



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 22, 2006

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:35 p.m. on Wednesday, March 22, 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; Audrey Yamagata-Noji, Vice President, Student Services, and Jack Miyamoto, Interim Vice President, Human Resources

#### 1. INTRODUCTIONS/RECOGNITION

- The following newly appointed staff members were introduced to the Board:

Christian Tifrea, Technician, Telecommunications & Networking, Information Technology  
Maria Tsai, Research Analyst, Research & Institutional Effectiveness  
Ana Turcios, Educational Advisor, CalWORKs

- The following newly tenured faculty were introduced to the Board:

Burgoon, Steven - Office Technology  
Brantingham, John - English  
Coreas, Kelly - Respiratory Therapy  
Esslinger, Sandra - History  
Gonzales, Barbara - Reading  
Howell, Luisa - Spanish  
Mason, Martin - Physics  
McDonald, Christopher - Mathematics  
Patterson, Richard - Computer Information Systems  
Roberts, Frank - Sociology  
Ryasko, Charles - Electronics  
Schmidt, David - Electronics  
Schnurbush, Karen - Physics  
Tamayo, Jimmy - Mathematics

Tran, Frank - Mathematics  
Truttman, Janet - Chemistry  
Vitulo, John - Speech  
Wiesner, Mary-Rose - Respiratory Therapy  
Williams Tyler, Jody - Chemistry

- Recognition:

Trustee Chen Haggerty presented a Certificate of Service to Jennifer M. Hamilton, a Learning Lab Assistant I, who is retiring after 11½ years of service to the College. A similar Certificate will be mailed to Jean Vara, Performing Arts Center Service Coordinator, retiring after 25½ years of service. Ms. Vara was unable to attend the Board meeting.

## **2. APPROVAL OF MINUTES**

It was moved by Student Trustee McKay, seconded by Trustee Hall, to approve the minutes of the regular meeting of February 22, 2006. Motion unanimously carried. Student Trustee concurred.

## **3. PUBLIC COMMUNICATION**

None.

## **4. REPORTS**

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

- The Associated Students held its first-ever Mountie Spirit Week, which included a Kick-Off Barbecue, a Pep Rally, a Graffiti Art Show, and a Freestyle Battle to showcase students' talent in rhyming.
- In honor of Women's History Month, students held a Women's Conference aimed to tackle real-life issues that women face in today's society.
- Last week students attended Cal State Fullerton's Spring Leadership Conference.
- Students are currently in the process of changing and/or modifying student government documents for next year. They hope that changes to the constitution will create a more stable student government. Their goal is to make these changes prior to the student body elections in April.
- This Friday, the Inter Club Council will hold its annual Advisory Appreciation event where students will honor advisors for their continued support.
- Thursday the Associated Students will be sponsoring an event featuring Magdalen Hsu-Li, an internationally acclaimed singer-songwriter, painter, and cultural activist, to entertain and educate the student body on cultural and social issues.

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

- Professor Maynard congratulated the newly tenured faculty, noting that the College has benefited from their hard work and dedication.
- Professor Maynard announced the recipients of this year's Outstanding Faculty, Outstanding Administrator/Manager, Outstanding Classified Employee, and Outstanding Retiree of the Year. They are:
  - Outstanding Faculty: Marsi Stoops, Professor, Psychology
  - Outstanding Administrator/Manager: Deborah Blackmore, Dean, Physical Education Division
  - Outstanding Classified Employee: Jesus Ramirez, Agricultural Sciences
  - Outstanding Retiree: Lou Shainberg, Biological Sciences
- This week faculty will be participating in the Community College Survey of Student Engagement. The survey results will identify areas of strength and will also enable the College to recognize challenges or gaps that may require further consideration.
- The College is applying for a Critical Literacy Project grant, which is a Title V grant for the period 2006-11. If funded, the grant will allow the College to study and address the causes of the achievement gap between Hispanic/Latino students and the student population at large.
- All colleges will be submitting an Equal Employment Opportunity Plan and Guidelines to the Chancellor's Office. Professor Maynard pointed out that any part of the plan incorporated into the hiring procedures must be jointly agreed to by the Academic Senate and the Board of Trustees. As a result, faculty are looking forward to participating in this process.
- Elections for the Academic Senate Officer positions will be held tomorrow. Vacancies include President, Vice President, two Directors, and two Senators-at-Large.
- The Academic Senate Spring Plenary will be held April 27-29, in San Francisco.

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

- The Classified Senate will be hosting a brown bag "Classified Leadership Opportunities" workshop tomorrow as a way for classified staff to learn about opportunities for leadership that are available to them.
- Ms. Bollier shared the following upcoming events: an Easter Basket raffle is being planned; Classified School Employees Week will be celebrated June 5-9; and the Classified Service Awards Ceremony will be held Wednesday, June 7.
- The United Way campaign resulted in donations totaling \$14,205.80. In addition to cash donations, an additional \$350 was raised for the "Backpacks for Kids" program through the gas card raffle. An additional donation effort was for food donations and school supply items. It is estimated that the value of these items exceeded \$1,000. Ms. Bollier thanked Frances Smothers for serving as the College's United Way chair.

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

- The Association's election process is complete. Dr. Long said the results will be announced at the Representative Council meeting on March 28.
  - The Association plans to hold another part-time faculty open house this semester, on March 29, at 12:00 p.m., and March 30, at 5:30 p.m. During the open house, part-time faculty members will meet Faculty Association officers and hear about the benefits of membership in the Association. Board members are invited to attend.
  - The retirement/tenure tea is scheduled for April 18, 12:00-1:30 p.m., in the Faculty Association Office. All Board members were invited to attend.
  - A survey has been distributed to all full-time faculty to gather information about the current health benefits package. Dr. Long said that, apparently, this is of interest to faculty because a large number of the surveys are being completed and returned.
  - The Faculty Association Scholarship Committee will be making recommendations to the Representative Council next week on student scholarship recipients. Scholarships will be awarded at the Student Scholarships Awards Ceremony on April 20.
  - The California Community Colleges Association (CCA) Spring Conference will be held April 28-30 in San Diego. Jennifer Galbraith has been nominated by the Association to receive the CCA W.H.O. (We Honor Our Own) award at the conference. The Association plans to send 14 delegates to this conference.
- E. Representing CSEA, Chapter 262, Vice President Bill Rawlings reported the following:
- On behalf of CSEA, Chapter 262, Mr. Rawlings congratulated the outstanding employees announced by Professor Maynard. He also recognized the two retiring classified staff members, thanking them for their years of service to the College.
  - CSEA is working closely with the Classified Senate on plans for the Classified School Employees Week.
  - Negotiations continue to progress. In an effort to complete negotiations, both sides are identifying items that could be carried forward to future negotiations.
- F. President O'Hearn's report included the following:
- Dr. O'Hearn introduced Professor Doug Todd, who presented Board members with shirts and hats for the upcoming Mt. SAC Relays. Professor Todd said the eyes of the track and field world will soon be on Mt. SAC during the six full days of competition. Professor Todd invited Board members to attend the Relays and the Relays Banquet to be held on April 12. According to Mr. Todd, many track stars will be participating in the Relays, as well as 6,400 3<sup>rd</sup> through 8<sup>th</sup> graders, and 25-30 community colleges in Arizona and California. Professor Todd thanked the Board for their continued support of this annual event.
  - President O'Hearn introduced Dean Sue Long. Dean Long introduced Professor Cason Smith and KSAK (90.1) radio staffer/student Daniel Nolte (air name – Daniel Raymond). Mr. Nolte was recently the recipient of two Golden Mic Awards in the following categories:

- Best original news commentary, analysis, station editorial or series of editorials: “Spin Cycle: The Power of Literature”
- Best Radio Business and Consumer Reporting: “Everything You Know is Wrong: Taxes”

Dean Long thanked President O'Hearn for attending the Golden Mic Awards Ceremony. This is an annual event where the Radio and Television News Association of Southern California annually honors the best in radio and television ranging from the major networks to college stations. Professor Cason Smith said Daniel Nolte can be heard on KSAK at 8:50 a.m., Monday through Friday, reporting the news. He also serves as the station's sportscaster. Mr. Nolte pointed out to the Board that KSAK is the only station using student announcers to win a Golden Mic – everyone else was using professionals.

- President O'Hearn asked the Board to join him in congratulating the Women's Basketball Team, and Coach Laura Beeman, for capturing the 2005-06 California Community College State Women's Basketball Championship.

Coach Beeman introduced her assistant coaches, Brian Crichlow, Kay Tan, and Monica Armstrong. According to Coach Beeman, this year's team had some impressive achievements:

- A 36-2 record, with a winning streak that reached 19
- Eight South Coast Conference Selections
- One South Coast Conference Most Valuable Player
- A First-Team All-State Selection and one Second All State Selection
- A Southern California Player of the Year
- Three All-State Tournament Selections
- One All-State Tournament Most Valuable Player
- One Kodak All-American Nominee, and Coach Beeman believes she has a great chance to win.

Coach Beeman said the team has excelled academically as well, noting that nine of the students were on the President's or Dean's List, and that all of the eight sophomores will graduate on time and transfer to the next level. Two team members have already signed on with Division 1 teams – University of Arkansas and Texas A & M Prairie View. Six more signings are expected within the next two months.

- Dr. O'Hearn added his congratulations to the tenured faculty. He said it is an arduous process to reach the point of tenure. He commended the Tenure Review Committee which works with each faculty member to support them and help them be successful.

## **5. INFORMATIONAL REPORT**

Board members were provided with a written briefing of the College's Histotechnician Training Program prepared by Jennifer MacDonald, Professor, Biological Sciences.

In 2001, the College received funding from the National Science Foundation to establish a histologic technician training program to train students to efficiently prepare tissue samples for microscopic examination by pathologists or research scientists. The Histologic Technician Training Program provides an alternate path for students enrolled in Biology curriculum for university transfer or programs such as pre-nursing, pre-

respiratory therapy, and pre-radiology. Mt. SAC has one of the largest, most modern student laboratories in the nation. Professor MacDonald pointed out that recently a Mt. SAC student achieved the highest score in the entire nation on the National Practical Exam, and another, an ESL student, received the highest score on the computer exam.

Professor MacDonald said she is the only full-time instructor for these students; she has them for six classes each semester and she monitors their work experience. As a result, she has stayed in touch with the students and knows where they are all working. She said students are successful in finding employment after graduation with 100% of the students who seek employment finding it.

## **6. CONSENT AGENDA**

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

### **HUMAN RESOURCES**

1. Approval of Personnel Transactions, dated March 22, 2006.
2. Approval of Professor Bob Stuard's sabbatical leave report.

### **INSTRUCTION and STUDENT SERVICES**

3. Approval for eight honors students and a faculty advisor to participate in the Phi Theta Kappa Regional Conference to be held April 19-23, 2006, in Seattle, Washington.
4. Approval of the 2007-08 Academic Calendar.
5. Approval of a campus-wide team building training workshop by Vicki Sanderson, to be sponsored by Professional and Organizational Development.
6. Approval of a "Conflict Resolution" classified staff workshop on June 6, 2006, to be sponsored by Professional and Organizational Development.
7. Approval of activities for the Pomona Valley Hospital Medical Center Grant and Citrus Valley Health Partners Grant.
8. Approval of additions and a change to contract education agreements through The Training Source.
9. Approval of additions and changes to Community Education Programs.
10. Approval of additions and changes to the Regional Health Occupations Resource Center.

### **ADMINISTRATIVE SERVICES**

11. Approval of Appropriation Transfers and Budget Revisions Summary.
12. Approval of Resolution No. 05-13 – Adoption of Edwards Systems Technology Addressable Fire Alarm System as the Standard for Use in Public Works of

Improvement.

13. Approval of the following Bids:

- Bid No. 2673 Bus Transportation Service – Awarded to Coach USA CC, LLC (Bid A) and Durham School Services, L.P. (Bid B).
- Bid No. 2674 Maintenance Service of Computing Equipment – Awarded to Infinite Computer Group, in the amount of \$49,288.40.

14. Approval of the following Change Orders:

- Bid No. 2003-1 Modular Buildings – Business Division – Mobile Modular Management Corp., Contractor - Change Order No. 1.
- Bid No. 2003-1 Modular Buildings – Math Department – Mobile Modular Management Corp., Contractor - Change Order No. 1.
- Bid No. 2596 Seismic Retrofit (Four Buildings) – Inland Empire Builders, Contractor - Change Order No. 13.
- Bid No. 2605 Art Center Renovation – Inland Empire Builders, Contractor - Change Order No. 9.
- Bid No. 2609 Seismic Upgrade HazMat Abatement Project – Castlerock Environmental, Inc., Contractor - Change Order No. 1.
- Bid No. 2628 Music Center Expansion – Paul C. Miller Construction, Contractor – Change Order No. 5.
- Bid No. 2634 Staff Center Renovation – Paul C. Miller Construction, Contractor – Change Order No. 4.
- Bid No. 2651 Temporary Space Remodel – Macerich Construction, Contractor – Change Order No. 2.
- Bid No. 2652 Campuswide Infrastructure Utilities Phase F – Inland Empire Builders, Contractor – Change Order No. 3.
- Bid No. 2659 Asbestos Abatement/Renovation (Technology Building Lecture Hall) – Big West Construction, Contractor – Change Order No. 1.

15. Approval of the following Contract Amendment:

- Contract Payphone Services – Payphone Stations, Inc., Contractor.

16. Approval of the following Completion Notices and the release of all retention for these projects:

- Bid No. 2609 Seismic Upgrade – HazMat Abatement (four buildings) – Castlerock Environmental, Inc., Contractor.

- Bid No. 2647 Recital Hall Adjustable Acoustics – LVH Electric, Inc. dba LVH Entertainment Systems, Contractor.
- Bid No. 2648 Technology Building Computer Lab – Big West Construction Corp., Contractor.
- Bid No. 2659 Asbestos Abatement/Renovation (Technology Building Lecture Hall) – Big West Construction Corp., Contractor.

17. Approval and acceptance of the following donations/gifts to the College:

- La Habra Fire Department – 1987 Fire Engine 1,500 GPM Pumper and 1989 GMC 2.5-ton Suburban, valued by donor at \$0, to be used by the Fire Technology Department of the Technology & Health Division.
- City of Monterey Park Fire Department – Monterey Park Fire Department Air Trailer No. 6, valued by donor at \$300, to be used by the Fire Technology Department of the Technology & Health Division.
- Ellwood N. Ford – Women's Dresses and Costumes, valued by donor at \$500, to be used by the Theater Department of the Humanities & Social Sciences Division.
- Protection One – Twelve Protection One 300PI Alarm Kits (new), valued by donor at \$5,550, to be used by the Electronics Department of the Technology & Health Division.

Motion unanimously carried. Student Trustee concurred.

## 7. 2006 ELECTION FOR CCCT BOARD OF TRUSTEES

Following discussion of candidates running for the CCCT Board of Directors, the Board took the following actions:

It was moved by Trustee Hall, seconded by Trustee Chyr, to vote for Trustee Bader for the 2006 CCCT Board of Directors. Motion carried unanimously. Student Trustee concurred. Trustee Chyr said his philosophy is that he would prefer to see the Board support only Trustee Bader.

It was moved by Trustee Baca, seconded by Trustee Bader, to vote for Paul Fong for the 2006 CCCT Board of Directors. Motion carried with a 3-2 vote. Trustees Chyr and Hall voted 'no'. Student Trustee abstained.

It was moved by Trustee Hall, seconded by Trustee Bader, to vote for Edward Ortell for the 2006 CCCT Board of Directors. Motion carried with a 4-1 vote. Trustee Chyr voted 'no'. Student Trustee abstained.

## 8. NAMING OF FACILITIES

It was moved by Trustee Baca, seconded by Trustee Hall, to name the baseball field *Mazmanian Field* in honor of retired Professor Art Mazmanian, and to rename the Staff Center *Founders Hall*. Motion unanimously carried. Student Trustee concurred.

Trustee Chyr said he was very pleased with the Board's action. In the past, he noted that the College viewed naming opportunities more as fund-raising opportunities, and he is very glad that the College didn't go that route in naming the field after Professor Mazmanian. Trustee Chen Haggerty agreed, saying she appreciated the College naming the field in honor of Art Mazmanian to thank him for his many contributions to the College.

Trustee Hall commented that he also liked the name Founders Hall. He said it seems to be the one heritage building on campus, noting that it was the U.S. Naval Hospital Director's house prior to becoming the home to the College's first President. He said the name Founders Hall has a nice sense of history and tradition about it.

## **9. PUBLIC HEARING – COLLECTIVE BARGAINING RE-OPENER PROPOSALS**

Trustee Chen Haggerty opened the Public Hearing at 7:44 p.m. There were no statements made relative to the collective bargaining re-opener proposals submitted by the District and the Faculty Association. The Public Hearing was closed at 7:45 p.m.

## **10. PROFESSIONAL DESIGN AND CONSULTING SERVICES AGREEMENTS**

It was moved by Trustee Bader, seconded by Trustee Baca, to approve the agreements to perform professional design and consulting services with HMC Architects for the Gymnasium Flooring Replacement project and the Remodel of Information Technology, Public Safety, and New Data Center project. Motion unanimously carried. Student Trustee concurred.

## **11. CONTRACT AMENDMENTS**

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

- Contract Professional Design and Consulting Services (Agricultural Sciences Complex) – AC Martin Partners, Inc., Contractor – Contract Amendment No. 4.
- Contract Professional Design and Consulting Services (Staff Parking Lot) – Tatsumi and Partners, Inc., Contractor – Contract Amendment No. 1.

Motion unanimously carried. Student Trustee concurred.

## **12. APPROVAL OF BIDS**

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

- Bid No. 2576 Science Building Telecom/Data. Awarded to Spectrum Communications Cabling Services, in the amount of \$205,698.45.
- Bid No. 2646 Demolition of Welding Building. Awarded to American Wrecking, Inc., in the amount of \$37,900.

- Bid No. 2663 Remodel Building for Photography Program. Awarded to Inland Building Companies, in the amount of \$824,000.
- Bid No. 2675 Warehouse Sprinkler Installation. Awarded to Daart Engineering Company, in the amount of \$143,422.
- Bid No. 2676 Exterior Security Lighting Installation. Awarded to American Electric Company, in the amount of \$91,000.

Motion unanimously carried. Student Trustee concurred.

### **13. POLICY REVISIONS**

The Board received for first reading and discussion proposed revisions to Board Policies 2710 – Conflict of Interest, 2730 – Health Benefits, 3410 – Nondiscrimination, 3540 – Sexual and Other Assaults on Campus, 4270 – Use of General Education Courses Completed at Other Accredited Institutions, and proposed Policy 7700 – Whistleblower Protection.

Dr. O'Hearn asked Board members to pull revised Policy 2730 – Health Benefits. This policy needs further review and will be brought back to the Board for first reading next month.

Trustee Chyr asked if each proposed revision could be brought to the Board individually next month, rather than combined as one agenda item.

Board members asked for more clarification regarding proposed revisions to Board Policy 2710 – Conflict of Interest. It wasn't clear when two public offices might be considered incompatible. A copy of Government Code Section 1091.5 will be provided to Board members. Trustee Hall said he would be interested in seeing the actual legislative bill resulting in these proposed changes.

Regarding proposed revisions to Board Policy 3540 – Sexual and Other Assaults on Campus, Trustee Bader asked how the College is going to provide this educational information. President O'Hearn said the College will provide this information through the Crisis Alert Team and that Human Resources will be developing policy and practices related to this law. We will be working on this as we would other statutory issues, such as the issue of a hostile-free work environment. People need to be knowledgeable of any potential dangers.

Trustee Hall said he would like to be provided with some trend data with respect to incidents of violence for the last few years. Vice President Gregoryk said the College is required to report this information on an annual basis. The information is available on the College's web site. Board members will be provided with copies.

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

### **14. POSTPONMENT OF PUBLIC HEARING**

The Public Hearing regarding the certification of the Supplement to a Final Program Environmental Impact Report (Mt. San Antonio College Master Plan Update 2005 (SCH

2002041161) originally scheduled to be held at this meeting, was postponed until a future meeting of the College Board of Trustees.

## **15. BOARD COMMUNICATION**

- All Board members commented on how much they enjoyed the meeting and hearing the many accomplishments by students. They all commended the Women's Basketball Team for winning the State Championship, Daniel Nolte for winning two Golden Mic awards, and the tenured faculty for their dedication and work with students.
- Student Trustee McKay said he enjoyed having the tenured faculty introduced to the Board. He has taken classes from a few and found them to be wonderful professors. He also commended the College for its response to the United Way campaign. Student Trustee McKay said he enjoyed the Board's recent retreat, noting that he learned a lot during the day.
- Trustee Baca congratulated the Academic Senate's honorees. He also commented on the upcoming Relays, noting that members of his Kiwanis Club work throughout the Relays handing out t-shirts and programs to participants.
- Trustee Bader thanked the Board for their support of her candidacy for the CCCT Board.
- Trustee Chyr congratulated Professor Galbraith on her nomination for the W.H.O. award.
- Trustee Hall discussed the wonderful job Professor Jennifer MacDonald is doing with the Histotechnology Program. He said Mt. SAC is such a successful community college because of people like Professional McDonald who are willing to step up and accept additional responsibility in order for a program to be effective.
- Trustee Chen Haggerty, who attends the Foundation Board meetings, said she believes the Foundation has been successful in bringing top executives to the Board because of the many successes the College enjoys, such as those highlighted at tonight's meeting. Regarding the Relays, Trustee Chen Haggerty said she will be again playing the role of "Runner's Mom."

## **16. ADJOURNMENT**

The meeting adjourned at 8:12 p.m.

CCO:dc