



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 26, 2010

### 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 26, 2010. Trustees Bader, Chen Haggerty, Chyr, and Hall were present. Trustee Baca arrived at 6:10 p.m.

#### STAFF PRESENT

John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

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

- Public Employee Performance Evaluation  
President/CEO
- Employment/Appointment of College President
- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6  
CSEA Chapters 262 and 651

#### 3. PUBLIC SESSION

The public meeting reconvened at 6:37 p.m.

#### 4. MOMENT OF SILENCE

The Board observed a moment of silence in memory of Monica Anderson. Monica joined the Mt. SAC family as Director of Grants in 1990. She officially retired in 2003, although she continued to work in that position until 2005. Monica passed away on April 27, after battling breast cancer for 14 years.

## 5. INTRODUCTIONS/RECOGNITION

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

Erika Baldwin, Tutorial Services Assistant II, Tutorial Services/Learning Assistance Center

Naaman Struck, Public Safety Officer, Public Safety

- **Recognition**

- Board members thanked Xavier Padilla for his service this past year as the Student Trustee. All commented that he has been an exemplary student trustee and an excellent representative for student interests. The Board presented Mr. Padilla with a plaque to acknowledge his year of service.
- The Board congratulated students Carmina Del Mundo and Isaac Powell for being two of 40 students (of the 500 nominated) selected to receive Jack Kent Cooke Foundation Undergraduate Transfer Scholarships. Mt. SAC is the first college in the history of the scholarship competition to have two winners in the same year. Carmina is the sister of Miguel Del Mundo, a Mt. SAC alum who also was awarded the scholarship several years ago. Both students plan to attend USC next fall. The scholarships provide \$30,000 per year for up to three years.
- Board President Hall presented Certificates of Service to the following retiring faculty, staff, and managers in acknowledgement of their years of service to the College. They were all wished success and luck in retirement. Certificates will be mailed to those who weren't present:

Linda Allen-Kodama, Professor, Fine Arts – 18 years of service

Deborah Blackmore, Dean, Physical Education – 35 years of service

Beverly Crespo, Professor, Office Technology – 29 years of service

Patrick D'Incognito, Professor, Aircraft Maintenance & Manufacturing Technology – 20 years of service

Melanie Diederichs, Professor, Child Development – 19 years of service

Dorothy Dyer, Professor, Nursing – 25 years of service

John Heneise, Dean, Business – 25 years of service

Julie Hughes-Lederer, Professor, Nursing – 30 years of service

Gary Long, Professor, Mathematics, Computer Sciences – 32 years of service

David Schmidt, Professor, Electronics & Computer Technology – 17½ years of service

Sherrie J. Steele, Library II Technician – 35 years of service

Rick Stepp-Bolling, Professor, Learning Assistance – 33 years of service

Tom Vela, Professor, Architecture & Engineering Design Technology – 19 years of service

Bruce Williams, Professor, English – 22 years of service

## 6. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Chen Haggerty, to approve the minutes of the regular meeting of April 21, 2010. Motion unanimously carried. Student Trustee concurred.

## **7. ACTION TAKEN IN CLOSED SESSION**

None.

## **8. PUBLIC COMMUNICATION**

Mr. Joseph Rizzo addressed the Board regarding a Human Sexuality class taught at Mt. SAC. He believes the course is handled in an uncommon and inappropriate manner. He urged Board members to view the films shown in class.

## **9. REPORTS**

A. Rene Kouassi, Associated Students President, reported the following:

- President Kouassi recognized the winners of the Jack Kent Cooke scholarships and the Students of Distinction. He also congratulated Trustee Hall for receiving the Steven Runnebohm Award of Distinction at the Honors Recognition Ceremony.
- Mr. Kouassi introduced the 2010-11 Associated Students Executive Board:
  - President: Xavier Padilla
  - Vice President, Activities: Jeremy Cooper
  - Vice President, Business: Jaejin Eum
  - Inter-Club Council Chair: Lisa Bastio
  - Inter-Club Council Vice-Chair: Brenda Diaz
  - Inter-Club Council Secretary: Danxu Cheng
  - Senator Pro Temp: Elisa Marin
  - Senator Pro Temp: Bruno Hernandez
  - Student Trustee: Patrick Martinez
- Mr. Kouassi gave a brief report on the many student activities held this past month as well as upcoming events.
- Associated Students has been reviewing the College's smoking policy. After surveying students, Associated Students passed a resolution proposing that Mt. SAC be a smoke-free campus, with the exception of parking lots. This proposal will be taken to the President's Advisory Council.
- Students have also passed a resolution in support of closed-captioned media to assist students with disabilities as well as visual learners and students who struggle with English.

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

- At the May 13 Academic Senate meeting, the Senators:
  - approved a recommendation to change Administrative Procedure 4025 - Philosophy and Criteria of Associate Degree & General Education;
  - approved a recommendation to merge Student Learning Outcomes (SLO) and General Education Outcomes (GEO) Coordinators' positions into one position;

- approved a recommendation to remove the California Articulation Numbering (CAN) from the catalog;
  - approved a recommendation to create a new Administrative Procedure on Catalog Rights, an Administrative Procedure on Classroom Visitors and Other Attendees, and are recommending a new Board Policy on Classroom Visitors and Other Attendees; and
  - approved Resolution 2010-04 (Placement of Readabilities Into Schedule of Classes).
- At the May 27 Academic Senate meeting, the Senators will:
    - consider approval of a Cooperative Work Experience Proposal;
    - consider approval of a statement on professional ethics specifically for faculty;
    - consider approval of Resolution 2010-03 (Articulation of Coursework from Other Colleges to Mt. SAC-DegreeWorks);
    - consider approval on the Distance Learning Committee Recommendations – Changes in Scheduling Distance Learning Courses;
    - consider approval of the Academic Senate Philosophy of Course Duplication and Overlap and Consultation and Mediation Process; and
    - consider approval of the Textbook Task Force Recommendations.
  - The senators-at-large election was completed on May 7, 2010. The newly elected Senators-at-large are Barbara Gonzales and Tim Engle. There are currently two open director positions.
  - President Grimes-Hillman noted that this is her last meeting as Academic Senate President, and she thanked the Board for the opportunity to serve as the faculty's liaison to the Board for the past four years.
- C. Liz Callahan, Classified Senate President, reported the following:
- The two CSEA units and management staff were thanked for providing lunch for classified staff last week in recognition of Classified School Employees Week. President Callahan thanked Board members Bader, Chen Haggerty, Hall, and Student Trustee Padilla for attending the Classified Service/Recognition Ceremony, also held last week. The Classified Senate presented a total of \$5,000 to this year's Educational/Professional Growth Scholarship recipients: Tonya Bennit, Tatiana Lopez, Elmer Rodriguez, and Donna Ropp.
  - This week, the Classified Senate organized the annual "Pint Challenge" Blood Drive, held annually in memory of Professor David Schmidt's daughter, Breanna. The drive pits faculty against classified in a challenge to donate the most units of blood. The winning group receives a scholarship award from funds donated to the Foundation.
  - Tomorrow, Professional and Organizational Development (in partnership with the Professional Development Council, CSEA 262 and 651, and the Classified Senate) will sponsor the 2010 Classified Conference, "Strategies for Challenging Times," a day of workshops and informational sessions that focus on stress management, health, and nutrition.
- D. Jennifer Galbraith, Faculty Association President, reported the following:
- The Faculty Association honored its members who are retiring as well as members who received tenure this year at the annual Retirement/Tenure Tea.

President Galbraith thanked the President, Vice Presidents, and Trustees Baca and Chen Haggerty for attending.

- The Faculty Association will be awarding scholarships to ten students at the annual Faculty Association Scholarship Ceremony on Saturday, June 5, from 2:00 to 4:00 p.m. in Founders Hall. All Board members were invited to attend.
- Elections for the 2010-11 Faculty Association Executive Board were completed on Monday, May 24. Results will be announced at this year's last Representative Council meeting on Tuesday, June 1.
- At the June 1 Representative Council meeting, representatives will be voting on the 2010-11 Faculty Association calendar and the 2011 Puttin' on the Hits Budget.

E. Laura Martinez, 1<sup>st</sup> Vice President, CSEA Chapter 262, reported the following:

- She thanked the College community for its support of Classified School Employees Week. Ms. Martinez commended the Classified Senate for doing an outstanding job with the Classified Service/Recognition Ceremony and the management staff for providing and serving lunch to classified staff on Thursday. She noted that CSEA held an Appreciation BBQ for its members on Friday.
- Ms. Martinez said that CSEA has started a grass-roots effort to bring attention to the plight of education across the State. This effort is called California Advocates United to Save Education (CAUSE). To date, 36 events have been held statewide. The three main goals of CAUSE are: 1) fix California's broken school funding process; 2) return California from the bottom five to the top ten in education funding; and 3) expand the middle class to restore funding for education. She invited the Board to learn more about this effort by visiting [cause4education.org](http://cause4education.org).

F. President Nixon's report included the following:

- Dr. Nixon added his thanks to Student Trustee Padilla for his service as Student Trustee, noting that he has been a good role model for students. He also congratulated Mr. Padilla on his election to the position of President, Associated Students.
- Dr. Nixon congratulated incoming Student Trustee Patrick Martinez. Dr. Nixon mentioned that Mr. Martinez will miss the June and July meetings because of an internship through the National Governors Association at Georgetown University, so he will be sworn in at the August Board meeting.
- Dr. Nixon said it has been a pleasure to work with Academic Senate President Michelle Grimes-Hillman, and he thanked her for her years of service as both President and Vice President of the Academic Senate.
- Vice President Gregoryk provided a brief update on the State budget and how it impacts the College. He said the Governor's May revise offered some good news by reinstating Cal Grants. The Legislative Analyst's Office has proposed raising student fees to \$40 per unit as well as reducing physical education offerings by 50 percent to reduce apportionment by \$150 million. The Legislature has talked about increasing fees to \$30 (from \$26) and allowing the local community college to keep the \$4. Vice President Gregoryk also

commented on pension reform. He thinks the State will move to a two-tiered system. Mr. Gregoryk said he expects a late State budget this year which could mean a delay in receiving apportionments. He believes the College would be fine through September, but, after that, it may have to borrow money. The College will bring forward a proposal regarding emergency cash flow for the Board's review.

- Physical Education Professor and Relays Director Doug Todd said the College enjoyed another great running of the Relays in April. He provided the Board with the following statistics:
  - 3,892 students from 160 universities in California and across the United States participated;
  - 3,720 students from 255 high schools in California and across the United States participated;
  - 5,200 elementary and junior high school students participated;
  - 4,672 students participated in the Mt. SAC educational clinic programs; and
  - this was the 25th year of the Mt. SAC Relays/YOUTH DAYS portion of the meet and the College saw it's 300,000th participant.

Professor Todd said the Relays has a world-wide audience. He shared the number of viewers from the live web cast. It was also noted that the Relays is now on Facebook and Twitter.

## **10. INFORMATIONAL REPORT**

Board members were provided with a written briefing on Building Automation Program to Launch Air Conditioning's New "Green" Program, prepared by Darrow Soares, Acting Associate Dean, Career & Technical Services.

Mr. Soares reported that on March 1, 2010, Mt. San Antonio College, Rio Hondo College, and Chaffey College were awarded a \$2.3 million federal grant through the United States Department of Labor to develop and implement a program that provides training in the Emerging "Green" Building Automation Industry. The 42.5-unit certificate is supplemented by intensive case management and job placement and requires that students use the existing resources of three local community colleges to train for this high-wage, high-skill occupation.

Building automation is defined as a programmed, computerized network of electronic devices that monitor and control the energy consumption of buildings. The intent is to create an intelligent building and reduce energy and maintenance costs. In commercial buildings, most fire-life-safety, lighting, air conditioning, and ventilation systems are automated to manage energy consumption. This has created a strong and sustainable demand for Building Automation Service (BAS) technicians that will continue as long as energy remains a limited commodity.

Building Automation is a sub-sector within the broader industry of Air Conditioning and Refrigeration. This broader industry is expected to grow by 9.1% between 2006 and 2016 in the Eastern Los Angeles metro area with a 13.7 % increase in the Riverside/San Bernardino/Ontario area. In the state of California, the growth rate is projected to be 12.7%. While these numbers show growth in the larger industry, Building Automation is

the emerging industry sub-sector and expected to grow at higher rates. Mt. SAC is one of only five colleges in the Western United States to offer a BAS certificate.

## **11. CONSENT AGENDA**

Trustee Hall asked that the following corrections be made:

- Consent item #1 – Board Meeting Calendar. On backup packet page 14, the July meeting date should be changed from July 27, 2010 to July 28, 2010.
- Consent item #2 – Personnel Transactions. On page 24 of the backup packet, the date for Paulo Madrigal's temporary change in assignment/contractual extension should be changed to read 7/1/10 through 9/30/10.
- Consent item #3 – 2011-12 Academic Calendar. On page 31 of the backup packet, the date for the end of the fall semester should read December 18, not December 13. Also, Summer Session 2012 should include July 4 as Independence Day holiday.

It was moved by Trustee Bader, seconded by Trustee Baca, to approve or ratify the following items:

### **PRESIDENT'S OFFICE**

1. Approval of the 2010-11 meeting calendar for the Mt. San Antonio College Board of Trustees, as corrected.

### **HUMAN RESOURCES**

2. Approval of Personnel Transactions, dated May 26, 2010, as corrected.

### **INSTRUCTION and STUDENT SERVICES**

3. Approval of the academic calendar for 2011-12, as corrected.
4. Approval to ratify costs associated with the Annual Honors Program Recognition Dinner held on May 21, 2010.
5. Approval for students to participate in the Skills USA National Leadership and Skills Conference in Kansas City, MO, June 20–26, 2010.
6. Approval of a contract amendment for the Workforce Investment Act Eligible Public Training Provider directory.
7. Approval of a contract for the Scholarships in Science, Technology, Engineering, and Mathematics grant.
8. Approval of a contract for the Health Care Sector and Other High Growth and Emerging Industries – Building Automation grant.
9. Approval of an activity for the Family and Consumer Sciences Discipline/Industry Collaborative grant.

10. Approval of activities and acceptance of funds for the Health Careers Training Program – Health Professions Conference grant.
11. Approval of an addendum to the affiliation agreement with Children’s Hospital of Orange County.
12. Approval of Community Services Programs/Courses for summer 2010.
13. Approval of additions and changes to the Continuing Education program.
14. Approval of Student Services Expenditure Funding 2010-11.

**ADMINISTRATIVE SERVICES**

15. Approval of the Appropriation Transfers and Budget Revisions Summary.
16. Approval of the Quarterly Financial Status Report for the period ending March 31, 2010.
17. Approval of the Quarterly Investment Report for the period ending March 31, 2010.
18. Approval of the purchase of Veterinary Surgical and Emergency Medical Equipment from Equipment Outreach, Inc.
19. Approval to renew the Agreement with The Vinewood Company to provide continuing construction inspection services on an hourly fee basis commencing July 1, 2010, through June 20, 2012.
20. Approval of the following Change Orders:
  - Bid No. 2808 Athletic Storage Building – General Consolidated Constructors, Inc. (General Contractor) – Change Order No. 3.
  - Bid No. 2825 Art Center Landscape Project – Green Giant Landscape (Landscape Contractor) – Change Order No. 1.
  - Bid No. 2840 Humanities North Building Exterior Improvement Bridge Project – Y & M Construction (General Contractor) – Change Order No. 3.
  - ER No. 09-06 Design Technology Center – Janus Corporation (Hazardous Materials Abatement Contractor) – Change Order No. 4.
  - Bid No. 2844 Design Technology Center – Evans Brothers, Inc. (Site Prep and Site Utility Relocation Contractor) – Change Order No. 1.
21. Approval of the following Completion Notices:
  - ER No. 09-06 Design Technology Center – Janus Corporation (Hazardous Materials Abatement Contractor)



- Bid No. 2839 Administration Building Remodel Temporary Space (Modular Building Improvements, Trailers 21A, B, and C) – K.A.R. Construction, Inc. (Contractor)

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

- Mt. SAC Foundation – Art Collection, valued by donor at \$24,750.00, to be used by the Arts Division.
- Mt. SAC Foundation – Medical Supplies and Equipment, valued by donor at \$33,168.00, to be used by the Health Careers Resource Center of the Technology and Health Division.
- City of La Verne – 1987 Emergency One Fire Engine, valued by donor at \$8,000.00, to be used by the Fire Technology Department of the Technology and Health Division.
- Daryl Coressel – Sporty’s Air Facts Video Series (26 videos), valued by donor at \$225.00, to be used by the Aeronautics Department of the Technology and Health Division.
- Donald R. Diamond – Harding Automatic Chucker (Lathe) LO-1436 with Track CN2 Offline Programming System, valued by donor at \$7,500.00, to be used by the Air Conditioning and Welding Department of the Technology and Health Division.
- Donald R. Diamond – Yeon Chin Milling Machine (CNC), Model No. YCM-40, 1987 Machine Specification 40# 49 “Supermax,” valued by donor at \$5,000.00, to be used by the Air Conditioning and Welding Department of the Technology and Health Division.
- Robert Second – Sixty Hard-Bound Books (Aviation History, Biographics, and Piloting), thirteen Videos on Piloting, and one DVD on Aviation Safety, valued by donor at \$300.00, to be used by the Aeronautics Department of the Technology and Health Division.
- Matthew Judd – Antique Chippendale Sofa, valued by donor at \$1,000.00, to be used by the Natural Sciences Division.
- Chipotle Mexican Grill – Fifty Burritos and thirty servings of Chips and Guacamole, valued by donor at \$327.20, to be used by the Battle of the Bands Event, sponsored by the Associated Students.

Motion unanimously carried. Student Trustee concurred.

**12. EXTENSION OF COLLEGE PRESIDENT’S CONTRACT**

It was moved by Trustee Baca, seconded by Trustee Chen Haggerty, to approve extending the College President’s contract through June 30, 2011. Motion unanimously carried. Student Trustee concurred.

**13. AGREEMENT WITH LIEBERT CASSIDY WHITMORE**

It was moved by Trustee Bader, seconded by Trustee Baca, to approve an agreement with the law firm of Liebert Cassidy Whitmore to provide legal and consulting services to the College in regard to employment relations and education law, including representation in labor negotiations and in administrative and court proceedings, as requested by the College. Term of agreement is from June 1, 2010 through May 31, 2011. Motion unanimously carried. Student Trustee concurred.

**14. AB 1417/ACCOUNTABILITY REPORTING FOR THE COMMUNITY COLLEGES**

President Nixon said that this has become an annual item where local boards are required to review and then approve a report compiled by the Chancellor's Office on various performance measures for Mt. SAC. The summary data shows Mt. SAC's comparison with its peer groups. He noted that the Chancellor's Office defines the peer group and it changes for each item of comparison. The attempt was to form peer groups of similar types. Board members engaged in dialogue about the results and asked Barbara McNeice-Stallard, Director of Research & Institutional Effectiveness, many questions regarding the data and the programs that Mt. SAC currently has in place that might impact these numbers.

It was moved by Trustee Chyr, seconded by Trustee Bader, to approve the AB 1417/Accountability Reporting for the Community Colleges report. Motion unanimously carried. Student Trustee concurred.

**15. PROPOSED REVISIONS TO BOARD POLICY 2015 – STUDENT MEMBER**

President Nixon noted that proposed revisions to this Board Policy were presented to the Board at last month's meeting for first reading; however, he suggested an additional revision. The term of office has been one year, commencing June 1. Dr. Nixon proposed changing that date to July 1, which aligns better with the end of the spring semester and the beginning of a new academic year.

Board members agreed with Dr. Nixon's suggestion. It was moved by Student Trustee Padilla, seconded by Trustee Chyr, to approve proposed revisions to Board Policy 2015 – Student Member. Motion unanimously carried. Student Trustee concurred.

**16. PROPOSED REVISIONS TO BOARD POLICY 5030 – FEES**

It was moved by Trustee Chen Haggerty, seconded by Trustee Bader, to approve proposed revisions to Board Policy 5030 – Fees. Motion unanimously carried. Student Trustee concurred.

**17. APPROVAL OF BIDS**

It was moved by Trustee Chyr, seconded by Trustee Baca, to approve the following bids:

- Bid No. 2874 Modifications to Upper Practice Field at the P. E. Center Field House. Awarded to C.S. Legacy Construction, Inc., in the amount

of \$485,847.

- Bid No. 2875 Parking Lot S Landscape & Irrigation. Awarded to Martinez Landscape Co., Inc., in the amount of \$155,027.00.

Motion unanimously passed. Student Trustee concurred.

## **18. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Each thanked Student Trustee Padilla for his outstanding contributions as the student representative on the Board of Trustees. Trustees said that Mr. Padilla is becoming a man of character and integrity and has all the elements of becoming a great leader.
  - Carmina Del Mundo and Isaac Powell were congratulated for receiving Jack Kent Cooke scholarships.
  - All retiring faculty, staff, and managers were thanked for their years of service.
  - Michelle Grimes-Hillman was commended for excellent service to College faculty during her tenure as President of the Academic Senate.
  - Trustees mentioned the many events they have attended, including: the Scholarships Awards Ceremony, the Students and Educators of Distinction Ceremony, the EOPS/CARE/CalWORKs Student Recognition Ceremony, the Classified Service/Recognition Ceremony, the Transfer Achievement Ceremony, and the Faculty Retiree/Tenure Tea.
- Trustee Baca invited Board and audience members to the Astronomy Scholarship First Annual Fund-raising Dinner to be held on June 17, 6:00-9:00 p.m., in Founders Hall. The speaker for the evening will be Dr. Robert M. Nelson, a Senior Research Scientist who has spent the last 15 years as an investigator on the NASA Cassini Saturn Orbiter Mission.
- Trustee Chyr welcomed Patrick Martinez to his new position as Student Trustee and said he looks forward to working with him. He also commended Mr. Padilla for his election to the position of President of Associated Students.
- Trustee Bader said that she and her two grandchildren, ages 5 and 7, thoroughly enjoyed the "Day at the Farm." Trustee Bader thanked President Nixon for recently speaking at the Pomona Rotary Club.
- Trustee Chen Haggerty thanked faculty, staff, managers, and students for all their hard work this semester.
- Student Trustee Padilla thanked the Board members for their support during his year as Student Trustee. He said service on the Board has changed his life and truly taught him how to serve. Student Trustee Padilla introduced Itzel Aguilar, a Mt. SAC student recently elected to the Student Senate for California Community Colleges (SSCCC) from Region VIII.

Mr. Padilla congratulated Trustee Hall for receiving the prestigious Steven Runnebohm Award of Distinction. Mr. Padilla commented on the Associated Students resolution to ban smoking on campus, except in the parking lots. He said students felt a complete ban would be inappropriate.

- During this time of the year, when so many events are held, Trustee Hall thanked all those volunteers and staff who work behind the scenes to make everything run smoothly. Dr. Hall reminded everyone that there is now a Farmers Market held on campus every Saturday from 10:00 a.m. to 2:00 p.m. in Pay Lot B.

Trustee Hall said he will be bringing 120 elementary school students to Mt. SAC soon to tour the Planetarium and the Exploratorium.

## **19. CLOSED SESSION**

The Board adjourned to Closed Session at 8:53 p.m. to review an Appeal from Administrative Determination of Discrimination Complaint, in accordance with Title 5, California Code of Regulations, Section 59338. The meeting reconvened to regular session at 9:19 p.m.

## **20. REPORTING OF ACTION TAKEN IN CLOSED SESSION**

In closed session, the Board considered the appeal by student #A01769276 of an administrative determination regarding a complaint of discrimination. The Board took no action on the appeal.

## **21. ADJOURNMENT**

The meeting adjourned at 9:20 p.m.

JSN:dc