



REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 27, 2002

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 5:30 p.m., on Wednesday, March 27, 2002. Trustees Baca, Chen Haggerty, Chyr, Hall, and Pacheco were present.

STAFF PRESENT

Dr. William H. Feddersen, President, Dr. Rita Cavin, Vice President, Student Learning, Wade Frary, Vice President, Human Resources, and Nancy M. Rice, Vice President, Administrative Services

CLOSED SESSION

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

- Meeting with Labor Negotiator: Faculty Association, CSEA Units, Confidential Staff, and Managers

1. PUBLIC SESSION

The public meeting reconvened at 7:11 p.m. Student Trustee Brian Calle, Academic Senate President Barbara Mezaki, and Bob Lee, representing the Classified Senate, were present.

2. INTRODUCTIONS AND RECOGNITION

A. The following new staff were introduced to the Board:

Brian Crichlow, P.E. Equipment Attendant
Kevin Fellon, Parking Officer

B. Board President Baca introduced Assemblyman Bob Pacheco and congratulated him for receiving the Association of California Community Colleges Administrators (ACCCA) Outstanding Legislator of the Year Award. Trustee Baca thanked Assemblyman Pacheco for his efforts on behalf of Mt. San Antonio College, and

community colleges in general, adding that he couldn't overstate the contributions Assemblyman Pacheco has made to community colleges.

Assemblyman Pacheco thanked the Board saying that he truly believes in community colleges. He announced that the Assembly just passed a higher education bond measure for the November ballot that will give community colleges 40% of the funds. It now goes to the Senate.

- C. President Feddersen asked the Board to recognize the accomplishments of Mt. SAC student Gena Brown. Ms. Brown is President of the Mt. SAC Chapter of Women in Aviation, and the recent recipient of a \$5,000 Delta Airlines Scholarship. She is also a full-time student at Cal Poly Pomona pursuing an aerospace engineering degree. Board members congratulated Ms. Brown for receiving the scholarship.

3. APPROVAL OF MINUTES

It was moved by Trustee Chen Haggerty, seconded by Trustee Pacheco, to approve the minutes of the regular meeting of February 27, 2002, and the special meeting of March 14, 2002. Motion unanimously carried. Student Trustee concurred.

4. ACTION TAKEN IN CLOSED SESSION

None

5. CONSENT AGENDA

It was moved by Student Trustee Calle, seconded by Trustee Hall, to approve or ratify the following items:

PRESIDENT'S OFFICE AND INSTITUTIONAL ADVANCEMENT

1. 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.
2. 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.
3. 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.
4. 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.
5. Subcontract approval 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.

6. 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.
7. 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.
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.
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.
10. 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.

HUMAN RESOURCES AND STAFF & ORGANIZATIONAL LEARNING

11. Approval of Personnel Transactions, Reference No. 9, dated March 27, 2002
12. Approval of renewal of management contracts.
13. Approval of an agreement with WorkWorks to upgrade the Staff Development Database at a cost of \$5,250.

STUDENT LEARNING and STUDENT SERVICES

14. Approval of affiliation agreement with Henry Mayo Newhall Memorial Hospital as a Clinical Training Site for Paramedic Program.
15. Approval of agreement with Associated Press Drive Time Newswire.
16. 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.
17. Approval of Vocal Jazz students and faculty/staff to attend the Reno Jazz Festival April 18 – 21, 2002.

18. 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.
19. Approval of Student Services Scholarship/Recognition Program on Saturday, April 13, 2002 in Anaheim, CA.
20. Ratification of expenditures for the Cesar Chavez program.
21. Approval of stipends.

COMMUNITY EDUCATION AND ECONOMIC DEVELOPMENT

22. Approval/ratification of additions and/or changes to Community Education and Economic Development Programs.
23. Approval/ratification of Contract Education agreements – The Training Source.
24. Approval of the Small Business Development Center/California Trade and Commerce Agency Grant Augmentation.
25. Approval of the Community Education & Economic Development Annual Team Retreat.

ADMINISTRATIVE SERVICES

26. Approval of Monthly Financial Statement for February 2002.
27. Approval of budget transfers.
28. Approval of Appropriation Transfers to General Fund 01 (Unrestricted), General Fund 03 (Restricted), and Fund 15 – Capital Outlay Projects.

General Fund 01 - Unrestricted

FROM:	01-2000	Classified Salary	\$	23,451
	01-4000	Supplies, Books		20,956
	01-5000	Contract Services		52,972
	01-6000	Capital Outlay		32,149
	01-7900	Contingencies		<u>220,388</u>
			\$	349,916
TO:	01-1000	Certificated Salary	\$	750
	01-2000	Classified Salary		908
	01-3000	Fringe Benefits		125,198
	01-4000	Supplies, Books		11,146
	01-5000	Contract Services		177,124
	01-6000	Capital Outlay		<u>34,790</u>
			\$	349,916

General Fund 03 - Restricted

FROM:	03-1000	Certificated Salary	\$	13,900
	03-2000	Classified Salary		2,369
	03-4000	Supplies, Books		21,368
	03-5000	Contract Services		288,753
	03-6000	Capital Outlay		<u>20,600</u>
			\$	346,990
TO:	03-1000	Certificated Salary	\$	13,671
	03-2000	Classified Salary		24,000
	03-3000	Fringe Benefits		1,600
	03-4000	Supplies, Books		9,270
	03-5000	Contract Services		204,026
	03-6000	Capital Outlay		84,423
	03-7000	Other Outgo		<u>10,000</u>
			\$	346,990

Fund 15 – Capital Outlay Projects

FROM:	15-6000	Capital Outlay	\$	75,000
TO:	15-5000	Contract Services	\$	75,000

29. Approval to donate 18 Power Mac 7200s to the Wesleyan Day Camp, La Verne, CA as allowed by Education Code 81452.
30. 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.
31. 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.
32. 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 Humillis 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.

Motion unanimously carried. Student Trustee concurred.

6. FOUNDATION USE OF FACILITIES AGREEMENT

President Feddersen introduced Heinz Gehner, President of the Mt. SAC Foundation, to review the proposed agreement between the Foundation and the College related to an International Marketplace.

Mr. Gehner told the Board that the Foundation is interested in entering into a partnership with Newport Diversified of Irvine to sponsor an International Marketplace every Sunday in the Stadium Parking Lot "F," except during the Mt. SAC Relays, cross country invitational meets, and inclement weather. Twenty-five percent of all gross receipts will be returned to the Foundation. This will give the Foundation Board and staff members more time to solicit donations rather than spending efforts on time-consuming special events to bring revenue to the Foundation.

Mr. Gehner introduced Rick Landis, General Manager, Newport Diversified. Mr. Landis showed a short video of the Los Angeles City College (LACC) open-air market. Through their marketplace, revenue generated for the LACC Foundation rose from \$5,000 per month to \$25,000 per month over a three-year period.

It was explained that the Board is being asked only to approve a facilities use agreement with the Foundation. The Foundation will then enter into an agreement with Newport Diversified. If Board members have any concerns/comments regarding the agreement between the Foundation and Newport Diversified, they should forward that information to the Foundation through Pat Rasmussen.

Following Board discussion, it was moved by Trustee Pacheco, seconded by Trustee Hall, to tentatively approve the Facilities Use Agreement between the College and Foundation with the details to be filled in when known, and give permission for the Foundation's Executive Board and Newport Diversified to approach the City of Walnut to have an International Marketplace on campus. Motion unanimously carried. Student Trustee concurred.

7. REVISIONS TO POLICY 101.5 – STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES

Associated Student Body President Laura Mendoza asked that two modifications be made to the proposed policy for clarification: In the second paragraph, she asked that the wording "*except for during the summer term*" be added to the end of the first sentence, and that the word "*cumulative*" be added to the second sentence between 2.0 and GPA. She also pointed out that the AR&P (101.5.B.4) states that the student trustee should report to the A.S. Senate once a month and attend a minimum of two Senate meetings each month. She would like to see that changed to attend four meetings each

month. Student Elda Galvan also shared with the Board that she felt it was important for the student trustee to attend A.S. Senate meetings.

Board members agreed that attendance at A.S. Senate meetings is important and desirable, but were concerned about imposing requirements that go beyond the state requirements.

It was moved by Trustee Pacheco, seconded by Trustee Hall, to approve proposed revisions to Policy 101.5 – Student Representative to the Board of Trustees with the following two modifications: addition of the wording “*except for during the summer term*” at the end of the first sentence, and the word “*cumulative*” added to the second sentence between 2.0 and GPA. Motion unanimously carried. Student Trustee abstained.

8. 2002-03 CULTURAL ARTS SERIES

Trustee Chyr asked for a report that includes attendance and financial figures for the 2001-02 Cultural Arts Series. Karen Meyers, Vice President of Community Education and Economic Development, said she would prepare the report that is sent annually to the Board. She said that while the programs will never “break even” financially, they do generate approximately \$30,000 in revenue, and that an estimated 1,500-2,000 people come on campus to see these performances who might not otherwise visit the campus.

It was moved by Trustee Pacheco, seconded by Trustee Chen Haggerty, to approve the 2002-03 Cultural Arts Series. Motion unanimously carried. Student Trustee concurred.

9. CONSULTANT AGREEMENT WITH SIGMA SYSTEMS, INC.

It was moved by Trustee Pacheco, seconded by Trustee Chyr, to ratify the consultation agreement with Sigma Systems, Inc. for Financial Aid Management Information System. Motion unanimously carried. Student Trustee concurred.

10. AGREEMENT WITH VICENTI, LLOYD & STUTZMAN

It was moved by Trustee Pacheco, seconded by Trustee Hall, to approve 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. Motion unanimously carried. Student Trustee concurred.

11. ENVIRONMENTAL IMPACT REPORT

It was moved by Trustee Pacheco, seconded by Trustee Chen Haggerty, to approve an agreement with 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. Motion unanimously carried. Student Trustee concurred.

12. AGREEMENT WITH GRILLIAS.PIRC.ROSIER.ALVES

It was moved by Trustee Pacheco, seconded by Student Trustee Calle, to approve an agreement with 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. Motion unanimously carried. Student Trustee concurred.

13. 2002 ELECTION FOR CCCT BOARD OF DIRECTORS

It was moved by Student Trustee Calle, seconded by Trustee Pacheco, to cast votes for the following candidates for the CCCT Board of Directors: Judi Beck, Anita Grier, William G. McGinnis, Charles D. Meng, Maxine Moore, Walt Howald, Andre Quintero, Carole Currey, and Marie Kiersch. Motion carried with a 4-1 vote; Trustee Chyr voted no. Student Trustee concurred.

14. PROPOSED POLICY 527: ACADEMIC HONESTY – FIRST READING

Board members reviewed proposed Policy 527: Academic Honesty. It will be placed on the April 24, 2002 Board agenda for approval.

15. PROPOSED FUND-RAISING POLICY – FIRST READING

President Feddersen asked that this proposed policy be pulled from the agenda for further discussion by Leadership Council.

16. REPORTS

1. Laura Mendoza, President, Associated Students, reported the following:

- Per a request from Trustee Baca, Laura distributed a listing of active and inactive clubs, groups, and organizations.
- Cesar Chavez Week activities took place March 19, 20 & 21. Overall, there was very high attendance at the activities.
- Laura read a portion of Associated Students Resolution 13 opposing the distribution of alcohol by the Mt. SAC Foundation on campus.
- Student elections will be held April 24, 25, and 26.
- Associated Students budget presentations are complete. A listing of budget requests was distributed to Board members. Trustee Pacheco again commented that students should not be giving funds to the Foundation – the Foundation should be giving students funds.

2. President Feddersen's report included the following:

- The President opened his report by showing a 30-second television spot developed for the California Community Colleges' statewide public awareness campaign. The ads have already started to air across the state.

- Dr. Feddersen announced that Mt. SAC students Abhay Shah and Manish Jain are two of the 25 community college students throughout the state selected by Phi Theta Kappa for the 2002 All-California Academic first team. Both will be honored and given \$300 in cash stipends during the Community College League of California awards ceremony April 11, in Sacramento. The academic team award is given based on grades, leadership, and community service. Both students will be invited to the April Board meeting to share their experiences.
 - The President offered congratulations to the Mt. SAC Women's Basketball Team, which finished its best season ever. The Mounties came within four points of the state championship, losing to Ventura in the final game. Mt. SAC finished the season with a record 30-8, the best in the College's history.
 - Dean John Norton was thanked for the Relays hats and shirts given to Board members. Board members are invited to attend the opening ceremony on Sunday, April 21, 1:00 p.m. along with members of the Walnut City Council.
 - The President shared an article on health care from Business Life. It's an excellent article on health care workforce shortage in the state of California. The College is working to address this shortage in the field of nursing. According to the article, more than one in seven hospitals face a nursing shortage. California ranks 49th in the nation in its share of registered nurses. The magazine also contains a nice article about the International Health Workers Assistance Center which recently opened.
 - On Monday, Nancy Rice and President Feddersen went to San Francisco to give presentations to two bond houses for ratings for the first series of bonds. He shared a copy of the presentation made. They asked a lot of questions about the College's finances, its reserves, and were interested in the Board's 10% reserves policy. We should know the results of our rating by Monday.
3. Barbara Mezaki, Academic Senate President, reported the following:
- Though normally completed by March, the slate of officers for 2002-03 is not complete yet because the office of "President-Elect" is still vacant. The Senate has proposed some changes to the Academic Mutual Agreement Council (AMAC). Dr. Feddersen has agreed to:
 - Provide a stipend of \$100 per week to the President and President-Elect for working during the summer.
 - Provide wall space outside of the President's Office for a plaque honoring past Senate Presidents.
 - Provide a faculty meeting space in the new "Campus Center" where the Academic Senate can hold meetings in the future.

The Academic Senate has other proposals still being discussed at AMAC, including a suggestion of additional reassigned time for the President-Elect position.
 - The Senate has recently taken the following actions:
 - Approval of a mediation process for courses with duplication/overlap.
 - Title 5 information was shared about the English 68 prerequisite validation study.

- Approved a new Educational Technology Plan (classroom technology section). Faculty would like to see that both temporary classroom buildings and new permanent classroom spaces be designed for today's teaching/learning environment.
 - The Senate shared five priorities (from the Senate Retreat) with the *Curriculum & Instruction Council* regarding the online learning moratorium: the "growth plan," the "faculty support plan," the "student support plan," the "quality plan" (standards, forms, and the approval process), and resolution of the Faculty Association issues.
4. Bob Lee, Classified Senate, reported that the Classified Senate will be holding its Silent Auction on Wednesday, April 24, 9:00 a.m. – 5:00 p.m., in the Staff Center. Monies raised will be used for scholarships for classified staff. Trustee Pacheco said that she and Assemblyman Pacheco would again contribute a trip to Sacramento and private tour of the capitol.

5. Other Employee Groups

- Ron Reel, President of the Faculty Association, said the Association is currently surveying faculty members to identify issues they would like to have negotiated in the successor contract. Once these surveys are returned, faculty will be asked to rank identified issues to establish a priority list.

Professor Reel reported that all faculty now have a hard copy of the current contract.

Professor Reel commented that at last month's Board meeting the Faculty Association presented the eight-year history of the College's income and identified the increase in money the College received each year. In that presentation, growth funds were specifically identified. Professor Reel clarified that the Faculty Association negotiates only for faculty – that is why costs they presented were for faculty costs only, not other College personnel.

Dr. Reel commented on the recent e-mail sent out by President Feddersen to the College community. He said the Faculty Association has filed an unfair labor practice because they are of the opinion that PERB prohibits the President from talking to Faculty Association constituents.

- (Note: Dick Ryerson's comments were heard out of order prior to action by the Board on Consent items.)

Representing the Management Steering Committee, Dick Ryerson and John Heneise addressed the Board to present the management staff's request for settlement of the "last, best, and final" offer by the Board. The management staff believe the Board's offer is fair and just, especially in light of the current budget crisis. They realize this is a final settlement request and that they would forfeit any future increases negotiated for any other employee unit for the period ending December 31, 2002. Five reasons were cited by managers as to why this will be in the best interest of the Board and the College:

- Protracted and unresolved labor issues can negatively affect the culture of an organization. Closure leads to healing and renewed focus.
- It allows those involved to once again be focused solely on the business of the College.

- It creates a more favorable environment for recruiting new employees.
- It allows those working in the payroll process to begin the task of computing retroactive pay warrants for those groups satisfied with the Board's offer.
- It provides those ready to leave the organization after a period of service to know what they might expect in retirement income.

17. COMMUNICATION

- Board members and staff extended condolences to Sandra Streeter after the recent death of her husband, Frank.
- Trustee Chen Haggerty commented on both the Student Services Retreat and the Shades of Color event noting that both were great and she is looking forward to attending other campus events. She also gave special thanks to Dr. Feddersen and Dr. Rasmussen for quickly putting together a reception in thanks of the 12 computers donated to the College by the His Lai Temple and a computer industry friend.
- Trustee Hall asked for more information on two upcoming events: The Classified Senate Auction and the Relays Banquet. He also echoed Trustee Pacheco's comments that Associated Students should not be funding Foundation events.
- Trustee Chyr commented that the Board appreciates the many hours of dedicated service the managers give to Mt. SAC and assured them that they are just as valued as any other employee group.
- Trustee Pacheco agreed with Trustee Chyr's comments that the Board values the management staff. She also thanked everyone involved in preparing for Gubernatorial candidate Bill Simon's visit. Trustee Pacheco also attended the Shades of Color event and particularly enjoyed the poetry reading in the second act.
- Student Trustee Calle applauded students for attending recent Board meetings. He also provided Board members with an update on upcoming student/College activities, including Forensics, Relays, and PTK.
- Trustee Baca agreed that the Shades of Color event was very well done and well attended. He also said that Gubernatorial candidate Bill Simon seems very nice and said that Governor Gray Davis will also be invited to visit Mt. SAC.

Trustee Baca said the College cannot afford to neglect the needs of each classroom. He asked the administration to prepare a proposal for minimum standards in each classroom – overhead projectors, pencil sharpeners, etc., for the Board's review at the April Board meeting. He also said he would like to have a procedure in place to make sure that restrooms are checked regularly to ensure they are clean.

18. ADJOURNMENT

The meeting adjourned at 9:48 p.m.

WHF:dc