



MT. SAN ANTONIO COLLEGE

SPECIAL MEETING OF THE BOARD OF TRUSTEES

Thursday, March 22, 2007

MINUTES

CALL TO ORDER

The special meeting of the Board of Trustees of Mt. San Antonio College was called to order at 7:33 a.m. on Thursday, March 22, 2007. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present. Mary Dowell from Liebert Cassidy Whitmore was present.

STAFF PRESENT

Christopher C. O'Hearn, President, 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:

- Personnel Matter involving complaints about a public employee, per California Government Code Section 54957

3. PUBLIC SESSION

The public meeting reconvened at 9:40 a.m.

4. ACTION TAKEN IN CLOSED SESSION

None.

5. ADJOURNMENT

The meeting adjourned at 9:41 a.m.

CCO:dc



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 28, 2007

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, March 28, 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 items:

- Public Employee Discipline/Dismissal/Release, per California Government Code 54957 One Position
- Conference with Legal Counsel – Anticipated Litigation, per California Government Code Section 54956.9 (Case No. 0304-1) Surety claim for payment
- Government Code Section 54957: Personnel Matter involving Complaints About a Public Employee

3. PUBLIC SESSION

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

4. INTRODUCTIONS/RECOGNITION

- **Introductions**

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

Classified

Juan Perales, Parking Officer, Public Safety

Faculty

Shane Poulter, Counselor, Counseling

- **Recognition**

- Women's Basketball Coach Laura Beeman and her team were congratulated for winning not only back-to-back state championships, but for winning the state championship for three of the past four years. Coach Beeman thanked President O'Hearn, Board members, and the Vice Presidents for all their support during this amazing year. She introduced her assistant coaches: Monica Armstrong, Brian Crichlow, Lindsay Olson, and Dekita Williams. Coach Beeman then introduced her team members noting that the team won 37 games and lost only one this year. The record for the sophomore students is 73-3. Coach Beeman presented each Board member with a team t-shirt and program signed by each of the players. A basketball signed by each team member was presented to President O'Hearn.

Trustee Chyr commented that winning three out of four state championships shows that the College has good athletes and a great coach. Trustee Hall said he had attended several games and was most impressed with the professionalism of the team members.

5. APPROVAL OF MINUTES

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to approve the minutes of the regular meeting of February 28, 2007. Motion unanimously carried. Student Trustee concurred.

6. ACTION TAKEN IN CLOSED SESSION

Trustee Bader reported that, in Closed Session, the Board took the following action:

- To release probationary classified employee #11013 in the classification of Clerical Specialist, effective Thursday, March 29, 2007.
- To reject the settlement offer made by Fidelity and Deposit of Maryland.

7. PUBLIC COMMUNICATION

None.

8. REPORTS

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

- The Associated Students officers have aggressively campaigned to promote involvement and leadership on campus. As a result, for the first time in Associated Students history, every officer position, including the Senate, Executive Board, and Student Court, is filled.
- Associated Students held its Visibility and Spring Kick-Off Event February 28 through March 1. They welcomed students to the spring semester and provided information to students on leadership opportunities.
- To further promote club involvement, a Join-a-Club event was held this month. There are approximately 50 active clubs on campus serving the student body.
- Members of the Associated Students Cabinet were provided with officer training to increase their knowledge of the institution. The Association is now developing lasting organizational goals and core values that are aligned with the College goals.
- Mr. Del Mundo shared some of the events on campus to recognize women's history month including speakers Dr. Mary Pardo, E.P. McKnight, and an Inspiring Women's Luncheon. He thanked Trustee Bader, President O'Hearn, Dr. Terri Long, Professor Michelle Grimes-Hillman, and Ana Uriarte for attending.

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

- The Senate has elected John Vitullo (Communication) to a second term as Vice President. Also elected were: Secretary – Kristina Allende (English); Directors – Lina Soto (Counseling), Dan Smith (Radio/TV), and Dafna Kohn (Geography). The Senator-at-Large ballots will be distributed to faculty next week.
- The State Academic Senate of the California Community Colleges is recommending Dr. Terri Long as a faculty appointee to the Board of Governors. She and five other faculty from across the state will be interviewed for two positions. The Academic Senate congratulated Professor Long on her nomination.
- At the next full Senate meeting, the Senate is expected to take action on the following items: Revision of the Late Add & Reinstatement Forms, a proposal regarding the intern program and a proposal for internal Senate Committee reports. Additionally, the Senate is examining a student email policy.
- The Academic Senate will hold a Special Meeting to discuss State Senate resolutions and the proposals to the state disciplines' list prior to the State Senate Plenary. The State Senate's Plenary is scheduled for April 19-20, in San Francisco. President Grimes-Hillman, Vice President Vitullo, and Legislative Liaison Kohn will attend.

C. Ana Uriarte, Classified Senate President, was absent due to illness, but submitted the following written report:

- She invited everyone to attend a presentation by Rev. Dr. Mark Crear, a Mt. SAC alumnus and Olympic Gold Medalist on being “in the zone,” focusing on motivation, empowerment, finding a purpose, and taking responsibility and action.
- The Classified Senate and CSEA 262 and 651 are selling raffle tickets for the Great Staff Retreat. The basket includes: \$10 Wal Mart Gift Card, \$10 Target Gift Card, \$15 iTunes Gift Card, \$15 Best Buy Gift Card, \$15 Jamba Juice Gift Card, \$16 Baskin Robins Gift Card, \$20 Target Gift Card, \$20 Regal Entertainment Gift Certificate, \$20 Kohls Gift Card, \$25 Starbucks Gift Card, \$25 Barnes & Noble Gift Card, \$25 Acapulco Mexican Restaurant Gift Card, \$25 Applebees Gift Card, \$25 Rubio’s Gift Card, \$40 California Pizza Kitchen Gift Card, two tickets to Knott’s Berry Farm, and two Park Hopper tickets to Disneyland. Tickets will be drawn on Friday March 30th at 1 p.m.

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

- Puttin’ on the Hits was a huge success. The show sold out on Saturday night, and may have sold out on Friday. On behalf of the Association, Dr. Long thanked those who participated in the show and those who attended and bought tickets. The Association is hoping it may have raised as much as \$20,000 for student scholarships, which would be a new record. Tax deductible donations can still be made to the Association.
- The California Community Colleges Association (CCA) Spring Conference is scheduled for April 20-22 on the Queen Mary in Long Beach. The Association will be honoring Joan Sholars as our local W.H.O. (We Honor our Own) award recipient.
- The Faculty Association Retirement/Tenure Tea is scheduled for Tuesday, May 22, from 12:00-2:00 p.m., in Founders Hall. Board members were invited to attend.
- The results of the election of Faculty Association Officers will be announced at the June 5 Representative Council meeting. Open positions include President, Vice President, Secretary, Treasurer, and four directors. Nominations will be accepted at the April 10 and May 8 Representative Council meetings.

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

- Ms. Richardson recognized the following classified employees for recent accomplishments:
 - Cason Smith, KSAK Operations Coordinator, for winning the Mark Twain Award on March 3 at the Globe Theatre in Los Angeles.
 - Linda Small, Library Technician, for her selection as an “Inspiring Woman” during Woman’s History Month.
 - Katherine MacDonald, Clerical Specialist in Counseling, for accepting the CSEA 262 Chief Job Steward position.

- CSEA 262 and 651 are assisting the Classified Senate in selling tickets for the Great Staff Retreat fund-raiser basket, which contains over \$300 worth of gift cards.
- CSEA 262 purchased 16 tickets in support of Puttin' on the Hits and has heard nothing but accolades about the performances.
- Ms. Richardson reminded everyone that the week of May 21-25 is Classified School Employees Week. There are lots of activities planned and she invited Board members to attend as their schedule permitted.
- CSEA looks forward to a collegial round of negotiations with the district. Tomorrow CSEA 262, 651, and the College will hold a ground-rules meeting before beginning its interest-based bargaining process for reopeners and mutually carried-over items.

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

- Dr. O'Hearn introduced Vice President Yamagata-Noji and asked her to report on recent action taken by the Commission on Athletics Sports Hall of Fame. Dr. Yamagata-Noji reported that the California Community Colleges Commission on Athletics Sports Hall of Fame Award is presented annually to an individual who has exhibited outstanding athletic success, especially when enrolled at a California community college, and exhibits outstanding qualities of leadership, citizenship, and academic performance.

This year, Dr. O'Hearn nominated Zelda Bolden, Job Developer, Career Placement Services, for this award.

While at Garey High School in Pomona, Zelda distinguished herself as among the top ten high school performers in the nation for three consecutive years – 1980, 1981, and 1982. To date, over 20 years later, Zelda remains the American and California State Community Colleges record holder in the 100 meter dash and 200 meter dash. Zelda continues to hold the All-Time University of Washington women's record holder in the 100 meter dash. This is a Pacific-10 Conference school record that has held for over 20 years.

The significance of Zelda's continuation as the record holder for national and state community colleges in both the 100 meter dash and the 200 meter dash is that these achievements have been upheld for over 20 years. With the evolution of women's national and state track and field records largely influenced by improved training, better footwear and meliorated characteristics of track surfaces, Zelda's performance times from 20 years ago remain astounding.

Besides working full-time at Mt. SAC, Zelda serves as a coach with the USA Track and Field Organization. She is currently coaching 90 children. Zelda will be recognized for her athletic prowess when she is inducted into the California Community College Sports Hall of Fame at the Commission on Athletics 10th annual convention on April 5 at the Doubletree Hotel in Ontario. She will be one of four community college athletes inducted this year into the Hall of Fame.

- President O'Hearn introduced Vice President Gregoryk who introduced Vic Belinski, the College's Chief Technology Officer. Mr. Belinski gave a short presentation on the Enterprise Application System implementation timelines. He shared copies of the timelines for the various components so the Board could see the number of groups working on the implementation. Mr. Belinski said that

there are hundreds of staff involved in meetings every Tuesday, Wednesday, and Thursday. The College is looking to bring on-line staff recruitment this fall. Fiscal Services and Purchasing will come on-line in December 2007, and Financial Aid and Student Enrollment in summer 2008.

Mr. Belinski said the implementation is going well and is within budget. The College is working with the Los Angeles County Office of Education to gain fiscal accountability and eventually independence. The College wants the County to allow us to own our data and have real-time access to that data. The County has been positive about the direction the College is going because they can't support an integrated database system like we have.

Mr. Belinski stressed that the College is in the process of building a whole new infrastructure which will allow someone access to anything from anywhere in a secure fashion. We are working to blanket the campus in wireless technology; authentication systems are being put into place; and we are setting up systems so that students are able to access what they need from multiple locations.

9. INFORMATIONAL REPORT

Board members were provided with a written briefing of the Capacity Building for Nursing Program Expansion – A.D.A. – RN Programs, prepared by Genevieve Arvidson-Perkins, Nursing.

California, and the nation, is experiencing a nursing shortage. According to statistics, the shortage will both continue into the future and increase in intensity. The Mt. SAC nursing faculty responded to local community needs by acquiring multiple avenues of funding to not only expand the number of admissions into the program, but to reduce attrition and increase retention, which ultimately increases the number of graduates. All funds are intended to foster student success in the nursing program.

The nursing department faculty applied for and received the "Capacity Building for Nursing Program Expansion-A.D.N.-RN Programs." The first year funding for this grant was \$179,487, with \$66,591 for each of the following two years. The College has applied for the augmentation of this grant for the purpose of increasing enrollment by five clinical groups of 12 each, which will bring our total admissions to 96 students each semester.

In addition to the above grant, a nursing cohort of 96 students entered the Nursing Program in fall 2006 with the support of multiple grants. This group will continue for a total of two years with funding of \$600,000 per year for two years.

Professors Genevieve Arvidson-Perkins and Velora Ferris explained that the biggest challenge facing the College's nursing program is finding clinical placement and sites in which students can practice. Currently, the College is working with approximately 30 hospitals and extended care facilities.

10. CONSENT AGENDA

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

PRESIDENT'S OFFICE

1. Approval of Resolution No. 06-05, Order of Election of the Mt. San Antonio Community College District of Los Angeles County.

HUMAN RESOURCES

2. Approval of Personnel Transactions, dated March 28, 2007.

INSTRUCTION and STUDENT SERVICES

3. Approval for the CalWORKs program to extend an existing agreement with the County of Los Angeles Department of Public Social Services.
4. Approval of a Basic Skills-Bridge Leadership Conference for Student Success to be held April 13-15, 2007.
5. Approval of expenditures for the 2007 Summer Bridge Program.
6. Approval for Forensics students and faculty to attend the American Forensic Association National Individual Events Tournament in Mankato, MN from April 1-10, 2007.
7. Approval for Chamber Singers to travel to New York City from April 14-18, 2007 to perform at Carnegie Hall on April 17, 2007.
8. Approval for an Organizational Survey System employee survey to be conducted on campus as part of our accreditation review process.
9. Approval of the Basic Skills Mentoring Program activities and expenditures.
10. Approval to accept \$149,712 in grant funds for the Career Exploration and Development for 7th and 8th Graders Grant.
11. Approval to accept \$10,000 in grant funds for a Psychiatric Technician Exam Review Test Bank sub-grant.
12. Approval of a Small Business Development Center contract with the Mexican American Legal Defense and Educational Fund.
13. Approval of contract education agreements through The Training Source.
14. Approval of Community Education program additions and changes.

ADMINISTRATIVE SERVICES

15. Approval of the Appropriation Transfers and Budget Revisions Summary.
16. Approval of a Fiscal Accountability Plan with Vicenti♦Lloyd♦Stutzman LLP to provide services with the development of the College's fiscal accountability application and plan document.
17. Approval of Resolution No. 06-06 – Approving Assignment of Delinquent Tax

Receivables to the California Statewide Delinquent Tax Finance Authority for the Years Ending June 30, 2008, 2009, and 2010, and Authorizing Execution and Delivery of Related Documents and Actions.

18. Approval of a Site Lease Agreement with Nextel Communications for a period of five years.
19. Approval of contract revisions to provide Temporary Staffing Services with Dayle McIntosh Center, Inc., DEAFinitely Professional Interpreting Services, and Quick Caption, Inc.
20. Approval of the procurement of aircraft maintenance services for College aircraft from Nostalgia Airways, Inc., dba NAI Aviation Services.
21. Approval of the College's Labor Compliance Program activities for the 2005-06 reporting period.
22. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 11.
23. Approval of the College's cooperative membership with Council Connections: A Group Purchasing Organization and Premier Contracted Affiliate.
24. Approval of the following Bid:
 - Bid No. 2737 Door-to-Door Delivery of Class Schedules – Awarded to C.I.P.S. Marketing Group in the amount of \$105,029.
25. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
26. Approval of the following Contract Amendments:
 - Contract Major Infrastructure Improvements at Bonita/Walnut Intersection – tBP/Architecture (Contractor) – Contract Amendment No. 3. (See backup packet page 88.)
 - Contract Child Development Center – tBP/Architecture (Contractor) – Contract Amendment No. 3. (See backup packet page 89.)
27. Approval of the following Completion Notices:
 - Bid No. 2689 Founders Hall Audiovisual Systems – Western Audio Visual (Contractor)
 - Bid No. 2651 Temporary Space Remodel (formerly known as Building 40) – Macerich Construction, Inc. (Contractor) – Acceptance of the project as complete and authorization to record the Notice of Completion.
28. Approval of the following Proposed Gifts and Donations to the College:

- Ruben Marin – Nursery Pots and Carrying Trays (5,000 4-inch pots, 5,000 1-gallon pots, 2,000 5-gallon pots, 2,200 flats, and 250 concreted galvanized pots), valued by donor at \$2,500, to be used by the Natural Sciences Division.
- Sam Sanchez – Drills, Clamps, Bucking Bars, Stethoscope, Aluminum Blocks, and Holding Blocks, valued by donor at \$1,000, to be used by the Technology and Health Division.

Motion unanimously carried. Student Trustee concurred.

11. CONTRACT WITH AUGUSOFT, INC.

Trustee Bader asked that the recommendation for this item be changed to read: It is recommended that the Board of Trustees approves the contract with Augusoft, Inc., to purchase and implement its Lumens software *and to establish a PayPal service account to receive payments* for fee-based Community Education courses.

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to approve the contract with Augusoft, Inc., to purchase and implement its Lumens software and to establish a PayPal service account to receive payments for fee-based Community Education courses. Motion unanimously carried. Student Trustee concurred.

12. APPROVAL OF CHANGE ORDERS

Trustee Chyr commented on Bid No. 2634 and Bid No. 2689 - Founders Hall Renovation and Audiovisual Systems noting that over the past several months there have been many change orders on this project. He said that, in many cases, these are items that appear to be either oversights or there wasn't the detail that was required in either the architectural stage or the implementation stage because some of these change orders are pretty straight forward. He noted that last month a change order addressed a heating and air conditioning unit that was too big. There appear to be a lot of basic things that were either not considered or were afterthoughts.

Director of Facilities Planning & Management Gary Nellesen explained that there are two sets of contracts the College is dealing with on change orders. Some are the audio visual system and the change order on tonight's meeting should be the last one for that company. Regarding the renovation change orders, we do expect a couple more. One is to add additional drainage in the front of the building. According to Mr. Nellesen, there are a number of sources for change orders, including added scope items. At times, as a project develops, the College may choose to add to the construction contract. Those aren't things we are paying more for because we did them as a change order. Sometimes it just makes more sense to add that to the construction contractor's contract. We can actually get a better value for the College for something that either was intended to be purchased in another way or was not included in the original plan. Other sources of change orders, especially on the renovation portion of this project, have to do with the age of the facility and as we open up the old building, we discover things. A good example of that is this drainage change order. Some waterproofing work was done to the walls of the existing structure, and there was an expectation that the building would be able to hold back water. We now realize that the best, most cost effective way to keep ground water from soaking into the basement is to install a pipe to channel the water away. That way, we avoid future problems. General errors and omissions also

result in change orders. The example that Trustee Chyr cited about the water heater was an error on the part of the architect. The item that he specified didn't fit and that can happen in any construction project.

It was moved by Trustee Hall, seconded by Trustee Baca, to approve the following Change Orders:

- No Bid No. Energy Conservation, Phase III – Chevron Energy Solutions (Contractor) - Change Order No. 1.
- Bid No. 2552 Science Laboratories – Columbia Steel (Structural Steel) (Contractor) – Change Order No. 11.
- Bid No. 2558 Science Laboratories – Daart Engineering (Fire Sprinklers) (Contractor) – Change Order No. 5.
- Bid No. 2634 Founders Hall Renovation – Paul C. Miller Construction (Contractor) – Change Order No. 13.
- Bid No. 2663 Remodel Building for Photography Program – Inland Building Companies (Contractor) – Change Order No. 7.
- Bid No. 2664 Classroom Remodel – Karcher Environmental (Demo/ Abatement) (Contractor) – Change Order No. 4.
- Bid No. 2665 Classroom Remodel – PW Construction (General Construction) (Contractor) – Change Order No. 3.
- Bid No. 2668 Classroom Remodel – Inland Mechanical (Plumbing) (Contractor) – Change Order No. 3.
- Bid No. 2669 Classroom Remodel – Los Angeles Air Conditioning (HVAC) (Contractor) – Change Order No. 3.
- Bid No. 2685 Gym Floor Replacement – Nu/Age Development, Inc. (Contractor) – Change Order No. 4.
- Bid No. 2689 Founders Hall Audiovisual Systems – Western Audio Visual (Contractor) – Change Order No. 4.
- Bid No. 2691 New Modular Site Work for Temporary Classrooms – Nu/Age Development, Inc. (Contractor) – Change Order No. 1.
- Bid No. 2701 Art Complex Exterior Renovation – Nu/Age Development, Inc. (Contractor) – Change Order No. 1.
- Bid No. 2717 Site Work for Modulars for Community Education – PCN3 (Contractor) – Change Order No. 1.

Motion unanimously carried. Student Trustee concurred.

13. CCCT BOARD OF DIRECTORS ELECTION

Following discussion, it was moved by Trustee Hall, seconded by Trustee Chyr, to vote for Trustee Bader only for the 2007 CCCT Board of Directors. Motion carried with a 4-0 vote. Trustee Baca abstained. Student Trustee concurred.

Trustee Bader said that since she is newly elected to the Board, she appreciated the Board voting only for her.

14. BOARD COMMUNICATION

- All Board members shared the following comments:
 - Congratulations to Women's Basketball Coach Laura Beeman and her team for winning their third State Championship.
 - Commendations to those who participated in Puttin' on the Hits. This is a very popular and worthwhile faculty fund-raiser.
 - Congratulations to the new staff and welcome to the College.
 - Accolades were given to Zelda Bolden for her past accomplishments in track and field and the wonderful work she continues to do with Mt. SAC students.
- Trustee Hall noted that the spring is a very busy time on campus and he hopes to attend many events during the next couple of months. Dr. Hall said it is a privilege to be associated with the College.
- Student Trustee Regalado commented on the "Inspiring Women of Mt. SAC" luncheon held earlier in the week. While she wasn't able to attend, she said she heard wonderful comments about the event. Student Trustee Regalado also commented on her textbook symposium. She had hoped to have the event on April 16, but it is now on hold until May.
- Trustee Chen Haggerty congratulated Professor Terri Long for having her name forwarded for appointment to the Board of Governors. Trustee Chen Haggerty recognized Ted Miller, President of the Foundation, and thanked him for attending the Board meeting.
- Trustee Baca reminded everyone that the AAF Youth Days are this weekend. His Kiwanis Club will be handling registration on Friday and Saturday. Dr. Baca also acknowledged student groups listed in tonight's Consent Agenda who will be going across country to compete. He wished them the best of luck.
- Trustee Chyr congratulated Cason Smith on his Mark Twain award. He also pointed out that last Friday night, Cason gave a tour of the radio station to ten 8-year-old Boy Scouts. He took over an hour with them and even allowed them to record a message that was later put on the radio. Trustee Chyr thanked Cason for both his time and patience.
- Trustee Bader said she appreciated having the opportunity to give the closing remarks at the "Inspiring Women of Mt. SAC" luncheon. Trustee Bader found it very inspiring to hear the students' stories and hardships they have overcome. Trustee Bader recently gave a speech in Diamond Bar using the College's 60-year video. She also attended last month's Citizens Oversight Committee meeting and will continue to represent the Board at those meetings this year.

15. CLOSED SESSION

The Board adjourned to Closed Session at 8:08 p.m.

The public meeting reconvened at 9:29 p.m.

16. ACTION TAKEN IN CLOSED SESSION

None.

17. ADJOURNMENT

The meeting adjourned at 9:30 p.m.

CCO:dc