School	<ul style="list-style-type: none"> ➤ MEDI 90, Medical Terminology ➤ FIRE 1, Fire Protection Organization
	West Covina High School	<ul style="list-style-type: none"> ➤ Math 71B, Intermediate Algebra ➤ Math 71B, Intermediate Algebra

AB 288 Agreement

Discussion Item # 1

POMONA UNIFIED SCHOOL DISTRICT

<u>Term</u>	<u>High School</u>	<u>Classes</u>
Fall 2017	Ganesha High School	➤ ENGL 68, Preparation for College Writing
	Diamond Ranch High School	➤ ENGL 1A, Freshman Composition
Spring 2018	Ganesha High School	➤ ENGL 1A, Freshman Composition
	Diamond Ranch High School	➤ ENGL 1C, Critical Thinking and Writing

Mt. SAC will offer 24 Sections for 2017-18

Non AB-288 & AB 288 Dual Enrollment

<u>TERM</u>	<u>SECTIONS</u>	<u>Estimated FTEs</u>
Summer 2017	4	4.8
Fall 2017	11	44.25
Spring 2018	9	36.35
TOTAL	24	85.4

NOTE: *Sections and FTEs could change*



Opportunities and Challenges with Local High School Districts

<u>Opportunities</u>	<u>Challenges</u>
Ongoing discussions regarding college readiness, standards, and curriculum alignment	Disconnect in expectations between District and High School leadership
Development of stronger relationships and partnerships	Lack of communication between District and High School support staff
Enrollment growth	Ongoing High School Leadership Transition/Turnover



List of Potential Districts

District	High Schools
Baldwin Park Unified School District	<ul style="list-style-type: none">➤ Baldwin Park High School➤ Sierra Vista High School➤ North Park High School
Bassett Unified School District	<ul style="list-style-type: none">➤ Bassett High School
Bonita Unified School District	<ul style="list-style-type: none">➤ Bonita High School➤ San Dimas High School
Charter Oak Unified School District	<ul style="list-style-type: none">➤ Charter Oak High School
Covina-Valley Unified School District	<ul style="list-style-type: none">➤ Covina High School➤ Northview High School➤ South Hills High School
Hacienda La Puente Unified School District	<ul style="list-style-type: none">➤ Glen A. Wilson High School➤ William Workman High School➤ La Puente High School➤ Los Altos High School➤ La Puente Valley ROP

Questions?





Mt. San Antonio College 2017-18 Tentative Budget

June 28, 2017

2017-18 STATE BUDGET UPDATE

GOVERNOR'S BUDGET AND THE LEGISLATURE'S AGREEMENTS

Funding Proposal	Mt. SAC Approximately
\$57.8 Million Growth (1% Statewide) (If the College Earns the Growth)	\$1.5 Million
\$102 Million COLA (1.56%)	\$2.5 Million
\$183.6 Million to Increase the Base Allocation Funding – Ongoing (STRS and PERS Increases)	\$4.6 Million
\$150 Million Guided Pathways Program – One-Time	\$3.8 Million
\$76.8 Million Deferred Maintenance and Instructional Support – One-Time	\$1.9 Million
\$46.5 Million Proposition 39 Energy Efficiency	\$1.2 Million
\$1.8 Million Equal Opportunity Employment	\$45,000
\$3.6 Million Part-Time Faculty Office Hours (Mt. SAC Current Office Hours Expenditures \$748,966)	\$125,000
\$5.6 Million COLA for EOPS, DSPS, and Childcare Tax Bailout	\$83,000
\$0.5 Million COLA for Mandated Block Grant	\$12,000

CHANGES TO THE FUND BALANCE FROM 2016-17 ADOPTED BUDGET TO 2017-18 TENTATIVE BUDGET

	<u>In Millions</u>
Fund Balance per 2016-17 Adopted	\$20.8
Plus: Unbudgeted Revenues	
- Increase to Base Allocation/Faculty Hiring	\$ 0.3
- 2015-16 Growth	\$ 1.0
- 2015-16 Deficit Recovery	\$ 0.8
- Non Resident Tuition, Interest, and Other Miscellaneous Revenues	\$ 1.4 <u>\$ 3.5</u>
Plus: Unexpended Expenditure Budgets	
- Faculty, Management, and Classified Positions ⁽¹⁾	\$ 3.4
- Unexpended Departmental and Institutional Budgets	\$ 2.5
- Unexpended New Resources Allocation Budgets ⁽²⁾	<u>\$ 4.2</u>
	<u>\$10.1</u>

(1) Positions Currently in Process of Being Filled.

(2) Mainly New Resources Allocation Phases 5 and 6, approved in July and November 2016.

**CHANGES TO THE FUND BALANCE
FROM 2016-17 ADOPTED BUDGET TO
2017-18 TENTATIVE BUDGET
USE OF 2016-17 ESTIMATED ENDING BALANCE**

In Millions

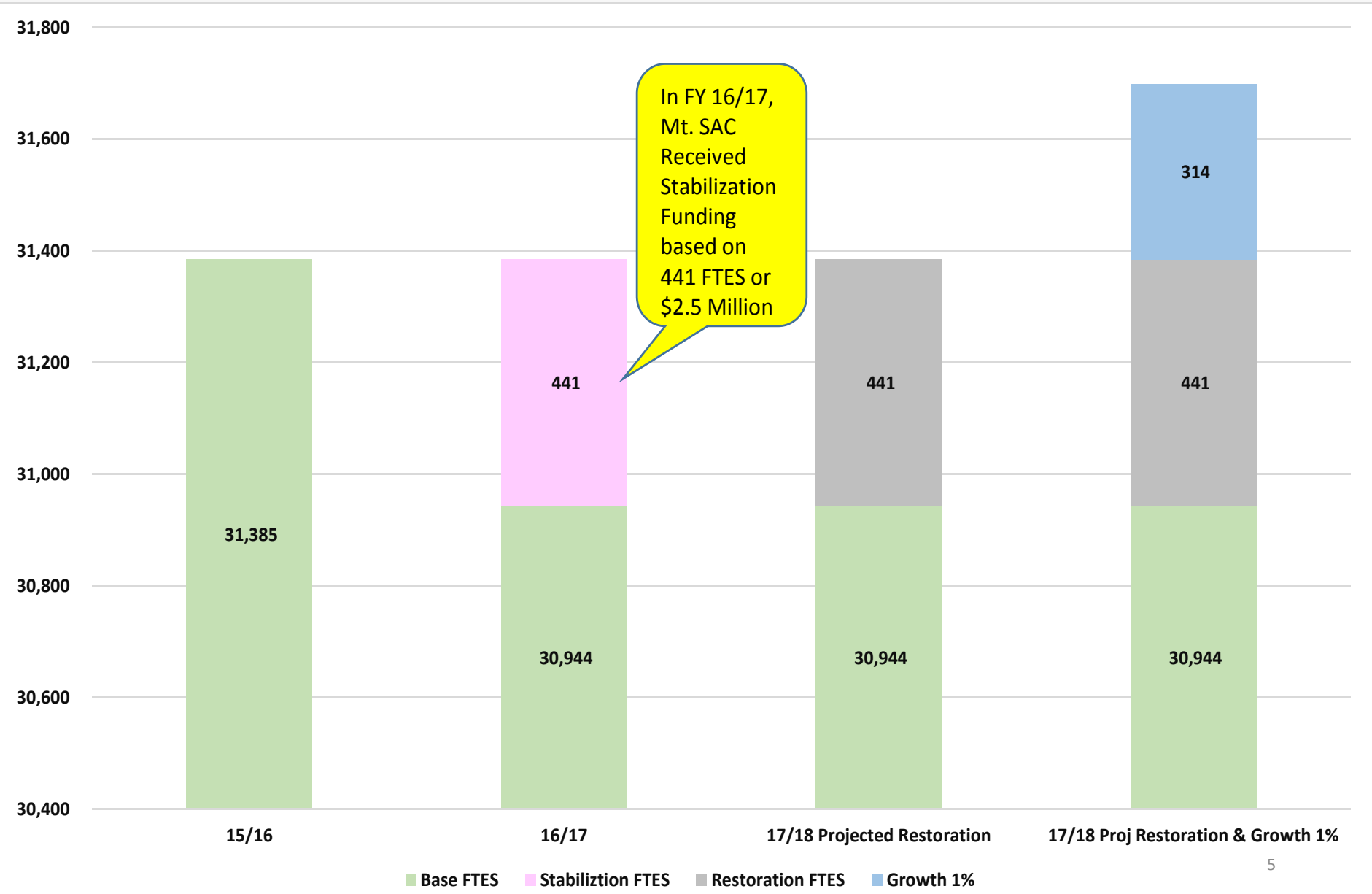
Less: Commitments

- 2016-17 Purchases in Progress and Carryovers	(\$ 2.7)	
- Unexpended New Resources Allocations Carryovers Phases 1 to 6	(\$ 4.2)	
- Designated for 2017-18 One-Time Expenditures	(\$ 5.9)	
	(\$12.8)	
- 2017-18 Ongoing Projected Budget Deficit*		(\$ 1.1)

Projected Ending Balance as of June 30, 2018 (10.01%)		\$20.5
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* The College's Actual Results have Consistently Performed Better than Budgeted, due to Underspending and Conservative Revenue Assumptions.

Stability, Decline, and Restoration in FTES



**2017-18 TENTATIVE BUDGET
UNRESTRICTED GENERAL FUND
ONGOING REVENUE BUDGET ASSUMPTIONS**

Base Ongoing Revenue Budget (2016-17)	\$174,352,375
2017-18 COLA at 1.56%	2,493,065
2015-16 Growth – April 2017 Recalculation	503,502
2016-17 Growth – Will not Earn Growth for 2016-17 and will be in Stabilization for 2017-18	-
2015-16 & 2016-17 Increase to the Base Allocation/Faculty Hiring	152,284
2017-18 Increase to the Base Allocation – \$183.6 Million Statewide	4,534,124
Lottery Decrease – To be Adjusted with Annual Attendance in July 2017	(79,920)
Interest – Increase Due to Total Elimination of Apportionment Deferrals	100,000
Nonresident Tuition – International	275,000
Nonresident Tuition – Out-of-State	8,000
Other Miscellaneous Revenue	(129,098)
Total Ongoing Revenue Budget	\$182,209,332

2017-18 TENTATIVE BUDGET UNRESTRICTED GENERAL FUND ONGOING EXPENDITURE BUDGET ASSUMPTIONS

Base Ongoing Expenditure Budget	\$174,327,424
Salary Schedule Progression	1,365,957
Personnel and Benefit Changes (Positions Hired at a Lower Step)	(825,799)
2016-17 Salary Increase (1.56%) – All Units – Pending Board Approval	2,430,552
STRS Employer Rate Increase – From 12.58% to 14.43%	1,426,913
PERS Employer Rate Increase – From 13.888% to 15.531%	654,050
Reclassification of Personnel	60,323
New Positions – Management and Classified	1,351,119
Faculty Professional Growth	150,000
New Faculty Positions, Net of Reduction of Hourly Faculty Adjunct (The College is Replacing 19 Faculty Positions and will Meet the Faculty Obligation Number (FON) for the 2017-18 Fiscal Year	18,930
Hourly Faculty Budget – Increase from Summer 2016 to Spring 2017	246,070
New Resources Allocation Operating Expenses Phases 5 and 6	185,748
2017-18 New Resources Allocation Phase 7	1,872,358
Total Ongoing Expenditure Budget	\$183,263,645

STRS	PERS	CUMULATIVE
1,426,913	654,050	2,080,963
272,507	308,296	580,803
1,699,420	962,346	2,661,766

2017-18 TENTATIVE BUDGET UNRESTRICTED GENERAL FUND

Total Ongoing Revenue	\$182,209,332
Total Ongoing Expenditures	(\$183,263,645)
Ongoing Projected Deficit *	(\$1,054,313)

* The College's Actual Results have Consistently Performed Better than Budgeted, due to Underspending and Conservative Revenue Assumptions.

2017-18 ONE-TIME REVENUE BUDGET ASSUMPTIONS UNRESTRICTED GENERAL FUND

Beginning Fund Balance – From Ending Estimated Fund Balance 2017-18 – Designated for One-Time Expenditures	\$12,852,521
2017-18 Growth – 1% Statewide. Estimated at \$1,518,762 – Mt. SAC Does not Budget Growth Until Earned	-
2016-17 Apportionment Deficit – Estimated at 0.5%	(844,636)
Total One-Time Revenue Budget	\$12,007,885

2017-18 ONE-TIME EXPENDITURE BUDGET ASSUMPTIONS UNRESTRICTED GENERAL FUND

Purchases In Progress and Various Carryovers	\$2,742,228
New Resources Allocations Phases 1 to 6 – Committed Carryovers	4,164,552
STRS and PERS Trust (Pending Board of Trustees Approval)	2,000,000
Scheduled Maintenance and Instructional Equipment (There are Plans to Reallocate This Budget to Fund the STRS/PERS Trust Because the College Will be Receiving Scheduled Maintenance and Instructional Equipment Funds of Approximately \$1.9 Million)	2,000,000
Auxiliary Unfunded PERS Liability	152,545
International Student Nonresident Fee	275,000
Computer Replacement Program	250,000
Faculty Positions – 4 Tenured Faculty (Transferred from Strong Workforce Program)	486,454
Summer Growth for Noncredit	679,248
Election Cost (No Election Cost for 2017-18)	-
2016-17 One-Time Savings from Vacant Positions	(742,142)
Total One-Time Expenditure Increases	\$12,007,885

UNRESTRICTED GENERAL FUND REVENUE-GENERATED ACCOUNTS REVENUE AND EXPENDITURE ASSUMPTIONS

Estimated Beginning Fund Balance	\$6,797,926
Revenue Budgets – Matching Revenue and Expenditure Accounts	3,128,911
Total Revenue Budget	\$9,926,837
2016-17 Estimated Carryover – Revenue-Generated Accounts	\$6,797,926
Expenditure Budgets – Matching Revenue and Expenditure Accounts	3,128,911
Total Expenditure Budget	\$9,926,837
Total Revenue-Generated Accounts Increases/(Decreases)	-

2017-18 TENTATIVE BUDGET UNRESTRICTED GENERAL FUND BALANCE

Unassigned Fund Balance – 10% Board Policy	10.00%	\$20,519,837
Unassigned Fund Balance	0.01%	17,431
Total Fund Balance	10.01%	\$20,537,268

STRS AND PERS

Unrestricted General Fund

FISCAL YEAR	STRS				PERS				STRS and PERS	
	CUMULATIVE ANNUAL COST	RATE	RATE INCREASE	TOTAL INCREASE	CUMULATIVE ANNUAL COST	RATE	RATE INCREASE	TOTAL INCREASE	TOTAL CUMULATIVE ANNUAL COST	TOTAL INCREASE
2013-14 ⁽¹⁾	5,280,378	8.25%	-	-	3,559,423	11.442%	-	-	8,839,801	-
2014-15 ⁽¹⁾	5,828,283	8.88%	0.63%	547,905	3,723,289	11.771%	0.329%	163,866	9,551,572	711,771
2015-16 ⁽¹⁾	7,767,510	10.73%	1.85%	1,939,227	4,137,528	11.847%	0.076%	414,239	11,905,038	2,353,466
2016-17 ⁽²⁾	9,445,370	12.58%	1.85%	1,677,860	5,221,251	13.888%	2.041%	1,083,723	14,666,621	2,761,583
2017-18	9,888,517	14.43%	1.85%	1,426,913	4,211,255	15.531%	1.643%	654,050	14,099,772	2,080,963
2017-18	1,256,273	14.43%	1.85%	272,507	1,972,342	15.531%	1.643%	308,296	3,228,615	580,803
				1,699,420				962,346		2,661,766
2018-19	12,573,610	16.28%	1.85%	1,428,819	7,206,433	18.100%	2.569%	1,022,836	19,780,042	2,451,655
2019-20	14,002,429	18.13%	1.85%	1,428,819	8,281,425	20.800%	2.700%	1,074,993	22,283,854	2,503,812
2020-21	14,751,594	19.10%	0.97%	749,165	9,475,862	23.800%	3.000%	1,194,436	24,227,455	1,943,601
2021-22		█ (3)			10,033,265	25.200%	1.400%	557,404	10,033,265	557,404
2022-23		█ (3)			10,391,596	26.100%	0.900%	358,331	10,391,596	358,331
2023-24		█ (3)			10,670,298	26.800%	0.700%	278,702	10,670,298	278,702
TOTAL				\$ 11,170,636				\$ 8,073,221		\$ 19,243,857

Notes:

- (1) Actual Expenditures
- (2) Projected Actuals
- (3) Rates Not Available

Other Budget Issues

- OPEB Trust
 - Retirees' Health Premiums – \$4.5 Million
Paid from the Interest Earned in the OPEB Trust
- STRS Increases
 - “Employer Share” rate will Increase from 12.58% to 14.43% in 2017-18, and will be at 19.10% in 2020-21.
- PERS Increases
 - “Employer Share” rate will Increase from 13.888% to 15.531% in 2017-18, and will be at 26.8% in 2023-24.
- Proposition 30 was Extended with Proposition 55 on November 2016 (\$23.2 for Mt. SAC in 2016-17).
 - Income Tax Increase Terminates at the end of 2030.

Future Considerations

- Lack of Sufficient COLA for Ongoing Expenditures.
- Lack of Sufficient COLA for Categorical Programs Such as, Student Success and Support, Student Equity, Adult Education, and Strong Workforce Programs.
- Reduced Growth Funds.
- Reduction in Physical Plant and Instructional Equipment Funds.
- Unprecedented Uncertainties Regarding Federal Fiscal Policy Changes Due to the New Administration That Could Affect the State Budget, including the Affordable Care Act.

Future Considerations

- Concerns with a Potential Recession and the Volatility of State Revenues. The Rainy Day Fund will not be Sufficient to Cover the Budget Deficits in Out Years.
- Maintain Unrestricted General Fund Balance (Reserves) at not less than 10% of Total Expenditures – Board Policy (BP) 6250
 - 10% of \$205,198,388, Which is \$20,519,837 (Per 2017-18 Tentative Budget).

Questions

