



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, September 27, 2006

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:00 p.m. on Wednesday, September 27, 2006. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

STAFF PRESENT

Christopher C. O'Hearn, President; John 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. PUBLIC COMMUNICATION

None.

2. CLOSED SESSION

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

- Conference with Labor Negotiator Jack Miyamoto, Interim Vice President, Human Resources, per California Government Code Section 54957.6
CSEA Chapter 262

3. PUBLIC SESSION

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

4. INTRODUCTIONS/RECOGNITION

• Introductions

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

Brandin Bowman, Performing Arts Services Coordinator, Technical Services
Debra Ibarra, Clerical Specialist, Financial Aid
Eun Kim, Tutorial Services Assistant II, Tutorial Services

Michael Lahey, Teaching Assistant, Tutorial Services
Rosa Ortiz, Early Childhood Development Specialist I, Child Development Center
Rosemary Rodriguez, Clerical Specialist, Financial Aid
Alyce Roldan-Aragon, Clerical Assistant, Basic Skills
Shoko Shiroma, Early Childhood Development Specialist I, Child Development Center
John Sipkovich, Custodian, Custodial Services
Kai Stearns, Coordinator-Marketing & Communication, Marketing & Communication
Sean Wallace, Financial Aid Specialist, Financial Aid

5. APPROVAL OF MINUTES

It was moved by Trustee Hall, seconded by Trustee Chyr, to approve the minutes of the regular meeting of August 30, 2006. Motion unanimously carried. Student Trustee concurred.

6. ACTION TAKEN IN CLOSED SESSION

None.

7. PUBLIC COMMUNICATION

None.

8. REPORTS

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

- The first appointments have been made to the Student Senate. Student leaders say they are seeing increased interest in student involvement and believe they will be able to fill the vacant student senate and student court positions as well as provide student representation to collegewide committees.
- Associated Students was pleased to participate in the 60th Anniversary Birthday Party and celebration last Wednesday.
- Board members were invited to attend the students' annual Fall Leadership Institute to be held this weekend at Lake Arrowhead.

B. Michelle Grimes-Hillman, Academic Senate President, reported the following:

- The Academic Senate has held two meetings this year and is already busy reviewing new resolutions. They have created two new task forces – one is examining faculty hiring priorities and the other is working on a faculty intern policy/process. Senate Vice President Vitullo is leading both task forces.
- The Academic Senate has passed its first resolution of the academic year. Resolution 2006-05 states that the “Academic Senate for Mt. SAC supports the development and implementation of a viable online counseling program designed, led, and facilitated by counseling faculty, with appropriate administrative support so as to ensure professional service.”
- The Academic Senate, Faculty Association, and Instruction Office are reviewing the impact of the block scheduling used for classes in the compressed calendar.

- The Academic Senate has a new legislative liaison – Dafna Kohn, Geography Professor. She will be voting on behalf of the local Senate at all State Academic Senate functions this year. She will also communicate legislative issues to the faculty.
- Curriculum Liaison Matthew Judd reported that 790 courses were reviewed through the Educational Design Committee last year. This is an amazing amount of work and the Academic Senate commends them.
- The faculty has reaffirmed Jemma Blake-Judd as the faculty chair of the accreditation process for the midterm report that is due in October 2007.
- The Black College Fair will be held on campus this Saturday, September 30. This event is a joint effort by the Student Equity Committee, Associated Students, and the San Gabriel Valley Section of the National Council of Negro Women. The Academic Senate acknowledges the dedication of faculty, students, and staff to host this event.

C. Ana Uriarte, Classified Senate President, reported the following:

- In October, the Classified Senate will be awarding two \$500 scholarships to Clem Villavicencio (Information Technology) and Victoria Randall (Marketing and Communication). These scholarships were made possible because the classified staff donated more blood than the faculty during a recent blood drive. Professor David Schmidt had said he would donate \$1,000 to the group winning the competition.
- The United Way campaign will be held this spring.
- Board members were invited to attend the October 20 Classified Staff Conference. It is expected to be a motivating and powerful event.

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

- The Faculty Association will be sending 12 delegates to the California Community Colleges Association (CCA) Fall Conference being held in San Francisco.
- The Faculty Association is in the process of establishing a nonprofit public benefit corporation for administering a scholarship fund. The corporation will be known as the Faculty Association Achievement Fund. Once this is in place, the Association will be able to ask businesses to sponsor events such as Puttin' on the Hits, which should increase the total money raised for student scholarships.
- The Faculty Association Representative Council will be taking action at its meeting on October 10 regarding a Cesar Chavez holiday. As mandated by the Education Code, the holiday would be on March 31 of each year. If passed, and approved by the Board of Trustees, the first day of recognition would be Monday, March 31, 2008.
- The Association is soliciting ideas from faculty for spring 2007 reopener negotiations.
- Dr. Long invited Board members to the Faculty Association's Open House for all part-time faculty on October 16, 6:00 p.m., and October 17, 1:00 p.m., in the Faculty Association Office conference room.

E. Representing CSEA, Chapter 262, President Odette Richardson reported the following:

- Ms. Richardson thanked Chief Technology Officer Vic Belinski for attending today's CSEA meeting. She appreciated the information he shared and his willingness to answer questions.
- Board members were invited to attend the second annual management luncheon hosted by the classified staff. The event will be held on Friday, October 13, 2006, 11:30 a.m., in the Student Life Center.
- CSEA participated in the annual Employees Benefits Fair held yesterday in the Student Life Center. Ms. Richardson said the event was very well attended and that CSEA was pleased to be a part of the event.

F. President O'Hearn's report included the following:

- President O'Hearn introduced Vice President Gregoryk and asked him to introduce representatives from RBC Capital Markets, the company serving as the College's Manager/Underwriter for the bond funds. They help structure the bonds and guide the College through the issuance process.

Vice President Gregoryk introduced Rod Carter and Ryan Vollmer who shared information on the College's issuance of \$79,996,202.75 in General Obligation Bonds on September 7. Mr. Carter said that he, Dr. O'Hearn, and Vice President Gregoryk recently made presentations to both Standard & Poor's and Moody's ratings agencies in New York to receive a rating for the third bond series. The College had received excellent bond ratings in the past, and it was expected that good ratings would again be received.

Mr. Carter reported that both ratings agencies gave the College excellent bond ratings – Aa3 and AA- – which is high. Mr. Carter said the ratings agencies were particularly interested in the economics of the area, full-time equivalent student enrollment, the College's budget, and the fact that the Board has a balanced budget policy and strong reserves. Dr. O'Hearn said that while the agencies thought the College's record was very strong, they would like to see that same strength pattern consistent over time.

- Vice President Gregoryk shared a copy of The Connection with Board members. The Connection is the official publication of *Connect2One*, an alliance of independent college bookstores with a mission to connect bookstore managers with the resources they need. Mr. Gregoryk noted that each year the top participating stores in each *Connect2One* membership level are recognized for their commitment to vendor partners. In this issue, the Sac Book Rac is highlighted. Mr. Gregoryk commended Jay Devers, Administrative Director, Auxiliary Services, and Suzanne Luetjen, Director of the Bookstore, for their excellent work.

9. INFORMATIONAL REPORT

Board members were provided with a written briefing of the College's Upward Bound Program, prepared by Juan Carlos Astorga, Director, Upward Bound Program, and Tom Mauch, Associate Dean, Counseling.

The Upward Bound Program provides an Academic Year Component and a five-week Summer Residential Component. To be eligible for the program, students must be either from low-income families or be potential first generation college students, and two-thirds of the participants must be both low-income and potential first-generation college students. The five-week summer residential program takes place at Cal Poly with students living in university housing and taking classes on the Cal Poly campus. This summer, half of the students were enrolled in a Film and Video Editing course taught by Professor Daniel Smith from the Arts Division. Students were taught the basics of filming, directing, and editing. The final project in the course was to develop a student-written, directed and edited video. Student Julio Salcedo was present and shared his five-minute video with the Board.

Trustee Baca said he was very impressed with the program's 100% retention rate.

The program is currently entering its fourth and final year of the grant.

10. CONSENT AGENDA

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

PRESIDENT'S OFFICE

1. Approval to renew the agreement with the law firm of Liebert Cassidy Whitmore to provide legal and consulting services to the College in regard to employment relations and education law, including representation in labor negotiations and in administrative and court proceedings, as requested by the College. Term of the agreement shall be from October 1, 2006 through September 30, 2007.

HUMAN RESOURCES

2. Approval of Personnel Transactions, dated September 27, 2006.

INSTRUCTION and STUDENT SERVICES

3. Approval for twelve Forensics students and two faculty members to participate in the Long Island Swing Forensics Tournament October 26 – 30, in Long Island, New York.
4. Approval for 58 students and two faculty members to participate in the Washington, D.C. Wind Band Festival and Performance at the Kennedy Center for Performing Arts Concert Hall April 27 – May 1, 2007. (See backup packet pages 35 and 36.)
5. Approval of 2006-07 activities for Professional and Organizational Development.
6. Approval of Tech Prep Grant expenditures for 2006-07.
7. Approval to accept funding and approve activities for the Integrating AmeriCorps into Teacher and Reading Development Partnerships grant.

8. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 11.
9. Approval to accept funding for the California Community College Chancellor's Office Industry-Driven Regional Collaborative – Logistics grant.
10. Approval of additions and changes to the Community Education program.
11. Approval of additions and changes for the Regional Health Occupations Resource Center.
12. Approval of contract education agreements through The Training Source.
13. Approval of contract agreements through the Small Business Development Center.
14. Approval of additional childcare sites for CalWORKs students.

ADMINISTRATIVE SERVICES

15. Approval of the Appropriation Transfers and Budget Revisions Summary.
16. Approval of an Agreement with American Appraisal Associates to perform physical asset inventory services for the College.
17. Approval of an Agreement with Tier Technologies, Inc. to Upgrade the College's Interactive Voice Response System that is used by students for registration and other information dissemination.
18. Approval of agreements with various consultants to perform Professional Design and Consulting Services on Bond projects.
19. Approval of an Agreement with Bovis Lend Lease to provide Additional Services on Bond projects.
20. Approval to reduce to 5% the retention for Earl Corporation on their contract for the Science Building (General) project, Bid No. 2622.
21. Approval to reduce to 5% the retention for Moore Flooring, Inc. on their contract for the Science Building (Flooring Covering) project, Bid No. 2554.
22. Approval to reduce to 5% the retention for Sage Electric Company on their contract for the Science Building (Electrical) project, Bid No. 2626.
23. Approval of the following Bid:
 - Bid No. 2708 Row Buildings Interior Re-paint – Harry H. Joh Construction, Inc. (Contractor).
24. Approval of the following Change Orders:
 - Bid No. 2622 Science Building (General) – Earl Corporation, Contractor – Change Order No. 13.
 - Bid No. 2555 Science Building (Painting) – Bithell, Inc., Contractor –

Change Order No. 5.

- Bid No. 2560 Science Building (Mechanical/HVAC) – Westco Service Co., Contractor – Change Order No. 7.
- Bid No. 2559 Science Building (Plumbing) – Inland Mechanical Construction, Inc., Contractor – Change Order No. 12.
- Bid No. 2554 Science Building (Flooring) – Moore Flooring, Contractor – Change Order No. 4.
- Bid No. 2551 Science Building (Landscape) – Pierre Sprinkler, Contractor – Change Order No. 2.
- Bid No. 2626 Science Building (Electrical) – Sage Electric, Contractor – Change Order No. 8.
- Bid No. 2663 Remodel Temporary Building for Photography Program – Inland Building Companies, Contractor – Change Order No. 4.
- Bid No. 2562 Science Roadway – Excel Paving, Contractor – Change Order No. 3.
- Bid No. 2634 Founders Hall Renovation – Paul C. Miller Construction, Contractor – Change Order No. 9.
- Bid No. 2635 Fire Road – Alfa 26 Construction, Contractor – Change Order No. 5.

25. Approval of the following Contract Amendments:

- Contract Professional Design and Consulting Services (Stadium Electrical Improvements) – Quantum Power, Contractor – Contract Amendment No. 1.
- Contract Professional Design and Consulting Services (Student Services Renovation) – tBP/Architecture, Contractor – Contract Amendment No. 2.
- Contract Testing and Inspection Services (Founders Hall) – Converse Consultants, Contractor – Contract Amendment No. 1.

26. Approval of the following Proposed Gift/Donation to the College:

- Lane and Andrea Braver – CIBI Collection by Frank H. Netter, MD (including nine color illustrated books with bookcase and plastic covers), valued by donor at \$995, to be used by the Medical Services Department of the Technology and Health Division.

Motion carried unanimously. Student Trustee concurred.

11. TITLE V GRANT

Student Trustee Regalado asked for more specific Information on how grant funds will be used to improve student success. Vice President Nixon said this is a five-year grant and over that time there are a number of activities scheduled. He will send more detailed information to the Board. Vice President Nixon reminded Board members that the previous Title V grant, which expired two years ago, was focused more on math. This grant, which will again address basic skills, will focus more on language arts. While the grant doesn't require matching funds, the funding agency expects the College to gradually institutionalize some components of the grant in order to maintain successful outcomes beyond grant funding, as the College did with the MARC lab.

It was moved by Trustee Baca, seconded by Trustee Bader, to accept funding and approve activities for the Title V – Developing Hispanic-Serving Institutions grant. Motion carried unanimously. Student Trustee concurred.

12. PUBLIC HEARING – COLLECTIVE BARGAINING RE-OPENER PROPOSALS

In compliance with California Government Code, Chapter 10.7, Sections 3547(b), Trustee Chen Haggerty opened the Public Hearing at 7:26 p.m. There were no statements made relative to the collective bargaining re-opener proposals submitted by the District and the California School Employees' Association, Chapter 262. The Public Hearing was closed at 7:27 p.m.

13. PURCHASE OF ANIMAL CARE FACILITY

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve the purchase of an Animal Care Facility from Art's Way Scientific, Inc., as part of the College's facilities improvements for the Agricultural Sciences Project (Bond Project No. 5). Motion carried unanimously. Student Trustee concurred.

14. APPROVAL OF BIDS

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

- Bid No. 2695 Purchase of Furniture for Founders Hall. Awarded to Interior Office Solutions, in the amount of \$124,748.73.
- Bid No. 2711 Printing of Class Schedules for Spring 2007. Awarded to Ran Graphics, in the amount of \$112,730.80.

Motion carried unanimously. Student Trustee concurred.

15. BOARD COMMUNICATION

- Trustee Hall said he looks forward to several upcoming events, including the Associated Students Leadership Institute, Hot Blues Cool Jazz, the 60th Anniversary Gala, and the Science Building Dedication. He also commended the football team on its 4-0 record.

- Trustee Bader said she enjoyed the 60th Anniversary Birthday Party, especially because of the pep rally feel. She suggested the College may want to do more spirit activities. She also complimented the staff group *Cliffnotes* for their excellent performance.

Trustee Bader thanked Dr. O'Hearn for making an excellent presentation on the state of the College to the Pomona Rotary Club. Trustee Bader said she also enjoyed attending the Rowland Heights Chinese Association Dinner.

Dr. O'Hearn said he was especially pleased to present to the Rotary on a day when Trustee Bader was recognized for her outstanding work with the youth of Pomona.

- Trustee Baca said he is looking forward to attending the Associated Students Leadership Institute and the Management Staff Luncheon on October 13.
- Student Trustee Regalado congratulated the newly appointed staff. She said she is also looking forward to attending the Associated Students Leadership Institute.
- Trustee Chen Haggerty said it is always a pleasure to attend the Foundation Executive Committee meetings and see so many good people working for the College and its students. Trustee Chen Haggerty said she enjoyed attending the Fall Opening Faculty Meeting and is looking forward to a good semester

Trustee Chen Haggerty also commented on the 60th Anniversary Birthday Party. She said it was a wonderful event with so many people in attendance that we ran out of the food provided by Picasso's Café/Restaurant Catering.

Trustee Chen Haggerty thanked the College staff for updating the *Fast Facts* cards. Because of its size, it is easy to carry around and distribute throughout the community.

Trustee Chen Haggerty noted that Dr. O'Hearn is making a presentation before the Diamond Bar City Council next week and encouraged the College to make other presentations throughout the district in order to keep our constituents informed about the many things happening at the College.

16. ADJOURNMENT

The meeting adjourned at 7:48 p.m.

CCO:dc