



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, November 14, 2007

6:00 p.m. Closed Session

6:30 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 (6:00 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 Employment – per California Government Code Section 54957**
President/CEO
- **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 Virginia Burley, Interim Vice President, Instruction, per California Government Code Section 54957.6**
Faculty Association

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

INTRODUCTIONS AND RECOGNITION

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

Classified

Debbie Erickson, Secretary, EOPS/CARE

Ditmara Hernandez, Clerical Specialist, Basic Skills

Livier Martinez, Mental Health Clinician, Student Health Services

Management

Susan Pearson, Manager, Accounting

- **Recognition**

- Awarding of Certificate of Service to the following retiring staff member:

Karon Ekenstam, Project Administrator, 22 years of service

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of October 24, 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 – Basic Skills Initiative, prepared by Virginia Burley, Interim Vice President, Instruction (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 to change the date of the March 2008 Board meeting from March 26 to March 19.

HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions, dated November 14, 2007. (See backup packet pages 14 through 20.)

INSTRUCTION and STUDENT SERVICES

3. Consideration of approval of Men's and Women's Swim Team training in Costa Rica, February 16–21, 2008. (See backup packet page 21.)
4. Consideration of approval of Turf Team competition in Phoenix, Arizona, January 15–19, 2008. (See backup packet page 22.)

5. Consideration of approval of a Community Education Division staff development workshop at the Mountain Meadows Country Club, in Pomona, on December 17, 2007. (See backup packet page 23.)
6. Consideration of approval of an affiliation agreement with Doctor's Hospital of West Covina for Alcohol and Drug Counseling Program students. (See backup packet page 24.)
7. Consideration of approval of a contract between the Integrating AmeriCorps into Teacher Reading and Math Development Partnerships grant and Pomona Unified School District. (See backup packet page 25.)
8. Consideration of approval of a contract with Pomona Unified School District and activities for the Early College High School grant. (See backup packet pages 26 and 27.)
9. Consideration of approval to accept funds and approve activities for the Basic Skills grant. (See backup packet page 28.)
10. Consideration of approval to accept funds for the Child Development Training Consortium grant. (See backup packet page 29.)
11. Consideration of approval to accept funds for the Workforce Investment Act, Title II, 231 grant. (See backup packet page 30.)
12. Consideration of approval of additions to the Community Education program. (See backup packet page 31.)
13. Consideration of approval of activities for the Manufacturing Technology program. (See backup packet page 32.)

ADMINISTRATIVE SERVICES

14. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 33 through 35.)
15. Consideration of approval of the Quarterly Investment Report for the period ending September 30, 2007. (See backup packet page 36.)
16. Consideration of approval of the Quarterly Financial Status Report for the period ending September 30, 2007. (See backup packet pages 37 through 39.)
17. Consideration of approval to delegate authority for approval to the President/CEO or Vice Presidents of expenditures related to special events and activities. (See backup packet page 40.)
18. Consideration of approval to reissue a stale-dated warrant. (See backup packet page 41.)

19. Consideration of approval to renew an Agreement with The Liquidation Company to conduct auctions throughout the year for equipment and miscellaneous surplus and/or salvage items from November 4, 2007, through November 3, 2010. (See backup packet page 42.)
20. Consideration of approval to renew an Agreement with Millennium Better Security (formerly known as Mainland Best Security, Inc.) to provide crowd management services for large public events held on campus from October 15, 2007, through October 14, 2008. (See backup packet page 43.)
21. Consideration of approval of contracts with H2 Environmental Consulting Services, Inc. (for Building Demolition), Sally Swanson Architects, Inc. (for Campus ADA Transition Plan), and Marlene Imirzian and Associates (for Athletics Classrooms and Storage) to provide professional design and consulting services. (See backup packet pages 44 and 45.)
22. Consideration of approval to reduce to 5% the retention for Chevron Energy Solutions Company on their contract for the Campus-Wide Energy Plan, Phase III project. (See backup packet page 46.)
23. Consideration of approval to reduce to 5% the retention for Inland Empire Builders on their contract for the Planetarium Remodel project (Bid No. 2714). (See backup packet page 47.)
24. Consideration of approval of the following Bid:
 - Bid No. 2764 Roof Repairs of Buildings 1A, 2, 9B, 9C, 27A, 27B, 27C, 28A, and 28B – Solar Integrated Technologies, Inc. (Contractor). (See backup packet page 48.)
25. Consideration of approval of the following Change Orders:
 - Bid No. 2666 Classroom Remodel – Empire Flooring (Flooring Contractor) – Change Order No. 3. (See backup packet page 49.)
 - Bid No. 2669 Classroom Remodel – Los Angeles Air Conditioning (HVAC Contractor) – Change Order No. 7. (See backup packet pages 49 and 50.)
 - Bid No. 2721 Math/Science Building – KAR Construction (Caissons and Concrete Contractor) – Change Order No. 1. (See backup packet page 51.)
 - Bid No. 2727 Math/Science Building – Inland Mechanical Construction, Inc. (Plumbing Contractor) – Change Order No. 4. (See backup packet page 52.)
 - Bid No. 2728 Math/Science Building – PPC Air Conditioning (Mechanical/HVAC Contractor) – Change Order No. 1. (See backup packet page 52.)

- Bid No. 2751 Business Computer Laboratory – Nu/Age Development (Contractor) – Change Order No. 1. (See backup packet page 53.)

26. Consideration of approval of the following Contract Amendments:

- Contract Underground Conduits at Data Center – P2S Engineering (Contractor) – Contract Amendment No. 1. (See backup packet page 54.)
- Contract Foundation Office Exterior Improvements – Steven Fader Architects (Contractor) – Contract Amendment No. 2. (See backup packet pages 54 and 55.)

27. Consideration of approval of the following Proposed Gifts and Donations to the College:

- Compu - Metal Precision Sheet Metal – Scrap Sheet Stock, valued by donor at \$1,000, to be used by the Technology and Health Division.

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

The meeting will adjourn to Closed Session to conduct a student expulsion hearing, per Education Code Section 72122.

ADJOURNMENT

Future Board Meetings: December 12, 2007 (second Wednesday)
January 23, 2008
February 27, 2008

Upcoming Events:

- November 16, 2007 **Fall Jazz Band Concert** – 8:00 p.m., Clarke Theater
- November 18, 2007 **Fall Chamber Winds Concert** – 4:00 p.m., Music Recital Hall
- November 20, 2007 **Fall Transfer College Fair** – 10:00 a.m.-1:00 p.m., Miracle Mile
- November 22-25, 2007 **Thanksgiving Recess** – Campus Closed
- November 27, 2007 **Citizens Oversight Committee Meeting** – 6:00 p.m., Founders Hall
- November 28, 2007 **Registration Begins for Winter 2008 Intersession and Spring 2008 Session**
- November 28, 2007 **Fall Percussion Concert** – 7:00 p.m., Music Recital Hall
- November 29, 2007 **Associated Students Holiday Celebration** – 12:00-2:00 p.m., Student Life Center
- November 29, 2007 **Annual Auxiliary Services Holiday Tea** – 2:00-3:30 p.m., SAC Book Rac
- November 30, 2007 **Faculty Artist Series – An Evening of Classical Guitar** – 7:30 p.m., Music Recital Hall
- December 1, 2007 **Fall Vocal Jazz Concert** – 8:00 p.m., Clarke Theater
- December 4, 2007 **Administration Building's Annual Holiday Tea & Founders Hall Dedication** – 2:00-4:00 p.m., Founders Hall
- December 4-6, 2007 **Holiday Ceramics Sale** – Tuesday/Wednesday 9:00 a.m.-8:00 p.m., Thursday, 9:00 a.m.-2:00 p.m., Ceramics Studio
- December 4, 2007 **Evening with Forensics** – 7:00 p.m., Humanities and Social Sciences Building, Room 103
- December 4, 2007 –
January 31, 2008 **The Morphologies of Tyler Stallings & Naida Osline**
Tuesday-Thursday 11:00 a.m.-2:00 p.m., and Tuesdays 5:00-7:30 p.m., Art Gallery
Lecture and Reception – November 29, 4:00-5:00 p.m. and 5:00-7:30 p.m.
- December 6, 2007 **Learning Technology Center Holiday Tea** – 2:00-3:30 p.m., LTC, Room 160
- December 6, 2007 **Intramural Speech Competition** – 3:00 p.m., Building 29C
- December 6-8, 2007 **10th Annual Wassail Dinner and Concert** – 6:00 p.m., Music Recital Hall and Dance Studio
- December 6-9, 2007 **Lysistrata** (Theater Production) – Thursday-Saturday 8:00 p.m., Sunday 2:00 p.m., Studio Theater
- December 16, 2007 **Fall Semester Ends**

December 21, 2007 - **Winter Recess** (Campus Closed)
January 1, 2008

Upcoming Sports Events:

November 20, 2007 **Women's Basketball vs. College of the Canyons** – 6:30 p.m., Gym

December 7, 2007 **Men's Basketball vs. Chaffey** – 5:00 p.m., Gym

December 14, 2007 **Women's Basketball vs. San Bernardino** – 5:30 p.m., Gym

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.