



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, July 25, 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, July 25, 2007. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

STAFF PRESENT

John S. Nixon, Interim President/CEO; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; Virginia Burley, Interim Vice President, Instruction; 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 Employment – per California Government Code Section 54957
Interim President/CEO
- Conference with Legal Counsel – Anticipated Litigation, per California Government Code Section 54956.9 (Case No. 0304-1)
Surety claim for payment
- Conference with Labor Negotiator Jack Miyamoto, Interim Vice President, Human Resources, per California Government Code Section 54957.6
CSEA Chapters 262 and 651
- Conference with Labor Negotiator John S. Nixon, Interim President, per California Government Code Section 54957.6
Faculty Association

3. PUBLIC SESSION

The public meeting reconvened at 6:34 p.m.

4. INTRODUCTIONS/RECOGNITION

- **Introductions**

The following newly appointed staff were introduced to the Board:

Gregory Contreras, Parking Officer, Public Safety
Claudia Coronado, Clerical Specialist, Information Technology
Tiefa Fisher-Gabriana, Learning Lab Assistant I, Learning Assistance Center
Carol Gano, Executive Assistant II, Human Resources
Tyee-Tyrhonda Griffith, Student Services Outreach Specialist, High School Outreach
Robert Montoya, Grounds Equipment Operator, Grounds
Charles Porter, Parking Officer, Public Safety
Tannia Robles, Student Services Outreach Specialist, High School Outreach
Elmer Rodriguez, Student Services Outreach Specialist, High School Outreach
David Tieu, Student Services Outreach Specialist, High School Outreach

- **Recognition**

The Mt. SAC Chamber Singers, coached by professor Bruce Rogers, were unable to attend this meeting to be recognized for winning the "Choir of the World" title at the Eisteddfod International Musical Competition in Wales. They are scheduled to attend the September Board meeting and have been invited to sing their winning song.

Several trustees commented on how proud they are of Professor Rogers and the Chamber Singers and how much they enjoyed their Send-Off Concert on June 29.

5. APPROVAL OF MINUTES

It was moved by Trustee Chen Haggerty, seconded by Trustee Baca, to approve the minutes of the regular meeting of June 27, 2007. Motion unanimously carried. Student Trustee concurred.

6. ACTION TAKEN IN CLOSED SESSION

Trustee Bader reported that, in Closed Session, the Board voted unanimously to accept the settlement offer made by Fidelity and Deposit of Maryland in regards to C&H Electric Company.

7. PUBLIC COMMUNICATION

None.

8. REPORTS

A. Yesenia Leon, Associated Students President, reported the following:

- The following new executive officers were introduced:

Evelyn Mendoza, Vice President, Business
Michelle Cruz, Vice President, Activities

Vanessa Mendoza, I.C.C. Chair
Riane Perry, I.C.C. Vice Chair
Pengren Wang and Allen McNabb, Senate Protemp

- Board members were invited to attend the Associated Students Fall Leadership Institute being held September 21 to 23 at the UCLA Conference Center in Lake Arrowhead.
- B. Michelle Grimes-Hillman, Academic Senate President, reported the following:
- The Academic Senate for California Community Colleges held its annual Curriculum Institute in July. Professor Grimes-Hillman attended the Institute and received information regarding changes in Title V, associate degrees, and noncredit instruction. She will share this information with faculty upon their return in the fall.
 - The Academic Senate continues to work with the district on internal policies and processes. Two decisions regarding faculty hiring and student transportation have caused faculty concern. The Senate will continue to work with the district to try to reach a mutual agreement in the best interest of students.
- C. Randy Smith, Classified Senate President, reported the following:
- Newly-elected Senators include: Rowena Macatiag (Information Technology), Linda Diaz (alternate) (Advising Center), Jacqueline Grier (Information Technology), and Eula Gray (alternate) (Student Life); and Virginia Macias (Auxiliary Services) was elected to a second term.
 - Elections were recently held for the 2007-08 Senate Executive Board. Those elected include: Directors - Karen Braggins (Financial Aid), Liz Callahan (President's Office), Roberta Gregg (Auxiliary Services), and Doris Wang (Facilities Management). Virginia Macias (Auxiliary Services) was elected President-Elect. Ana Uriarte will continue to serve another year on the Executive Board as Past President.
 - The annual Classified Conference will be held on Friday, October 18, in the Student Life Center. Board members were invited to attend.
- D. Jennifer Galbraith, Faculty Association Vice President, reported the following:
- Professors Long and Galbraith attended the CTA President's Conference at Asilomar July 16-20 and attended several good break-out sessions. They also had the pleasure of meeting David Sanchez, the new CTA President.
 - On behalf of the Faculty Association, Professor Galbraith recommended that the Board approve Action item no. 1 on tonight's agenda – ratification of the re-opener agreements with the Faculty Association. Professor Galbraith reported that there was a 48% return rate on the ballots, and of those faculty members who voted, 98% voted to ratify the re-opener agreements. She thanked the district's negotiating team members – Dr. Nixon, Dr. Burley, and Mr. Heneise – for negotiating in a collegial atmosphere.
- E. Representing CSEA, Chapter 262, Vice President Bill Rawlings reported the following:

- The President and Vice President of CSEA, Chapter 262, have established monthly meetings with Interim President Nixon. This is in addition to the ongoing weekly meetings they have with Interim Vice President Miyamoto.
- Next week, CSEA will hold its annual conference where it selects State officers. Odette Richardson, Bill Rawlings, Cason Smith, and Katherine MacDonald will be attending from Mt. SAC.
- Contract negotiations between the district and CSEA, Chapter 262, will begin at 8:00 a.m. tomorrow.
- Mr. Rawlings said CSEA and the district continue to work well together and have been able to work through some complex issues without having grievances filed.
- Mr. Rawlings has been selected by CSEA to represent its 260,000 members on a panel to discuss the Community College Initiative on August 10, sponsored by the California Democratic Council. This organization helps identify issues and educates future leaders of the State legislature.

F. Interim President Nixon's report included the following:

- Dr. Nixon announced that the College has just been informed that Founders Hall will receive a Preservation Design Award from the California Preservation Foundation. The architect, Steven Fader, submitted the application. The award will be presented on Saturday, September 15, in San Francisco.
- See paragraph 14 for the Actuarial Study report.

9. INFORMATIONAL REPORT

Board members were provided with a written briefing of The Rebranding of Mt. San Antonio College, prepared by C.B. Brown, Director, Marketing and Communication.

Now that Mt. SAC has concluded its 60th anniversary celebration, this is an appropriate time to consider rebranding the institution to better reflect the new era that Mt. SAC has entered.

The Marketing & Communication Office has proposed to accomplish this with a market assessment and an evaluation of the College's marketing strategies and methods. The Board of Trustees has approved funding for this assessment, which will be conducted by Clarus Corporation over the next several months. Among other things, the study will explore . . .

- how Mt. SAC is viewed by the market,
- how well Mt. SAC is reaching its total student market,
- how well Mt. SAC communicates with its multilingual market, and
- how well Mt. SAC responds to the needs of its various markets.

This analysis and the attendant recommendations will greatly enable us to reposition and enhance the overall Mt. SAC "brand."

An additional, important component is the creation of a new institutional logo—an effort that has widespread campus support. The entire campus was invited to participate in

nine first-round focus groups. Some 130 persons responded, including faculty members, staff, managers, students, and members of the Mt. SAC Foundation. They shared their perceptions of the College and identified key attributes associated with the institutional name. The vast majority expressed the need for a new logo that better reflects these attributes with more artistic flair and “personality.” The next step will include a second round of focus group meetings to obtain final feedback.

The intent is to have the new institutional logo rolled out by early September along with the Logo Use Policy and Graphic Standards. The new logo will be imprinted on all stationery and forms going forward, as well as the Mt. SAC website, publications, and marketing information.

10. CONSENT AGENDA

Trustee Bader asked that the following correction be made to the Consent Agenda:

- Consent item #2 – Personnel Transactions, backup packet page 29. Under approval of independent contractors, the date for ASCIP should be changed to read 9/1/07 through 8/30/08, rather than 8/30/07.

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

PRESIDENT’S OFFICE

1. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 11.

HUMAN RESOURCES

2. Approval of Personnel Transactions, dated July 25, 2007, as corrected.
3. Approval to ratify Meet/Confer Agreement between District and Management for 2007-08.

INSTRUCTION and STUDENT SERVICES

4. Approval of additional childcare site for CalWORKs students.
5. Approval to accept funds and approve activities for the Upward Bound Grant.
6. Approval of an affiliation agreement with Casa Colina Surgery Center.
7. Approval of a Fall orientation for English adjunct faculty.
8. Approval of a contract with Medic-1 Ambulance Service for football home games.
9. Approval of a contract with Dr. Thomas Bryan for new football athlete screenings and coverage at all football games.
10. Approval of Center of Excellence expenditure funding for 2007-08.

11. Approval of Contract Education expenditure funding for 2007-08.
12. Approval of Industry Driven Regional Collaborative Logistics Grant expenditure funding for 2007-08.
13. Approval of Small Business Development Center expenditure funding for 2007-08.
14. Approval of Regional Health Occupations Resource Center expenditure funding for 2007-08.
15. Approval of Child Development Center expenditure funding for 2007-08.
16. Approval of Child Development program contracts.
17. Approval of a Facilities Renovation and Repair contract for the Child Development Center.
18. Approval to ratify activities for the Family and Consumer Sciences Business/Industry Collaborative grant.
19. Approval to accept funds for an American Chemical Society mini-grant.
20. Approval of a Statewide Leadership grant extension through Contract Education.
21. Approval of Community Education program additions and changes.
22. Approval of Regional Health Occupations Resource Center changes and additions.
23. Approval of a contract education agreement through The Training Source.

ADMINISTRATIVE SERVICES

24. Approval of the Appropriation Transfers and Budget Revisions Summary.
25. Approval of the District submitting a letter on behalf of the Governing Board and College President/CEO to the Los Angeles County Superintendent of Schools requesting Fiscal Accountability Status, effective July 1, 2008.
26. Approval of a contract with Convert-A-Doc, the Archiving Division of BidAmerica, to perform document imaging services on an as-needed basis for up to five years, as allowed by Education Code Section 17596.
27. Approval of a five-year agreement with the Los Angeles County Sheriff's Department to provide safety and security at school functions, effective July 1, 2007.
28. Approval to reduce the retention from 10% to 5% for Westco Service Company on their contract for the Science Building – Mechanical/HVAC (Bid No. 2560).
29. Approval of the following Change Orders:

- Bid No. 2628 Music Center Expansion – Paul C. Miller (General Construction Contractor) – Change Order No. 13.
 - Bid No. 2687 Staff Parking Lot D-3 – EC Construction (General Construction Contractor) – Change Order No. 3.
 - Bid No. 2704 Construction Services Building Remodel and New Data Center – PW Construction (General Contractor) – Change Order No. 2.
 - Bid No. 2733 Purchase of Furniture for Student Services Building – Interior Office Solutions, Inc. (Contractor) – Change Order No. 1.
30. Approval of the following Contract Amendments:
- Contract Agricultural Sciences Complex – AC Martin Partners (Contractor) – Contract Amendment No. 6.
 - Contract Student Services Building Renovation – Vantage Technology Consulting Services (Contractor) – Contract Amendment No. 1.
31. Approval of the following Completion Notice:
- Bid No. 2718 Roller Shades for the New Science Laboratories – Royal Window Films, Inc. (Contractor)
 - Bid No. 2736 Brackett Field Hangar Roofing – Solar Integrated Technologies, Inc. (Contractor)
32. Approval of the following Proposed Gifts and Donations to the College:
- Joe Jennum – Dell 15" Monitor – Flat Panel - 2004, valued by the donor at \$100, to be used in the Physical Education Department.

Motion unanimously carried. Student Trustee concurred.

11. SAN GABRIEL/FOOTHILLS ASSOCIATION OF COMMUNITY COLLEGES

Trustee Bader said the formation of this regional caucus is something the local trustees have talked about for a long time. Colleges in the association would include Citrus, Chaffey, Glendale, Mt. San Antonio, Pasadena, and Rio Hondo. Meetings would be held a minimum of two times a year and each district would serve a one-year term as chair. Trustee Bader said the purpose of the caucus is to address issues common to all member colleges and, perhaps, have more political clout in Sacramento.

It was moved by Trustee Hall, seconded by Trustee Chyr, to approve Resolution No. 07-01 in support of the district becoming a member of the San Gabriel/Foothills Association of Community Colleges. Motion unanimously carried. Student Trustee concurred.

12. AGREEMENT WITH FACULTY ASSOCIATION

It was moved by Trustee Baca, seconded by Trustee Hall, to ratify the 2005-08 Negotiated Agreement between the Mt. San Antonio Community College District and the Faculty Association. Motion unanimously carried. Student Trustee concurred.

13. AGREEMENT WITH COMPVIEW

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve the purchase of media systems for the Classroom Remodel Project (Buildings 7, 26A, and 26B) from CompView, Inc., for a total amount of \$210,798.01. Motion unanimously carried. Student Trustee concurred.

14. INTERIM PRESIDENT'S REPORT

This is a continuation of Dr. Nixon's report, which was taken out of order at this time. See paragraph 8.F.

Vice President Gregoryk reminded Board members that, last month, the Board approved employing KPMG to prepare the College's substantive plan for compliance with Government Accounting Standards Board (GASB) 45 mandates and to establish an irrevocable trust for the \$55 million the College has set aside for retiree health benefits.

Mr. Gregoryk said the College engaged the services of Total Compensation Systems, Inc. to analyze liabilities associated with its current retiree health program. He introduced Geoffrey Kischuk, who reviewed the Actuarial Study that was given to the Board last month. Mr. Kischuk said the Actuarial Study provides the College with information to enable it to manage the costs and liabilities associated with its retiree health benefits. It also provides information needed to comply with GASB Accounting Standard 12 and the forthcoming GASB Accounting Standards 43 and 45 related to "other postemployment benefits."

Mr. Kischuk commended the College for its forethought in setting aside monies over the years to fund its retiree health benefits. He said Mt. SAC is in a better situation than 99% of California's public agencies. Mr. Kischuk said that, basically, these benefits are going to be accrued while people are working. When someone is hired, the College begins accruing a liability for that employee so that by the time they retire, 100 percent of their benefits has been accrued and, ideally, funded.

Mr. Kischuk said that, while these standards become effective this year, they are also a part of the College's accreditation review. Complying with GASB also allows the College to charge categorical programs their fair share of this expense. He pointed out that this is something that Bond rating agencies review when rating a district.

Mr. Kischuk said that as of June 30, 2007, Mt. SAC had \$55,390,047 in its retiree health benefits account. Had it been funding all along, it would have \$97,675,816, leaving an unfunded actuarial accrued liability of \$42,285,769. Because the College has been setting money aside for this purpose over the years, Mr. Kischuk believes the College will be able to have these benefits fully funded in about 19 years.

Vice President Gregoryk pointed out that most districts in the State have discontinued retiree health benefits for future employees, while Mt. SAC has not. According to Mr. Gregoryk, Mt. SAC is probably in the best fiscal condition of any district in the State.

15. BOARD COMMUNICATION

- All Board members shared the following comments:
 - Congratulated Professor Bruce Rogers and the Chamber Singers for winning the "Choir of the World" title at the Eisteddfod International Musical Competition in Wales. All Board members look forward to hearing the singers perform at the September Board meeting.
 - Board members were pleased that contract negotiations with the faculty have concluded successfully.
 - All welcomed the new employees, new Associated Student officers, and incoming Classified Senate President Randy Smith.
- Trustee Hall said that, for the first time in history, the Mt. SAC singers will be performing at the City of Industry's Chamber of Commerce Christmas Program. For the past 25 years, the Citrus Singers have been playing in this venue.
- Trustee Chyr commended the College's marketing team for its excellent work in rebranding the College.
- Trustee Chen Haggerty said that she, Trustee Baca, and Interim President Nixon attended a recent working meeting of the Foundation Executive Committee. She said Foundation President John Felton was very positive, and she believes we will again have a very strong Foundation in a short time.
- Student Trustee Deresa said he is enjoying his service on the Board and seeing how smoothly the Board operates.
- Trustee Bader said the trustees enjoyed participating in the Hacienda Heights 4th of July Parade. Trustee Bader said she attended a ceremony in Irwindale recently to honor the Young Citizen of the Year. She also met with Interim President Nixon and Pete Reynolds, an alumnus from the first graduating class at Mt. SAC, just to talk about how great the College is.

16. ADJOURNMENT

The meeting adjourned at 7:56 p.m.

JSN:dc