

Mt. San Antonio College



REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, September 25, 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 College's Labor Negotiator: Faculty Association, CSEA 262 and CSEA 651
- Employee Relations Issues

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

INTRODUCTIONS AND RECOGNITION

- **Introduction of the following new staff:**

Miyoko Pruitt, Clerical Specialist, Regional Health Occupations Resource Center
(former hourly employee)
Shirley Wong, Staff Nurse

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of August 28, 2002. (See backup packet pages 1 through 11.)

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 five 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 – Rebecca Meza, President
2. President's Report – Christopher C. O'Hearn
3. Academic Senate Report – Robertson Wellen, President
4. Classified Senate Report – Art Morales, President
5. Other Employee Groups
6. Budget Update – Nancy M. Rice, Vice President, Administrative Services

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 and approval of activities for the fourth year of a five-year project funded under Title V, "Developing Hispanic Serving Institutions" (Mt. SAC #845-**\$458,150**). Approval is requested to accept the funds, pay faculty stipends and purchase food for student or staff events. (See backup packet pages 12 and 13.)
2. Consideration of ratification to pay a stipend to Professor Joann Driggers for coordinating activities in accordance with the "Family and Consumer Science" grant (Mt. SAC #948-**\$300,000**). (See backup packet page 14.)

HUMAN RESOURCES AND STAFF & ORGANIZATIONAL LEARNING

3. Consideration of approval of Personnel Transactions, Reference No.3, dated September 25, 2002. (See backup packet pages 15 through 29.)
4. Consideration of approval of refreshments for on-going sessions hosted by Human Resources. (See backup packet page 30.)
5. Consideration of approval of contract for the Working Women's Conference. (See backup packet page 31.)
6. Consideration of approval of New Faculty Seminar Facilitators. (See backup packet page 32.)

STUDENT LEARNING and STUDENT SERVICES

7. Consideration of approval of service agreements. (See backup packet page 33.)
8. Consideration of approval for Singcopation students to Perform in Toronto, Canada January 8 – 11, 2003. (See backup packet page 34.)
9. Consideration of approval for Chamber Singers to attend Choral Competition in Bulgaria May 18 – 29, 2003. (See backup packet page 35.)
10. Consideration of approval for Forensics Team students to attend an Invitational in Utah October 4 – 6, 2002. (See backup packet page 36.)
11. Consideration of approval to purchase refreshments for Honors Program Open House on October 3, 2002. (See backup packet page 37.)
12. Consideration of approval of Cooperative Agencies Resources for Education (CARE) special activities for 2002-03. (See backup packet page 38.)

COMMUNITY EDUCATION & ECONOMIC DEVELOPMENT

13. Consideration of approval/ratification of additions and/or changes to Community Education and Economic Development Programs. (See backup packet pages 39 and 40.)
14. Consideration of approval/ratification of Contract Education agreements – The Training Source. (See backup packet page 41.)
15. Consideration of approval of the Small Business Development Center contract with Innovative Bank (See backup packet page 42.)
16. Consideration of approval of additional Child Care sites for CalWORKs students. (See backup packet page 43.)

ADMINISTRATIVE SERVICES

17. Consideration of approval of the Quarterly Financial Status Report for the period ending June 30, 2002. (See backup packet pages 44 through 46.)
18. Consideration of approval of agreement with Vantage Technology Consulting Group of Manhattan Beach, CA, to provide professional services for Campus Standards for Media Distribution Control Systems. (See backup packet pages 47 and 48.)
19. Consideration of approval of agreement with JT Engineering of Agua Dulce, CA, to provide professional services for Site Preparation for the Learning Communities building relocation. (See backup packet pages 49 and 50.)
20. Consideration of approval of Resolution No. 02-04 – Appropriations Limit for 2002-2003. (See backup packet pages 51 through 53.)
21. Consideration of approval of the 2003 contract for the Chancellor's Office Tax Offset Program (COTOP). (See backup packet pages 54 and 55.)
22. Consideration of ratification of agreement with Envirokleen of Ontario, CA, to provide cleaning services in the Student Services Center, at a cost of \$36,843.50. (See backup packet page 56.)
23. Consideration of approval of the following companies to participate in our Tax Sheltered Investment program:
 - Lyon Financial & Insurance Services of Mission Viejo, CA
 - Pacific Bridge Investment Services of Monrovia, CA
 - Van Guard Capital of Irvine, CA
24. Consideration of approval to accept the following donations/gifts to the College:
 - Robert and Brenda Busuttil – Three llamas, valued by donor at \$20,000, to be used by the Agricultural Sciences Department.

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 Working Agreement with the County of Los Angeles Fire Department. (See backup packet pages 57 through 59.)
2. Consideration of approval to renew the 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 from October 1, 2002 through September 30, 2003. (See backup packet pages 60 through 63.)

3. Consideration of approval of resolution 02-05 in support of Proposition 47, the \$13 billion education facilities bond proposal on the November 2002 ballot. (See backup packet page 64.)

BOARD COMMUNICATION

ADJOURNMENT

Future Board Meetings: October 19, 2002 - Special Meeting
October 23, 2002
November 20, 2002
December 18, 2002

Upcoming Events:

September 27, 2002	Music from Film and Theater (Presented by Mt. SAC's Wind Ensemble) – 8:00 p.m., Clarke Theater
October 2, 2002	Seniors Day – 9:00 a.m.–12:45 p.m.
October 2, 2002	College Transfer Day – 10:00 a.m.–1:00 p.m., Miracle Mile
October 4, 2002	AAWCC Working Women's Conference 2002 – 8:00 a.m.–3:00 p.m., Technology Lecture Hall
October 9, 2002	Foundation Executive Committee Meeting – 10:00 a.m.–12:00 p.m., Staff Center, Bell Room
October 9, 2002	Foundation Quarterly Board Meeting – 12:00–2:00 p.m., Fern Grotto (Mt. SAC's farm area)
October 11, 2002	New Employee Orientation – "The Campus Culture Luncheon" - 12:00 – 3:00 p.m., Staff Center, Bell Room
October 11, 12, 18, 19, 2002	"Lend Me a Tenor" – Theater Performance – 8:00 p.m., Clarke Theater
October 25, 2002	Community Education Center Annual Open House – 7:30–11:30 a.m., Community Education Center
October 25, 2002	"Music for Ghosties, Ghoulies, and Goblins" – 8:00 p.m., Music Recital Hall
October 25-27, 2002	Repertory Dance Concert – 8:00 p.m. Friday & Saturday, and 3:00 p.m. Sunday, Clarke Theater