



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 28, 2008

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, May 28, 2008. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

STAFF PRESENT

John S. Nixon, President/CEO; Michael D. Gregoryk, Vice President, Administrative Services; and Virginia Burley, Interim Vice President, Instruction.

1. PUBLIC COMMUNICATION

None.

2. CLOSED SESSION

The Board adjourned to Closed Session to discuss the following item:

- Conference with Labor Negotiator Virginia Burley, Interim Vice President, Instruction, per California Government Code Section 54957.6
- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957: One position

3. PUBLIC SESSION

The public meeting reconvened at 6:31 p.m.

4. INTRODUCTIONS/RECOGNITION

• Introductions

The following newly appointed staff were introduced to the Board:

Johnny Avalos, Custodian, Custodial Services
Peter Beshay, Project/Program Specialist, Tutorial Services

Manuel Cerda, Financial Aid Systems Specialist, Financial Aid
Louie Martinez, Custodian, Custodial Services
Guy Spangler, Admissions & Records Systems Analyst, Admissions & Records

- **Recognition**

President Nixon announced that this is Isaiah Deresa's last meeting as Student Trustee. Dr. Nixon thanked him for his service and said that he has been an exemplary student trustee this past year, serving as an excellent spokesman for student interests. The Board presented Isaiah with a plaque to acknowledge his year of service.

5. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Hall, to approve the minutes of the regular meeting of April 23, 2008. Motion unanimously carried. Student Trustee concurred.

6. ACTION TAKEN IN CLOSED SESSION

In Closed Session, the Board took action to release a probationary classified employee, #11763, in the classification of Lead Custodian. This action is effective Thursday, May 29, 2008.

7. PUBLIC COMMUNICATION

Representing Anthony Saladino, Mr. Jann Flagg presented the Board with a letter from Mr. Saladino stating that Mr. Saladino believes the Mt. San Antonio College Human Resources Office interfered with a claim he made against the College.

8. REPORTS

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

- She thanked Student Trustee Deresa for his service to students while serving as a member of the Board of Trustees.
- On May 17, Associated Students sponsored the annual Students of Distinction Awards Ceremony where 20 students were recognized in four different categories.
- Last week, Associated Students collected donations for the victims of the China earthquake. A total of \$910 was raised and will be donated to the American Red Cross.
- Last week the Associated Students held its third annual Cross Cultural Fair. The theme for the event was "Around the World in One Day." Twenty clubs and organizations shared their culture through food, dance, and clothing. The event was a great success with over 150 participating.
- The fourth annual Spring Talent Show was held last night. Winners received cash prizes.

- President Leon reminded everyone that the Associated Students' Disco-themed Student Leadership Awards Ceremony will be held on Thursday, June 5, 5:00-8:30 p.m., in the Student Life Center.
- President Leon introduced the following newly-elected Associated Student leaders for 2008-09:
 - Brandie White, President
 - Rene Kouassi, Vice President, Business
 - Esmeralda Alvarez and William Hsu, Senators Pro Tem
 - Cheryl Jamison, Student Trustee

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

- At the May 1 Academic Senate meeting, the full senate took the following action:
 - Approved revisions to AP 5530: Student Rights & Grievances
 - Approved revisions to AP 4105: Distance Education
 - Held elections for the Senate Executive Board (excluding the Senators-at-large positions):
 - President: Michelle Grimes-Hillman
 - Vice-President: John Vitullo
 - Secretary: Kristina Allende
 - Directors: Joan Sholars, Vicki Greco, Michael Sanetrick
- At the May 15 Academic Senate meeting, the full senate took the following action:
 - Approved revisions to AP 4225: Course Repetition
 - Approved revisions to AP 4231: Security of Grade Records
 - Approved Areas of General Education Outcomes (shared with Board)
 - Approved Student Learning Outcomes Committee Purpose and Function Statements
 - Recommending to the district the creation of an Early College High School Coordinator position
 - Approved the revisions to the Student Preparation & Success Council Purpose & Function Statements
- At the May 29 Academic Senate meeting (last meeting of the year), the Senate will take final action on:
 - Student Learning Outcomes Plan & Timeline
 - Resolution 2008-06: Repetition of Course work – Extenuating Circumstances
 - Resolution 2008-07: Aspire/UMOJA
 - Resolution 2008-08: Bond Measure
 - Revision to the Curriculum & Instruction Council Purpose & Function Statements
 - Revisions to BP 5050: Matriculation
 - Adoption of the Year End Report
- President Grimes-Hillman reported the following Senators-at-Large Election Results: Kim Earhart (History) and Kim Coreas (Respiratory Technology)

C. Randy Smith, Classified Senate President, reported the following:

- The Classified Employees Recognition Ceremony was held on May 21. Fifty-two classified employees were honored with a combined total of 745 years of

service to the College. Trustees Bader, Chen Haggerty, and Hall were thanked for participating in the ceremony.

- Raffle tickets for the Spring fund-raiser, “Summer of Fun Gift Basket” will be on sale until Friday, June 13. The drawing will be held on June 17. Proceeds will go to the Classified Scholarship Fund.

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

- President Long attended the Students of Distinction Awards Ceremony on May 17 and presented the top recipients in each of the four categories with a check for \$500.
- Last Tuesday’s Retirement/Tenure Tea was a huge success. Four newly tenured faculty and seven retirees were honored. She thanked the Board members, President Nixon, and Vice Presidents who attended.
- The Faculty Association Scholarship Awards Ceremony is scheduled for Saturday, June 7, at 3:00 p.m., in Founders Hall. Board members were asked to RSVP if they plan to attend.
- The last meeting of the Representative Council will be held on Tuesday, June 3. Representatives will be voting on supporting the November bond initiative and newly-elected Executive Board members will be announced.

E. Representing CSEA, Chapter 262, President Bill Rawlings reported the following:

- President Rawlings reported that KSAK Operations Coordinator Cason Smith won 21 awards this month in recognition of his work at KSAK. The awards included one silver and one bronze “World Medal” from festivals in New York; three platinum and three gold “Hermes Creative Awards;” three gold and ten silver “Communicator Awards of Excellence.”
- Classified School Employee Week activities were hugely successful. Mr. Rawlings thanked all who participated and/or helped plan the events. The BBQ that was postponed due to poor weather will be rescheduled for around the 4th of July.

F. President Nixon’s report included the following:

- Dr. Nixon announced that Professor Barbara Vigano has been named a recipient of a 2008 Innovation of the Year award. She received the award because of the interactive website for students in the French Program that she developed. Professor Vigano thanked the Board for this recognition. She said that Mt. SAC is the first community college in the nation to adopt a free French textbook that is available on-line. Creating an interactive web site to accompany that textbook is what makes this unique. She offered special thanks to Dwight Ayle for being her technology “guru.”
- President Nixon shared a note from the Chamber Singers to the Board thanking them for their support on a recent trip to Canada. He said the students not only performed well in Canada, but indicated that they were very well received by the audiences.
- Dr. Nixon announced that the Forensics Team continues to excel. At a competition held in London this past March, the group was crowned “World

Champion Community College Forensics Team” for 2008. The winning streak continued in Chicago, in April, where they received a silver medal in Team Sweepstakes for Large School Entry in the Phi Rho Pi Community College National Tournament.

- The Board of Trustees has scheduled its annual spring Retreat for Wednesday, June 18, 5:30 p.m., in Founders Hall. Among the agenda items will be the Board’s annual self-evaluation.
- President Nixon introduced Mike Gregoryk, Vice President of Administrative Services, and asked him to give a brief budget update.

Vice President Gregoryk said he continues to watch Sacramento with both curiosity and despair. Last month it was reported that there was a \$92 million property tax shortfall in the current year. Generally, the state doesn’t provide property tax backfill to community colleges; however, the administration is proposing the full \$75 million will be made available in the 2008-09 budget year on a one-time basis. COLA remains unfunded and the state will be deferring payments originally intended for January, February and March to April, May and June. This will impact Mt. SAC’s cash flow significantly. He stated that he and his team are working on a tentative budget and will bring it to the Board for review at its June meeting.

10. INFORMATIONAL REPORT

Board members were provided with a written briefing on the Title V Grant, prepared by Meghan Chen, Director, Learning Assistance.

Ms. Chen said Mt. SAC has a proud history of earning prestigious grants. The College was one of only 33 colleges and universities to earn this five-year Title V grant which will focus on reading, writing, and further integrating instruction with student services. Over the years, Mt. SAC has pursued grants to complement College resources to promote student success. As a result, the College has strong programs and services such as the Bridge Program’s learning communities, the Learning Assistance Center’s Learning Lab and Tutorial Services, the Writing Center, and the Math Activities Resources Center.

The \$2.9 million grant (over five years) provides opportunities to pilot well-researched initiatives that respond to persistent student needs as defined in the grant. The grant’s efforts are evaluated by an external evaluator for impact on student retention and success. As the grant reaches its fifth and final year, any successful initiatives will be considered for scalability and possibility of institutionalization.

The goals of this five-year grant are:

1. Improve curricula and instructional delivery with a focus on community needs, student access, and learning.
2. Offer comprehensive student services and programs to facilitate student success.
3. Assist students to unlock barriers to course completion and certificate and degree attainment.
4. Provide staff and faculty with knowledge and skills required for effective teaching, leadership, teamwork, management, and customer service.

5. Expand and improve institutional technology infrastructure to increase the capacity of the college to better serve students.

Trustee Chyr asked about the effectiveness of on-line counseling. Ms. Chen said over 3,000 students have accessed the on-line counseling services. Of those students, 46% thought it was “as good” as seeing a counselor and 33% preferred on-line counseling.

11. CONSENT AGENDA

Trustee Baca asked that the following correction be made to the Personnel Transactions: On page 23 of the backup packet, Board members were asked to remove the name of Robert Jastrab – Football.

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

PRESIDENT’S OFFICE

1. Approval of the 2008-09 meeting calendar for the Mt. San Antonio College Board of Trustees.
2. Approval of payment to Trustee Chen Haggerty of her regular Board meeting compensation for the April Board meeting because Trustee Chen Haggerty was absent for reasons of hardship which are deemed acceptable by the Board. Specifically, Trustee Chen Haggerty was absent because of the sudden illness of a family member, necessitating her travel outside of the country.

HUMAN RESOURCES

3. Approval of Personnel Transactions, dated May 28, 2008, as corrected.
4. Approval of renewal of Management Contracts.

INSTRUCTION and STUDENT SERVICES

5. Approval of the 2009-10 Academic Calendar.
6. Approval of new courses and programs for 2008-09.
7. Approval for students and faculty to attend the Health Occupations Students of America National Leadership Conference in Dallas, Texas, from June 18-21, 2008.
8. Approval of activities and acceptance of funds for the California Transportation and Logistics Institute grant.
9. Approval of activities for the Advanced Technological Education grant.
10. Approval of activities and a contract with Pacific Palms Resort for a two-day retreat for the Pomona Valley Hospital Medical Center grant.
11. Approval of activities and acceptance of funds for the Pomona Valley Hospital Medical Center grant.

12. Approval of activities and acceptance of funds for the Teacher Preparation Pipeline grant.
13. Approval to submit the Adult Education and Family Literacy Act, Federal Workforce Investment Act, Title II, ABE 231 grant and approval to accept funds, if awarded.
14. Approval of a Memorandum of Understanding between the Small Business Development Center and the Southern California Edison Federal Credit Union.
15. Approval of additions to the Regional Health Occupations Resource Center.
16. Approval of Community Education program additions/changes.
17. Approval of additions and changes to Contract Education Agreements through The Training Source.
18. Approval of Community Education Programs/Courses for Summer 2008.
19. Approval of the Study Abroad program with Americo Marano in Ferrara, Italy, scheduled for June 14-July 24, 2008.

ADMINISTRATIVE SERVICES

20. Approval of the Appropriation Transfers and Budget Revisions Summary.
21. Approval of the Quarterly Investment Report for the period ending March 31, 2008.
22. Approval of the Quarterly Financial Status Report for the period ending March 31, 2008.
23. Approval of an agreement with Mandate Resource Services, LLC to provide mandated cost claim preparation services for actual annual claims for fiscal year 2007-08 plus estimated claims for fiscal year 2008-09.
24. Approval of Resolution No. 07-09 – Bank Accounts to establish separate bank merchant, clearing, and revolving accounts for the District.
25. Approval to donate two Taylor Dunn carts to Rancho Santa Ana Botanic Garden at Claremont, that are no longer useful to the College.
26. Approval of the following Bids:
 - Bid No. 2786 Chemistry Building Exterior Improvements – Awarded to K.A.R. Construction, Inc., in the amount of \$1,037,000.
 - Bid No. 2794 Physical Education Center Field House Mechanical Equipment Replacement – Awarded to Cool Air Supply, Inc., in the amount of \$102,000.
27. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.

28. Approval of the following Contract Amendment:

- Contract Professional Design and Consulting Services – HMC Architects (Contractor) – Amendment No. 2.

29. Approval of the following Completion Notices:

- Bid No. 2752 Re-Bid Art Center Computer Lab Renovation – Nu/Age Development, Inc. (Contractor)
- Bid No. 2764 Roof Repairs (several buildings) – Solar Integrated Technologies, Inc. (Contractor)

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

- Barbara and Howard Nicholson – Various costume articles of hats, clothing/ accessories, and jewelry, valued by donor at \$800, to be used by the Arts Division.
- Deborah Day – Twenty-plus-year-old Appaloosa Gelding (gentle-lesson horse), valued by donor at \$500, to be used by the Natural Sciences Division.

12. CHANGE ORDERS

Trustee Bader asked for more information on several of the change orders. She said she becomes uneasy when the percentage on change orders reaches 37.33%. Vice President Gregoryk said he understands the Board's concern and, on change orders that are over 10%, he plans to share more information with the Board on why the change orders are necessary.

Director Nellesen said the change order related to Bid No. 2666 (Empire Floor Covering) was necessary because once the tile was removed it was discovered that the concrete under the tile was in terrible shape. Change orders of this type are unanticipated and can't be detected from a job walk. Other change orders, such as the lighting improvements in Change Order #3 under Bid No. 2763 (KAR Construction), are owner-requested changes. The College determined that it wanted to change its specs for lighting campuswide and, at the time of the bid, these new specifications had not been determined.

Trustee Chyr asked for an update on the Planetarium remodel. Vice President Gregoryk said DSA has held up installation of the new dome. Basically, the issue is that DSA doesn't build planetariums, and it is taking a significant amount of time to sign off on this project. It is hoped that the Planetarium will open in February 2009. Trustee Chyr was reminded that, once construction is completed, staff and faculty will have to be trained on the new equipment.

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

- Bid No. 2666 Classroom Remodel – Empire Floor Covering (Flooring Contractor) – Change Order No. 6.

- Bid No. 2669 Classroom Remodel – Los Angeles Air Conditioning (Contractor) – Change Order No. 10.
- Bid No. 2706 Construction Services Building Remodel and New Data Center – M. Wilson Company (Electrical Contractor) – Change Order No. 8.
- Bid No. 2720 Math/Science Building – Doja, Inc. (Demolition, Earthwork, and Site Improvement Contractor) – Change Order No. 3.
- Bid No. 2727 Math/Science Building – Inland Mechanical Construction, Inc. (Plumbing Contractor) – Change Order No. 7.
- Bid No. 2728 Math/Science Building – PPC Air Conditioning (Mechanical/HVAC Contractor) – Change Order No. 3.
- Bid No. 2729 Math/Science Building – CSI Electrical Contractors, Inc. (Electrical Contractor) – Change Order No. 5.
- Bid No. 2739 Math/Science Building – Harik Construction (General Construction Contractor) – Change Order No. 3.
- Bid No. 2745 Student Parking Lot S and Pedestrian Crossing – EC Construction (Contractor) – Change Order No. 3.
- Bid No. 2752 Computer Animation Laboratory – Nu/Age Development, Inc. (Contractor) – Change Order No. 2.
- Bid No. 2763 Natural Sciences Building Exterior Improvements – KAR Construction (Contractor) – Change Order No. 3.
- Bid No. 2767 Planetarium Remodel – Spitz, Inc. (Contractor) – Change Order No. 1.
- Bid No. 2771 Data Center Infrastructure – CSI Electrical Contractors, Inc. (General Contractor) – Change Order No. 3.

Motion unanimously carried. Student Trustee concurred.

13. BOARD COMMUNICATION

- All Board members shared the following comments:
 - Each thanked Student Trustee Deresa for his outstanding contributions as the student representative to the Board of Trustees. He was described as a very effective student trustee and a wonderful student ambassador. Board members wished him well at Berkeley.
 - All trustees mentioned the many events they have been attending, including: Faculty Retirement and Tenure Tea, Classified Employees Recognition Ceremony, Students of Distinction, Scholarship Awards Ceremony, Annual Joint Board Dinner, and Bridge Program Celebration.

- Congratulations were extended to Professor Barbara Vignano for being a recipient of the 2008 Innovation of the Year Award.
- Trustee Chyr commented on some of the college documents coming out in the last few weeks. He is concerned about the way the College is presenting its need to the community – 80% of it is related to infrastructure. He believes much of the narrative and pictures seem to convey the message that we haven't done what we said we would do in the first bond measure. Trustee Chyr would rather have us talk about the College's fine academic programs and vocational opportunities for people – especially during this fiscally difficult time when many people are concerned about their jobs.

Trustee Chyr also commented on the need to fund-raise nearly \$1 million – half for marketing and the other half to put the measure on the ballot. He believes we may see some negative votes by not raising the money to put the measure on the ballot.

- Trustee Hall echoed some of Trustee Chyr's comments, agreeing that we should emphasize job creation as much as possible. He cautioned that a lot of politicians are running for office in 2008 and warns that there could be competition for funds.

Trustee Hall commented on the College's excellent transfer numbers. Eighty-four other Mt. SAC students will be transferring to Berkeley along with our Student Trustee. Also, approximately 125 students are transferring to UCLA.

In response to a question from the Student Trustee Deresa, Trustee Hall provided an update on the Mei Langfang Beijing Opera Troupe, originally scheduled to perform at Mt. SAC earlier this month. Dr. Hall said the troupe is scheduled to perform at the Kodak Theater in October, although they are still working on getting their visas. He is hoping we will be able to host a performance next spring.

As a result of the earthquake in China, Trustee Hall asked for information on how much earthquake insurance the College carries. He said that, for his business, he carries \$30 million.

- Trustee Bader reported on the California Community Colleges Trustees meeting that both she and Dr. Nixon attended in Palm Springs. One of the sessions she attended entitled, Show Me the Money, was about the need for community colleges to concentrate on fund-raising and obtaining grants, which Mt. SAC does very well. She said that community colleges receive only two percent of all funds privately raised for higher education.

Trustee Bader also attended a session on Labor Negotiations During Tough Economic Times, which was very informational.

While at the conference, Dr. Nixon and Trustee Bader attended a SanFACC meeting and a non-credit district caucus meeting.

Trustee Bader thanked Manager Jill Dolan for coordinating the May 15 Capitol Day activities in Sacramento. Along with Interim Vice President Burley and student Paul Medina, they lobbied many of our local legislators to maintain the Governor's suggested budget changes reflected in the May Revise.

- Student Trustee Deresa thanked the Board members for their kind words and said how much he enjoyed his tenure on the Board. He introduced Cheryl Jamison, incoming Student Trustee, and assured the Board that she will be an outstanding student representative. Student Trustee Deresa offered special thanks to Director Dyrell Foster for his support throughout the year.

The Board took a brief recess at 8:01 p.m.

14. CLOSED SESSION

The Board adjourned to Closed Session at 8:05 p.m. to conduct a student expulsion hearing. At 8:55 p.m., the Board began its deliberations. The meeting reconvened to regular session at 9:03 p.m.

15. ACTION TAKEN IN CLOSED SESSION

The Board unanimously voted to accept the findings and recommended decision of the President to expel student No. 889-38-6672 permanently from the College, effectively immediately.

16. ADJOURNMENT

The meeting adjourned at 9:04 p.m.

JSN:dc