



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, December 13, 2006

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

- **Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957:** Two positions
- **Conference with Labor Negotiator John Nixon, Vice President, Instruction, per California Government Code Section 54957.6**
Faculty Association

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

ELECTION OF BOARD OF TRUSTEES OFFICERS

To comply with Education Code Section 35143, an annual organizational meeting must be held within 15 calendar days of the first Friday in December to elect officers of the Board. (See backup packet page 1.)

INTRODUCTIONS AND RECOGNITION

- **Introduction of following newly appointed staff:**

Gustavo Acero, Custodian, Custodial Services
Robert Ceja, Custodian, Custodial Services
Angelica Duarte, Admissions & Records Clerk, ESL & Intercultural Programs
Donna Evans, Payroll Manager, Fiscal Services

- **Recognition**

- Awarding of Certificate of Service to Virginia D. Sanchez, Athletic Eligibility Specialist, who is retiring following 36 years of service to the College.
- Journalism Students for winning 15 awards at the Journalism Association of Community Colleges Southern California Regional Conference.

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of November 15, 2006. (See backup packet pages 2 through 12.)

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
 - C. Other Unrepresented Groups
4. President – Christopher C. O'Hearn
5. Informational Report – *The Mountaineer*, prepared by Journalism Professor Toni Albertson, Mountaineer Advisor (See backup packet page 13.)

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

1. Consideration of annual approval of employees authorized to sign contracts or documents. (See backup packet page 14.)

HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions dated December 13, 2006. (See backup packet pages 15 through 35.)
3. Consideration of approval of renewal of Management Contracts. (See backup packet page 36.)

INSTRUCTION AND STUDENT SERVICES

4. Consideration of approval for 18 forensics students and two faculty members to attend the UT/Bradley Swing Speech Tournament January 11–15, 2007, in Austin, Texas. (See backup packet page 37.)
5. Consideration of approval for 13 vocal jazz ensemble students and two faculty members to attend the performance at Lincoln Center, April 21–14, 2007, in New York City. (See backup packet page 38.)
6. Consideration of approval of an author event, “The Courageous Follower,” to be presented on March 16, 2007. (See backup packet 39.)
7. Consideration of approval of an online teaching seminar, “Managing to Thrive in the Online Classroom,” to be presented on January 18, 2007. (See backup packet page 40.)
8. Consideration of approval of a training session, “Using Your Emotions to Succeed,” to be presented on January 25, 2007. (See backup packet page 41.)
9. Consideration of approval of an author event, “In the Zone,” to be presented on March 30, 2007. (See backup packet page 42.)
10. Consideration of approval of a training session, “The Essentials of Excellent Customer Service,” to be presented on April 27, 2007. (See backup packet page 43.)
11. Consideration of approval to accept funds for the Review of Literature & Best Practices: Basic Skills as the Foundation for Student Success: Increasing Retention, Persistence and Success for Basic Skills and English as a Second Language Students agreement. (See backup packet page 44.)
12. Consideration of approval of a contract with The Research and Planning Group for California Community Colleges for work with the Review of Literature & Best Practices: Basic Skills as the Foundation for Student Success: Increasing Retention, Persistence and Success for Basic Skills and English as a Second Language Students agreement. (See backup packet page 45.)
13. Consideration of approval to accept funds for a Regional Health Occupations Resource Center grant in the amount of \$102,500. (See backup packet page 46.)
14. Consideration of approval of contracts and activities for the Integrating AmeriCorps into Teaching and Reading Development Partnerships. (See backup packet pages 47 and 48.)
15. Consideration of approval to ratify a contract with the California Department of Education for the Child Development Center in the amount of \$2,029. (See backup packet page 49.)
16. Consideration of approval to accept funds for a Statewide Leadership Grant with the California Community Colleges Chancellor’s Office Contract Education South in the amount of \$162,500. (See backup packet page 50.)

17. Consideration of approval of a contract between the Small Business Development Center and Southeast Authority Social Services Funding Authority. (See backup packet page 51.)
18. Consideration of approval of additions to the Regional Health Occupations Resource Center. (See backup packet page 52.)
19. Consideration of approval of contract education agreements through The Training Source. (See backup packet page 53.)
20. Consideration of approval of an addition to the Community Education program. (See backup packet page 54.)

ADMINISTRATIVE SERVICES

21. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 55 through 57.)
22. Consideration of approval to accept the audit reports from Vicenti, Lloyd & Stutzman, Certified Public Accountants, for the fiscal year ending June 30, 2006, relating to books and records of the Mt. San Antonio Community College District, Financial Aid, and Mt. San Antonio College Auxiliary Services Corporation. (Distributed as a separate document.)
23. Consideration of approval to donate six Dell Optiplex GX110 computers, monitors, and keyboards to the American Recovery Center, located in Pomona, CA. (See backup packet page 58.)
24. Consideration of approval to purchase digital images from Scholars Resource. (See backup packet page 59.)
25. Consideration of approval of a contract for investigative legal services with Karen T. Meyers. (See backup packet page 60.)
26. Consideration of approval of a contract with Procurement Services Associates to provide temporary staffing services on an as-needed basis in support of purchasing, material management, and contract services. (See backup packet page 61.)
27. Consideration of approval to reduce from 10% to 5% the retention for A. L. MacIntosh Company on their contract for the Science Building Site Work. (See backup packet page 62.)
28. Consideration of approval to reduce from 10% to 5% the retention for Excel Paving Company on their contract for the Science Building Roadway. (See backup packet page 63.)
29. Consideration of approval of a contract with CCS Group for Professional Design and Consulting Services for a Five-Year Construction Plan as required by the Chancellor's Office. (See backup packet page 64.)

30. Consideration of approval of the following Bids:

- Bid No. 2707 Science Building (Audiovisual Systems) – Digital Networks Group, Inc. (Contractor). (See backup packet page 65.)
- Bid No. 2731 Video Production Equipment (Sony Unit) – Full Compass Systems (Contractor); and Video Production Equipment (Echolab Unit) – Hoffman Video Systems (Contractor). (See backup packet page 66.)

31. Consideration of approval of the following Change Orders:

- Bid No. 2562 Science Roadway – Excel Paving (Contractor) – Change Order No. 4. (See backup packet page 67.)
- Bid No. 2626 Science Building (Electrical) – Sage Electric (Contractor) – Change Order No. 11. (See backup packet page 68.)
- Bid No. 2554 Science Building (Flooring) – Moore Flooring (Contractor) – Change Order No. 7. (See backup packet page 68.)
- Bid No. 2560 Science Building (Mechanical/HVAC) – Westco Service Co. (Contractor) – Change Order No. 8. (See backup packet page 69.)
- Bid No. 2549 Science Building (Site Work) – A. L. MacIntosh Co. (Contractor) – Change Order No. 3. (See backup packet page 70.)
- Bid No. 2628 Music Center Expansion – Paul C. Miller Construction (Contractor) – Change Order No. 9. (See backup packet page 71.)
- Bid No. 2689 Founders Hall Audiovisual System – Western Audio Visual (Contractor) – Change Order No. 2. (See backup packet page 72.)
- Bid No. 2634 Founders Hall Renovation – Paul C. Miller Construction (Contractor) – Change Order No. 10. (See backup packet page 73.)
- Bid No. 2665 Classroom Remodel (General Construction) – PW Construction (Contractor) – Change Order No. 1. (See backup packet page 74.)
- Bid No. 2668 Classroom Remodel (Plumbing) – Inland Mechanical (Contractor) – Change Order No. 1. (See backup packet page 75.)
- Bid No. 2686 Bonita/Walnut Intersection Improvement – Los Angeles Engineering (Contractor) – Change Order No. 3. (See backup packet page 76.)

32. Consideration of approval of the following Contract Amendment:

- Contract Founders Hall Renovation – Steven Fader Architects (Contractor) – Contract Amendment No. 5. (See backup packet page 77.)

33. Consideration of approval of the following Completion Notice:

- Bid No. 2635 Science Building (Fire Road Improvements) – Alfa 26 Construction Co. (Contractor)

34. Consideration of approval and accepting of the following gifts/donations to the College:

- Rita Blitt – Painting, acrylic on canvas, 4' x 9', titled "Rhythms of Nature," valued by donor at \$15,000, to be used by the Art Gallery.
- Joel Swager – McCauley C-172 Propeller, valued by donor at \$2,000, to be used by the Aircraft Maintenance Technology Department.

PUBLIC HEARINGS

In compliance with Chapter 10.7 §3440-3549 of the California Government Code, the following Public Hearings are being held.

1. Hold Public Hearing pursuant to Government Code Section 3457(a) on the District's Initial Proposal to the Faculty Association for negotiations in the 2006-07 Academic Year.

District Reopeners:

1. Article 8 Employee Benefits
2. Article 10 Workload
3. Appendix C Faculty Overload And Other Than Contract Salary Rates
4. Appendix D Athletic Coaches and Performance Arts Coaches Remuneration
5. Appendix E Reassigned Time for Special Assignments

2. Hold Public Hearing pursuant to Government Code Section 3457(a) on the Initial Proposal of the Faculty Association for negotiations in the 2006-07 Academic Year.

Faculty Association:

1. Article 7 Salary
2. Article 8 Employee Benefits
3. Article 10 Workload
4. Article 19 Retirement
5. (no article) Professional Development Funding
6. Appendix D Athletic and Performing Arts Coaches Remuneration
7. Appendix E Reassigned Time for Special Assignments

ACTION ITEMS

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

1. Consideration of approval of District Collective Bargaining Reopeners. (See backup packet page 78.)
2. Consideration of approval of the establishment of a Supervisory Employee Classification (See backup packet pages 79 and 80.)
3. Consideration of approval to establish March 31, Cesar Chavez Day, as a College holiday, effective 2008. (See backup packet page 81.)
4. Consideration of approval to reject a Claim Against the District by Robert L. Larabee, and that Administrative Services is instructed to notify the claimant of the rejection in accordance with Government Code Sections 910 through 915.4. (See backup packet page 82.)

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 Board Policy 6530 – Closed Circuit Television Surveillance Systems. (See backup packet pages 83 and 84.)
2. Receive for first reading and discussion proposed revisions to Board Policies 3255 – Participation in Local Decision Making; BP 4020 – Program and Curriculum Development; BP 4025 – Philosophy and Criteria for Associate Degree and General Education; BP 4050 – Articulation; BP 4100 – Graduation Requirements for Degrees and Certificates; BP 4220 – Standards of Scholarship, Satisfactory Progress, & Probation and Dismissal; BP 4225 – Course Repetition; BP 4235 – Credit by Examination; BP 4240 – Academic Renewal Without Course Repetition; BP 5050 – Matriculation; and BP 5100 – Probation, Dismissal, and Readmission. (See backup packet pages 85 through 101.)

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.

ADJOURNMENT

Future Board Meetings: January 24, 2007
February 28, 2007
March 28, 2007

Upcoming Events:

December 11-17, 2006	Final Exams for Fall 2006 Classes
December 21-January 2	Winter Recess – Campus Closed
January 5, 2007	Foundation Executive Committee Meeting – 9:00 a.m., Administration Building, Room 205
January 8-February 18, 2007	Winter Intersession
January 10, 2007	Foundation Board of Directors Meeting – 4:00 p.m., Learning Technology Center, Room 160
January 15, 2007	Martin Luther King, Jr. Day – Campus Closed

Upcoming Sports Events:

December 22, 2006	Men’s Basketball vs. El Camino – 7:30 p.m., Gym
January 5, 2007	Women’s Basketball vs. Long Beach – 5:30 p.m., Gym Men’s Basketball vs. Long Beach – 7:30 p.m., Gym
January 10, 2007	Women’s Basketball vs. L.A. Harbor – 5:30 p.m., Gym
January 17, 2007	Women’s Basketball vs. East L.A. – 5:30 p.m., Gym Men’s Basketball vs. East L.A. – 7:30 p.m., Gym
January 24, 2007	Women’s Basketball vs. Compton – 5:30 p.m., Gym Men’s Basketball vs. Compton – 7:30 p.m., Gym
January 26, 2007	Baseball Tourney – 6:00 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.