



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, August 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

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

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

## INTRODUCTIONS AND RECOGNITION

- Introduction of the following newly appointed staff:

### Classified

Silva Arzunyan, Student Services Program Specialist, Disabled Student Programs & Services

Ligaya Macayaon, Staff Nurse, Student Health Services

Jason Torres, Laboratory Technician, Business & CIS, Business Division

### Management

Tamika Addison, Assistant Director, Child Development Center, Child Development Center

## APPROVAL OF MINUTES

Approval of minutes of the regular meeting of July 23, 2008. (See backup packet pages 1 through 9.)

## 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, President/CEO

## 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 conflict of interest code. (See backup packet pages 10 through 13.)

### HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions, dated August 27, 2008. (See backup packet pages 14 through 46.)
3. Consideration of approval to ratify Meet/Confer Agreement between District and Confidential Employees for 2008-09. (See backup packet page 47.)
4. Consideration of approval to ratify Meet/Confer Agreement between District and Supervisory Employees for 2008-09. (See backup packet page 48.)
5. Consideration of approval to ratify Meet/Confer Agreement between District and Management Steering Committee for 2008-09. (See backup packet page 49.)

## **INSTRUCTION and STUDENT SERVICES**

6. Consideration of approval of a contract with Schaefer Ambulance Service for six home football games. (See backup packet page 50.)
7. Consideration of approval of a contract with Thomas Bryan, M.D. for the 2008 football season. (See backup packet page 51.)
8. Consideration of approval of the Emergency Medical Services Program accreditation site visit and related expenditures. (See backup packet page 52.)
9. Consideration of approval of activities for the Small Business Development Center. (See backup packet page 53.)
10. Consideration of approval of a Memorandum of Understanding between the San Gabriel Valley Regional Chamber of Commerce and the Mt. SAC Small Business Development Center. (See backup packet page 54.)
11. Consideration of approval of activities and acceptance of funds for the Basic Skills grant. (See backup packet page 55.)
12. Consideration of approval of activities and acceptance of funds for the Career Technical Education Community Collaborative grant. (See backup packet page 56.)
13. Consideration of approval of activities and contracts for the Industry Driven Regional Collaboratives grant. (See backup packet page 57.)
14. Consideration of approval of activities and contracts for the Family and Consumer Sciences Discipline/Industry Collaborative grant. (See backup packet pages 58 and 59.)
15. Consideration of approval of activities and acceptance of funds for the Regional Health Occupations Resource Center grant. (See backup packet page 60.)
16. Consideration of approval to accept funds for the Talent Expansion in Science and Technology – an Urban Partnership grant. (See backup packet page 61.)
17. Consideration of approval of the Center of Excellence grant renewal for 2008-09. (See backup packet page 62.)
18. Consideration of approval of additions and changes to the Continuing Education program. (See backup packet pages 63 and 64.)
19. Consideration of approval of Continuing Education Programs and Courses for Fall 2008. (See backup packet page 65 through 69.)
20. Consideration of approval of activities for the Regional Health Occupations Resource Center. (See backup packet page 70.)

## **ADMINISTRATIVE SERVICES**

21. Consideration of approval of the Quarterly Investment Report, for the period ending June 30, 2008. (See backup packet page 71.)
22. Consideration of approval of the Quarterly Financial Status Report, for the period ending June 30, 2008. (See backup packet pages 72 through 74.)
23. Consideration of approval to submit an application on behalf of the Governing Board and the College President/CEO to the Los Angeles County Superintendent of Schools requesting Fiscal Accountability Status, effective July 1, 2009. (See backup packet pages 75 and 76.)
24. Consideration of approval of Resolution No. 08-03 – Appropriations Limit for 2008-09. (See backup packet pages 77 through 79.)
25. Consideration of approval of a three-year agreement (2008-09, 2009-10, and 2010-11) with Vicenti, Lloyd & Stutzman LLP for basic auditing services. (See backup packet pages 80 and 81.)
26. Consideration of approval of the 2009 contract for the Chancellor's Office Tax Offset Program (COTOP). (See backup packet page 82.)
27. Consideration of approval of the appointment of the Executive Assistant to the Vice President of Administrative Services, Denise Lindholm, to act on behalf of the College as a certified and qualified Hearing Officer to handle contested parking violations. (See backup packet pages 83 and 84.)
28. Consideration of approval of the College's participation in The Cooperative Purchasing Network (TCPN). (See backup packet page 85.)
29. Consideration of approval for the College to subscribe to the Fraud Alert Hotline Service provided by VLS Fraud Solutions, which is a professional service of Vicenti, Lloyd & Stutzman LLP. (See backup packet pages 86 and 87.)
30. Consideration of approval of the 2008-09 refreshment expenditures for the Banner Implementation Project. (See backup packet page 88.)
31. Consideration of approval of the purchase of network gear for the Social Sciences and Mathematics/Science Buildings from Insight Public Sector. (See backup packet pages 89 and 90.)
32. Consideration of approval of reducing to 5% the retention for Scorpio Enterprises dba AireMasters Air Conditioning on their contract for the Construction Services Building Remodel & New Data Center – Mechanical (Bid No. 2705). (See backup packet page 91.)
33. Consideration of approval of the ratification of the award of a contract to rebuild the variable frequency drives for Chiller No. 2 and 3 at the Central Plant with Diversified Thermal Services, Inc. (See backup packet pages 92 and 93.)

34. Consideration of approval of agreements to provide Professional Design and Consulting Services with gkkworks/CCS Group for the Facilities Planning Services – Update Master Plan Visuals, Update Facilities Building Inventory, Long-Range Construction Planning project and with HMC Architects for the Fire Training Facility Conceptual Site Plan project. (See backup packet pages 94 and 95.)
35. Consideration of approval of the following Change Orders:
- Bid No. 2669 Classroom Remodel – Los Angeles Air Conditioning (HVAC Contractor) – Change Order No. 12. (See backup packet pages 96 and 97.)
  - Bid No. 2697 Student Services Renovation – PW Construction (General Contractor) – Change Order No. 8. (See backup packet pages 98 and 99.)
  - Bid No. 2714 Planetarium Remodel – Inland Empire Buildings (General Construction Contractor) – Change Order No. 5. (See backup packet pages 100 and 101.)
  - Bid No. 2769 Parking Lot B Improvements – Excel Paving Company (General Contractor) – Change Order No. 2. (See backup packet pages 102 and 103.)
  - Bid No. 2770 Science Building Interior/Exterior Improvements – Nu/Age Development (Contractor) – Change Order No. 1. (See backup packet page 104.)
36. Consideration of approval of the following Contract Amendments:
- Contract Student Services Renovation – tBP Architecture (Consultant) – Amendment Nos. 4 and 5. (See backup packet pages 105 and 106.)
37. Consideration of approval of the following Completion Notices:
- Bid No. 2769 Modifications to Pay Lot B – PALP, Inc. dba Excel Paving Co., Inc. (Contractor)
  - Bid No. 2771 Data Center Infrastructure – CSI Electrical Contractors (Contractor)
38. Ratification of the following Completion Notices:
- Bid No. 2628 Music Building Expansion – Paul C. Miller Construction Co., Inc. (Contractor)
  - Bid No. 2634 Founders Hall Renovation – Paul C. Miller Construction Co., Inc. (Contractor)

39. Consideration of approval of the following Proposed Gifts and Donations to the College:
- Tane Koblick – Period reproduction furniture piece; Victorian-style divan, valued by donor at \$300.00, to be used by the Arts Division
  - Rainbird Corp. – Miscellaneous irrigation supplies, valued by donor at \$70,260.47, 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. Public Hearing on Proposed Budget to be adopted for the Fiscal Year 2008-09.
2. Consideration of approval of the 2008-09 Adopted Budget (distributed as a separate document). (See backup packet pages 107 and 108.)
3. Consideration of approval of Emergency Resolution No. 08-02 – Campus-wide Repairs of Chino Hills Earthquake Damage. (See backup packet pages 109 and 110.)
4. Public Hearing regarding the certification of the Subsequent Final Environmental Impact Report [Mt. San Antonio College Master Plan Update 2008 (SCH 2002041161)].
5. Consideration of approval to certify the Subsequent Final Environmental Impact Report and adoption of the Statement of Overriding Considerations, the Statement of Facts and Findings, the Mitigation Monitoring Program, and the Campus Master Plan Update 2008. (See backup packet pages 111 and 112.)
6. Consideration of approval of an Agreement for Program Management/Construction Management Services with Bovis Lend Lease, Inc., contingent on the passage of the Measure RR Bond in the November 2008 General Elections and State Capital Outlay funding as it is released by the Chancellor’s Office. (See backup packet pages 113 through 116.)
7. Consideration of approval to incorporate ManageMen’s OS1 cleaning program into Facilities Planning and Management’s custodial operations. (See backup packet pages 117 through 119.)
8. Consideration of approval of the following Bid Placeholder:
  - Bid No. 2799-09 Track Resurface with Minor Repair Work. (See backup packet page 120.)

## **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 5050 – Matriculation. (See backup packet pages 121 through 123.)

## **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:   September 24, 2008  
  October 15, 2008 (third Wednesday)  
  November 19, 2008 (third Wednesday)

### **Upcoming Events:**

September 1, 2008       **Labor Day Holiday** (Campus Closed)  
September 3, 2008       **Fall Opening Meeting** – 3:00 p.m., Clarke Theater  
September 13, 2008      **Student Fall Leadership Retreat** – Lake Arrowhead

### **Upcoming Sports Events:**

August 28, 2008       **Women’s Soccer vs. Santiago Canyon** – 6:00 p.m., Soccer Field  
August 29, 2008       **Football vs. Southwestern** – 3:00 p.m., Hilmer Lodge Stadium  
  
September 3, 2008      **Women’s Water Polo vs. Riverside** – 3:00 p.m., Pool  
  **Women’s Soccer vs. Cypress** – 6:00 p.m., Soccer Field  
September 4-6, 2008   **Men’s Soccer Tournament** – all day, Soccer Field  
September 12-13, 2008 **Men’s Water Polo Tournament** – all day, Pool  
September 13, 2008   **Football vs. Golden West** – 1:00 p.m., Hilmer Lodge Stadium  
September 14, 2008   **Women’s Soccer vs. Solano** – 11:00 a.m., Soccer Field  
September 17, 2008   **Women’s Water Polo vs. Pasadena** – 3:00 p.m., Pool  
  **Women’s Volleyball vs. Fullerton** – 6:00 p.m., Volleyball Court  
September 19, 2008   **Women’s Volleyball vs. Citrus** – 6:00 p.m., Volleyball Court

**Women's Water Polo Tournament** – all day, Pool

September 20, 2008      **Wrestling Duals** – all day, Gym

**Football vs. Victor Valley** – 1:00 p.m., Hilmer Lodge Stadium

September 24, 2008      **Men's Water Polo vs. El Camino** – 3:00 p.m., Pool

**Women's Water Polo vs. El Camino** – 4:15 p.m., Pool

**Women's Soccer vs. Chaffey** – 6:00 p.m., Soccer Field

September 30, 2008      **Women's Soccer vs. Pasadena** – 4:00 p.m., Soccer 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.