



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, January 24, 2007

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:20 p.m. on Wednesday, January 24, 2007. 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 John Nixon, Vice President, Instruction, per California Government Code Section 54957.6
CSEA Chapters 262 and 651

3. PUBLIC SESSION

The public meeting reconvened at 6:33 p.m.

Trustee Bader welcomed those in attendance to the first Board of Trustees meeting in Founders Hall. She said there are many to be thanked for taking this historical building and turning it into a beautiful facility while maintaining the integrity of the original site. Specifically, she thanked Steve Fader, architect; Randy Hartman, John Beckton, Steven Yip, Phil Valadez, Jerry Jones, and Cindi Short from Bovis Lend Lease; and Michael Gregoryk, Gary Nellesen, and Bill Eastham from the College.

4. INTRODUCTIONS/RECOGNITION

- **Introductions**

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

Classified

Priyadarshini Chapot, Educational Research Assessment Analyst, Research and Institutional Effectiveness

Leticia Hernandez, Human Resources Technician, Human Resources

Michael Kwiatkowski, Project/Program Specialist, Tutorial Services

Desiree Marquez, Scholarship Program Specialist, Financial Aid

Manny Rivera, Custodian, Custodial Services

Obdulia Reynoso, Receptionist/Clerical Assistant, Small Business Development Center

Gabriela Ulloa, Caseworker, CalWORKS

Denise Van Tiburg, Secretary, Basic Skills

Management

Christian Alvarado, Assistant Director, Financial Aid, Financial Aid

- **Recognition**

- Mary Kelly, a retiring Custodian, was recognized for her 16 years of service to the College.

5. APPROVAL OF MINUTES

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to approve the minutes of the regular meeting of December 13, 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:

- On February 27, Student Life will be holding its Welcome Day event in the Student Life Center patio area. From February 28 to March 1, Associated Students will host an A.S. Visibility and Spring Kick-Off event. The intent of both of these events is to welcome students to the spring semester.

- During the spring, students hope to host events such as academic lectures, social events with free Associated Students promotional items, possible campus improvement projects, conferences and other leadership events.
- B. Michelle Grimes-Hillman, Academic Senate President, reported the following:
- Professor Grimes-Hillman encouraged the Board to approve the proposed policy revisions which relate to academic and professional matters under Title V. She said the Academic Senate takes these policy revisions seriously and will continue to work to maintain a positive relationship with the Board. She recognized three past Academic Senate presidents who were present: Phillip Maynard (2004-06), Barbara Mezaki, (2001-02), and Richard McGowan (1999-2000). She said the Senate acknowledges the leadership of these past presidents and promised to continue to work collegially with the Board for the benefit of students.
 - Dr. Terri Long, the Senate's nominee for the State Academic Senate representative to the Board of Governors has been offered an interview. We hope she will be successful.
 - Board members were invited to Flex Day activities on February 23. The program will begin with breakfast at 7:45 a.m. followed by the Spring Semester Opening Meeting at 8:15 a.m. This event will be held in the Clarke Theater.
- C. Ana Uriarte, Classified Senate President, reported the following:
- The United Way Campaign will officially begin the second week of March. The Classified Senate will be raffling off a television, as well as other items, in order to increase the amount collected. Also, because of the positive response last year to the Kids Pack program, the Senate will again be accepting donations for backpacks which will then be given to underprivileged kids. Last year, over \$5,000 worth of items were donated to this program.
 - Professional & Organizational Development, in partnership with Human Resources, will be hosting a three-hour interactive learning experience entitled "Using Your Emotions to Succeed." The presenter will be Jim Marteney, a professor of speech and broadcasting from Los Angeles Valley College. Mr. Marteney has been a presenter at previous classified staff conferences and has always been very well received. Board members were invited to attend.
- D. Representing the Faculty Association, Vice President Jennifer Galbraith reported the following:
- This year's Puttin' on the Hits promises to be the best ever. Scheduled for March 23 (7:00 p.m.) and March 24 (2:00 and 7:00 p.m.), the Association's goal is to sell out all three shows.
 - The District and the Association are in the initial planning stages for spring reopener negotiations. The teams will begin meeting on Friday mornings throughout the spring semester.
 - The Association will be sending seven delegates to the California Community College Association Winter Conference at the Irvine Marriott on February 2-4. The conference is entitled "United We Stand."

- The Association extended congratulations to Cason Smith for winning a Golden Mike award for Best Business and Consumer Reporting, Division B - "Sense on the Dollar: Dude!" Mr. Smith has been an adjunct faculty member and Faculty Association member for several years.
- E. Representing CSEA, Chapter 262, President Odette Richardson reported the following:
- CSEA very much appreciated Director Karen Saldana presenting information on the College's disaster preparedness plan at a general members meeting. She did an excellent job and shared some very helpful information.
 - CSEA Chapters 262 and 651 look forward to Board members attending Saturday's Installation Luncheon at the Pomona Valley Mining Company. They expect to have 450 people in attendance.
 - Ms. Richardson offered her congratulations to Cason Smith for winning the Golden Mike award mentioned earlier.
- F. President O'Hearn's report included the following:
- President O'Hearn said he wanted to underscore Trustee Bader's earlier comments about Founders Hall. He said a lot of people worked very hard to get the building ready for tonight's meeting.
 - President O'Hearn asked Vice President Gregoryk to give an update on the Governor's proposed budget for 2007-08, although he pointed out that this is the first draft of a budget that will have many revisions before it is adopted.
- Mr. Gregoryk shared a hand-out showing a comparison of the System Budget Request to the Governor's Budget. He highlighted the following points:
- The System had requested COLA in the amount of 5%; however, the Governor has budgeted 4.04%.
 - The Governor is proposing 2% Growth, and the feeling statewide is that should be sufficient.
 - In the past, the College has received Basic Skills funds. There is a proposal from the Governor's Office to convert that into Matriculation. Mr. Gregoryk didn't believe that would negatively impact the College. He indicated this might be a way to fund some badly-needed positions.
 - The Governor is also proposing a nursing initiative which could mean an additional \$9 million in one-time funding.
- Mr. Gregoryk stressed that the budget is in its earliest stages and we can expect revisions. He thinks we will have a good amount of one-time money available again this year.
- President O'Hearn asked Vice President Yamagata-Noji to provide Board members with an enrollment update on the winter intersession.
- Vice President Yamagata-Noji said this is the first time the College has offered a winter intersession, which will run for six weeks from January 8-February 17. A total of 524 courses were offered with 55 classes being cancelled. Of the students attending, 86% are continuing students (enrolled in an immediate prior

term), which is expected. Vice President Yamagata-Noji said further analysis and review will continue and the impact of having students register for the winter intersession and spring semester at the same time will be studied.

9. INFORMATIONAL REPORT

Board members were provided with a written briefing of the Leadership Education and Development (LEAD) Program, prepared by Dyrell Foster, Director, Student Life.

Student Life implemented the LEAD program in fall 2005. The purpose of this program is to help students become effective leaders. Mt. SAC is one of a handful of community colleges in the state offering such a program. A program of this type is more commonly found at four-year colleges and universities. Through this program, Mt. SAC students (regardless of their major or educational goals) are afforded an opportunity to advance their leadership skills and enhance their personal and professional development while increasing their competitiveness in applying for scholarships, transfer and employment opportunities.

Mr. Foster introduced student David Glover who shared his experience with the LEAD program. He said he had found the program to be very beneficial to him in helping to build his confidence, social skills, and to become better engaged with the campus.

10. CONSENT AGENDA

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

HUMAN RESOURCES

1. Approval of Personnel Transactions, dated January 24, 2007.
2. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 11.
3. Approval of renewal of Management Contract.

INSTRUCTION and STUDENT SERVICES

4. Approval for 12 theater students and one faculty member to attend the Kennedy Center/American College Theater Festival/Irene Ryan Acting competition in Cedar City, Utah from February 12 through February 18, 2007.
5. Approval for eight forensics students and two faculty members to attend the Kansas State/Hastings Swing Forensics tournament from February 22 through February 27, 2007.
6. Approval of a Developmental Education Spring conference "Parachutes & Ladders VI" to be held on April 20, 2007.
7. Approval of activities for the Addressing Acute Student Needs at Mt. San Antonio College – Title V grant.

8. Approval of a contract with The Orpheum Theater for a Fashion Symposium and a contract with Drue Lawlor Interior Design Career Day through the Family and Consumer Sciences Business/Industry Collaborative grant.
9. Approval of contracts and activities through the Industry-Driven Regional Collaborative grant titled "Logistics Training Consortium of Southern California."
10. Approval to accept a Letter of Intent from Long Beach Community College District for the Small Business Development Center.
11. Approval of additions to the Community Education program.
12. Approval of programs and courses through the Community Education program for Spring 2007.
13. Approval of contract education agreements through The Training Source.

ADMINISTRATIVE SERVICES

14. Approval of the Appropriation Transfers and Budget Revisions Summary.
15. Approval of Nonresident and Nonresident F-1 Visa Tuition Fees.
16. Approval of contracts with Accountemps and Ajilon Consulting to provide temporary staffing services on an as-needed basis in support of Fiscal Services operations.
17. Approval to renew the lease of College property to Thacker Berry Farms for the period February 1, 2007, through June 30, 2007.
18. Approval to reduce to 5% the retention for Nu/Age Development, Inc. on their contract for the Art Complex Exterior Renovation, Bid No. 2701.
19. Approval of an agreement with Bovis Lend Lease to provide Construction Management services on the State-funded Design Technology Center project.
20. Approval of a contract with Lerch, Bates & Associates to provide professional Elevator Design and Consulting services for elevators in the Humanities, Learning Technology, and Administration buildings, and of a contract with P2S Engineering to provide professional Engineering services for the Communication Portable Building Improvements project.
21. Approval of agreements with Leighton Consulting, Inc. and Converse Consultants to provide continuing materials and geotechnical soils testing Engineer of Record services for the College.
22. Approval of the following Bids:
 - Bid No. 2718 Science Laboratories Building (Roller Shades) – Royal Window Films, Inc. (Contractor).
 - Bid No. 2730 Agricultural Sciences Complex (Backbone Infrastructure) – Miramontes Construction Co., Inc. (Contractor).

23. Approval of the following Change Orders:

- Bid No. 2551 Science Building (Landscaping) – Pierre Sprinkler (Contractor) – Change Order No. 4.
- Bid No. 2555 Science Building (Painting) – Bithell, Inc. (Contractor) – Change Order No. 7.
- Bid No. 2622 Science Building (General) – Earl Corporation (Contractor) – Change Order No. 15.
- Bid No. 2560 Science Building (Mechanical/HVAC) – Westco Service Co. (Contractor) – Change Order No. 9.
- Bid No. 2628 Music Center Expansion – Paul C. Miller Construction (Contractor) – Change Order No. 10.
- Bid No. 2689 Founders Hall Audiovisual System – Western Audio Visual (Contractor) – Change Order No. 3.
- Bid No. 2634 Founders Hall Renovation – Paul C. Miller Construction (Contractor) – Change Order No. 11.
- Bid No. 2664 Classroom Remodel (Demo/Abatement) – Karcher Environmental (Contractor) – Change Order No. 3.
- Bid No. 2668 Classroom Remodel (Plumbing) – Inland Mechanical (Contractor) – Change Order No. 2.
- Bid No. 2665 Classroom Remodel (General Construction) – PW Construction (Contractor) – Change Order No. 2.
- Bid No. 2686 Bonita/Walnut Intersection Improvement – Los Angeles Engineering (Contractor) – Change Order No. 4.
- Bid No. 2702 Emergency Generator Replacement – M. Wilson Co. Contractors Inc. (Contractor) – Change Order No. 1.
- Bid No. 2533 Language Center and Health Careers Center Construction – Mariposa Horticultural Enterprises, Inc. (Contractor) – Change Order No. 6.
- Bid No. 2708 Row Buildings Interior Re-paint – Harry H. Joh Construction Inc. (Contractor) – Change Order No. 1.
- Bid No. 2710 Stadium Electrical Improvements – Diamond Electrical Inc. (Contractor) – Change Order No. 1.

24. Approval of the following Contract Amendments:

- Contract Building 45 Renovation – Kishimoto Architects (Contractor) – Contract Amendment No. 4.
- Contract Staff Parking Lot – Tatsumi and Partners, Inc. (Contractor) – Contract Amendment No. 2.

25. Approval of the following Completion Notices:

- Bid No. 2698 Pavement Rehabilitation (Parking Lots A1, A5 and G) – Ben's Asphalt, Inc. (Contractor)
- Bid No. 2712 Parking Lot Improvements – Wheeler Paving, Inc. (Contractor)
- Bid No. 2576 Science Building (Telecom/Data) – Spectrum Communications Cabling, Inc. (Contractor)
- Bid No. 2549 Science Building (Site Work) – A. O. MacIntosh Company (Contractor)
- Bid No. 2559 Science Building (Plumbing) – Inland Mechanical Construction, Inc. (Contractor)
- Bid No. 2550 Science Building (Concrete/Masonry) – K.A.R. Construction, Inc. (Contractor)
- Bid No. 2551 Science Building (Landscaping) – Pierre Sprinkler & Landscape (Contractor)
- Bid No. 2555 Science Building (Painting and Wall Coverings) – Bithell, Inc. (Contractor)
- Bid No. 2533 Language Center and Health Careers Center (Landscaping) – Mariposa Horticultural Enterprises (Contractor)

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

- Mike Kim – Air Safe Edge System Smoke Evacuator, valued by donor at \$2,600, to be used by the Natural Sciences Division.

Motion carried unanimously. Student Trustee concurred.

11. HUMAN RESOURCES EXPENDITURES

Trustee Hall asked that the recommendation on backup packet page 23 be revised to include the wording “not to exceed \$10,000.”

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to approve Human Resources Equal Employment Opportunity expenditures, in an amount not to exceed \$10,000, which are related to outreach and recruitment costs. Motion carried unanimously. Student Trustee concurred.

12. 2007 CCCT BOARD OF DIRECTORS

It was moved by Trustee Baca, seconded by Trustee Chen Haggerty, to nominate Trustee Bader for the 2007 CCCT Board of Directors. Motion unanimously carried. Student Trustee concurred.

13. BOND FEASIBILITY CONSULTANTS

President O'Hearn asked the Board to make the following changes on page 77 of the backup packet related to this item:

- The fourth sentence in the second paragraph under "Analysis and Fiscal Impact" should be revised to insert the phrase "not to exceed" so that it reads: "Fees for the actual public opinion research are *not to exceed* an additional \$43,750 plus reimbursable expenses billed at cost..."
- The last two sentences in the second paragraph under "Analysis and Fiscal Impact" should be deleted.

Trustee Chyr asked about the preliminary work that would need to be done before determining if the bond measure would be placed on the ballot, specifically the survey component. Has the College determined what the survey approval rate would need to be in order for the Board to take favorable action? Vice President Gregoryk responded that the College still needs to determine the questions for the survey in order for the public to respond appropriately as to what they think about Mt. SAC and if they are ready for a second bond measure. According to Mr. Gregoryk, the bond consultant company will only advise the College as to what questions to ask. The actual questions will be determined by the College, with the help of our Research Department.

In two surveys conducted over the last eight years, Trustee Chyr said the results indicated a landslide in support of the College; however, it didn't work out that way. The College wasn't successful in its first two bond measure attempts. He is concerned that the survey questions need be shaped appropriately and indicated that he would like to assist in question development.

Trustee Chyr asked what other criteria, other than the survey, will be used to help determine the recommendation to the Board. Vice President Gregoryk said the poll is just one more piece of information for the Board to use. He said all the work we do, i.e., addressing city councils, meeting with community groups, and the College's extensive marketing program, are all part of the movement toward a bond election. Having the Board members in the communities, working on various committees, riding in parades are all tools to find out what the issues are in the various communities.

Trustee Chyr voiced concern that there is not sufficient time to run a comprehensive campaign for November 2007. Vice President Gregoryk agreed that it will require a lot of work on the part of the Board and College staff, but it can be done. Trustee Chyr said he is concerned about the tightness of the timetable. If the College chooses to go out for the bond election, he wants to make sure we can win. He urged the Board to assess the timetable and other criteria to make sure we have success if we do decide to go out again.

It was moved by Trustee Baca, seconded by Trustee Hall, to approve an agreement with The Lew Edwards Group to provide bond feasibility services related to a potential General Obligation Bond Measure. Motion unanimously carried. Student Trustee concurred.

14. PROPOSED BOARD POLICY

Student Trustee Regalado said she has talked to students who feel unsafe in the stairways at night and in the Community Education Center area. She asked if surveillance cameras or additional lighting would be placed in these areas. Vice President Gregoryk said the College can certainly address any concerns raised by Student Trustee Regalado, but the proposed policy presented to the Board for approval is simply to address cameras that the College already has on campus. It is hoped that, through grant funding, the College will be able to install additional cameras.

It was moved by Trustee Chen Haggerty, seconded by Trustee Baca, to approve proposed Board Policy 6530 – Closed Circuit Television Surveillance Systems. Motion unanimously carried. Student Trustee concurred.

15. PROPOSED BOARD POLICY REVISIONS

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to approve 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. Motion unanimously carried. Student Trustee concurred.

16. BOARD COMMUNICATION

- All Board members shared the following comments:
 - All commented on the beautiful new facility (Founders Hall) and welcomed those in attendance. Thanks were given to President O'Hearn, Vice President Gregoryk, Vice President Nixon, and Director Nelleson for the excellent work they are doing in terms of using Measure R Bond funds. The Board is pleased to see this building getting the attention it deserves.
 - All offered congratulations to the new staff and welcomed them to the College.
- Student Trustee Regalado reported on a survey she is currently conducting on campus regarding the cost of textbooks. She hopes to have a formal forum in March to discuss survey results. She has been able to collect 150 surveys to date and is hoping to collect as many as 2,000.
- Trustee Hall said he looks forward to attending the CSEA Installation Dinner this weekend, the upcoming Mountie Carlo night, and participating in Puttin' on the Hits. Trustee Hall addressed comments made earlier in the evening by Mary Kelly, a retiring custodian. Dr. Hall said Ms. Kelly had inferred that she wasn't as important as some of the people on campus and he just didn't feel that was the case. He

noted that excellence begins at the bottom, not the top. He thanked all the “Mary Kellys” on campus for all the work they do.

- Trustee Chen Haggerty said she also is looking forward to attending the CSEA Installation Dinner this weekend. She pointed out that February 18 is the Chinese New Year and she wished everyone a Happy New Year.
- Trustee Bader said she will be in Sacramento this weekend for a League Committee meeting and to attend the League’s Annual Legislative Conference. She thanked her colleagues for their confidence in her by nominating her for the CCCT Board. Trustee Bader pointed out that she currently serves on the Board, but since she was appointed in the fall, it is necessary to run for election in order to remain on the Board. She said that, as a member of the CCCT Board, her goal is to be able to communicate to everyone at Mt. SAC more thoroughly what is going on at the State level as well as to brag and share what Mt. SAC is doing.

17. ADJOURNMENT

The meeting adjourned at 7:40 p.m.

CCO:dc