



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, December 15, 2010

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, December 15, 2010. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

STAFF PRESENT

John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; 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:

- Employment/Appointment of College President
- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6
Faculty Association
- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (two positions)

3. PUBLIC SESSION

The public meeting reconvened at 6:35 p.m.

4. ELECTION OF BOARD OF TRUSTEES OFFICERS

It was moved by Trustee Baca, seconded by Trustee Bader, that Trustee Chen Haggerty serve as President of the Board. Motion unanimously carried. Student Trustee concurred.

Before stepping down from the presidency, Dr. Hall shared some thoughts about the year 2010. During his term as president, Trustee Hall said the College has seen some outstanding accomplishments in both academics and athletics, while dealing with extremely difficult budget issues. He said he was very proud of the Mt. SAC family when it came together to reduce expenditures in excess of \$7 million during the 2009-10 year and maintain a 10% reserve.

While the State is years away from resolving its budget issues, Dr. Hall pointed out that Mt. SAC's Measure R and Measure RR projects continue to move forward. Through the Mt. SAC Foundation, the College presented students with scholarships in excess of \$334,000.

During 2010, the College hosted an accreditation visiting team, which produced excellent results, as well as initiated a new Building Automation Program. The Mt. SAC football team brought home another State/National title, and the Men's Soccer Team took the State Championship. These back-to-back athletic accomplishments are unprecedented. Events like the Mt. SAC Relays and the Cross Country Relays have become part of the College culture and draw thousands of visitors.

Trustee Hall said he was proud of how the Board selected a consultant for the presidential search process and looks forward to a successful conclusion. Dr. Hall said that he is very proud to represent the College in the community and is very proud of the mutual respect and collegiality that have become part of the culture of the College.

Trustee Chen Haggerty assumed the office of Board President.

It was moved by Trustee Chyr, seconded by Trustee Baca, that Trustee Bader serve as Vice President of the Board. Motion unanimously carried. Student Trustee concurred.

It was moved by Trustee Hall, seconded by Trustee Bader, that Trustee Baca serve as Clerk of the Board. Motion unanimously carried. Student Trustee concurred.

Trustee Chen Haggerty thanked Trustee Hall for doing an exemplary job of presiding over Board events and for his excellent representation of the College and the Board in the community this past year.

5. INTRODUCTIONS/RECOGNITION

- **Introductions**

- The following newly appointed classified staff member was introduced to the Board:

Harini Pattapurathi, Database Administrator, Information Technology

- **Recognition**

- Trustee Chen Haggerty presented Certificates of Service to the following retiring staff members:

Willie Bell – Lead Custodian, 29 years of service

Luis Gracia – Supervisor, Custodial Services, 10 years of service

Anita Lopez – Associated Students Secretary, 19 years of service

6. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Hall, to approve the minutes of the regular meeting of November 17, 2010. Motion unanimously carried. Student Trustee concurred.

7. ACTION TAKEN IN CLOSED SESSION

Trustee Chen Haggerty reported that, in Closed Session, the Board voted unanimously to dismiss classified employee #7419.

8. PUBLIC COMMUNICATION

None.

9. REPORTS

A. Jeremy Cooper, Associated Students Vice President of Activities, reported the following:

- Associated Students congratulated Anita Lopez for her 19 years of service to the students and wished her well in retirement. Mr. Cooper said Ms. Lopez has taken some vacation time prior to her official retirement, and the students really feel her absence.
- President Nixon was thanked for meeting with student government leaders to discuss the state of the College.
- The Student Holiday Celebration was a huge success with over 700 students and staff attending. Mr. Cooper thanked President Nixon and Vice Presidents Gregoryk and Yamagata-Noji for attending.
- Finals Frenzy was held the last week of the semester. During the week, Associated Students distributed free scantrons, pencils, coffee, food, and much more to support students through the stress of finals.

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

- Since the last Board of Trustees meeting, the Senate approved the following: a plan to populate the College's DegreeWorks/MAP course equivalency database, revisions to two radio broadcasting certificates, and an inventory of questions to use as part of multiple measures process for student placement. The Senate also finalized its strategic objectives for the year and revised the manner by which courses will be given their mandatory quadrennial review.

The Senate also voted to recommend modifications to three College Administrative Procedures (4025, 4270, and 4280). In addition, the Senate approved an Administrative Procedure which explains and defines the process by which Administrative Procedures and Board Policies are proposed and reviewed.

- The Academic Senate has been informed that of the 25 faculty positions previously approved for recruitment, financial considerations may reduce the number of new faculty actually employed next year to 20. While recognizing the

State of California's fiscal instability, the Senate is hopeful that more positions will be funded and encouraged the College to consider the State's Faculty Obligation Number as a "worst-case" minimal value.

- The Academic Senate is continuing the process of seeking coordinators for fall 2011. No one as yet has applied to become the Faculty Outcomes Coordinator, and the Senate will spend time this spring debating how to carry out faculty SLO work in the fall should no one step forward for this key position. The Senate is also seeking a new Teacher Preparation Institute Coordinator. All other positions have been filled.
- Each year, the State Board of Governors presents an Exemplary Program Award to two programs in the California Community College system. There are also four honorable mentions given. Mr. Kaljumagi announced that, for 2010-11, the Mt. SAC WIN program won an honorable mention as an "Innovative Program Supporting Student Success." The WIN program will be honored with a plaque at the January Board of Governors meeting.

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

- The Classified and Academic Senates have formed a task force to collaborate on the possibility of having a combined Service Recognition Ceremony at the end of the academic year. Traditionally, the two groups have each organized their own awards ceremony. This year, it was suggested that the two groups explore the possibility of combining the two events. The combined ceremony would include awards for managers, faculty, and classified staff.
- The Classified Senate will be assisting with a campuswide "Supplies Drive Challenge" for the United Way. It will be a friendly on-campus competition in the spring semester to collect school supplies for kids.

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

- The Faculty Association will begin contract negotiations with the District in the winter for a successor agreement. The Faculty Association's negotiating team consists of Jennifer Galbraith (lead), Linda Chan, Michelle Grimes-Hillman, Paul Sharpe, and Ralph Spaulding. The team has received a list of issues that were identified by the Executive Board for negotiations with input from the all-faculty survey.
- The Faculty Association will be hosting an Open House for anyone interested in learning about the Faculty Association and the rights of faculty. The Open House will be held Wednesday, March 16, from 9:00 a.m. to 6:00 p.m. in the Faculty Association Office. Executive Board members will be available throughout the day to answer questions.
- Over 290 faculty responded to the Faculty Association's survey about restricting smoking on campus. The results of the survey are currently being compiled by the Association's task force. The results, although still being tallied, appear to indicate that some type of restriction to smoking on campus is favored.

E. President Nixon's report included the following:

- Dr. Nixon congratulated Trustee Chen Haggerty on her appointment to President of the Board and thanked Trustee Hall for his leadership this past year.

- Dr. Nixon announced that the men's soccer team won the State Championship again this year, and that the football team won the State and National Championship for a second year in a row. Dr. Nixon noted that winning these championships for two consecutive years is unprecedented. The two teams have been invited to a reception prior to the February Board meeting to celebrate their accomplishment.
- Copies of the 2009-10 Annual Report to the Community were given to Board and audience members. Dr. Nixon commended Clarence Brown, Director of Marketing, for the very attractive and informative document.
- Professor Maya Alvarez-Galvan, who had previously addressed the Board regarding a new program on campus called MyBook@MtSAC, announced that 28 books had been nominated to be read by the campus community. The book selected (by the 120 people who voted) is *The Last Lecture*, by Professor Randy Pausch, a Carnegie Mellon computer science professor. Professor Alvarez-Galvan invited Board members to read the book and to participate in discussion groups.
- Dr. Nixon introduced Gema Ptasinski, from Vicenti, Lloyd & Stutzman, who provided a report to the Board on the 2009-10 fiscal year audit for the College, Financial Aid, and Auxiliary Services. The College again received a "clean/unqualified" audit, which is the best auditors can render. Ms. Ptasinski pointed out that there are no audit adjustments, which is a credit to the Fiscal Services staff, and the College is meeting its reserve requirements.

Dr. Nixon thanked the auditors for the good job they did and commended Associate Vice President, Fiscal Services Linda Baldwin, Fiscal Services Assistant Director Rosa Royce, and their staff for their outstanding work, resulting in such a good audit.

10. INFORMATIONAL REPORT

Board members were provided with a written update on Transfer, prepared by Heidi Lockhart, Director of Career & Transfer Services.

Mt. SAC continues to be a leader in the state in terms of numbers of transfers to state and local institutions. However, College transfer numbers have been greatly impacted by transfer capacity at other public institutions, particularly California State Universities, in the past 18 months. As capacity diminishes at the public four-year institutions due to budget cuts, so do Mt. SAC transfer numbers. In addition to the counseling services offered via the Counseling Department, Mt. SAC Career and Transfer Services provides transfer activities and events such as university representative appointments, university tours, transfer-related workshops, walk-in advising and application assistance, and classroom presentations to assist students in navigating the volatile transfer climate.

The Career and Transfer Center, which opened in fall 2007, with the remodel of the Student Services Center, has provided much needed space and services to inform students of transfer requirements. Student use of this facility has dramatically increased from 5,387 duplicated student contacts in 2007-08 to 15,907 duplicated student contacts in 2009-10, a nearly 200% increase.

There was brief discussion regarding the transfer problems faced by students in 2009-10. Cal Poly Pomona and CSU Fullerton continue to be the top transfer destinations for

Mt. SAC students. Director Lockhart cited recent initiatives taken by Transfer Services to improve transfer rates, including the launch of a listserv that now notifies nearly 8,000 students of transfer-related updates and deadlines as well as activities sponsored by the Career & Transfer Center. Class presentations on transfer admissions basics have doubled over the past three years, and the corresponding number of students reached has increased dramatically from 1,151 to 2,117 (84% increase) over the same period. A Facebook page has also been established to distribute transfer information and to engage students.

11. CONSENT AGENDA

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

HUMAN RESOURCES

1. Approval of Personnel Transactions, dated December 15, 2010.
2. Approval of renewal of management contracts, effective July 1, 2011.
3. Approval of a Contract for Investigative Services with The Titan Group, for the period December 16, 2010, through December 2011.

INSTRUCTION and STUDENT SERVICES

4. Approval of a new Associate in Science Degree titled Integrated Pest Management, pending Chancellor's Office approval.
5. Approval of a new adult education vocational course titled Tutoring in Mathematics, pending Chancellor's Office approval.
6. Approval of fees for students attending the fourteen-week spring 2011 fire academy in the amount of \$1,800 (maximum).
7. Approval of activities and a contract for the Pilot Program for Course Material Rental grant.
8. Approval of activities and a contract for the Family and Consumer Sciences Discipline/Industry Collaborative grant.
9. Approval to accept the Child Care Access Means Parents in School grant.
10. Approval to accept the renewal of the Center of Excellence grant.
11. Approval of Community Services programs and courses for winter and spring 2011.

ADMINISTRATIVE SERVICES

12. Approval of the Appropriation Transfers and Budget Revisions Summary.
13. Approval to hire various Independent Contractors in order to acquire the expertise

needed to accomplish College goals and to meet deadlines.

14. Approval to increase bail amounts for Notice of Illegal Parking Citations, effective December 16, 2010.
15. Approval of an agreement with Vangent for services to produce 1098T forms for students.
16. Approval of an annual maintenance agreement with Coin Security Systems to provide annual key box maintenance and support.
17. Approval of an agreement with Thacker Berry Farms to lease College property located at the southwest corner of Grand Avenue and Amar Road for the period February 1, 2011, through July 31, 2011, with the option to extend for two additional months depending on the weather and quality of fruit.
18. Approval to reduce from 10% to 5% the retention for K.A.R. Construction, Inc. for the Agricultural Sciences Complex – Main Building – Concrete & Masonry package (Bid No. 2773).
19. Approval of various agreements to provide Professional Design and Consulting Services with Independent Roofing Consultants for the Design Technology Center project; with Bovis Lend Lease for the Performing Arts Center Chiller project; and with Bovis Lend Lease for the Parking Lot D project.
20. Approval of the following Change Orders:
 - Bid No. 2775 Agricultural Sciences Complex (Main Building) – Harbor Construction (General Contractor) – Change Order No. 10.
 - Bid No. 2777 Agricultural Sciences Complex (Main Building) – Continental Plumbing (Plumbing Contractor) – Change Order No. 12.
 - Bid No. 2779 Agricultural Sciences Complex (Main Building) – American Electric Company (Electrical Contractor) – Change Order No. 6.
 - Bid No. 2780 Agricultural Sciences Complex (Main Building) – Pierre Sprinkler & Landscape, Inc. (Landscape Contractor) – Change Order No. 2.
 - Bid No. 2847 Design Technology Center – Columbia Steel (Structural Steel and Miscellaneous Metals Contractor) – Change Order No. 2.
 - Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 3.
 - Bid No. 2851 Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 2.
 - Bid No. 2874 Modifications to Upper Practice Field – CS Legacy Construction (General Contractor) – Change Order No. 3.

21. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
22. Approval of the following Completion Notice:
 - Bid No. 2800 Chemistry Building Lecture Hall Revisions – Sea West Enterprises, Inc. (Contractor)
23. Approval of the following Proposed Gifts and Donations to the College:
 - Larry L. Redinger – Two wooden tables, four wooden chairs, storage cabinet, dolly, museum display materials, geology maps/charts, frames, science DVD, map storage cabinet, and power tools, valued by donor at \$1,420, to be used by the Natural Sciences Division.
 - Michael Daum – Drafting chair, valued by donor at \$50, to be used by the Technology & Health Division.
 - Michael Daum – Floor fan, matt cutter, and lawn mower, valued by donor at \$75, to be used by the Technology & Health Division.
 - Orange City Fire Department – Two 1995 Amkus power units, two spreaders, cutter, hoses, mineral oil, two sets rams, and 12 various nozzles, valued by donor at \$5,000, to be used by the Technology & Health Division.
 - City of La Verne Fire Department – Twenty-five total units Survivair Sigma self-contained breathing apparatus, masks, and bottles (breathing air units for firefighting), valued by donor at \$12,500, to be used by the Technology & Health Division.

Motion unanimously carried. Student Trustee concurred.

12. CONTRACT AMENDMENTS

It was moved by Trustee Baca, seconded by Trustee Chyr to approve the following Contract Amendments:

- Contract Agricultural Sciences Complex – Hill Partnership Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 2.
- Contract Classroom Improvements – Humanities Building Restroom Upgrade – Hill Partnership Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 2.
- Contract Building 45 Renovation – Kishimoto Architects, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 9.

Motion unanimously carried. Student Trustee concurred.

13. PUBLIC HEARING – COLLECTIVE BARGAINING SUCCESSOR AGREEMENT

PROPOSALS

In compliance with California Government Code, Chapter 10.7, Section 3547(b), Trustee Chen Haggerty opened the Public Hearing at 7:50 p.m. There were no statements made relative to the collective bargaining successor agreement proposals submitted by the District and the Faculty Association. The Public Hearing was closed at 7:51 p.m.

14. COLLECTIVE BARGAINING SUCCESSOR AGREEMENT – FACULTY ASSOCIATION

Trustee Chen Haggerty asked that the following corrections be made to the backup information on this item: on page 64 of the backup packet, under Analysis and Fiscal Impact, please change the date in the third line from February 28 to February 1. On page 65 of the backup packet, under the Articles submitted by the Faculty Association, please delete Article 19: Retirement.

It was moved by Trustee Hall, seconded by Trustee Chyr, to approve the proposal to initiate faculty negotiations for a successor agreement for the period July 1, 2011, through June 30, 2014, as corrected. Motion unanimously carried. Student Trustee concurred.

15. CITIZENS OVERSIGHT COMMITTEE APPOINTMENTS

It was moved by Trustee Baca, seconded by Trustee Hall, to appoint Fidel Vargas, Sr. and Steve O'Sullivan to a second two-year term on the Citizens Oversight Committee effective January 2011 through December 2012. Motion unanimously carried. Student Trustee concurred.

16. AUDIT REPORTS FOR FISCAL YEAR ENDING JUNE 30, 2010

It was moved by Trustee Bader, seconded by Trustee Chyr, to accept the audit reports from Vicenti, Lloyd & Stutzman, Certified Public Accountants, for the fiscal year ending June 30, 2010, relating to books and records of the Mt. San Antonio Community College District, Financial Aid, and Mt. San Antonio College Auxiliary Services Corporation. Motion unanimously carried. Student Trustee concurred.

17. BOARD COMMUNICATION

- All Board members shared the following comments:
 - Best wishes and thanks were offered to each retiring staff member.
 - Congratulations were extended to both the football team and men's soccer teams for their outstanding back-to-back State Championships. The teams' coaches were commended for their great work. The College Cheer/Dance Squads were also commended.
 - All trustees thanked Trustee Hall for his year of service as President of the Board and congratulated Trustee Chen Haggerty on her appointment to the Presidency.
 - Trustees mentioned the many events they have attended, including: Annual Holiday Wassail, the College holiday teas, the CCLC Annual Conference, the Foundation Planetarium event, the Annual Joint Board Dinner, and the Nursing Pinning Ceremony.

- All trustees wished everyone a safe and happy holiday season.
- Trustee Baca said he attended Governor Brown's Educational Summit held in Southern California. Chancellor Scott spoke at the event. Trustee Baca said that, while there was nothing particularly new, we can expect a budget reduction. Trustee Baca believes Governor Brown will ask the voters for additional revenue.
- Trustee Chyr said the University of La Verne recently appointed its new president, effective July 1, 2011. The new president is Dr. Devorah Lieberman, who was also one of Mt. SAC's Alumni of the Year in 2000. On behalf of the College, Trustee Chyr invited Dr. Lieberman to be this year's Commencement Speaker, and she enthusiastically accepted.

Trustee Chyr said he ran into former Mt. SAC baseball coach Art Mazmanian at the Holiday Wassail. Trustee Chyr shared his thoughts about Coach Mazmanian and his ability to connect with people.

- Trustee Bader thanked the College Chamber Singers for performing at the Pomona Rotary Club meeting.
- Trustee Hall said it was thrilling to see the gymnasium full of parents, friends, and associates of the 60 nursing students who received their pins. He also thanked Mr. and Mrs. Jim Randall for helping to pay for new seats in the Planetarium.
- Trustee Chen Haggerty said the end of the year is a good time for the College to reflect on its many successes as well as plan for the future. The College is going to need to think outside the box when it comes to the budget. Trustee Chen Haggerty said she is grateful to serve the College.

18. ADJOURNMENT

The meeting adjourned at 8:18 p.m.

JSN:dc