

# Mt. San Antonio College



## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 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, CSEA Units, Confidential Staff, and Managers

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

### INTRODUCTIONS AND RECOGNITION

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

Brian Crichlow, P.E. Equipment Attendant I (former hourly employee)  
Kevin Fellon, Parking Officer (former Auxiliary Services employee)

- **Recognition**

- Assemblyman Bob Pacheco, recipient of the Association of California Community Colleges Outstanding Legislator of the Year Award
- Gena Brown, President of the Mt. SAC Chapter of Women in Aviation, and recipient of a Delta Airlines Scholarship

## APPROVAL OF MINUTES

Approval of minutes of the regular meeting of February 27, 2002 and the special meeting of March 14, 2002. (See backup packet pages 1 through 17.)

## 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 approval of payment of stipends to faculty for their participation in the grant titled, "Title V - Developing Hispanic Serving Institutions" (Mt. SAC #845). The purpose of this grant is to increase student success and targeting "at risk" students. (See backup packet page 18.)
2. Consideration of approval for the hiring of a Consultant for the "Think Tank Year 3" grant (Mt. SAC #857). The Project Director of the grant retired during the contract period. Approval is requested to hire her as a consultant to complete the grant activities. (See backup packet page 19.)
3. Consideration of acceptance of funds for a grant titled, "Enrollment Growth for Associate Degree Nursing Programs" (Mt. SAC #946), from the California Community Colleges. The purpose of this grant is to increase the number of students enrolled in the Mt. San Antonio College Associate Degree Nursing Program from 36 to 48. (See backup packet page 20.)
4. Consideration of approval for the hiring of a Consultant for the "Enhanced Mentor Program" (Mt. SAC #915). Approval is requested to pay a consultant to provide training as part of the grant activities. (See backup packet page 21.)
5. Subcontract approval is requested to enter into an agreement with Rancho Santiago Community College District and to accept the funds of a grant titled "Region VIII Matriculation Think Tank – Dual Admission" (Mt. SAC #947). The purpose of the grant and this subcontract is to provide second year funding to encourage regional matriculation efforts to student success initiatives. (See backup packet page 22.)

6. Consideration of approval of payment of stipends to faculty for their participation in the grant titled, "Developing Competencies for Online Faculty" (Mt. SAC #935). Approval is also requested to hire a consultant to assist faculty members. Through this project the College intends to develop a core of faculty members who understand performance-based learning and who can function as consultants for online programs. (See backup packet page 23.)
7. Consideration of approval of payment of stipends to faculty for their participation in the grant titled, "Supporting Community College Faculty Education for Student Success" (Mt. SAC #945). The grant supports the joint development of a web-based adjunct faculty staff development program. Faculty members are developing lessons and materials for the staff development project. (See backup packet page 24.)
8. Acceptance of funds and approval of payment of stipends to faculty for their participation in the "Statewide Discipline/Industry Collaborative Special Projects for Psychiatric Technicians" grant (Mt. SAC #904-Yr. 2). The grant was given an augmentation of funds totaling \$18,000. (See backup packet page 25.)
9. Acceptance of funds from the Governor's Office on Service and Volunteerism (GO SERV) to provide learning activities that honor the values of Cesar Chavez. The grant titled "Cesar Chavez Character Health through Alliance Mentoring and Project Based Services (CHAMPS) (Mt. SAC #943), will provide a broad spectrum of community partnerships supporting K-12 service learning activities. (See backup packet page 26.)
10. Consideration of approval for the Speaker Lecture Series to co-sponsor Dr. Mark Plotkin to speak during Earth Week on April 26 at a cost of \$3,500. (See backup packet page 27.)

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

11. Consideration of approval of Personnel Transactions, Reference No. 9, dated March 27, 2002. (See backup packet pages 28 through 35.)
12. Consideration of approval of renewal of management contracts. (See backup packet pages 36 through 38.)
13. Consideration of approval of an agreement with WorkWorks to upgrade the Staff Development Database at a cost of \$5,250. (See backup packet page 39.)

## **STUDENT LEARNING and STUDENT SERVICES**

14. Consideration of approval of affiliation agreement with Henry Mayo Newhall Memorial Hospital as a Clinical Training Site for Paramedic Program. (See backup packet page 40.)
15. Consideration of approval of agreement with Associated Press Drive Time Newswire. (See backup packet page 41.)

16. Consideration of approval of Forensics students and faculty to attend the American Forensics Association's National Individual Events Tournament (NIET) in Peoria, Illinois March 29 – April 9, 2002. (See backup packet page 42.)
17. Consideration of approval of Vocal Jazz students and faculty/staff to attend the Reno Jazz Festival April 18 – 21, 2002. (See backup packet page 43.)
18. Consideration of approval of Phi Theta Kappa students and faculty to attend the Nevada/California Regional conference Alpha Xi Beta Chapter, in Las Vegas, Nevada, May 3 – 4, 2002. (See backup packet page 44.)
19. Consideration of approval of Student Services Scholarship/Recognition Program on Saturday, April 13, 2002 in Anaheim, CA. (See backup packet page 45.)
20. Consideration of ratification of expenditures for the Cesar Chavez program. (See backup packet page 46.)
21. Consideration of approval of Stipends. (See backup packet page 47.)

## **COMMUNITY EDUCATION AND ECONOMIC DEVELOPMENT**

22. Consideration of approval/ratification of additions and/or changes to Community Education and Economic Development Programs. (See backup packet pages 48 and 49.)
23. Consideration of approval/ratification of Contract Education agreements – The Training Source. (See backup packet page 50.)
24. Consideration of approval of the Small Business Development Center/California Trade and Commerce Agency Grant Augmentation (See backup packet page 51 and 52.)
25. Consideration of approval of the Community Education & Economic Development Annual Team Retreat. (See backup packet page 53.)

## **ADMINISTRATIVE SERVICES**

26. Consideration of approval of Monthly Financial Statement for February 2002.
27. Consideration of approval of Budget Adjustments. (See backup packet pages 54 through 57.)
28. Consideration of approval of Appropriation Transfers. (See backup packet pages 58 through 64.)
29. Consideration of approval to donate 18 Power Mac 7200s to the Wesleyan Day Camp, La Verne, CA as allowed by Education Code 81452. (See backup packet page 65.)

30. Consideration of approval of the notice of exemption from the California Environmental Quality Act (CEQA) for the Seismic Retrofit Project according to Title 14, Article 19, Section 15302. (See backup packet page 66.)
31. Consideration of approval to amend Board Policy Sections 821.3(j) and 821.3(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 working days. (See backup packet page 67.)
32. Consideration of acceptance of the following donations/gifts to the College:

Ludwig Family Foundation - Monetary grant donation in the amount of \$50,000 designated for specific enhancements and instructional improvements in the Wildlife Sanctuary. (Date of receipt to the Foundation - Oct. 2001.)

Jr. Short/Sampson Steel, Bakersfield, CA - Twenty-one rolls of 7/64 diameter Welding Wire and one large Burning Table, valued by donor at \$4,000; to be used in the welding or Aircraft/Industrial Technology Departments.

Oak Tree Racing Association's Charitable Foundation, Arcadia, CA - Money donation in the amount of \$6,000 designated to assist in purchasing rubber pavers for the breeding room floor of the new facility in the Agricultural Sciences Department.

Roger Sneed, Upland, CA - Twenty-five one-gallon Chamaerops Humilllis plants, valued by donor at \$500; to be used for the new outdoor classroom facility in the Agricultural Sciences Department.

Consideration of approval of a vendor name change for a Tax Sheltered Annuity provider from Cal Farm Life Insurance Company to Sun America Life Insurance Company.

## **ACTION ITEMS**

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

1. Consideration of approval of a Facilities Use Agreement between the College and Foundation, and permission for the Foundation's Executive Board and Newport Diversified to approach the City of Walnut to have an International Marketplace on campus. Heinz Gehner, from the Foundation, and Rick Landis, from Newport Diversified, will be at the meeting to present their proposal and answer questions. (See backup packet pages 68 through 73.)
2. Consideration of approval of proposed revisions to Policy 101.5 – Student Representative to the Board of Trustees. (See backup packet pages 74 through 76.)
3. Consideration of approval of the 2002-03 Cultural Arts Series (See backup packet pages 77 through 79.)
4. Consideration of ratification of consultation agreement with Sigma Systems, Inc. for Financial Aid Management Information System. (See backup packet page 80.)

5. Consideration of approval of a three-year agreement (2001-02, 2002-03, and 2003-04) with Vicenti, Lloyd & Stutzman, LLP, La Verne, CA to provide annual auditing services for the College; the Mt. SAC Auxiliary Services Corporation; and the Mt. SAC Foundation at a fee for the first year of 2001-02 at \$53,550 with any additional accounting services for special projects to be billed at hourly rates as proposed. (See backup packet pages 81 and 82.)
6. Consideration of approval for Sid Lindmark, AICP (American Institute of Certified Planners), of Laguna Hills, CA to provide services in the preparation, public review and processing of notices for a draft and final Environmental Impact Report (EIR) for the College's Master Plan at a cost of \$84,720 plus reimbursable expenses not to exceed \$5,000. (See backup packet pages 83 through 86.)
7. Consideration of approval for Grillias.Pirc.Rosier.Alves (GPRA), Irvine, CA to provide professional design services to update the Five-Year Construction Plan, the Final Project Proposals, and the Initial Project Proposals at a cost of \$9,600. (See backup packet pages 87 and 88.)
8. Consideration of the 2002 election for CCCT Board of Directors. (See backup packet pages 89 and 90.)

## **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 new policy 527: Academic Honesty. (See backup packet pages 91 through 93.)
2. Receive for first reading and discussion proposed new Fund-Raising Policy (See backup packet pages 94 and 95.)

## **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:** April 24, 2002  
May 22, 2002  
June 26, 2002

### **Upcoming Events:**

March 30, 2002	<b>25<sup>th</sup> Annual Writers' Day</b> – 9:00-11:30 a.m., Social Sciences Lecture Hall
April 6, 2002	<b>4<sup>th</sup> Annual Thunder &amp; Silk Celebration</b> – 8:00 p.m., Clarke Theater
April 10, 2002	<b>Foundation Quarterly Board Meeting</b> – 12:00-2:00 p.m., Meet at the Wildlife Sanctuary
April 10, 2002	<b>Monthly Foundation Executive Committee Meeting</b> – 10:00 a.m., Administration Building, Room 217
April 12, 2002	<b>Educators of Distinction</b> – 6:00-10:00 p.m., Swiss Park Restaurant, Whittier
April 12, 2002	<b>Jazz Band Spring Concert</b> – 8:00 p.m., Clarke Theater
April 12 & 13, 2002	<b>17<sup>th</sup> Annual Amateur Athletic Foundation Youth Days</b> – 8:00 a.m.-3:00 p.m., Hilmer Lodge Stadium
April 17, 2002	<b>Summer 2002 Telephone Registration Begins</b>
April 18, 2002	<b>Phi Theta Kappa High School Honors Night</b> – 7:00 p.m., Clarke Theater
April 19-21, 2002	<b>The World Famous Mt. SAC Relays</b> , Hilmer Lodge Stadium
April 20, 2002	<b>Nmon Ford</b> , an exhilarating presence on the operatic scene, baritone he has performed throughout the Americas, Europe and Japan (Cultural Arts Series) - 8:00 p.m., Clarke Theater
April 23-May 9, 2002	<b>56<sup>th</sup> Annual Student Art Exhibition</b> , Tuesdays & Wednesdays - 11:00 a.m.-2:00 p.m., and 5:00-8:00 p.m., Thursdays – 11:00 a.m.-2:00 p.m., Art Gallery

April 25, 2002	<b>Scholastic Achievement Awards Program</b> – 5:00-8:30 p.m., Music Recital Hall
April 25, 2002	<b>Horticulture Career Day</b> – 6:00 p.m., Social Sciences Lecture Hall
April 26, 2002	<b>SINFONIA VOC'E – Mt. SAC Men's and Women's Vocal Ensembles come together with the Wind Ensemble to present a concert for voice and winds</b> – 8:00 p.m., Music Recital Hall
April 26-28, 2002	<b>Spring Student Dance Concert</b> – 8:00 p.m., Clarke Theater
April 27, 2002	<b>Students of Distinction Awards Ceremony</b> – 11:00 a.m., Swisspark Restaurant, Whittier