



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, July 23, 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, July 23, 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; Audrey Yamagata-Noji, Vice President, Student Services; Virginia Burley, 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:

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

3. PUBLIC SESSION

The public meeting reconvened at 6:28 p.m.

4. MOMENT OF SILENCE

A moment of silence was observed in memory of Richard K. "Dick" Todd. Mr. Todd served as a member of the College Board of Trustees from 1971-77. He passed away on June 30, at the age of 87.

5. INTRODUCTIONS/RECOGNITION

- **Introductions**

The following newly appointed staff were introduced to the Board:

Classified

Elizabeth Jauregui, Account Clerk III, Accounts Payable
Richard Lee, Account Clerk III, Payroll
Jesse Messenger, Parking Officer, Public Safety
Yvonne Zaragoza, Admissions & Records Clerk III, Admissions & Records

Supervisory

Joseph Garcia, Custodial Supervisor, Custodial Services

- **Recognition**

- The Board recognized Margaret Young, Director of Purchasing, who is retiring after five years of service to the College.

6. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Chen Haggerty, to approve the minutes of the special meeting of June 18, and the regular meeting of June 25, 2008. Motion unanimously carried. Student Trustee concurred.

7. ACTION TAKEN IN CLOSED SESSION

None.

8. PUBLIC COMMUNICATION

Student Juan Beltran, disabled in 2003 while in combat in Iraq, commented on two subjects of concern to him. He pointed out that the college does not have an accessible lane for the handicapped from the bridge at the Humanities Building to the Math Center. He also discussed the need to have more automated doors on campus.

9. REPORTS

- A. Brandie White, the new Associated Students President, gave Board members a little information about herself. She is an ecology major and came to Mt. SAC in 2006. Her report included the following:
- Executive Board goals for the year include creating a sustainable recycling program on campus, provide weekly student awareness announcements, expanding the outreach of AS activities and programs for international students.
 - Associated students fully support a bond measure on the November ballot.
 - The 2008-09 Associated Students officers are: Brandie White, President; Steven Solana, Vice President, Activities; Rene Kouassi, Vice President,

Business; Esmeralda Alvarez, Senate Pro-Tempore; William Hsu, Senate Pro-Tempore, Helen Yi, Chair, Inter Club Council; Christopher McMahan, Vice Chair, Inter Club Council; Cheryl Jamison, Student Trustee; and Stephen Stumpf, Chief Justice.

- Associated Students officers were happy to volunteer with the High School Outreach Connect 4 Program and look forward to helping in future events, like the New Student Welcome.
- Board members were given a copy of the Associated Students Judiciary 2007-08 Annual Report.
- Board members will be receiving invitations to attend a luncheon meeting on September 13 at the students Fall Leadership Retreat in Lake Arrowhead.

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

- The Senate has been working closely with the Instruction Office in preparing job announcements for the Honors Director and the Dean of Instructional Services.
- The Academic Senate for California Community Colleges (ASCCC) held its Curriculum Institute in Redwood City earlier this month. President Grimes-Hillman participated on the ASCCC Curriculum Committee during the 2007-08 academic year and facilitated many presentations at the Institute. She thanked Dr. Nixon for attending and participating.
- President Grimes-Hill reported that the Academic Senate supported placing a bond measure on the November ballot and encouraged the Board to vote in support of placing a bond measure on the ballot.

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

- Maryann Tolano-Leveque (Student Activities Coordinator), Amy Kramer (Telephone Operator/Receptionist), and Tonya Bennitt (Child Development Specialist) will each receive a Classified Senate Educational/Professional Growth Scholarship.
- The Classified Senate voted unanimously to support the placement of a bond measure on the November ballot.

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

- Ratification ballots for full contract negotiations have been counted. Dr. Long reported that, of the Association members who voted, 99% voted to ratify the contract changes. She encouraged the Board's support of Action item #3 on tonight's agenda.
- At the last Representative Council meeting of the spring semester, the Faculty Association voted unanimously to support a November bond measure. If the Board approves such a measure, the Association will discuss the possibility of making a donation to the bond campaign on September 2.
- The cast party for Puttin' on the Hits 2008 is scheduled for Saturday, August 2, 11:00 a.m., in the Faculty Association conference room. Lunch will be served. All cast members are encouraged to attend and should RSVP to extension 4531.

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

- CSEA's Annual Conference will be held August 3-7, in Las Vegas. Representing Mt. SAC will be Laura Martinez, Cason Smith, Priya Chaplot, and Bill Rawlings. During the conference, Mr. Rawlings will be sworn in as the new "Alternate Area Director" for Area G, which covers over 60 chapters in southern and eastern Los Angeles County.
- CSEA, Chapter 262, will be reviewing how its members on governance committees are providing feedback to unit members.
- Mr. Rawlings reminded Board members that CSEA, Chapter 262, took an advisory vote in the spring to support a bond measure on the November ballot. Should the Board approve such a measure, CSEA will take action to provide an endorsement vote and possibly provide a monetary contribution. He noted, however, that there is concern about the staffing levels in the new buildings.

F. President Nixon's report included the following:

- Dr. Nixon welcomed Brandie White to her new position of Associated Students President. He noted that he and Ms. White had met earlier in the week and he thinks she will be an outstanding student leader.
- Dr. Nixon commented on a letter he recently received from UCLA indicating that four Mt. SAC students who transferred to UCLA are among the 64 outstanding students to receive a Transfer Alliance Program (TAP) Scholarship for the 2008-09 academic year. Student Trustee Jamison noted that, of the four students listed, two were involved in Mt. SAC student government last year.

11. INFORMATIONAL REPORT

Board members were provided with a written briefing on the High School Outreach Program, prepared by Tom Mauch, Associate Dean, Counseling.

The High School Outreach department, consisting of six full-time and one part-time staff members, creates opportunities for access to our campus among prospective students, primarily targeting incoming students from local feeder schools. Service is provided to eleven school districts and several private schools that serve the communities of Baldwin Park, Bassett, Charter Oak, Covina, Diamond Bar, the southern portion of Glendora, Hacienda Heights, City of Industry, Irwindale, La Puente, La Verne, Pomona, Rowland Heights, San Dimas, Valinda, Walnut, and West Covina.

The comprehensive program design uses the matriculation process as the framework for high school visitations, Seniors' Day, and Connect 4 Early Registration. These three activities integrate application workshops, placement testing, student needs consultation and referrals, exposure to campus programs and services, and transitional support through the enrollment process.

12. CONSENT AGENDA

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

- Consent item #1 – Personnel Transactions. The work year should be listed as 11 months, rather than 12 months, for both Jennifer Flores, on page 22, and Deanna Smedley, on page 24.

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

HUMAN RESOURCES

1. Approval of Personnel Transactions, dated July 23, 2008, as corrected.
2. Approval of Renewal of Workplace Skills Training.
3. Approval of Professional and Organizational Development Activities for 2008-09.

INSTRUCTION and STUDENT SERVICES

4. Approval of activities and acceptance of funds for the Regional Health Occupations Resource Center Fostering Student Success grant.
5. Approval to accept funds for the Integrating AmeriCorps into Teacher Reading and Math Development Partnerships grant.
6. Approval of activities for the Renovation for Capacity Building for Nursing Program Expansion grant.
7. Approval of activities for the Capacity Building for Nursing Program Expansion grant.
8. Approval of activities for the Industry Driven Regional Collaboratives – Logistics Training Consortium grant.
9. Approval of activities and acceptance of funds for the Family and Consumer Sciences Discipline/Industry Collaborative grant.
10. Approval of activities and acceptance of funds for the California Transportation and Logistics Institute grant.
11. Approval to extend the agreement with the LA Works for the next fiscal year ending June 30, 2009.
12. Approval of a Memorandum of Understanding between the United Commercial Bank and the Small Business Development Center.
13. Approval of a contract between the Long Beach Community College District and the Small Business Development Center.
14. Approval of additions and changes to the Community Education program.

ADMINISTRATIVE SERVICES

15. Approval of the Appropriation Transfers and Budget Revisions Summary.

16. Approval to re-issue a stale-dated payroll warrant.
17. Approval to reduce to 5% the retention for PW Construction, Inc. on their contract for the Construction Services Building Remodel & New Data Center project (Bid No. 2704).
18. Approval of an Agreement with Breen Engineering Inc. to perform Professional Design and Consulting Services for the Storm Water Pollution Prevention Plan – Humanities Building Exterior Improvements Project.
19. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.
20. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 14.
21. Approval of the following Contract Amendments:
 - Contract Math and Science Building – Hill Partnership, Inc. (Consultant) – Amendment No. 4.
 - Contract Exterior Improvements (Natural Sciences, Chemistry, and Humanities Buildings) – Hill Partnership, Inc. (Consultant) – Amendment No. 2.
22. Approval of the following Completion Notice:
 - Bid No. 2730 Backbone Infrastructure for Agricultural Science – Miramontes Construction Co., Inc. (Contractor).
23. Approval of the following Proposed Gifts and Donations to the College:
 - Carrier Corporation – Carrier 56-BYN Air-Cooled Master Indoor Self-Contained Unit, valued by donor at \$20,308, to be used by the Technology & Health Division.
 - Carrier Corporation – Carrier 50-RHR Aquazone Indoor Water-Cooled High-Efficiency Water Source Heat Pump, valued by donor at \$2,724, to be used by the Technology & Health Division.

Motion unanimously carried. Student Trustee concurred.

13. BIDS

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

- Bid No. 2785 Humanities Exterior Improvements – Bridge/Walkway at North Parking Lot. Awarded to Sea West Enterprises, Inc., in the amount of \$732,543.
- Bid No. 2798 Breezeway & Stairway Improvements – Awarded to Inland Empire Builders, in the amount of \$1,020,081.

Motion unanimously carried. Student Trustee concurred.

14. CHANGE ORDERS

Trustee Chyr asked for more information on Bid No. 2748, item no. 5 – replacement of faucet type. Director Nellesen explained that this is for six faucets that originally were going to be cold water only, but now will provide both hot and cold water. Student Trustee Jamison asked about item no. 6 on the same bid which calls for a \$6,000 hot water heater. Director Nellesen explained that this is an industrial water heater, not your typical home water heater.

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

- Bid No. 2665 Classroom Remodel – PW Construction (General Construction Contractor).
- Bid No. 2670 Classroom Remodel – Sage Electric (Electrical Contractor).
- Bid No. 2697 Student Services Renovation – PW Construction (General Contractor).
- Bid No. 2705 Construction Services Building Remodel and New Data Center – AireMaster Air Conditioning (Mechanical Contractor).
- Bid No. 2706 Construction Services Building Remodel and New Data Center – M. Wilson Company (Electrical Contractor).
- Bid No. 2748 Athletics Restroom Building – Facilities Operation Plus (General Construction Contractor).
- Bid No. 2769 Parking Lot B Improvements – Excel Paving Company (General Contractor).

Motion unanimously carried. Student Trustee concurred.

15. REVISIONS TO BOARD POLICY 1200 – COLLEGE MISSION

It was moved by Trustee Hall, seconded by Trustee Bader, to approve proposed revisions to Board Policy 1200 – College Mission. Motion unanimously carried. Student Trustee concurred.

16. REVISIONS TO BOARD POLICY 2015 – STUDENT MEMBER

It was moved by Trustee Hall, seconded by Trustee Chyr, to approve proposed revisions to Board Policy 2015 – Student Member. Motion unanimously carried. Student Trustee concurred.

17. AGREEMENT WITH FACULTY ASSOCIATION

It was moved by Trustee Chyr, seconded by Trustee Chen Haggerty, to ratify the 2008-11 negotiated three-year successor agreement between the Mt. San Antonio Community College District and the Faculty Association. Motion unanimously carried. Student Trustee concurred.

18. BOND ELECTION RESOLUTION

President Nixon said the College is excited to bring this bond resolution to the Board. He believes it represents a secure and successful future for Mt. SAC for the next 50 years. Dr. Nixon noted that the level of support for the bond measure on campus is phenomenal and community members are rallying around in support of a bond measure. To date, the College has received \$425,000 in pledged funds, and that is before we begin the fund-raising campaign.

Vice President Gregoryk and Director Nellesen presented detailed information on the project list that would be included on the bond measure.

Rod Carter and Ryan Volmer, from RBC Capital Markets (Bond Finance Consultant), reviewed the Tax Rate Statement that was presented to the voters in 2001. At that time, the district promised that the tax rate would not exceed \$25 per \$100,000 of assessed valuation. Mr. Carter assured Board members that, should the November bond measure pass, the district can maintain that promise. The bond measure presented to the voters is requesting no new taxes, just an extension of the taxes levied in the 2001 bond measure.

David Casnocha, Attorney-at-Law, Stradling Yocca Carlson & Rauth (Bond Counsel), provided an in-depth review of Resolution 08-01 and its various exhibits. Exhibit A is the actual ballot language and Exhibit B is what will appear in the voter sample ballot. The total package constitutes the election order and needs to be submitted to the County no later than August 8.

Trustee Chyr said he believes next year would be a better time to place a bond measure on the ballot because of the condition of the economy. All other trustees spoke in support of placing the bond measure on the November ballot, noting that the voter turnout is expected to be much higher than normal. They also commented that it is in the best interest of students and the college community to continue to build out the Facilities Master Plan.

It was moved by Trustee Hall, seconded by Trustee Bader, to approve Bond Election Resolution No. 08-01. Motion carried with a 4-0 vote. Trustee Chyr abstained. Student Trustee concurred.

19. BOARD OF TRUSTEES' SELF-EVALUATION

Further discussion on the Board of Trustees' self-evaluation was tabled until the next Board Retreat, yet to be scheduled.

20. BOARD COMMUNICATION

- All Board members shared the following comments:
 - Condolences were offered to the Richard Todd family.

- Board members were very pleased that, during these difficult economic times, the College and the Faculty Association were able to complete contract negotiations and thanked those involved in the negotiations process. It was noted that this is reflective of the cooperative culture at the college.
- Congratulations to Margaret Young, Director of Purchasing, upon her retirement.
- Brandie White was welcomed to her new position as President of Associated Students.
- All trustees mentioned the many events they have attended, including: participation in a local 4th of July parade, a SanFACC meeting at Pasadena City College, and the Adult Education/GED Graduation Ceremony.
- Student Trustee Jamison offered congratulations to TAP scholars. She also commended the student court on its annual report.
- Trustee Bader offered an idea to the Faculty Association for Puttin' on the Hits – Chaffey College has had a telethon for a number of years where they have raised in excess of \$1 million, and their contract has run out. Trustee Bader congratulated CB Brown on the marketing brochures that have recently gone out. She is hearing a lot of positive feedback on them.
- Trustee Hall congratulated Bill Rawlings on his selection as the new CSEA “Alternate Area Director” for Area G.
- Trustee Chyr said he was touched by student Juan Beltran who addressed the Board earlier in the evening. He said Mr. Beltran is a reminder of the many men and women who are fighting for our freedom.

21. ADJOURNMENT

The meeting adjourned at 8:48 p.m.

JSN:dc