



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, February 27, 2008

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
- **Complaint Against Public Employee, per California Government Code Section 54957**
One Position
- **Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to Government Code Section 54956.9(b):**
 - Contractor claim for payment
- **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

Famm Douangchampa, Laboratory Technician, Welding, Technology & Health Division

Darwin Macatiag, Network Administrator, Information Technology

Donna Ropp, Laboratory Technician, Art, Art Division

Annette Wong, Laboratory Technician, Chemistry, Chemistry Department

Management

Jill Dolan, Manager, Community & Media Relations, Marketing & Communication

Jeff Parker, Interim Director, Public Safety

- **Recognition**
 - Histotechnician Training Program Exemplary Program Honorable Mention by the Board of Governors – Professor Jennifer MacDonald

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of January 23, 2008, and the special meeting of February 14, 2008. (See backup packet pages 1 through 13.)

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 – Service Learning, prepared by Professor Lane Braver (See backup packet pages 14 and 15.)

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 revisions to the College's Conflict of Interest Code. (See backup packet pages 16 through 19.)

HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions, dated February 27, 2008. (See backup packet pages 20 through 31.)
3. Consideration of approval of Recommendation to Employ Faculty Under Second Contract. (See backup packet pages 32 and 33.)
4. Consideration of approval of Recommendation to Employ Faculty Under Third Contract. (See backup packet pages 34 and 35.)
5. Consideration of approval of Recommendation to Grant Tenure. (See backup packet page 36.)

INSTRUCTION and STUDENT SERVICES

6. Consideration of approval of sabbatical leave applications for 2008-09. (See backup packet pages 37 through 39.)
7. Consideration of approval to accept sabbatical leave reports from Professors Pam Arterburn, Jenny Chen, Robert Ho, Charles McGruder, Robin Tripp and Margie Whalen. (See backup packet pages 40 and 41.)
8. Consideration of approval for Journalism students to attend the College Media Advisers National Convention in New York, from March 15-18, 2008. (See backup packet page 42.)
9. Consideration of approval to ratify the Aeronautics Team participation in the Pacific Coast Intercollegiate Flying Association Regional Airmeet in Prescott, AZ, from February 14-18, 2008. (See backup packet page 43.)
10. Consideration of approval for the Chamber Singers and Singcopation to perform as special guest artists at the Canadian Rocky Mountain Music Festival in Banff, Alberta, from April 18-20, 2008. (See backup packet page 44.)
11. Consideration of approval for students to attend the Health Occupations Students of America Statewide Leadership Conference in Santa Clara, from April 9-13, 2008. (See backup packet page 45.)
12. Consideration of approval of additions to the Regional Health Occupations Resource Center: Fostering Student Success grant. (See backup packet page 46.)
13. Consideration of approval of a contract with Pomona Unified School District for the Career Exploration and Development for 7th and 8th Graders Grant. (See backup packet page 47.)
14. Consideration of approval of a Title V – Developing Hispanic-Serving Institutions grant activity “Instructional Development Institute for Learning Community Faculty” at Cal Poly, Pomona, on March 27 and 28, 2007. (See backup packet page 48.)
15. Consideration of approval of an extension for the Los Angeles Welcome Back Program grant. (See backup packet page 49.)
16. Consideration of approval of an extension and augmentation for the Center of Excellence through the California Community Colleges Economic and Workforce Development Program. (See backup packet page 50.)
17. Consideration of approval of a Memorandum of Understanding among the Small Business Development Center, the City of Santa Fe Springs and the Santa Fe Springs Chamber of Commerce. (See backup packet page 51.)
18. Consideration of approval of Community Education Program additions/changes for Spring 2008. (See backup packet page 52 through 53.)
19. Consideration of approval of an addition to the Regional Health Occupations Resource Center. (See backup packet page 54.)

20. Consideration of approval of contract education agreement changes through The Training Source. (See backup packet page 55.)

ADMINISTRATIVE SERVICES

21. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 56 through 59.)
22. Consideration of approval of the Quarterly Investment Report for the period ending December 31, 2007. (See backup packet page 60.)
23. Consideration of approval of the Quarterly Financial Status Report for the period ending December 31, 2007. (See backup packet pages 61 through 63.)
24. Consideration of approval of Emergency Resolution No. 07-06 – Repair of College’s Main Electrical Service. (See backup packet pages 64 and 65.)
25. Consideration of approval of a Draft Fiscal Accountability Plan and Designation of a Disbursing Officer. (See backup packet page 66.)
26. Consideration of approval of the renewal of a transportation agreement with Durham School Services, L.P. (See backup packet page 67.)
27. Consideration of approval of agreements with HMC Architects to perform professional design and consulting services for the Technology Building Renovation Final Project Proposal and Partial Demolition of Buildings 5 and 5A (Information Technology) projects. (See backup packet page 68.)
28. Consideration of approval of the following Change Orders:
 - Bid No. 2634 Founders Hall Renovation – Paul C. Miller Construction (Contractor) – Change Order No. 16. (See backup packet page 69.)
 - Bid No. 2669 Classroom Remodel – Los Angeles Air Conditioning (HVAC) (Contractor) – Change Order No. 8. (See backup packet pages 70 and 71.)
 - Bid No. 2688 Classroom Remodel – Daart Engineering (Fire Sprinklers) (Contractor) – Change Order No. 3. (See backup packet page 71.)
 - Bid No. 2706 Construction Services Building Remodel and New Data Center – M. Wilson Company (Electrical) (Contractor) – Change Order No. 5. (See backup packet page 72.)
 - Bid No. 2721 Math/Science Building – KAR Construction (Caissons and Concrete) (Contractor) – Change Order No. 3. (See backup packet page 73.)
 - Bid No. 2745 Student Parking Lot S and Pedestrian Crossing – EC Construction

(Contractor) – Change Order No. 2. (See backup packet pages 74 and 75.)

- Bid No. 2748 Athletics Restroom Building – Facilities Operation Plus (Contractor) – Change Order No. 2. (See backup packet page 76.)
- Bid No. 2751 Business Computer Laboratory – Nu/Age Development (Contractor) – Change Order No. 2. (See backup packet page 77.)
- Bid No. 2763 Natural Sciences Building Exterior Improvements – KAR Construction (Contractor) – Change Order No. 1. (See backup packet page 78.)
- Bid No. 2764 Roof Repairs – Solar Integrated (Contractor) – Change Order No. 1. (See backup packet page 79.)

29. Consideration of approval of the following Completion Notice:

- Bid No. 2750 Boiler Replacement – Gym 3 – Inland Mechanical Construction, Inc. (Contractor)

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

- Jean E. Cotterman – Metal and Glass Frames of Different Sizes for Photos or Water Colors (12 – 14 total), no special value, to be used by the Humanities and Social Sciences Division.
- Bill Reiff – Cambo 6' Studio Camera Stand and Two Smith-Victor A16 Studio Lights, valued by donor at \$1,300, to be used by the Humanities and Social Sciences Division.
- Richard Koren/Victor-Stanley Photography – Various Photographic Equipment, valued by donor at \$10,800, to be used by the Humanities and Social Sciences Division.
- S. C. Rossi & Co., Inc. – 1982 Duplex Fire Truck, valued by donor at \$10,000, to be used by the Technology and Health Division.
- S. C. Rossi & Co., Inc. – 1982 Duplex Fire Truck, valued by donor at \$10,000, to be used by the Technology and Health 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 an employment contract for Interim President/CEO, Dr. John S. Nixon, to be President/CEO of Mt. San Antonio College, effective February 27, 2008.
2. Consideration of approval of Resolution No. 07-07 – Authorization to Establish an OPEB Trust. (See backup packet pages 80 through 82.)
3. Consideration of approval of proposed revisions to Board Policy 2220 – Committees of the Board, Board Policy 3250 – Institutional Planning, Board Policy 4225 – Course Repetition, Board Policy 4230 – Grading Symbols, Board Policy 4250 (formerly Board Policy 5100) – Probation, Dismissal, Reinstatement, Board Policy 4260 – Prerequisites, Co-requisites, and Advisories, and Board Policy 4400 – Community Service Programs. (See backup packet pages 83 through 93.)

DISCUSSION ITEMS

All items listed for "Discussion" will be discussed by the Board of Trustees but not acted on for approval. After discussion, the Board will determine whether an item returns the following month for action or further discussion.

1. Receive for first reading and discussion proposed revisions to Board Policy 2725 – Board Member Compensation. (See backup packet pages 94 and 95.)

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.

ADJOURNMENT

Future Board Meetings: March 19, 2008
 April 23, 2008
 May 28, 2008

Upcoming Events:

February 29, 2008	4th Annual Mountie Carlo Night – 6:00-10:00 p.m., Diamond Bar Center
March 8, 2008	Student Showcase (hear music's "greatest hits" performed by the talented students in the Mt. SAC Music Department) – 8:00 p.m., Music Recital Hall
March 14, 2008	Foundation Executive Committee Meeting – 9:00 a.m., Foundation Office

- March 14-15, 2008 **10th Anniversary Puttin' on the Hits** – 7:30 p.m. Friday, 3:00 and 7:30 p.m., Saturday, Clarke Theater
- March 16, 2008 **The Songs of Samuel Barber** – 4:00 p.m., Music Recital Hall
- March 19, 2008 **Foundation Board of Directors Meeting** - 4:00 p.m., Founders Hall
- March 25-May 8, 2008 **Art of the Rainforest** (featuring artwork by leading artists who specialize in rain forest subject matter) – Tuesday – Thursday, 11:00 a.m. – 2:00 p.m., and Tuesdays 5:00-7:30 p.m., Art Gallery
- March 27, 2008 **Softball vs. Cerritos College** – 3:00 p.m., Softball Field
- March 28, 2008 **7th Annual Spring Thing (Student Showcase)** – 8:00 p.m., Clarke Theater
- March 31, 2008 **Cesar Chavez Day** (Campus Closed)

Upcoming Sports Events:

- February 28, 2008 **Men's Tennis vs. Long Beach City College** - 2:00 p.m., Tennis Courts
Softball vs. East Los Angeles College – 3:00 p.m., Softball Field
- March 4, 2008 **Women's Tennis vs. Rio Hondo College** – 2:00 p.m., Tennis Courts
Baseball vs. Harbor College – 6:00 p.m., Baseball Field
- March 8, 2008 **Baseball vs. Pasadena City College** – 12:00 p.m., Baseball Field
- March 18, 2008 **Men's Tennis vs. Cerritos College** – 2:00 p.m., Tennis Courts
- March 20, 2008 **Softball vs. Harbor College** – 3:00 p.m., Baseball Field

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.