

# Mt. San Antonio College



## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, February 27, 2002

5:30 p.m. Closed Session

7:00 p.m. Public Session

1100 N. Grand Avenue, Administration Building, Room 235  
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 five minutes per person.*

## AGENDA

**CALL TO ORDER** (5:30 p.m.)

### CLOSED SESSION

- Meeting with Labor Negotiator: Faculty Association

**PUBLIC SESSION** (7:00 p.m. Flag Salute)

### INTRODUCTIONS AND RECOGNITION

- **Introduction of the following new classified staff and managers:**

Ana Jara de Araya – Lab Technician, Biological Sciences (former hourly employee)  
Sam Nassar, Student Services Program Specialist

### APPROVAL OF MINUTES

Approval of minutes of the special meeting of January 26, 2002 and regular meeting of January 30, 2002. (See backup packet pages 1 through 14.)

### REPORTING OF ACTION TAKEN IN CLOSED SESSION

## 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 AND INSTITUTIONAL ADVANCEMENT

1. Consideration of acceptance of funds to participate in the grant proposal to the City of Los Angeles Community Development Department developed to bridge the gap between health care industry needs and health care occupational educational systems and the workforce development system. (See backup packet page 15.)
2. Consideration of acceptance of funds to participate in the grant proposal to the California Community Colleges Chancellor's Office for an augmentation to the Regional Health Occupations Resource Center (Mt. SAC #924). This grant augmentation seeks to develop a Specialty Nurse Training Program. (See backup packet page 16.)
3. Consideration of approval of payment of stipends to a faculty member and a consultant for their participation in a grant (Mt. SAC #904 Year 2) developed to provide statewide leadership solutions for community college Psychiatric Technician Programs. (See backup packet page 17.)
4. Consideration of approval of the purchase of food from the grant titled, "Connections: A Virtual Student Services Center," (Mt. SAC #933) for refreshments for representatives from the 10 consortium colleges attending grant related work sessions. This project is designed to continue the development of a virtual student services center for non-credit/pre-collegiate basic skills/ESL students by a consortium of regional community colleges. (See backup packet page 18.)
5. Consideration of ratification of payments of stipends and reassigned time to faculty participating in the Title V – Developing Hispanic Serving Institutions, (Mt. SAC #845) grant. This grant is designed to assist the majority of students who come to Mt. SAC without the necessary skills to enroll in college level math classes. (See backup packet page 19.)
6. Consideration of approval of payment of stipends to faculty for their participation in the grant titled, "Marketing Vocational Programs to Student Populations," (Mt. SAC #920). The purpose of this grant is to develop, pilot, assess, and provide leadership in the area of marketing vocational programs to students and potential students. (See backup packet page 20.)
7. Consideration of approval of a grant titled, "Developing Competencies for Online Faculty," (Mt. SAC #935). This grant is designed to develop core faculty members who understand performance-based learning and who can function as consultants for online programs. (See backup packet page 21.)

## **HUMAN RESOURCES AND STAFF & ORGANIZATIONAL LEARNING**

8. Consideration of approval of Personnel Transactions, Reference No. 8, dated February 27, 2002. (See backup packet pages 22 through 35.)
9. Consideration of approval of Recommendation to Employ Faculty Under Second Contract – 2002-03. (See backup packet pages 36 and 37.)
10. Consideration of approval of Recommendation to Employ Faculty Under Third Contract – 2002-04. (See backup packet pages 38 and 39.)
11. Consideration of approval of Recommendation to Grant Tenure. (See backup packet pages 40 and 41.)
12. Consideration of approval of Sabbatical Leave Applications, 2002-03. (See backup packet pages 42 and 43.)
13. Consideration of approval of part-time faculty development project. (See backup packet page 44.)

## **COMMUNITY EDUCATION & ECONOMIC DEVELOPMENT**

14. Consideration of approval/ratification of additions and/or changes to Community Education and Economic Development Programs. (See backup packet pages 45 and 46.)
15. Consideration of approval/ratification of Contract Education agreements – The Training Source. (See backup packet page 47.)
16. Consideration of approval of the Small Business Development Center contract with the Community Development Commission of Los Angeles (See backup packet pages 48 through 50.)

## **STUDENT LEARNING and STUDENT SERVICES**

17. Consideration of approval of Affiliation Agreements with Clinical Training Sites for Histologic Technician Program. (See backup packet page 51.)
18. Consideration of approval of Disabled Student Programs & Services Annual Transition Seminar on Wednesday, April 24, 2002. (See backup packet page 52.)
19. Consideration of approval of consultants for Student Services Professional Development Program on March 15, 2002. (See backup packet page 53.)
20. Consideration of approval of Honors students and two faculty to attend the Phi Theta Kappa International Convention in Nashville, TN April 3 – 6, 2002. (See backup packet page 54.)

21. Consideration of approval of VTEA-Sponsored Curriculum Development Event in March 2002. (See backup packet page 55.)
22. Consideration of approval of Service Agreements. (See backup packet page 56.)
23. Consideration of approval of Stipends. (See backup packet page 57.)

## **INFORMATION & EDUCATIONAL TECHNOLOGY**

24. Consideration of approval of payment for Educational Technology Planning Luncheon. (See backup packet page 58.)

## **ADMINISTRATIVE SERVICES**

25. Consideration of approval of Monthly Financial Statement for January 2002.
26. Consideration of approval of Budget Adjustments. (See backup packet pages 59 and 60.)
27. Consideration of approval to establish a temporary cash loan by transferring \$5,000,000 from the General Fund to the Building Fund to enable the College to proceed with Master Plan Facilities Projects and its expenses. (See backup packet page 61.)
28. Consideration of ratification for Dan Jenkins of Jenkins, Larsen & Associates to be compensated at a cost not to exceed \$1,500 for the services he is providing to resolve a billing problem which occurred as a result of the Enron bankruptcy. (See backup packet page 62.)
29. Consideration of approval for Bovis Lend Lease, Inc., to provide staff services for clerical, accounting, and special projects related to the Bond for the Purchasing and Fiscal Services Departments at a cost not to exceed \$50,000 for the first year. (See backup packet page 63.)
30. Consideration of approval of the following Bids:
  - A. Bid No. 2510 Replacement of Aluminum Wire & Associated Integral Components in the Technology Building. (See backup packet page 64.)
  - B. Bid No. 2511 Access Compliance - Phase I, Renovations to the Campus Café, Student Life Center and, and Technology Buildings. (See backup page 65.)
  - C. Bid No. 2512 Access Compliance - Phase I, Restroom Facilitation/Ramp Construction. (See backup packet page 66.)
31. Consideration of approval of an agreement with Thacker Berry Farms, Lakewood, CA to rent the College property located at the southwest corner of Grand Avenue and Amar for the purpose of selling strawberries from 3/1/02-7/31/02 at a monthly rental rate of \$1,250. (See backup packet page 67.)

32. Consideration of approval of renewal agreements with Durham School Services, Austin, TX and Roesch Lines, Inc., San Bernardino, CA to provide bus transportation to students as part of athletic events, field trips and community education programs from 3/26/02-3/25/03 at an approximate cost of \$48,997 for Durham School Services and \$43,459 for Roesch Lines, Inc. (See backup packet page 68.)
33. Consideration of approval for H2 Environmental Consulting Services, Inc., Chino, CA to provide professional services to remove tiles and abate asbestos from the tiles in the main gymnasium at a cost of \$1,000. (See backup packet page 69.)
34. Consideration of approval to deny the claim filed February 8, 2002 by Rudy G. Macias, a student, resulting from an injury at the bookstore. It is recommended that the Board of Trustees deny the claim and that the Administrative Services be instructed to notify the claimant of the denial according to Government Code Sections 910 through 915.4 and that the claim be referred to our claims administrators. (See backup packet page 70.)

## **ACTION ITEMS**

**All items listed under “Action” will be discussed and acted on separately by the Board of Trustees.**

1. Consideration of approval for Vicenti, Lloyd & Stutzman to provide performance auditing of the College’s General Obligation Bond Projects to conform with Proposition 39 at a cost not to exceed \$6,900. (See backup packet pages 71 and 72.)

## **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 amendment to Board Policy Sections 821.3(j) and 821(k) relating to the number of days to request a dismissal of specific citations to be consistent with California Vehicle Code Section 40215, to read 30 calendar days instead of 45 workday days. (See backup packet page 73.)
2. Receive for first reading and discussion proposed new policy 505.1: Grading Symbols. (See backup packet page 74.)
3. Receive for first reading and discussion proposed revisions to policy 101.5: Student Representative to the Board of Trustees (to conform with Education Code changes). (See backup packet pages 75 and 76.)

## **REPORTS**

**The Board requests that constituent group reports and other scheduled reports be limited to no more than five minutes.**

1. Associated Students Report – Laura Mendoza, President
2. President’s Report – Dr. Bill Feddersen

3. Academic Senate Report – Barbara Mezaki, President
4. Classified Senate Report – Sandra Streeter, President
5. Other Employee Groups

## COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda, and hear any comments from members of the Board. 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 five minutes per person.

## ADJOURNMENT

**Future Board Meetings:** March 27, 2002  
 April 24, 2002  
 May 22, 2002

### **Upcoming Events:**

March 1, 2002	<b>Mt. SAC's Track &amp; Field South Coast Conference Meet</b> - 2:00 p.m., Hilmer Lodge Stadium
March 1, 2002	<b>Music for Organ, Brass, and Strings</b> (Professor Gary Toops will be joined by the Mt. SAC Wind Ensemble directed by Professor Jason Chevalier and string players from the University High School Orchestra in Irvine under the direction of Peter Fournier) – 8:00 p.m., Music Recital Hall
March 1, 2, 8 & 9, 2002	<b>The Diary of Anne Frank</b> – 8:00 p.m., Clarke Theater
March 4, 2002	<b>Transfer Workshop for Student Athletes</b> (Sponsored by the California Community College Association of Academic Advisors for Athletics) – 9:00 a.m. – 12:00 p.m., and 1:45-3:00 p.m., Learning Technology Center, Room 103
March 8, 2002	<b>Monthly Foundation Executive Committee Meeting</b> – 9:00 a.m., Shilo Hilltop
March 15, 2002	<b>Bond Bash</b> (Measure R victory party to honor volunteers and supporters) – 6:00 p.m., Pacific Palm Resort, City of Industry
March 15, 2002	<b>Wind Ensemble Spring Concert</b> – 8:00 p.m., Music Recital Hall
March 22, 2002	<b>Deadline to petition for May 2002 Graduation</b>
March 25-31, 2002	<b>Spring Recess</b> – Campus Closed March 29-31, 2002
March 30, 2002	<b>25<sup>th</sup> Annual Writers' Day</b> – 9:00-11:30 a.m., Social Sciences Lecture Hall
March 31, 2002	<b>Cesar Chavez Day of Observance</b>