

Mt. San Antonio College



REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 23, 2005

6:00 p.m. Closed Session

6:30 p.m. Public Session

1100 N. Grand Avenue, Administration Building, Room 235
Walnut, CA 91789

Welcome to a meeting of the Mt. San Antonio College Board of Trustees. If you wish to address the Board for any reason, please fill out one of the cards available on the table and give it to the Board Secretary. Those requesting to speak on an agenda item will be called upon at the time the item is under consideration. Anyone wishing to speak to items not on the agenda will be called upon under the "Communication" section. *Comments are limited to no more than three minutes per person.*

AGENDA

CALL TO ORDER (6:00 p.m.)

PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on any Closed Session agenda item. Comments are limited to no more than three minutes per person.

CLOSED SESSION

- **Conference with Labor Negotiator John S. Nixon, Vice President, Instruction, per California Government Code Section 54957.6**
Faculty Association

PUBLIC SESSION (6:30 p.m. Flag Salute)

MOMENT OF SILENCE

Observe a moment of silence in memory of former Trustee, Dr. LeRoy McDaniel, and former Mt. SAC President, Marie Taylor Mills.

INTRODUCTIONS AND RECOGNITION

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of February 23, 2005. (See backup packet pages 1 through 16.)

REPORTING OF ACTION TAKEN IN CLOSED SESSION

PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda. Under provisions of the Brown Act, the Board is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to no more than three minutes per person.

REPORTS

The Board requests that constituent group reports and other scheduled reports be limited to no more than five minutes.

1. Associated Students Report
2. Senates
 - A. Academic Senate
 - B. Classified Senate
3. Employee Groups
 - A. Faculty Association
 - B. CSEA Units
4. Other Unrepresented Groups
 - A. Confidential
 - B. Management
5. President – Christopher C. O'Hearn
6. Informational Report – *The Mountaineer* - prepared by Curtis Shumaker, Professor, English/Journalism (See backup packet page 17.)

CONSENT CALENDAR

All matters listed under **Consent Calendar** are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests a specific item be removed from the Consent Calendar for discussion and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar.

PRESIDENT'S OFFICE and INSTITUTIONAL ADVANCEMENT

1. Consideration of approval of activities for the Family and Consumer Science grant (Mt. SAC #948). Permission is requested to pay for transportation and to hire an independent contractor as a speaker for a grant sponsored event. (See backup packet page 18.)

HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions, Reference No. 9 dated March 23, 2005. (See backup packet pages 19 through 26.)
3. Consideration of approval of sabbatical leave reports for 2005-06. (See backup packet pages 27 and 28.)
4. Consideration of approval to enter into an agreement with the Center for Collaborative Solutions to provide collective bargaining training. (See backup packet page 29.)

INSTRUCTION and STUDENT SERVICES

5. Consideration of approval for Forensics students to attend the Phi Rho Pi National Forensic Tournament in Philadelphia, PA from April 6–17, 2005. (See backup packet page 30.)
6. Consideration of approval for Mt. SAC's Vocal Jazz group to attend the Reno International Jazz Festival April 21–24, 2005. (See backup packet page 31.)
7. Consideration of approval of new credit courses and new and revised certificate programs, effective Fall 2005. (See backup packet pages 32 and 33.)
8. Consideration of approval of additions and changes to the Community Services Schedule. (See backup packet page 34.)
9. Consideration of approval of changes to contract education agreements through The Training Source. (See backup packet page 35.)
10. Consideration of approval of Regional Health Occupations Resource Center activities. (See backup packet page 36.)

11. Consideration of approval to destroy instructor roll books, Fall 2001, Spring 2002, and Summer 2002 that have been microfilmed. (See backup packet page 37.)
12. Consideration of approval of a condensed academic calendar, effective Fall 2006. (See backup packet pages 38 through 40.)

ADMINISTRATIVE SERVICES

13. Consideration of approval of Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 41 through 43.)
14. Consideration of approval of the reissuance of a stale-dated commercial warrant in the amount of \$100.00. (See backup packet page 44.)
15. Consideration of approval of a contract with Burrtec Waste Industries to provide waste disposal services. (See backup packet page 45.)
16. Consideration of approval of a contract with Hershey Systems, Inc. for a Document Management Imaging System. (See backup packet page 46.)
17. Consideration of approval of an agreement with CPF Fire Protection to provide professional design and consulting services for the Warehouse Sprinkler System project. (See backup packet page 47.)
18. Consideration of approval of an agreement with The Vinewood Company to provide testing and DSA inspection services for the Bursar's Office Renovation project. (See backup packet page 48.)
19. Consideration of approval of the following Bid:
 - Bid No. 2633 Printing of Class Schedules – Fall 2005, Spring 2006 and Summer 2006 Semesters – Ran Graphics, Inc. (Contractor). (See backup packet page 49.)
20. Consideration of approval of the following Change Orders:
 - Bid No. 2541 Language Center and Health Careers Center Construction – Air Flow Mechanical (HVAC), Change Order No. 8. (See backup packet page 50.)
 - Bid No. 2536 Language Center and Health Careers Center Construction – Moore Flooring (Flooring), Change Order No. 5. (See backup packet page 51.)
 - Bid No. 2535 Language Center and Health Careers Center Construction – Earl Corporation (General), Change Order No. 14. (See backup packet page 51.)

- Bid No. 2533 Language Center and Health Careers Center Construction – Mariposa Horticultural Enterprises, Inc. (Landscaping), Change Order No. 4. (See backup packet page 52.)
- Bid No. 2589 Athletic Fields – Mariposa Horticulture (Landscaping), Change Order No. 3. (See backup packet pages 53 and 54.)
- Bid No. 2596 Seismic Retrofit – Inland Empire Builders, Change Order No. 4. (See backup packet page 55.)
- Bid No. 2605 Art Center Renovation – Inland Empire Builders, Change Order No. 2. (See backup packet page 56.)
- Bid No. 2606 Technology Building Stem Wall – Nu Age Development, Change Order No. 1. (See backup packet page 57.)
- Bid No. 2608 Auxiliary Services Remodel – K.A.R. Construction, Inc., Change Order No. 3. (See backup packet pages 58 and 59.)
- Bid No. 2621 Administration Building Ceiling Project – Inland Empire Builders, Change Order No. 3. (See backup packet pages 60 and 61.)

21. Consideration of approval of the following Contract Amendment:

- Contract Testing and Inspection Services – Art Center Renovation – The Vinewood Company, Amendment No. 1. (See backup packet page 62.)

22. Consideration of approval and acceptance of the following donation/gift to the College:

- Glenn Foster – One purebred Heifer calf and one crossbred Heifer calf, valued by donor at \$2,250, to be used by the Natural Sciences Division.
- Walter Wm. Nash – Home Base Radio Station (new) with all components, valued by donor at \$9,250, to be used by the Technical Services Department.

ACTION ITEMS

All items listed under “Action” will be discussed and acted on separately by the Board of Trustees.

1. Consideration of approval of proposed revisions to Board Policy 3250 – Institutional Planning. (See backup packet pages 63 and 64.)
2. Consideration of approval to reschedule the June Board of Trustees meeting from June 22, 2005 to June 15, 2005.
3. Consideration of the 2005 election for CCCT Board of Directors. (See backup packet pages 65 and 66.)

4. Consideration of approval of Emergency Resolution No. 04-10, which authorizes Amendment No. 1 to the contract with Inland Empire Builders for the Art Center Renovation Project (Bid No. 2605), for an additional amount not to exceed \$550,000. (See backup packet pages 67 and 68.)
5. Consideration of approval of the following Contract Amendments:
 - Contract Professional Design and Consulting Services – Planetarium Renovation – Travis Engineering, Amendment No. 3. (See backup packet page 69.)
 - Contract Professional Design and Consulting Services – Student Life Restroom Renovations – Travis Engineering, Amendment No. 1. (See backup packet page 69.)
 - Contract Professional Design and Consulting Services – Campus Master Plan Update – AC Martin Partners, Inc., Amendment No. 4. (See backup packet page 70.)
 - Contract Professional Design and Consulting Services – Art Center Renovation – Grillias.Pirc.Rosier.Alves, Amendment No. 2. (See backup packet page 70.)

DISCUSSION ITEMS

All items listed for “Discussion” will be discussed by the Board of Trustees but not acted on for approval. After discussion, the Board will determine whether an item returns the following month for action or further discussion.

1. Receive for first reading and discussion proposed revisions to Board Policies 2315 – Closed Sessions, 2716 – Political Activity, and 3430 – Prohibition of Harassment. (See backup packet pages 72 through 75.)

BOARD COMMUNICATION

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.

CLOSED SESSION

- **Public Employee Performance Evaluation**
President/CEO

ADJOURNMENT

Future Board Meetings: April 20, 2005
May 25, 2005
June 22, 2005

Upcoming Events:

March 24, 2005 **Spring Festival of Music** – 8:00 p.m., Clarke Theater

March 26-April 1, 2005 **Spring Recess** – Campus closed on March 28 and 29

April 1, 2005 **Foundation Alumni Association Spring Fling Luncheon** – 12:00 p.m., Student Life Center

April 8, 2005 **Monthly Foundation Executive Committee Meeting** – 9:00 a.m., Staff Center

April 12, 2005 **Athletic Fields Dedication Ceremony** – 2:00 p.m.

April 15, 2005 **Spring Carnival (An evening of adventurous and progressive jazz.)** – 8:00 p.m., Music Recital Hall

April 19, 2005 **Faculty Association Retirement/Tenure Tea** – 12:00-1:30 p.m., Faculty Association Office

April 22, 2005 **Club Advisor Appreciation Awards Ceremony** – 6:00 p.m., Student Life Center

April 22-24, 2005 **Spring Student Dance Concert** – Friday & Saturday – 8:00 p.m., Sunday – 3:00 and 8:00 p.m., Clarke Theater

April 25, 2005 **Scholarship Awards Ceremony** – 6:00 p.m., Clarke Theater

April 29-30, 2005 **The Mandrake (Niccolo Machiavelli's classic Renaissance comedy)** – 8:00 p.m., Studio Theater

April 30, 2005 **Students of Distinction Awards Ceremony/Dinner** – 5:00 p.m., Student Life Center

Upcoming Sports Events:

April 2, 2005 **Baseball vs. L.A. Harbor** – 12:00 p.m., Baseball Field

April 5, 2005 **Softball vs. East Los Angeles** – 3:00 p.m., Softball Field

April 7, 2005 **Softball vs. El Camino** – 3:00 p.m., Softball Field

April 8, 2005 **Track & Field Relays – Community College Day** – All Day, Hilmer Lodge Stadium

April 9, 2005 **Baseball vs. Long Beach City** – 12:00 p.m., Baseball Field
Softball vs. Bakersfield – 2:00 p.m., Softball Field
Softball vs. Cuesta – 6:00 p.m., Softball Field

April 12, 2005 **Softball vs. Cerritos** – 3:00 p.m., Softball Field

April 14, 2005 **Baseball vs. Compton** – 2:30 p.m., Baseball Field

April 16, 2005 **Baseball vs. Pasadena City College** – 12:00 p.m., Baseball Field

April 19, 2005 **Softball vs. Pasadena City College** – 3:00 p.m., Softball Field

April 21, 2005 **Baseball vs. El Camino** – 6:00 p.m., Baseball Field

April 28, 2005 **Baseball vs. Cerritos** – 2:30 p.m., Baseball Field

It is the intention of Mt. San Antonio College to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Diana Casteel, Executive Assistant to the President and Board of Trustees, 1100 North Grand Avenue, Walnut, CA 91789, (909) 594-5611, extension 4250, 7:30 a.m. to 4:30 p.m., Monday-Friday, at least 48 hours prior to the meeting.