



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, September 26, 2007

6:30 p.m. Closed Session

7:00 p.m. Public Session

Founders Hall, 1100 N. Grand Avenue
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 (6:30 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

- **Conference with Labor Negotiator Jack Miyamoto, Interim Vice President, Human Resources, per California Government Code Section 54957.6**
CSEA Chapters 262 and 651

PUBLIC SESSION (7:00 p.m. Flag Salute)

INTRODUCTIONS AND RECOGNITION

- **Introduction of the following newly appointed faculty and staff:**

Classified

Evelyn Capili, Account Clerk III, Fiscal Services
Laura Gonzalez, Educational Advisor, Bridge Program
Brian Heflin, Alternate Media Technician, Disabled Student Programs & Services
Lester Lawenko, Tutorial Services Specialist, Learning Assistance Center
Jason Lozano, Lead Custodian, Custodial Services
Andy Yen, Lab Technician – Chemistry, Natural Sciences
Timothy Zaal, Disabled Student Programs & Services, Alternate Media Technician

Faculty

Hansel Alvarez, English, Literature & Journalism
Lloyd Aquino, English, Literature & Journalism
Michelle Boyer, Michelle, Nursing
Karen Bridges, Earth Sciences, Astronomy
Haskel Buff, Physical Education
Ema Burman, Learning Assistance-Reading
Marie Carin, Nursing
Leah Cleveland, Nursing
Thomas Craft, Physical Education
Sara Di Fiori, Earth Sciences, Astronomy
Michelle Dougherty, English, Literature & Journalism
Alan Efron, Chemistry
Rob Fender, Architecture
Marlene Gallarde, Sociology, Philosophy
Daniel Garcia, Welding Technology
Dirk Hagner, Art, Animation & Broadcasting
Martha Hall, Learning Assistance-Mathematics
Laurie Hartman, Photographics
Anthony Henry, Child Development
Phebe Hosea, Mathematics, Computer Science
Rachel Pinto, History, Art History, Geography, Political Science
Hector Rivas, Art, Animation & Broadcasting
Michelle Sampat, Learning Assistance-Reading
Sarah Scott, Biological Sciences
John Sommers, Administration of Justice
Michelle Stewart-Thomas, Sociology, Philosophy
Jaime Uranga, Electronics & Computer Technology
Elizabeth Uyeki, Librarian
Kisha Williamson, Child Development

- **Recognition**

- Awarding of Certificate of Service to the following retiring staff member:
Lucy Alfaro, EOPS Clerical Assistant, 36 years of service
- Mt. SAC Chamber Singers, coached by professor Bruce Rogers, for winning the "Choir of the World" title at the Eisteddfod International Musical Competition. On their way to the grand prize they won three gold medals for their performances in the Mixed Choir, Folk Song Choir, and Youth Choir competition. It is unprecedented in the 61 years of the Eisteddfod competition that any one group has won this many gold medal awards.

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of August 22, 2007. (See backup packet pages 1 through 11.)

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 – John S. Nixon, Interim President
5. Informational Report – Transfer Progress Update, prepared by Audrey Yamagata-Noji, Vice President, Student Services (See backup packet pages 12 and 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 approval of the College's Accreditation Midterm report. (See backup packet page 14.) (Report distributed as separate document.)

HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions, dated September 26, 2007. (See backup packet pages 15 through 34.)

INSTRUCTION and STUDENT SERVICES

3. Consideration of approval of affiliation agreements with clinical sites for Histotechnology students. (See backup packet page 35.)
4. Consideration of approval of Professional and Organizational Development activities for 2007-08. (See backup packet page 36.)
5. Consideration of approval of the classified staff conference "Dealing With Stress Through Positive Action" to be held on October 19, 2007. (See backup packet page 37.)
6. Consideration of approval of a Child Development Contract with MCT Technology, Inc. for a new database application. (See backup packet page 38.)
7. Consideration of approval to pay accreditation expenses associated with the Registered Veterinary Technician Program site visit. (See backup packet page 39.)
8. Consideration of approval of Tech Prep grant expenditures from 2007-08 funds. (See backup packet page 40.)
9. Consideration of approval of activities for the Family and Consumer Sciences Business/ Industry Collaborative grant. (See backup packet page 41.)
10. Consideration of approval to accept funds and approve activities for the Title V – Developing Hispanic-Serving Institutions grant. (See backup packet pages 42 and 43.)

11. Consideration of approval to accept funds for the California Community Colleges Chancellor's Office Contract Education South – Statewide Leadership grant. (See backup packet page 44.)
12. Consideration of approval of activities for the Integrating AmeriCorps into Teacher Reading and Math Development Partnerships grant. (See backup packet page 45.)
13. Consideration of approval of a contract between the Small Business Development Center and Arcadia Chamber of Commerce. (See backup packet page 46.)
14. Consideration of approval of changes to contract education agreements through The Training Source. (See backup packet page 47.)
15. Consideration of approval of additions and changes to the Community Education program. (See backup packet page 48.)
16. Consideration of approval of additional childcare sites for CalWORKs students. (See backup packet pages 49 and 50.)

ADMINISTRATIVE SERVICES

17. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 51 and 52.)
18. Consideration of approval of a Renewal Agreement with Cingular Wireless. (See backup packet page 53.)
19. Consideration of approval of a five-year contract with Xerox Corporation for the lease of four high-production printing units. (See backup packet pages 54 and 55.)
20. Consideration of approval of funds to provide refreshments for day-long workshops involving Human Resources, Payroll, Finance, Financial Aid, and Student Services for the Banner Implementation Project. (See backup packet page 56.)
21. Consideration of approval of contracts with various consultants to provide Professional Design and Consulting Services in support of several Measure R Bond, State and COPS Loan, and Scheduled Maintenance projects. (See backup packet pages 57 through 59.)
22. Consideration of approval of an amendment to the contract with Seiler Instrument and Manufacturing Company, Inc., as vendor, and Carl Zeiss Jena GmbH, as manufacturer, to purchase a Zeiss ZKZP3/B Star Projector. (See backup packet pages 60 and 61.)
23. Consideration of approval to purchase Hewlett Packard network equipment from the Western States Contracting Alliance Master Price Agreement No. A63309. (See backup packet pages 62 and 63.)

24. Consideration of approval of the following Bids:

- Bid No. 2752 Re-Bid Art Center Computer Lab Renovation – Nu/Age Development, Inc. (Contractor). (See backup packet page 64.)
- Bid No. 2762 Purchase of Microscopes – A. G. Heinze and Southland Instruments (Contractors). (See backup packet page 65.)

25. Consideration of approval of the following Change Orders:

- Bid No. 2560 Science Laboratories – Westco Service Co. (HVAC Contractor) – Change Order No. 10. (See backup packet page 66.)
- Bid No. 2628 Music Center Expansion – Paul C. Miller Construction (General Construction Contractor) – Change Order No. 14. (See backup packet page 67.)
- Bid No. 2664 Classroom Remodel – Karcher Environmental (Demolition/Abatement Contractor) – Change Order No. 7. (See backup packet page 68.)
- Bid No. 2665 Classroom Remodel – PW Construction (General Construction Contractor) – Change Order No. 7. (See backup packet page 69.)
- Bid No. 2665 Classroom Remodel – PW Construction (General Construction Contractor) – Change Order No. 8. (See backup packet page 69.)
- Bid No. 2666 Classroom Remodel – Empire Floor (Flooring Contractor) – Change Order No. 1. (See backup packet page 70.)
- Bid No. 2666 Classroom Remodel – Empire Floor (Flooring Contractor) – Change Order No. 2. (See backup packet page 70.)
- Bid No. 2668 Classroom Remodel – Inland Mechanical (Plumbing Contractor) – Change Order No. 7. (See backup packet pages 70 and 71.)
- Bid No. 2668 Classroom Remodel – Inland Mechanical (Plumbing Contractor) – Change Order No. 8. (See backup packet page 71.)
- Bid No. 2669 Classroom Remodel – Los Angeles Air-Conditioning (HVAC Contractor) – Change Order No. 5. (See backup packet page 71.)
- Bid No. 2669 Classroom Remodel – Los Angeles Air-Conditioning (HVAC Contractor) – Change Order No. 6. (See backup packet page 72.)
- Bid No. 2670 Classroom Remodel – Sage Electric (Electrical Contractor) – Change Order No. 2. (See backup packet page 72.)

- Bid No. 2670 Classroom Remodel – Sage Electric (Electrical Contractor) – Change Order No. 3. (See backup packet page 73.)
- Bid No. 2688 Classroom Remodel – Daart Engineering (Fire Sprinklers Contractor) – Change Order No. 2. (See backup packet page 73.)
- Bid No. 2682 Student Services Temporary Buildings Site Work - Conengr Corporation (Contractor) – Change Order No. 3. (See backup packet page 75.)
- Bid No. 2687 Staff Parking Lot D-3 – EC Construction (General Contractor) – Change Order No. 4. (See backup packet page 76.)
- Bid No. 2697 Student Services Renovation – PW Construction, Inc. (Contractor) – Change Order No. 2. (See backup packet pages 77 and 78.)
- Bid No. 2704 Construction Services Building Remodel and New Data Center – PW Construction, Inc. (General Contractor) – Amended Change Order No. 2R. (See backup packet pages 79 and 80.)
- Bid No. 2714 Planetarium Remodel – Inland Empire Builders (Contractor) – Change Order No. 3. (See backup packet page 81.)
- Bid No. 2747 Learning Technology Center Radio Lab Renovation – Nu/Age Development (Contractor) – Change Order No. 1. (See backup packet page 82.)

26. Consideration of approval of the following Contract Amendments:

- Contract Child Development Center – tBP Architecture (Contractor) – Contract Amendment No. 4. (See backup packet page 83.)
- Contract Design Technology Center – HMC Architects (Contractor) – Contract Amendment No. 1. (See backup packet pages 83 and 84.)
- Contract Tennis Courts/Athletics Restroom Building – HMC Architects (Contractor) – Contract Amendment No. 1. (See backup packet page 84.)
- Contract Classroom Remodel – Vantage Technology Consulting (Contractor) – Contract Amendment No. 2. (See backup packet page 84.)
- Contract PE Center Renovation (Building 45) – Kishimoto Architects (Contractor) – Contract Amendment No. 5. (See backup packet page 85.)

27. Consideration of approval of the following Completion Notices:

- Bid No. 2560 Science Building – Westco Service Company (Mechanical/HVAC Contractor)
- Bid No. 2701 Art Complex Exterior Renovation – Nu/Age Development, Inc. (Contractor)

28. Consideration of approval of the following Proposed Gift and Donation to the College:

- William C. Robbins – Color and Black-and-White Photos and Frames of Mars and Viking I, valued by donor at \$3,000, to be used by the Natural Sciences Division.

ACTION ITEMS

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

1. Consideration of approval of revisions to Board Policy 5030 – Fees. (See backup packet pages 86 through 88.)
2. Consideration of approval of the 2007-08 College Goals. (See backup packet pages 89 and 90.)
3. Consideration of approval of the following Bid placeholder:
 - Bid No. 2763 Building 7 Exterior Improvements – TBD (Contractor). (See backup packet page 91.)

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.

CLOSED SESSION

- **Public Employment – per California Government Code Section 54957**
President/CEO

ADJOURNMENT

Future Board Meetings: October 24, 2007
November 14, 2007 (second Wednesday)
December 12, 2007 (second Wednesday)

Upcoming Events:

- September 25 - **Jewels of Color: Plein Air Paintings by Betty Billups** – Art Gallery
October 25, 2007 Tuesdays-Thursdays – 11:00 a.m. – 2:00 p.m.
Tuesdays – 5:00 – 7:30 p.m.
- October 12, 2007 **Foundation Executive Committee** – 9:00 a.m., Foundation Office
- October 12, 13, 19, 20 **The Mousetrap, by Agatha Christie** – 8:00 p.m., Clarke Theater
- October 19, 2007 **Classified Staff Conference** – 8:00 a.m., Student Life Center
- October 22, 2007 **Speakers Series Featuring “First Lady of the Press” Former UPI White House Bureau Chief Helen Thomas** – 9:00 a.m., Clarke Theater
- October 27, 2007 **2nd Annual President’s Gala “Celebrating Excellence”** – 5:30 p.m., Nixon Presidential Library, Yorba Linda

Upcoming Sports Events:

- September 28, 2007 **Women’s Soccer vs. Harbor** – 4:00 p.m., Soccer Field
- Men’s Soccer vs. Harbor** – 6:00 p.m., Soccer Field
- Women’s Volleyball vs. Long Beach City College** – 6:00 p.m., Volleyball Court
- September 29, 2007 **Football vs. Orange Coast** – 1:00 p.m., Hilmer Lodge Stadium
- October 5, 2007 **Women’s Volley vs. East Los Angeles College** – 6:00 p.m., Volleyball Court
- October 9, 2007 **Women’s Soccer vs. East Los Angeles College** – 4:00 p.m., Soccer Field
- Men’s Soccer vs. East Los Angeles College** – 6:00 p.m., Soccer Field
- October 10, 2007 **Women’s Water Polo vs. Chaffey College** – 3:00 p.m., Pool
- Men’s Water Polo vs. Chaffey College** – 4:10 p.m., Pool
- Women’s Volleyball vs. Los Angeles City** – 6:00 p.m., Volleyball Court
- Men’s Water Polo vs. Occidental College** – 7:00 p.m., Pool
- October 12, 2007 **Women’s Soccer vs. Long Beach College** – 6:00 p.m., Soccer Field
- October 16, 2007 **Men’s Soccer vs. Compton College** – 5:00 p.m., Soccer Field
- October 17, 2007 **Women’s Volleyball vs. Cerritos College** – 6:00 p.m., Volleyball Court
- October 19, 2007 **Women’s Soccer vs. Cerritos College** – 6:00 p.m., Soccer Field
- Women’s Volleyball vs. Pasadena City College** – 6:00 p.m., Volleyball Court

October 20, 2007 **Cross Country Invitational** – TBA, Hilmer Lodge Stadium

Football vs. Santa Ana – 1:00 p.m., Hilmer Lodge Stadium

October 26, 2007 **Men’s Soccer vs. Pasadena City College** – 4:00 p.m., Soccer Field

Women’s Soccer vs. Pasadena City College – 6:00 p.m., Soccer Field

Women’s Volleyball vs. Los Angeles Trade Tech – 6:00 p.m., Volleyball Court

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.