

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, January 25, 2006

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:05 p.m. on Wednesday, January 25, 2006. 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: Four positions

3. PUBLIC SESSION

The public meeting reconvened at 6:37 p.m.

4. INTRODUCTIONS/RECOGNITION

- Recognition:

Christopher J. Rosas, a retiring heavy equipment operator, was not present to receive his Certificate of Service. The certificate will be mailed to him with a letter thanking him for his 19 years of service.

5. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Hall, to approve the minutes of the regular meeting of December 14, 2005. Motion unanimously carried. Student Trustee concurred.

6. ACTION TAKEN IN CLOSED SESSION

None.

7. PUBLIC COMMUNICATION

A. Student Greg Justice provided Board members with information on the Student Representation Fee and how it can be implemented on campus. The Student Representation Fee is a voluntary one dollar donation collected at the time of registration for purposes of providing student governmental affairs representatives the means to state their positions and viewpoints before city, county, district, and state government, as well as other state agencies. In order for the fee to be implemented, it must be approved by two-thirds of the student body voting in a regular or special election. Once implemented by the students, the College's associated student body organization may spend the monies generated by the fee to address legislative issues. Mr. Justice said this fee could mean an additional \$25,000 for the student government. In the information provided to the Board was a "Notice of Intent to Petition" for the Student Representation Fee.

B. Rani Singh, the new owner of the 7-Eleven across from the College, introduced herself and said she is interested in seeing what she can do for the College and the local community.

8. REPORTS

A. Miguel Del Mundo, Associated Students President, reported the following:

- The Associated Students began the spring semester with an aggressive campaign to visibly welcome students back and recruit for open Senate seats, Court Justice vacancies, and openings on collegewide committees.
- The Association's Institute of Political and Social Affairs has expanded with more projects, initiatives, and events that will further expand student knowledge, inform them of legal occurrences within their immediate surroundings, and promote social awareness among students. He shared some of the Institute's programs, including the Joint Transit Initiative, the Jerry Allen Lecture Series, and a Social Justice Summit.

- In its pursuit to be more visible in the community, students are developing “AS City Links,” a program aimed to provide resources for students to be more aware of community service opportunities.
- Yesterday, Association leaders gave their “State of the Association” address where they outlined their executive agenda.
- Students are interested in developing a relationship with the City of Walnut to bridge students with the community and to keep student leaders informed of important city ordinances and city council decisions. Mr. Del Mundo said he has been addressing the city council at its regular meetings.

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

- The College participated in a job fair this past weekend at the Los Angeles Airport Hilton. He said the Academic Senate is looking forward to greeting all the new faculty in the fall.
- The Academic Senate has been working with Human Resources regarding the new hiring procedures. He believes each hiring committee will receive EEO training.

Professor Maynard said he has received notification from the State Academic Senate that there is going to be a model Equal Employment Opportunity plan. He believes the College will receive a copy of the model in March.

- Flex Day was well attended and very informative. Trustee Baca was thanked for attending.
- Regarding on-line certification, Professor Maynard reported that a total of 60 new and existing classes have been approved.
- Professor Maynard just returned from a Teaching & Learning Conference in Atlanta, Georgia, sponsored by Historically Black Colleges & Universities for colleges that are Hispanic-serving institutions, or, basically, minority serving institutions. There is a possibility that Mt. SAC may be able to apply for funding through the Carnegie Foundation in order to have a Center for Teaching & Learning on our campus. Professor Maynard told a story about having had the opportunity to meet the late Martin Luther King, Jr.’s son, Dexter, while he was in Atlanta.
- Mr. Maynard shared a handout on the State Academic Senate’s position on each college’s Student Equity Plan, entitled, *Your College Has Completed Its Student Equity Plan. Now what?*
- As previously announced, the deadline to submit nominations for Outstanding Faculty, Administrator/Manager, Classified Employee, and Retiree is February 3.
- Professor Maynard announced that he had received an email from former Academic Senate President Robertson Wellen announcing that he would be resigning from the College following his year’s leave of absence.

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

- Ms. Bollier introduced Ana Uriarte, the Classified Senate President-Elect. Ms. Uriarte works in the College's Assessment Center.
- Puttin' on the Hits is scheduled for February 3 and 4. Ms. Bollier said many classified staff members are participating in this Faculty Association fund-raiser. Ms. Bollier encouraged people to consider buying tickets and giving them to students who would not otherwise be able to attend this event.
- The Classified Senate will be hosting its first "Classified Leadership Opportunities" workshop in March. This workshop is a way for classified staff to learn what opportunities for leadership are already available on campus, and to share with the Senate areas of leadership they would like to see included in the new Classified Senate Leadership Characteristics training program.
- The annual Silent Auction and Easter Basket Raffle will be held in early April. If you have items you could donate, please give them to Karen Braggins or Sandra Bollier in the Financial Aid Office. All proceeds will be used for Professional Development and scholarships.
- The Classified Senate is working with the Professional & Organizational Development Office to facilitate the new "Service Excellence" program, hopefully to be offered in fall 2006.

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

- Dr. Long said that ticket sales for Puttin' on the Hits aren't as strong as she would like. She asked everyone to attend and to encourage their friends to attend this Faculty Association fund-raiser. The Association's goal is to raise \$20,000 for student scholarships. Scholarships will be broken down into two groups – academic and extracurricular. Scholarship applications should be available next week in the Financial Aid Office.
- The Association's negotiation team for reopener negotiations includes: Jennifer Galbraith (lead negotiator), Paul Sharpe, and Eric Kaljumagi.
- Dr. Long invited Board members to attend the Retirement/Tenure Tea on April 18, 12:00-1:30 p.m., in the Association Office.
- The Association is planning to send representatives to the NEA Leadership Conference in Hawaii, February 17-19, and the NEA Higher Education Conference in Orlando, Florida, March 3-5.

E. Representing CSEA, Chapter 262, President Odette Richardson said she is pleased to represent the classified staff as the new President of CSEA, Chapter 262. Ms. Richardson has a long history with Mt. SAC, having been a former student and graduate. She said CSEA will be taking a new direction this year – one of communication, service, respect, and collaboration. Ms. Richardson introduced CSEA's new executive board: Bill Rawlings, Vice President; Marcel Galatiano, Secretary; Kerry Martinez, Treasurer; Sandra Bollier, Site Representative Coordinator; Paul Mercier, Political Action Officer; and Mark Fernandez, Past President.

President Richardson shared the following with the Board:

- CSEA, Chapter 262 is working to collaborate more with CSEA, Chapter 651. As an example, Ms. Richardson shared a flyer with Board members where the two chapters are collaborating on a Valentines' Day fund-raiser. Proceeds will go toward the Classified School Employees week.
 - In support of Puttin' on the Hits, CSEA has purchased two tickets for door prizes at its next meeting.
 - Ms. Richardson, Phil Saavedra, and Bill Rawlings had a very positive meeting with President O'Hearn, Audrey Yamagata-Noji, and Linda Baldwin earlier today.
 - The College's classified staff see themselves as part of the College's big picture and are here to help in any way they can.
- F. Representing CSEA, Chapter 651, President Johnny Jauregui said he is happy to announce that the negotiations process between the College and CSEA, Chapter 651 has been completed. He said the process was a positive one and he thought it was important to recognize those people involved. The College's negotiating team consisted of Linda Baldwin (lead), Karen Saldana, and Grace Hanson. CSEA, Chapter 651 was represented by Johnny Jauregui, Jay Martinez, Ruben Avila, Richard Warrenaar, and Royanne Garrison. Mr. Jauregui said he was proud to work with these people and suggested that Board members may want to thank them the next time they see them for the good work they are doing. He also commended Vice President Yamagata-Noji for all she has done for the College by assuming the Interim Vice President of Human Resources position.
- G. President O'Hearn's report included the following:
- President O'Hearn asked Vice President Gregoryk to give an update on the Governor's proposed 2006-07 budget.
- Vice President Gregoryk said that he went to Sacramento on January 12 with Vice President Nixon, Linda Baldwin, and Jennifer Galbraith to hear the State budget update. Mr. Gregoryk said that, in his 20 years in California, he has never seen such a positive January budget. He said we will have to see if it stays that way, but it's a very good start for community colleges. Mr. Gregoryk highlighted the following points from the proposed budget:
- \$148.8 million (3%) for growth funding, although there is a feeling statewide that this may be too much.
 - 5.18% COLA. Mr. Gregoryk said this is the highest COLA in years;
 - COLA for categorical program growth;
 - \$130 million for equalization funding. Mr. Gregoryk explained that this is especially important to Mt. SAC because it could mean as much as \$250 per student in additional funding. That means an additional \$3.5-\$4 million for the College.

Vice President Gregoryk said that he also expects the College to receive some one-time money as a result of the February recalculation. This could mean an additional \$600,000 for Mt. San Antonio College. He said the College has a tremendous need for equipment – both instructional and non-instructional. The College also needs to replace its Information Technology system. While we have all these needs, the College also wants to make sure it maintains reserves at the 10% level.

Mr. Gregoryk said next month he plans to bring the Retiree Actuarial Study to the Board. The College has not made a contribution to the retiree account for the last three years because of budget constraints. He said the Actuarial Study will tell us how much of a contribution we need to make next year.

- Dr. O'Hearn asked Interim Vice President of Student Services Raul Rodriguez to provide Board members with an enrollment report on the spring semester. Mr. Rodriguez said that, as of today, we are at roughly 24,421 credit students, which is 3.65% less than where we were at the same time last year. According to Mr. Rodriguez, the biggest drop is the number of evening-only students. Since this is a continuing trend, the College plans to create a profile of whom these students are and why we are losing them. Dr. Nixon added that, statewide, evening student enrollment is down about 300,000 students. Mr. Rodriguez said the College is also down in the area of continuing students, where we are down 626 from this time last year. On the brighter side, our total number of credit full-time equivalent students (FTES) is up almost 6%. This means that, while we have fewer students, they are enrolled in more units.

Trustee Hall asked if we lost any students due to problems with ICCIS. Mr. Rodriguez said we certainly could have. On two key dates the system was down a few times. Students may have become frustrated with the system and given up.

Trustee Chyr asked about enrollment at neighboring colleges. Vice President Nixon responded that the trend in the area is that most community colleges are experiencing a decrease in student enrollment. The difference is that their FTES is down whereas ours is up. Dr. O'Hearn said this may be because Mt. SAC has maintained its aggressive marketing campaign.

9. INFORMATIONAL REPORT

Board members were provided with a written briefing of the College's Probation and Dismissal Procedures prepared by Student Services Interim Vice President Raul Rodriguez.

The report included information on the State statutes for probation and dismissal as well as a matrix showing the number of Mt. SAC students in each of the four levels of probation for the last four semesters.

Trustee Hall said that it appears that over the years there's a general trend in the number of students in Levels 1 and 2 going up, and the numbers go down at Levels 3 and 4. Mr. Rodriguez referred Board members back to the interventions listed and pointed out that the College is working with students more aggressively at Levels 1 and 2 so they don't reach Levels 3 and 4.

10. CONSENT AGENDA

President O'Hearn pointed out that there is an addendum to Consent item #1 – Personnel Transactions and asked Board members to make the following corrections to that item:

- On page 27 of the backup, the last person listed under “Approval of Independent Contractors” – the date for Tamara L. Sicard should be changed from 1/3/06 to 2/1/06.
- On page 28 of the backup, the column on the right hand side – the amount of \$1,800 is not per participant, but rather for the entire event.

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

HUMAN RESOURCES

1. Approval of Personnel Transactions, Reference No. 7, dated January 25, 2006, with addendum and as corrected.

Trustee Hall pointed out that some long-time faculty members are retiring this year. He offered commendations to Philip Barnart, Marsha Stoops, Gary Toops, and Robertson Wellen for their years of service to students.

INSTRUCTION and STUDENT SERVICES

2. Approval of a Memorandum of Understanding with the Pomona Unified School District to establish an Early College High School Program.

Trustee Bader said that Dr. O'Hearn and the Pomona Unified Superintendent, Patrick Leier, have been working on this for quite awhile and she is very excited to see it coming to fruition. She said the classes will be taking place at the Educational Village in Pomona, and is quite an interesting place. It's an old shopping center that has been transformed into an educational facility.

3. Approval of a contract between the Small Business Development Center and SBDCstore to provide an online book store for small business owners.
4. Approval of activities to integrate AmeriCorps into Teacher and Reading Development partnerships.
5. Approval to accept a letter of intent from Long Beach Community College District for the Small Business Development Center.
6. Approval of a contract with the California Market Center for use of their facilities for a Fashion Symposium on March 11, 2006.
7. Approval for forensics students to attend the George Mason University Invitational February 17–19, 2006, in Fairfax, VA.
8. Approval for three Physical Education faculty members to attend the Saanich International Water Polo Coaches Seminar in Victoria, B.C., Canada, February 9–13, 2006.

9. Approval of a non-paid internship site agreement with the Rowland Unified School District.
10. Approval to accept augmentation of funds from the Carl D. Perkins Vocational and Technical Education Act of 1998 (VTEA) Title 1C Grant, in the amount of \$130,708.
11. Approval to accept funds from the California Department of Education for the Child Development Center.
12. Approval to accept funds from the California Community Colleges Chancellor's Office for "Enrollment Growth for Associate Degree in Nursing Programs."
13. Approval of a contract and acceptance of funds from the James Irvine Foundation for a pre-nursing academy.
14. Approval of activities related to a Pomona Valley Hospital Medical Center Grant for fiscal year 2005-06.

Trustee Bader said she is happy to see the affiliation the College has with Pomona Valley Hospital Medical Center. According to Trustee Bader, Pomona Valley is one of the 100 best hospitals in the nation and is doing all kinds of innovative things, including robotic surgeries, and they are very interested in our nursing program.

15. Approval to accept funds and approve activities related to a Pomona Valley Hospital Medical Center Grant for fiscal year 2006-07.
16. Approval of use of facilities agreements for the Community Education Older Adult Program.
17. Approval of changes and additions to the Community Education Program.
18. Approval of Contract Education Agreements through The Training Source.
19. Approval of additions and changes to the Regional Health Occupations Resource Center.
20. Approval of a no-cost, two-month extension for the Regional Health Occupations Resource Center.
21. Approval for Mt. SAC Wind Ensemble students to attend the College Band Directors' Conference in Reno, Nevada, and do a musical exchange with the Union City Schools in the Bay Area, March 17-19, 2006.

ADMINISTRATIVE SERVICES

22. Approval of Appropriation Transfers and Budget Revisions Summary.
23. Approval of Nonresident and Nonresident F-1 Visa Tuition Fees.

24. Approval of agreements with Vantage Technology Consulting Group, H2 Environmental Consulting Services, and Converse Consultants to perform professional design and consulting services for the Student Services Temporary Space, the Planetarium Renovation, and the Math/Science Building projects.
25. Approval to ratify the lease of modular offices from Mobile Modular Management Corporation to temporarily house computer laboratories for the Natural Sciences Division.
26. Approval of the following Bid:
 - Bid No. 2661 Boiler Replacement – Plumbing, Piping and Construction, Inc., Contractor.
27. Approval of the following Change Orders:
 - Bid No. 2637 Bursar's Office Remodel – Facilities Operation Plus, Change Order No. 4.
 - Bid No. 2652 Campuswide Infrastructure Utilities, Phase F – Inland Empire Builders, Change Order No. 2.
 - Bid No. 2635 Fire Road – Alfa 26 Construction, Change Order No. 4.
 - Bid No. 2628 Music Center Expansion – Paul C. Miller Construction, Change Order No. 4.
 - Bid No. 2562 Science Roadway – Excel Paving, Change Order No. 2.
 - Bid No. 2648 Technology Building Computer Lab – Big West Construction, Change Order No. 3.
 - Bid No. 2605 Art Center Renovation – Inland Empire Builders, Change Order No. 7.
 - Bid No. 2622 Science Building – Earl Corporation, Change Order No. 7.
 - Bid No. 2596 Seismic Retrofit (Four Buildings) – Inland Empire Builders, Change Order No. 11.
28. Approval of the following Contract Amendments:
 - Contract Professional Design and Consulting Services (Student Services Temporary Space Planning) – tBP/Architecture, Amendment No. 1.
 - Contract Professional Design and Consulting Services (Major Infrastructure Improvements at Bonita/Walnut Intersection) – tBP/Architecture, Amendment No. 1.

- Contract Professional Design and Consulting Services (Planetarium Renovation), Travis Engineering, Amendment No. 4.
- Contract Testing and Inspection Services (Bursar's Office Renovation), The Vinewood Company, Amendment No. 2.
- Contract Testing and Inspection Services (Art Center Renovation), The Vinewood Company, Amendment No. 4.

29. Approval of the following Completion Notices/Resolutions:

- Bid No. 2541 Construction of Language Center and Health Careers Center – HVAC, Air Flow Mechanical, Contractor
- Bid No. 2542 Construction of Language Center and Health Careers Center – Electrical (Takeover Agreement), Fidelity & Deposit Company of Maryland (Morrow Meadows), Contractor
- Emergency Resolution No. 05-05A Mold and Asbestos Abatement – Public Information Office, Janus Corporation, Contractor

30. Approval and acceptance of the following donation/gifts to the College:

- Pomona Valley Hospital Medical Center – Two Corometric Fetal Monitors and a Radian Infant Warmer, valued by donor at \$25,000 to be used by the Associate Degree Nursing Program in the Technology and Health Division.

Motion unanimously carried. Student Trustee concurred.

11. NOMINATIONS FOR THE 2006 CCCT BOARD OF DIRECTORS

Trustee Bader said she would be willing to have her name placed into nomination for a seat on the CCCT Board of Directors.

It was moved by Trustee Chyr, seconded by Trustee Baca, to nominate Trustee Bader for the 2006 CCCT Board of Directors. Motion unanimously carried. Student Trustee concurred.

12. 2005-08 AGREEMENT BETWEEN THE COLLEGE AND CSEA 651

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve the three-year negotiated agreement between CSEA 651 and Mt. San Antonio College. Motion unanimously carried. Student Trustee concurred.

13. APPROVAL OF BID

It was moved by Student Trustee McKay, seconded by Trustee Bader, to approve the following Bid:

- Re-Bid No. 2671 Interior Renovations to the Foundation and Alumni Relations Office – Awarded to Nu/Age Development, Inc., in the amount of \$82,174.

Motion unanimously carried. Student Trustee concurred.

14. BOARD COMMUNICATION

- Trustee Hall said he is looking forward to attending the Effective Trustee Workshop this weekend in Sacramento with his fellow Board members and telling everyone why Mt. SAC is the best community college in the state, and probably the nation. He said he is also looking forward to the next ten days of intensive workout he will get in preparation for Puttin' on the Hits.
- Trustee Bader said she was pleased to see that Mt. SAC is co-sponsoring the "Feel the Music" which will bring the L.A. Philharmonic to Pomona in February. Many students who might not otherwise be able to hear the L.A. Philharmonic will be able to attend. Trustee Bader also shared a copy of the "Chaparral," the College's student newspaper from 1967, given to her by an alumnus.
- Trustee Baca said he enjoyed the Flex Day activities, especially the panel discussion during the Opening Meeting. He also offered his congratulations on the finalization of the CSEA, Chapter 651 contract.
- Student Trustee McKay thanked the Faculty Association for their work for students with the Puttin' on the Hits fund-raiser. He also congratulated the new CSEA, Chapter 262 officers.
- Trustee Chen Haggerty welcomed the new CSEA, Chapter 262 leadership. Trustee Chen Haggerty said it was her pleasure recently to take Student Trustee McKay and Associated Students President Miguel Del Mundo to her Rotary Club breakfast meeting. She said that Rotary International is interested in helping students.

15. ADJOURNMENT

The meeting adjourned at 7:55 p.m.

CCO:dc