



REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, October 26, 2005

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:02 p.m. on Wednesday, October 26, 2005. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

STAFF PRESENT

Christopher C. O'Hearn, President; John S. Nixon, Vice President, Instruction; Michael D. Gregoryk, Vice President, Administrative Services; and Audrey Yamagata-Noji, Interim Vice President, Human Resources

1. PUBLIC COMMUNICATION

None.

2. CLOSED SESSION

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

- Conference with Labor Negotiator John S. Nixon, Vice President, Instruction, 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 6:36 p.m.

4. MOMENT OF SILENCE

Trustee Hall asked that a moment of silence be observed in memory of Sharlene Anderson (Cadwallader), Mt. San Antonio College Professor of Math and Computer Sciences. Professor Anderson passed away October 18, 2005. According to Trustee Hall, a large number of people attended Professor Anderson's memorial service on Sunday. He said it was a great tribute to a great woman.

5. INTRODUCTIONS

- The following new staff were introduced to the Board:

Arthur Gonzalez, Air Conditioning and Heating Mechanic
Thomas Mauch, Associate Dean, Counseling

6. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Chen Haggerty, to approve the minutes of the regular meeting of September 28, 2005. Motion unanimously carried. Student Trustee concurred.

7. ACTION TAKEN IN CLOSED SESSION

None.

8. PUBLIC COMMUNICATION

None.

9. REPORTS

A. Greg Justice, Associated Students President, reported the following:

- Students have been involved in voter registration and political education for the upcoming November 8 Special Election.
- Next week, the year-long "Mayor's Report" program will begin with Sid Tyler, Vice-Mayor and Councilman of Pasadena speaking about the San Gabriel Valley Council of Governments. Mr. Tyler will share with students opportunities for Council participation that are available to them.
- The Associated Students have developed the "Mt. SAC City Links" program, which relates to community volunteerism. The program will make service opportunities available to students.
- The Association is working in cooperation with the Student Life Office to develop the Leadership Education and Development (LEAD) program. This program will offer two leadership development certificates in the fields of Personal & Organizational Development. Currently, 124 students are participating in this program.
- Two students have been awarded the first-ever "Metro & Foothill Transit" scholarships. Because of the Association's efforts to increase awareness of public transit, the Metropolitan Transit Authority of Los Angeles and Foothill Transit are donating apparel, accessories, and additional transit passes toward the scholarship fund.
- Last weekend, six Mt. SAC students attended the annual California Community College Student Affairs Association convention in San Jose. The students were highly informed of state and educational issues and represented the College well.

- Scott Lay, the Executive Vice President and General Counsel of the Community College League of California, will be on campus on November 1 to speak to the Student Senate about his path toward a formal education, as well as various legislative and political issues currently surrounding our educational system.
- This Friday, Mr. Justice will be speaking to the Associated Students of Compton College on ways to invigorate student participation, creating effective and enriching student activities, and educating student leaders on the current efforts in developing a statewide Student Senate.

B. Phillip Maynard, Academic Senate President, reported the following:

- He and Academic Senate Vice President Michelle Grimes-Hillman attended the Community College Association Conference last week in San Francisco. He congratulated Professors Terri Smith Long and Ron Reel for being part of the conference, as presenters.
- The Academic Senate Fall Plenary will be held November 3-5. Professors Phillip Maynard, John Vitullo, and Michelle Grimes-Hillman will be participating.
- A web conference was held yesterday on Best Practices in Recruiting and Retaining Diverse Faculty. Professor Maynard said he believes this will be a useful tool for Mt. SAC.
- Professors Phillip Maynard, Terri Smith Long, and Joan Sholars have been nominated for appointment to the Board of Governors. The Senate Executive Board will decide if all three names should be forwarded.
- A total of \$3,000 was donated to the NEA/HIN Hurricane Relief Fund. The Faculty Association and Academic Senate were instrumental in collecting these donations.
- A letter signed by Faculty Association President Terri Smith Long and Academic Senate President Phillip Maynard has been given to Dr. O'Hearn, recommending that the Arts Division Dean position be declared an open position rather than an appointment by the College administration.
- Professor Maynard invited everyone to attend this Saturday's Black College Fair "Knowledge is Power" event. The event will be held from 9:00 a.m. to 2:00 p.m., in the Performing Arts Center.

C. Sandra Bollier, Classified Senate President, reported the following:

- The October 14, Classified Conference was a success. The Classified Senate presented its first session in the new Classified Leadership Training Program entitled "Leadership Characteristics."
- The Classified Senate is supporting this weekend's Halloween Fair by providing Admission booth workers. Anyone interested in volunteering should contact Sandra Bollier.
- Francis Smothers will again be chairing the College's United Way campaign, which will conclude before the Thanksgiving break.

D. Representing the Faculty Association, President Terri Smith Long reported the following:

- The College and Association concluded contract negotiations on October 7. President Long said the process was very positive and produced an exceptional contract. Ratification ballots have been sent out to faculty and are due back on Monday.
 - The two open houses for part-time faculty were again very well received. Dr. Long thanked Board members Baca, Bader, Chen Haggerty, and Hall for attending. She also thanked President O'Hearn and Vice Presidents Gregoryk, Nixon, and Yamagata-Noji for attending. Professor Long said the College's continued support is very much valued and appreciated by the Association.
 - The Association has appointed Patricia Cridland to its Executive Board. Ms. Cridland is from Community Education and is the first representative from that area to serve on the Association's Executive Board.
- E. Representing CSEA, Chapter 262, President Mark Fernandez reported the following:
- The contract negotiations process is continuing. According to Mr. Fernandez, there are many articles and sections of the contract that need quite a bit of clarification and detail.
 - The Classified Conference was very successful with nearly 100 classified employees in attendance.
 - CSEA chapter elections are coming up. CSEA is beginning the process of recruiting nominations for various positions.
 - Mr. Fernandez invited Board members to attend the CSEA Installation Dinner for Chapter officers to be held on either January 21 or January 28, 2006. He will let Board members know when the date is confirmed.
- F. President O'Hearn's report included the following:
- President O'Hearn introduced Women's Basketball Coach Laura Beeman. Coach Beeman, along with Women's Softball Coach Kelly Ford, invited Board members to attend the College's first-ever Halloween Fair to be held October 28, 29, and 30, in Parking Lot F. The fair will include rides, games, a hay ride, haunted house, cow "pie" bingo, food and more. Coach Beeman thanked President O'Hearn, Vice President Nixon, and Dean Blackmore for their support and encouragement throughout the planning of this event. Board members were each given packets that included VIP tickets, parking tickets, and t-shirts from either basketball, softball, or soccer.

10. INFORMATIONAL REPORT

Board members were provided with a written briefing of the Children's Theater, prepared by Sue Long, Associate Dean, Arts.

The Children's Theater was started in 1972. Originally, elementary school students were bused to the College for live performances. In 1974, the Tarradiddle Travelers began touring elementary schools near the College. This allowed the audience to expand from

approximately 1,000 per semester to between 4,000 – 8,000 per semester. Professor Gary Davis coordinates this program.

According to Associate Dean Sue Long, there are between 20-30 performances each semester to students in Covina, Hacienda Heights, La Puente, Rowland Heights, Pomona, and West Covina.

For many of the K-3 students who view the plays, the Tarradiddle Travelers are the first contact with our College and, in many cases, their first experience with live theater. The College strives to always make it a memorable, positive experience.

Board members asked for a performance schedule in case they are able to attend an upcoming event.

11. CONSENT AGENDA

It was moved by Trustee Baca, seconded by Trustee Chyr, to approve or ratify the following items, as corrected/amended.

HUMAN RESOURCES

1. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
2. Approval of Resolution #05-06 to lay off employees due to lack of funds.

INSTRUCTION AND STUDENT SERVICES

3. Approval of additions and changes to the Community Education Program.
4. Approval of additions and changes to the Regional Health Occupations Resource Center.
5. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.
6. Approval of contract modifications through the Small Business Development Center.
7. Approval to accept a United States Department of Education Child Development grant.
8. Approval to accept funds and related activities for an Advanced Technological Education Grant (year 3 of 3).
9. Approval for faculty member Terri Faraone to accompany students to Paris, France for a FASH 92 – Field Studies from March 9–19, 2006.
10. Approval of a correction to the contract with Vanessa Kragenbrink, grant writer, for application of a new grant through the United States Department of Education Title V: Developing Hispanic-Servicing Institutions (approved by Board of Trustees on September 28, 2005).
11. Approval to modify the dates for faculty members Amrik Dua and Bob Farris to accompany three students to Victoria, British Columbia on behalf of the SIFE (Students

in Free Enterprise) Club to develop an international partnership (approved by Board of Trustees on September 28, 2005).

ADMINISTRATIVE SERVICES

12. Approval of Appropriation Transfers and Budget Revisions Summary.
13. Approval of the donation of sixteen Dell Precision 210 computers to the Academy of Culture and Technology, Pomona, CA.
14. Approval of agreements with various consultants to provide professional design and consulting services for two Bond-related construction projects.
15. Approval of the following Change Orders:
 - Bid No. 2605 Art Center Renovation – Inland Empire Builders, Change Order No. 4.
 - Bid No. 2534 Language Center and Health Careers Center Construction – Columbia Steel, Change Order No. 10.
 - Bid No. 2628 Music Center Expansion – Paul C. Miller Construction, Change Order No. 2.
 - Bid No. 2559 Science Building – Inland Mechanical Construction, Inc., Change Order No. 4.
 - Bid No. 2622 Science Building – Earl Corporation, Change Order No. 2.
 - Bid No. 2622 Science Building – Earl Corporation, Change Order No. 3.
 - Bid No. 2622 Science Building – Earl Corporation, Change Order No. 4.
 - Bid No. 2634 Staff Center Renovation – Paul C. Miller Construction, Change Order No. 1.
16. Approval of the following Contract Amendments:
 - Contract Testing and Inspection Services (Bursar Office Renovation) – The Vinewood Company, Amendment No. 1.
 - Contract Testing and Inspection Services (Art Center Renovation) – The Vinewood Company, Amendment No. 3.
17. Approval of the following Completion Notices:
 - Bid No. 2534 Construction of Language Center/Health Careers Center (Steel), Columbia Steel, Contractor
 - Bid No. 2535 Construction of Language Center/Health Careers Center (General), Earl Corporation, Contractor
 - Bid No. 2537 Construction of Language Center/Health Careers Center (Painting/Wall Coverings), Premier Industrial Painting Co.,

Contractor

- Bid No. 2539 Construction of Language Center/Health Careers Center (Fire Sprinklers), Daart Engineering Co., Inc., Contractor
 - Bid No. 2540 Construction of Language Center/Health Careers Center (Plumbing), Inland Mechanical Construction, Inc., Contractor
 - Bid No. 2547 Construction of Language Center/Health Careers Center (Elevators), Mitsubishi Electric & Electronics USA, Inc., Contractor
 - Bid No. 2581 Construction of Air Conditioning/Refrigeration/Welding Building (Steel), K.A.R. Construction, Inc., Contractor
 - Bid No. 2582 Construction of Air Conditioning/Refrigeration/Welding Building (General), K.A.R. Construction, Inc., Contractor
 - Bid No. 2588 Construction of Athletic Fields (Concrete/Masonry), Michael Anthony Companies, Inc., Contractor
 - Bid No. 2608 Auxiliary Services Office Remodel, K.A.R. Construction Inc., Contractor
18. Consideration of approval and acceptance of the following donations/gifts to the College:
- Artist Mart – Presentation Portfolio, valued by donor at \$60, to be used by the Interior Design Club of the Family and Consumer Sciences Department, Business Division.
 - James Bleak – Texas Instruments Scientific/Graphing Calculator and Manual, valued by donor at \$80, to be used by the Math Department, Natural Sciences Division.

Motion unanimously carried. Student Trustee concurred.

12. PERSONNEL TRANSACTIONS

Trustee Baca asked that the Personnel Transactions be amended to include the resignation of Professor Alisha Kirkham, effective today.

It was moved by Trustee Baca, seconded by Trustee Bader, to approve the Personnel Transactions, Reference No. 4, dated October 26, 2005, as amended. Motion unanimously carried. Student Trustee concurred.

13. CONTRACT EDUCATION AGREEMENTS

Trustee Baca referred Board members to page 27 of the backup packet. He asked that the information under *Ratification of New Contract* at the bottom of the page be pulled. It was moved by Trustee Baca, seconded by Trustee Chyr, to approve the additions and changes

to Contract Education Agreements through The Training Source, as amended. Motion unanimously carried. Student Trustee concurred.

14. EMERGENCY RESOLUTION NO. 05-05

Dr. O'Hearn explained to Board members that unacceptable levels of mold had been identified throughout the College's Public Information Office, located on the ground floor of the Administration Building. There was an immediate need to remove this mold, as well as asbestos-containing materials. For health considerations, the Public Information Office staff needs to be relocated while this work is being completed. Emergency Resolution No. 05-05 seeks the Board of Trustees' ratification of emergency contracts for the relocation of the Public Information Office, as well as for the mold and asbestos abatement work.

It was moved by Trustee Bader, seconded by Student Trustee McKay, to approve Emergency Resolution No. 05-05 for Mold Abatement and Temporary Facilities at the Administration Building and ratify awarding of contracts to Nu/Age Construction, Inc., in the amount of \$38,261.00, and to Janus Corporation, in the amount of \$20,975.00. Motion unanimously carried. Student Trustee concurred.

15. UPGRADE TO MARQUEE

It was moved by Trustee Chyr, seconded by Trustee Baca, to approve an upgrade to the Marquee at Temple and Grand Avenues. Motion unanimously carried. Student Trustee concurred.

16. APPROVAL OF BIDS

Student Trustee McKay pointed out a discrepancy in the backup information provided for approval of Bid No. 2655, Door-to-Door Delivery of Class Schedules. Vice President Gregoryk said the correct bid amount for C.I.P.S. Marketing Group is \$197 per thousand deliveries, as indicated in the table.

It was moved by Trustee Chyr, seconded by Trustee Chen Haggerty, to approve the following Bids, as corrected:

- Bid No. 2653 Infrastructure for Trailers in Lot D2. Awarded to American Electric Company, in the amount of \$96,000.
- Bid No. 2655 Door-to-Door Delivery of Class Schedules for Spring 2006 and Summer 2006 Semesters. Awarded to C.I.P.S., in the amount of \$51,700.

Motion unanimously carried. Student Trustee concurred.

17. CONTRACT AMENDMENTS

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

- Contract Histotechnology Building Renovation (Professional Design and Consulting Services) – Kishimoto Architects, Inc., Amendment No. 2.

- Contract Agricultural Sciences Complex (Professional Design and Consulting Services) – AC Martin Partners, Inc., Amendment No. 2.

Motion unanimously carried. Student Trustee concurred.

18. BID COMPLETION

It was moved by Trustee Chyr, seconded by Trustee Chen Haggerty, to approve the following Bid Completion:

- Bid No. 2532 Construction of Language Center/Health Careers Center (Concrete/Masonry), LeMar Construction, Inc., Contractor.

Motion unanimously carried. Student Trustee concurred.

19. CHANGE ORDER

It was moved by Trustee Baca, seconded by Student Trustee McKay, to approve the following Change Order:

- Bid No. 2596 Seismic Retrofit (Four Buildings) – Inland Empire Builders, Change Order No. 9.

Motion unanimously carried. Student Trustee concurred.

20. POLICY REVISIONS

The Board received for first reading and discussion proposed revisions to Policy 2360 – Board Minutes, Policy 2715 – Board Code of Ethics, and Policy 4220 – Standards of Scholarship.

President O'Hearn referred Board members to page 62 of the backup packet. It is Dr. O'Hearn's recommendation that the Board delete everything after the second paragraph on this Board Policy and that the deleted information be included in an Administrative Procedure. According to Dr. O'Hearn, it has been the College's practice to make Board Policy more general in nature and include the detail in the Administrative Procedures.

Student Trustee McKay asked about the second bullet under Board Policy 2715 – Code of Ethics/Standards of Practice. He noted that Vietnam veteran status was included and wondered if Iraq veterans should also be included. Trustee Hall pointed out that the Vietnam veteran status is enumerated in California law and is a special class. The policy is simply following California law.

President O'Hearn said the revisions to policy are not controversial, rather updates in light of recent interpretations by legal counsel. It is the College's intent to update policies regularly so they are always current and the College isn't placed in the position of having to completely revise the Policy handbook, as we did last year.

These proposed revisions will be brought back for Board action at its November meeting.

21. BOARD COMMUNICATION

- Student Trustee McKay commended the women's sports teams for their efforts related to the Halloween Fair, noting that it is a huge endeavor. He also mentioned the many organizations on campus raising money for Hurricane Relief efforts. Student Trustee McKay said the Children's Theater is an incredible experience for the district's K-3 students. In closing, Student Trustee McKay congratulated the Associated Students on all that they are doing.
- Trustee Bader said that she and other Trustees rode in the October 1 San Dimas parade. She also attended the CCLC's Advisory Committee on Education Services with President O'Hearn on October 14. While President O'Hearn has been a member of this group for several years, Trustee Bader is a new member. At the meeting, discussion included the League's search for a CEO, the cost of textbooks, planning for upcoming conferences, and a ballot initiative in 2006 that will establish a separate Proposition 98 guarantee for community colleges. Currently, community colleges are tied to K-12 funding.
- Trustee Chen Haggerty said she enjoyed attending the Faculty Association's Open House for part-time faculty. She also thought the Cross Country Invitational was very successful and especially well organized. Trustee Chen Haggerty said that she and other Trustees rode in the recent Rowland Heights Buckboard Days parade. Trustee Chen Haggerty commended President O'Hearn on his recent Open Forum. She said she was very pleased to see the President make himself so available to any staff member and his willingness to answer any question asked.
- Trustee Baca said he recently met with the California Community Colleges System Strategic Planning Committee. He believes they are close to putting together a final draft of a plan that will position the California Community Colleges for continued success. The implementation stage will begin next spring.
- Trustee Hall said he is pleased that the College and Faculty Association have reached agreement on a contract. He said the College's goal is to compensate faculty fairly in order to continue to attract top qualified candidates. Trustee Hall said he appreciated being invited to the Faculty Association's Open House for part-time faculty. He also met with the Associated Students last week and enjoyed responding to their questions. In closing, Trustee Hall commended those who are engaging in humanitarian activities following the recent hurricanes in the gulf states and thanked the College for freeing up people to do that work.

22. ADJOURNMENT

The meeting adjourned at 8:02 p.m., in memory of Professor Sharlene Anderson.

CCO:dc