



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, January 8, 2014

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Chyr at 6:00 p.m. on Wednesday, January 8, 2014. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, and Santos were present. Student Trustee Maureira was also present.

STAFF PRESENT

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

1. PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

2. CLOSED SESSION

The Board adjourned to Closed Session at 6:01 p.m. to discuss the following item:

- **Conference with Labor Negotiators Terri Long, Dean, Instructional Services; James Czaja, Vice President, Human Resources; and Bill Scroggins, President & CEO, per California Government Code Section 54957.6.**

Faculty Association, CSEA, Chapter 262, and CSEA, Chapter 651

3. PUBLIC SESSION

The public meeting reconvened at 6:34 p.m., and the Pledge of Allegiance was led by Trustee Robert Hidalgo.

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.

4. MOMENT OF SILENCE

- A moment of silence was observed in memory of Professor **Joe Franko**, who passed away December 19, 2013, at the age of 67 years old. Professor Franko joined the College in September 1990 as a professor in the Mathematics Department. He was a regular participant in Puttin' on the Hits, a Faculty Association fund-raiser. In 2011, Professor Franko was awarded the first-ever David Sanchez Award, given to honor those who have supported, promoted, and educated community colleges and community college students on LGBT (Lesbian, Gay, Bisexual and Transgender) issues. He also established a second school for Afghan refugee girls in Pakistan. The schools are now educating more than 600 Afghan refugee girls.

The memorial service for Joe Franko will take place on Saturday, February 15, 2014, at 2:00 p.m., at the Orange Grove Friends Meeting Home, located at 520 East Orange Grove Boulevard, Pasadena, CA.

- A moment of silence was observed in memory of Professor **Phillip Maynard**, who passed away on January 4, 2014, at the age of 66 years old. Professor Maynard joined the College in August 1990 as a professor in the Communication Department. He received his Bachelor of Arts and Master of Arts degrees from CSU Fresno. Prior to beginning his career in higher education, he worked as an executive director for an urban social service agency and, later, as Deputy Director of CETA, one of the first government-funded job training initiatives for low-income individuals. Addressing diversity issues was always in the forefront for Phil. As a faculty member, he worked to address diversity issues across the campus curriculum through extensive faculty training sessions. One of his proudest achievements was the development of an inter-cultural communication course which is now the foundation course for a multi-disciplinary AA degree in inter-cultural understanding at Mt. SAC.

Phil served as President of the Academic Senate during his tenure and was an active participant in creating the College's first-ever Student Equity Plan. He both taught and mentored students in the Bridge and ASPIRE programs.

Professor Maynard was instrumental in creating the "Knowledge Is Power" Black College Fair in 2005. Some 30 institutions were represented including 21 historically black colleges and universities as well as local public and private mainstream universities. The Black College Fair continues to this day and has reached thousands of students.

At the statewide level, he served on the Executive Board of the Academic Senate for California Community Colleges.

Information regarding services will be announced just as soon as they are finalized.

The College extends its deepest condolences to Professor Maynard's family and friends.

- Student **Taylor Ewing**, Captain of Mt. SAC's Flying Team, will be remembered by his faculty, friends, and Flying Team peers as a leader, a skilled pilot, a committed mentor, and student who came to his love of flying while following the love of his life. Taylor was the type of person that, once he set his goals, he not only reached them, but exceeded them. As a former Marine, Taylor was not a stranger to hard work and sacrifice and always held the achievement of the Team over his own.

The College extends its deepest condolences to Mr. Ewing's family and friends.

5. INTRODUCTIONS

The following newly appointed staff member was introduced:

Classified Employee

- Mario Guzman, Web Developer (Information Technology) (present)

The following newly promoted staff member was introduced:

Classified Employee

- Ruben Avila, Supervisor (Grounds) (absent)

6. RECOGNITION

- A Certificate of Service was presented to the following retiring staff member:

- **Pedro Ruiz**, Lead Air Conditioning and Heating Mechanic, Facilities Planning and Management, 34 years of service (absent)

A Certificate of Service will be mailed to Mr. Ruiz in his absence.

- **Mindy Miracle, Samuel Tharpe, and Tony Torng** were each recognized and presented with a plaque for their four years of service as members of the Citizens Oversight Committee. A plaque will be mailed to Ms. Miracle in her absence.

Trustees Chyr, Bader, and Hall offered their personal gratitude to Mindy Miracle, Samuel Tharpe, and Tony Torng. Mr. Torng was also recognized for chairing the committee during 2012 and 2013.

7. APPROVAL OF MINUTES

There was a correction to the minutes of the regular meeting of November 20, 2013. Under "Board Communication, C. Trustee Chen Haggerty reported the following:" the fourth bullet should read: "She was interviewed by a reporter for the *World Journal*, the largest Chinese newspaper in the United States, regarding Mt. SAC's Culinary Program. She thanked the program's staff for being so helpful as well as Drs. Joumana McGowan and Fawaz Al-Malood for obtaining needed information for the reporter. She shared the newspaper that had a Mt. SAC student's photo."

It was moved by Trustee Baca, seconded by Trustee Bader, and passed to approve the minutes of the regular meeting of November 20, 2013, as corrected. Student Trustee concurred.

It was moved by Trustee Chen Haggerty, seconded by Trustee Baca, and passed to approve the minutes of the regular meeting of December 11, 2013. Student Trustee concurred.

8. REPORTING OUT OF ACTION TAKEN IN CLOSED SESSION

None.

9. PUBLIC COMMUNICATION

None.

10. REPORTS

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

- **May Ochoa**, President, Associated Students
- **Dan Smith**, President, Academic Senate
- **Deejay Santiago**, President, Classified Senate
- **Eric Kaljumagi**, Vice President, Faculty Association (no written report)
- **Bill Lambert**, Executive Director, Mt. SAC Foundation

11. BOARD COMMUNICATION

A. Trustee Baca 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 new and promoted employees Mario Guzman and Ruben Avila.
- They congratulated Pedro Ruiz on his retirement.
- They thanked Mindy Miracle, Samuel Tharpe, and Tony Torng for their service on the Citizens Oversight Committee.
- They also expressed their condolences to the families and friends regarding the deaths of professors Franko and Maynard and student Ewing.

C. Trustee Bader reported the following:

- She thanked Gary Nellesen for his great leadership regarding the Citizens Oversight Committee.
- The Chamber Singers performed at the Pomona Rotary holiday luncheon.
- She appreciates the Wellness Center and plans to continue attendance in 2014.
- She mentioned how nice the new athletic banners look on Temple Avenue.

D. Trustee Baca reported the following:

- Other than what the others reported, he wished everyone a Happy New Year.

E. Trustee Santos reported the following:

- She wished everyone a Happy 2014.
- She attended the Pomona Rotary holiday luncheon.
- She attended the L. A. County Active Transportation Coalition meeting. At the meeting, she mentioned Mt. SAC's involvement with Foothill Transit.

F. Trustee Hidalgo reported the following:

- He attended Senator Norma Torres' holiday open house.
- He attended a couple of swearing-ins including the Hacienda-La Puente Board.
- In January, he will be attending the CCLC Effective Trustee Workshop in Sacramento.
- He wished everyone a Happy Chinese New Year.

G. Trustee Hall reported the following:

- He mentioned his friendship and sadness regarding the passing of Joe Franko and Phil Maynard, who he got close to in the many years of Puttin' on the Hits. He asked everyone to think of some way to memorialize these great professors.
- He said that Bill Lambert is doing a wonderful job with the Foundation. In fact, he attended the Phi Theta Kappa fall induction in late November, where they asked Mr. Lambert to be their keynote speaker.

H. Trustee Chen Haggerty reported the following:

- She relayed her sadness over Phil Maynard's and Joe Franko's deaths and agreed that something positive should be done to keep their spirit going. She said that, being a minority, she really connected with Mr. Maynard because of his strong belief in equity.
- She said she hears complaints from other school districts about the unhappiness with their bond oversight committees, and she said that the College is so fortunate to have such dedicated volunteers that make up its Citizens Oversight Committee. She also thanked Gary Nellesen, Director, Facilities Planning and Management, for monitoring the bond expenditures so closely. She thanked Mr. Nellesen for always providing the members with complete information.
- She was in China for ten days and visited about a dozen schools. She is still in touch with individuals that visited and trained at Mt. SAC last year. She mentioned that the Chinese delegates were very impressed with Mt. SAC's leadership, the campus, and staff, and she said that the Mt. SAC singers are revered. She also said that some of their presidents sent their New Year's wishes to Mt. SAC.
- In January, she'll be attending the ACES Committee meeting at the CCLC Conference in Sacramento.
- She was glad to see that some of Mt. SAC's former Foundation Board members are coming back, which is a good sign that the College is moving in the right direction. She mentioned that the Foundation received a check from Kaiser Permanente.
- She wished everyone a Happy New Year and a Happy Chinese New Year.

I. Trustee Maureira reported the following:

- She indicated that Phil Maynard was one of her professors, and she was very close to him. She talked about her experience with Professor Maynard and talked about the fact that he was a unique individual; very different from other professors. She said that he treated everyone as if he'd known them for years; he pushed his students to be better people; he encouraged his students to come by and chat; and she will miss him greatly and knows he will be missed by everyone who knew him.

J. Trustee Chyr reported the following:

- He mentioned what a gentle soul Phil Maynard had, how nice he was, and he left a very big footprint at Mt. SAC.

12. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed new and promoted employees Mario Guzman and Ruben Avila.
- He congratulated Pedro Ruiz on his retirement.
- He thanked Mindy Miracle, Samuel Tharpe, and Tony Torng for their service on the Citizens Oversight Committee.
- He discussed topics for the Board Study Session on February 22, 2014. He distributed a handout with possible study session topics to be discussed, which is posted on the College website with these minutes.
- He attended a training session for his role as the team chair for the accreditation visit to Mendocino College, which will take place in March. He mentioned that Jemma Blake-Judd will also be attending as his team assistant.
- He was interviewed by a Sociology doctoral student from Sac State, and her thesis was on Performance Gap in College Completion. Her take on this was to investigate the extent to which that gap is based on poverty, and she's asking college presidents what they're doing about it. Dr. Scroggins said Mt. SAC does a lot to help its students, but believes it can do more. For instance, education on how to manage money and accumulate wealth would help students in the long run to help close the gap.
- He participated in a webinar on a panel of college presidents to discuss internships and the role the experiential learning plays in the community college mission. He said that Mt. SAC continues to be well represented in a number of arenas.
- He filled in for Chancellor Brice Harris at a K-12 workshop regarding articulating high school courses to Mt. SAC's curriculum. He was the only community college representative in the meeting, and he said that, what Mt. SAC does with its money is critical to its success. He talked about AB86 and the adult education initiative, which is Section 76 in the budget trailer bill. Section 48 of AB86 has to do with Career Pathways, which is for K-12. The CTE Pathways is \$250M that will soon be out for competitive bids.
- Dr. Scroggins introduced Gema Ptasinski, from the audit firm of Vicenti, Lloyd & Stutzman LLP, who provided a review of the performance and financial audits of the Bond projects. The reports were for the year ending June 30, 2013.

Ms. Ptasinski noted that, in performing the financial audit, the objective was to document that the College is in compliance with the spending of Bond proceeds appropriately. While doing that, they look for any weaknesses in the system. Their objective is to provide the Citizens Oversight Committee with a report so that it can fulfill its obligation to provide a report to the community. This information will be provided to the Citizens Oversight Committee at its next meeting. Based on the audit, it was determined that the College has properly accounted for the expenditures of the Proposition 39 General Obligation Bonds and received an unqualified opinion, which is the best an organization can receive.

The Performance Audit found that, based on the procedures performed, the College has properly accounted for the expenditures of the funds held in the Construction Fund, and that such expenditures were made on authorized Bond projects. There were no findings or recommendations.

These audit reports may be obtained by contacting the Fiscal Services Department.

13. **CONSENT CALENDAR**

The following corrections were made to the Consent Calendar:

- On Page 28, Consent #6, Moving Services for Various Locations within the District (Bid No. 2956) – under Background, the dates should read, “**February 1, 2014, through January 31, 2019.**”
- On Page 38, Consent #10, Professional Design and Consulting Services (Contract Amendments) - under “#2 (TOMIT Consulting, Inc.), the project is incorrect. It should read, “**Child Development Center.**”
- Add Consent #18: “Consideration of approval of a Lease Agreement with the City of Chino Successor Agency.”

It was moved by Trustee Baca, seconded by Trustee Hidalgo, and passed to approve or ratify the following items, as amended:

ADMINISTRATIVE SERVICES

1. Approval of the Appropriation Transfers and Budget Revisions Summary.
2. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
3. Approval of 2014-15 Nonresident Tuition Fees.
4. Approval of the reissuance of a stale-dated warrant, as listed.
5. Approval to amend an agreement with Fletcher, Heald & Hildreth, PLC for legal services related to the relocation of the KSAK transmitter.
6. Approval to award a primary contract to American Relocation & Logistics, and a secondary contract to King Office Services, for the following Bid:
 - Bid No. 2956 Moving Services for Various Locations Within the District – American Relocation & Logistics and King Office Services (Moving Services).
7. Approval of agreements to provide Professional Design and Consulting Services with McKinstry for the Engineered Maintenance Plan; Converse Consultants for the Performing Arts Center Chiller Replacement and West Parcel projects; Hill Partnership, Inc. for the Parking Structure Project; P2S Engineering, Inc. for the Performing Arts Center Chiller Replacement Project; and Psomas for the Athletics Complex East Project.

8. Ratification of the following Child Development Center Change Orders.
 - Bid No. 2827 Doja, Inc. (Grading Contractor) – Change Order No. 8.
 - Bid No. 2832 Continental Plumbing (Plumbing Contractor) – Change Order No. 6.
9. Approval of the following Building 12 Renovation (formerly Agricultural Sciences) Change Order.
 - Bid No. 2936 Castlerock Environmental Inc. (Hazardous Materials Abatement Contractor) – Change Order No. 3.
10. Approval of the following Contract Amendments.
 - Contract Earthwork Planning Study – Psomas (Professional Engineering and Consulting Services) – Amendment No. 1.
 - Contract Building 12 Classroom Modernization – TOMIT Consulting, Inc. (Professional Project Management Services) – Amendment No. 3.

HUMAN RESOURCES

11. Approval of Personnel Transactions.

INSTRUCTION

12. Approval of a Center of Excellence Memorandum of Understanding with Modesto Junior College.
13. This item was pulled and acted upon separately (see Paragraph No. 14).
14. Approval of Fermata Nowhere to attend the International Championship of Collegiate A Cappella Competition in Tempe, AZ, March 7-9, 2014.
15. Approval of Forensics Students to attend the International Debate Education Association Tournament in Chengdu, China.
16. Approval of an amended contract with RaceWire.
17. Approval of Continuing Education Division modified courses.
18. Approval of a Lease Agreement with the City of Chino Successor Agency.

Student Trustee concurred.

14. CONSENT ITEM #13 – APPROVAL OF A CONTRACT WITH CHINO VALLEY FIRE DISTRICT

It was moved by Trustee Bader, seconded by Trustee Chen Haggerty, to approve this item.

Dr. Scroggins talked about Consent item #18 for the lease of a piece of property with the City of Chino Successor Agency, which goes hand-in-hand with Consent #13. Consent #18

is for parking and storage that is needed for Mt. SAC's Fire Program. Dr. Scroggins had a conversation with Paul Segalla, the Chino Valley Fire District's Chief, to determine the length and dollar amount of the agreement.

It was recommended that the Board of Trustees authorizes the President/CEO to approve the agreement with the Chino Valley Fire District for a time period of up to 18 months and not to exceed \$12,000 per fire academy.

It was asked what is the status of the agreement with the Ontario Fire Training Center, owned by the Ontario Fire District. Dr. Scroggins said that, about a year ago, he had a conversation with the Chief at the station next to Cal Poly, and the result of that conversation was that they weren't interested in a long-term commitment because they are using their facility full-time. It was also asked if there is a burn tower at Chino, and the answer was yes.

Trustee Hall withdrew his original motion and made a new motion to approve this item with an amended recommendation, as follows: The Board of Trustees authorizes the President/CEO to approve the agreement with the Chino Valley Fire District for a time period of up to 18 months and not to exceed \$12,000 per fire academy. Trustee Bader seconded the motion.

Motion carried. Student Trustee concurred.

15. ACTION ITEM #1 – APPOINTMENTS TO THE CITIZENS OVERSIGHT COMMITTEE

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to appoint Joshua Acevedo, Suzanne Gomez, Andrew Jared, Wen Pei, Chester Sasaki, and Edward Walsh to two-year terms on the Citizens Oversight Committee, effective January 2014 through December 2015.

Regarding David Billman's application, Trustee Hall's desire was to appoint the trustees' nominations because he said that there was not enough information on Mr. Billman's application to appoint him. He suggested that Suzanne Gomez be appointed as the Senior Citizen Group representative, and Joshua Acevedo, Andrew Jared, Wein Pei, Chester Sasaki, and Edward Walsh be appointed as the Business/At-Large Community representatives.

Because there were no applicants to replace Mindy Miracle as the Taxpayer Organization representative, Mindy agreed to help find a replacement for her and suggested that her husband be appointed, who is a member of the same taxpayer organizations as she. Without a Taxpayer Organization representative, the Citizens Oversight Committee meetings can be informational only. Therefore, it was recommended that the February 2014 Citizens Oversight Committee meeting be postponed until a Taxpayer Organization representative is appointed, hopefully at the February 19, 2014, Board of Trustees meeting.

Trustee Hall withdrew his original motion and made a new motion to appoint Suzanne Gomez as the Senior Citizen Group representative, and Joshua Acevedo, Andrew Jared, Wen Pei, Chester Sasaki, and Edward Walsh be appointed as the Business/At-Large Community representatives. Trustee Baca seconded the motion.

With the appointment of tonight's members, this will result in two additional members, a total of 13.

Motion carried. Student Trustee concurred.

16. ACTION ITEM #2 – APPROVAL TO ACCEPT THE AUDIT REPORTS FROM VICENTI, LLOYD & STUTZMAN, CERTIFIED PUBLIC ACCOUNTANTS, FOR THE FISCAL YEAR ENDING JUNE 30, 2013, RELATING TO BOOKS AND RECORDS OF THE MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT PROPOSITION 39, GENERAL OBLIGATION BONDS (MEASURE R 2001; LEASE REVENUE BONDS 2007; AND BOND ANTICIPATION NOTES 2009) PERFORMANCE AND FINANCIAL AUDITS

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

Vice President Mike Gregoryk explained the difference between Lease Revenue Bonds and Bond Anticipation Notes. He said that the Lease Revenue Bonds are collateralized by Mt. SAC's buildings, and the Bond Anticipation Note (BAN) is temporary financing, obtained due to the valuation of residential values dropping below the threshold to sell bonds. Now that the BAN has been paid off, and Bonds can now be sold, future funding will come from Measure RR funds.

Mr. Gregoryk commended Gary Nellesen and Rosa Royce for their teamwork that resulted in a clean audit with no findings.

Student Trustee concurred.

17. ACTION ITEM #3 – NOMINATION FOR THE 2014 CCCT BOARD OF DIRECTORS

There was no nomination made for the 2014 CCCT Board of Directors.

18. ACTION ITEM #4 – APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY 5010 - ADMISSIONS

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

It was asked if the CCLC had recommended the revisions for provisional admission, and Audrey Yamagata-Noji, Vice President, Student Services, said yes, and then the revisions are reviewed by Mt. SAC for appropriateness for the College.

Trustee Santos asked if these revisions are mandatory, and Dr. Yamagata-Noji said that provisional admission is not new; just a new recommendation from CCLC.

Trustee Chen Haggerty asked what does "highly gifted" means, and Dr. Yamagata-Noji said that there is no real good definition. She said the information is in Education Code Section 86001. She said that practice has been to accept highly gifted high school students to take college courses. She also said that this information may be found in both Mt. SAC's AP 5010 and AP 5011.

Trustee Hall asked what "provisionally admitted" means. Dr. Yamagata-Noji said that certain students may not benefit from college courses because they're not ready for one reason or another, or they may have displayed poor high school grades; so, even though they may be admitted, they are done so and watched, much like being on probation, on a term-to-term basis.

Trustee Santos expressed her concern that the College is closing its doors on any person over the age of 18. Dr. Yamagata-Noji said that the Federal Government has deemed it fit to deny the Federal Pell Grant to students who won't have the ability to benefit with a high school diploma and may enroll, but will not receive financial aid. She said that, even though Mt. SAC doesn't agree, right now, it's mandated.

Dr. Scroggins said that he recently met with Congressman Ed Royce regarding this subject, and, perhaps it will be reversed.

Dr. Yamagata-Noji said that students may obtain their GED at Mt. SAC; however, the College does not administer the GED test. She was asked to look into the ability for the College to administer the test in the future.

Motion carried, with Trustee Santos voting "No." Student Trustee abstained.

19. ADJOURNMENT

The meeting adjourned at 8:28 p.m.

WTS:dl



Associated Students Report

Presented By A.S President Amayrani Ochoa; January 8, 2014

On behalf of Associated Students, I wish the Board of Trustees, President Scroggins, and Administration a Happy New Year!

Special Thanks

Thank you Trustee Chen Haggerty for the delicious holiday treats; we really appreciate your kind gesture.

----- ▼ **UPCOMING EVENTS** ▼ -----

Blood Drives

There will be Blood Drives taking place Jan. 14 & 15 (Tue. & Wed.) from 9 a.m.-7 p.m. as well as on Feb. 3-5 (Mon.-Wed.) from 9 a.m.-7 p.m.

**Academic Senate Report
To the Board of Trustees
January 8, 2014**

Full Senate Activity

The full Senate is on break until March 6. However, revisions to several administrative procedures are completing the shared governance process:

- AP 5010 Admissions was accepted by AMAC, contingent upon its completion of the review process in PAC.
- AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students was approved by the Senate, and will be reviewed at AMAC next week.
- AP 4350 Student Travel Guidelines was reviewed and approved at PAC earlier today.

State Accreditation Workshop

Vice President of Instruction Irene Malmgren and I are scheduled to attend the State Academic Senate's Accreditation Institute to be held on 7 & 8 February in La Jolla. The purpose of the Accreditation Institute is to assist and support college leaders as they navigate the waters of writing their institution's self-evaluation, follow up reports, substantive change reports, and other documents within the accreditation process. Furthermore, the Institute will examine assessment, sanctions, and other issues and concerns as they pertain to accreditation and the California community colleges.

Flex Activities for Winter

Although the mandatory Flex Day for faculty was held in August, additional professional development goes on throughout the academic year. A day of voluntary professional development activities has been scheduled for February 21. Seventeen workshops are planned which address the myriad changes we expect in the next year, and the various ways in which faculty can help students.

Passing of Joe Franko and Phil Maynard

With a heavy heart we mourn the deaths of two very important faculty members.

Both professors were known for their moral leadership and educational efforts outside of the classroom, going above and beyond their duties to change the world they lived in. They engaged and inspired their students, from California to Pakistan, and serve as an example to us all.

In addition, Phillip Maynard was a past president of the Academic Senate, leading us from 2004 to 2006. He spent eight years total as an officer, and then continued to work on issues close to his heart. We will continue that work, ideally with the same passion and empathy he showed us.

Respectfully submitted,
Dan Smith
President, Academic Senate



MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE

**REPORT TO THE BOARD OF TRUSTEES
WEDNESDAY JANUARY 8, 2014**

1. Classified Senate met on Thursday December 12th. At this meeting we discussed:
 - a. California Community Colleges Classified Senate (4CS) South Region Leadership Retreat
 - i. Friday January 10, 2014 at Mt. San Jacinto College
 - ii. President-Elect John Lewallen and I will be attending the retreat on behalf of Mt. SAC's Classified Senate
 - b. Classified Valentine's Day Coffee Break event on Thursday February 13th from 2:00 pm – 4:00 pm in Founders Hall.
 - c. Classified Recognition Ceremony
 - i. The Classys will be on Wednesday May 21, 2014 in the Clarke Theater from 9:00 am – 11:00 am.
 - d. Pint Challenge Blood Drive will be on Tuesday May 27th from 10:00 am – 4:00 pm
 - e. Classified Leadership Institute
 - i. Crowne Plaza in Ventura California
 - ii. June 19– June 21, 2014
2. Next meeting is scheduled for Thursday February 6th at 1:00 pm in Founders Hall.
3. Welcome to the newly appointed and promoted staff and congratulations to all retirees.

Respectfully Submitted by,
Deejay R. Santiago, Ed.D.
President, Classified Senate



Foundation Report to the Board of Trustees January 8, 2014

The year 2013 wrapped up with a great amount of activity. We participated in a wonderful event at Majestic Realty. Their annual holiday fundraiser was a huge success. As one of four charities benefiting, we received a total of \$38,000—that's a 15% increase over last year. And I want to thank the Mt. SAC community for their participation. Our student carolers, as usual, were a huge hit and we had a couple of faculty musicians who also performed. The team from Special Events was on hand to make sure that everything went smoothly.

I also would like to point out that the college was well represented at the event with more than 50 people from the campus community on hand. At one point one of their executives and a good friend of Mt. SAC, John Semcken, was surrounded by three Mt. SAC Vice Presidents (Gregoryk, Malmgren, and Yamagata-Noji), a Trustee (Dr. Baca) and the Mt. SAC Foundation President Mike Shay. Thanks to everyone who helped us demonstrate to Majestic Realty that we are engaged in their efforts to support us and the community. I also want to thank everyone from campus who bought raffle tickets from the Foundation—it was terrific to see the energy and spirit people brought to this effort!

I am also pleased to report that we have hired a new staff person in the Foundation. Marisa Fierro will start work on January 27 as the new Director of Development and Alumni Relations. We'll introduce her at the next Board meeting but I'm excited to have another seasoned fundraising professional join our team.

Next week the Foundation Board will vote to add 4 new members to its ranks—David Reyno of Foothill Transit, Reyna Del Haro of Kaiser Permanente and Gail Kiralla from Majestic Realty are returning to the Board and Olga Fernandez, a Claremont resident, will be joining for the first time. I'm very enthusiastic about the growth of this group—we continue to add high quality people who are committed to the Foundation and to the college.

A couple of gift commitments as well:

- \$100,000 2 year commitment from the San Gabriel Valley Charitable Foundation in support of the "Pathways to Transfer" Basic Skills Program
- An Airplane "tug" gift-in-kind from Jim Randall at Allfast. This likely will be sold by the Foundation with the proceeds going to support the Aero program
- \$20,000 from Kaiser Permanente in support of a "Success Coach" in the Health professions program
- I am working with former Dean of Natural Sciences, Larry Redinger on an endowment gift that will support a summer research program in Earth/Space Sciences. We are looking at a five year commitment to create a \$70,000 endowed fund

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

Mt. SAC Current Topics and Initiatives

Employee Wellness

Implement college-supported activities for employees outside of work hours to improve health/wellness.

Emergency Response

Implement planning, training and readiness for a wide range of campus emergencies.

Energy Independence

Energy generation and conservation designed to reduce base external electrical energy demand

Student Success—State (laws, regulations, and funding incentives designed to improved completion)

Registration priority, course repeatability, BOG waivers, orientation, common assessment, education plans, declaration of major, accountability reporting, associate-degree-for-transfer, electronic transcripts

Student Success—Mt. SAC Plan (summary of elements)

- Facility design for student learning (study space, library space, Wi-Fi, device plug ins)
- Faculty professional development (engagement, assessment, recognition, cohorts, Bridge)
- Communication with students (technology, e.g., portal, apps; student recognition)
- Counseling (student understanding options, setting ed goals,
- Student roadmap (ed planning, DegreeWorks, student success class)
- Course scheduling (align with student need, assist with degree completion)
- Electronic progress reports (Early Alert, dashboard for completion, advisement messages)
- Early intervention in basic skills (predictive model, tracking, early enrollment incentive)
- Assessment (test preparation, placement accuracy)

Title V Grant “Building Pathways of Persistence and Completion”

More informed educational goals; support services that accelerate students; cohort models; increased/enhanced communication with students; and faculty with professional development

Professional Development

Hire new manager, improve planning, augment budget

Enrollment Management

Data Driven Decision Making System

Work Experience and Internship

Developing a college-coordinated/supported model

Foundation

Foundation Board involvement, alumni, events, targets (athletics, business, current donors)

K-12 Partnerships

AB 86.76 funding for Adult Ed, AB 86.48 funding for Career Pathways, Common Core

International Students

Pre-enrollment service, web marketing, language academy, housing

Reclassification Study

Finalize job descriptions/ranges by June, start compensation study

Strategic Planning

Improved Strategic Plan process (integrated, measurable objectives, KPIs, committee involvement)

Facilities and Facility Planning (Facility Master Plan, Five-Year Facility Plan

Implementing Measure RR Project List, Prop 39 \$\$, Scheduled Maintenance \$\$; Lease-Leaseback effectiveness

Transition plans during construction of Parking Structure, Stadium and athletic fields

Technology

Paperless (document imaging and retrieval, reduce copying/printing, electronic signature), cloud and virtual computing, mobile device applications, Banner integration, cyber security, automation

Equal Employment Opportunity Plan Revisions (based on changes to Title 5 § 51010-53034)

Hiring processes will be considerably changed