

Mt. San Antonio College



REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, December 18, 2002

6:00 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 (6:00 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)

MOMENT OF SILENCE

Observe a moment of silence in memory of Jeff Holstien, Director, Facilities Planning & Management, who passed away November 28, 2002.

ELECTION OF BOARD OF TRUSTEES OFFICERS

To comply with Education Code Section 72000, an annual organizational meeting must be held within 15 days of the first Friday in December to elect officers of the Board. (See backup packet page 1.)

INTRODUCTIONS AND RECOGNITION

- Introduction of the following new staff:

Melissa Berkley, Television Production Specialist (former hourly employee)

Mike Imes, Learning Resources Computer Technician (former hourly employee)

- Awarding of Certificate of Service to Richard Fick, Director of Purchasing, who is retiring after 14 years of service to the College.

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of November 20, 2002. (See backup packet pages 2 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. Senates
2. Associated Students
3. Employee Groups
4. President – Christopher C. O'Hearn

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 annual approval of employees authorized to sign contracts or documents. (See backup packet page 12.)
2. Consideration of ratification and approval of activities for the Title V grant titled, "Developing Hispanic Serving Institutions" (Mt. SAC #845), funded by the United States Department of Education under Title V of the Higher Education Act. Permission is requested for payment of substitute pay for K-12 faculty who participated in the "Discipline Dialogue in Mathematics" conference to bring together high school math faculty and Mt. SAC math faculty and counselors to discuss issues surrounding student preparation for entry-level mathematics at the College. Permission is also requested to hire a research consultant. (See backup packet pages 13 and 14.)
3. Consideration of approval/ratification of activities for the grant titled, "Industry/Discipline Collaborative for Family and Consumer Sciences" (Mt. SAC #948-**\$300,000**), from the Chancellor's Office under the Vocational and Technical Education Act (VTEA) Statewide Discipline/Industry Collaborative Program. Permission is requested to pay consultants' travel expenses and substitute fees, to approve mini grants to eight colleges participating in the grant activities, and to approve the creation of an operating budget for a Spring Forum hosted through the grant. (See backup packet pages 15 and 16.)
4. Consideration of acceptance of funds for year three of a grant titled, "Integrating AmeriCorps into Teacher and Reading Development Partnerships" (Mt. SAC #967-**\$84,150**), funded by the California Community Colleges Chancellor's Office to provide onsite training for potential future teachers and to help K-3 students with reading. (See backup packet page 17.)
5. Consideration of approval of a contract received from the California Department of Education, Child Development Division (Mt. SAC #976-**\$1,778**) for support of the campus Child Development Centers. The purpose of this grant is to provide materials and supplies for the child development program. Permission is requested to approve the contract and sign the resolution for the Child Care Instructional Materials contract. (See backup packet page 18.)

HUMAN RESOURCES AND STAFF & ORGANIZATIONAL LEARNING

6. Consideration of approval of Personnel Transactions, Reference No. 6, dated December 18, 2002. (See backup packet pages 19 through 22.)
7. Consideration of approval of Resolution No. 02-09 for Domestic Partner Health and Welfare Benefits. (See backup packet pages 23 and 24.)

STUDENT LEARNING and STUDENT SERVICES

8. Consideration of ratification of service agreement. (See backup packet page 25.)
9. Consideration of approval of Forensics students' request to attend the U.S. Air Force Academy Forensics Classic in Colorado Springs, Colorado January 23–27, 2003. (See backup packet page 26.)
10. Consideration of approval of proposed 2003-04 College calendar. (See backup packet pages 27 and 28.)
11. Consideration of approval of program agreement for Work and Study in London Spring 2003. (See backup packet page 29.)
12. Consideration of approval of Department Chairs and Nursing Director for 2003. (See backup packet pages 30 and 31.)

COMMUNITY EDUCATION & ECONOMIC DEVELOPMENT

13. Consideration of approval/ratification of additions and/or changes to Community Education and Economic Development Programs. (See backup packet page 32.)
14. Consideration of approval/ratification of Contract Education agreements – The Training Source. (See backup packet pages 33 and 34.)
15. Consideration of approval of the Small Business Development Center contract with California Resources and Training (CARAT). (See backup packet page 35.)
16. Consideration of approval of the renewal of the Small Business Development Center contract with California Trade and Commerce Agency. (See backup packet pages 36 through 38.)
17. Consideration of approval of the ESL contract with WebWorks Web Development Company. (See backup packet page 39.)

ADMINISTRATIVE SERVICES

18. Consideration of approval of Monthly Financial Statement for November 2002.
19. Consideration of approval of Budget Adjustments. (See backup packet pages 40 through 44.)
20. Consideration of approval of Appropriation Transfers. (See backup packet pages 45 through 48.)
21. Consideration of approval of an agreement with Total Compensation, Inc. to conduct a post-retirement medical program actuarial study for the College and Auxiliary Services for a base price of \$8,000 plus \$2,000 for each alternative scenario. The College will limit the alternative scenarios to no more than five. It is

expected that the actuarial report will be presented to the Board of Trustees in March 2003. (See backup packet page 49.)

22. Consideration of approval to donate nine 133 MHz computers, one 250 MHz computer and monitor, and one Umax Scanner for use in kindergarten classrooms in the Hacienda La Puente Unified School District. (See backup packet page 50.)
23. Consideration of denial of claims against the District, and that Administrative Services be instructed to notify the claimants of the denials according to Government Code Sections 910 through 915.4, and that the claims be referred to our claims administrators. (See backup packet page 51.)
24. Consideration of approval to renew the agreement with School Services of California, Inc. (See backup packet page 52.)
25. Consideration of approval to contract with 3D/International of Los Angeles, CA, to provide Facilities Assessment Services, at a fixed fee of \$68,388.19, to be funded from the Capital Outlay Reserve Fund. (See backup packet pages 53 through 55.)
26. Consideration of ratification of the amendment to the professional agreement for architectural services with HMC Architects of Ontario, CA, for the ESL and Health Occupations Buildings, at an additional fee of \$235,200. (See backup packet page 56.)
27. Consideration of ratification of the amendment to the professional agreement for architectural services with NTD Architects of Glendora, CA, for the Science Building, at an additional fee of \$77,952. (See backup packet page 57.)
28. Consideration of ratification of the amendment to the professional agreement for architectural services with Grillias.Pirc.Rosier.Alves of Irvine, CA, for the Athletic Fields Renovation, at an additional fee of \$168,000. (See backup packet page 58.)
29. Consideration of ratification of the agreement with Sid Lindmark, AICP, of Laguna Hills, CA, to provide consulting services for the Campus Master Plan Environmental Impact Report, at a fee of \$6,475. (See backup packet page 59.)
30. Consideration of approval of agreements with Van Blarcom, Leibold, McClendon and Mann of Laguna Hills, CA, and the firm of Public Agency Law Group of Los Angeles, CA, to provide legal consulting services, if necessary. (See backup packet page 60.)
31. Consideration of approval of Bid No. 2522, Elevator Addition to the English/Math and Social Sciences Building (Building 26A), for \$278,000, and award the project to Harik Construction of Covina, CA. (See backup packet pages 61 and 62.)

32. Consideration to approve and accept the following donations/gifts to the College:

Performance Aero Engines – One Continental 0-200 Aircraft Case, one Lycoming 0-320 Aircraft Crank, one Lycoming 0-235 Aircraft Crank, thirteen Lycoming Four-Cylinder Aircraft Cams, fifteen Continental 0-470 Rebuildable Cylinders, seven Lycoming 0-235 Rebuildable Cylinders, fourteen Lycoming 0-320 Rebuildable Cylinders, twenty-one Lycoming 0-360 Rebuildable Cylinders and twenty Lycoming 0-360 Rebuildable Cylinders, valued by donor at \$10,125, to be used by the Aircraft Maintenance Department.

ACTION ITEMS

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

1. Consideration of approval to accept the audit reports from Vicenti, Lloyd & Stutzman, Certified Public Accountants for the fiscal year ending June 30, 2002, relating to books and records of the Mt. San Antonio Community College District, Financial Aid, and Mt. San Antonio College Auxiliary Services Corporation (separate document).
2. Public Hearing for public comments regarding the certification of the final Environmental Impact Report (Mt. San Antonio College Campus Master Plan, SCH 2002041161).
3. Consideration of approval to certify the Final Environmental Impact Report, and adopt the Statement of Overriding Considerations, the Statement of Facts and Findings, the Mitigation Monitoring Program, the Circulation Plan, and the Campus Master Plan. (See backup packet pages 63 and 64.)

BOARD COMMUNICATION

At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.

ADJOURNMENT

Future Board Meetings: January 22, 2003
February 26, 2003
March 26, 2003

Upcoming Events:

December 16-January 1	Winter Recess – Campus Closed December 24, 2002 through January 1, 2003
January 8, 2003	Foundation Executive Committee Meeting – 10:00 a.m.-12:00 p.m., Staff Center, Bell Room
January 8, 2003	Foundation Quarterly Board Meeting – 12:00-2:00 p.m., Staff Center, Bell Room
January 10, 2003	Professional Development Day – 8:00-10:30 a.m., Learning Technology Center
January 13, 2003	Spring 2003 Semester Begins
January 20, 2003	Martin Luther King, Jr. Birthday Holiday – Campus Closed
January 22, 2003	Opening Staff Meeting – 3:00-4:30 p.m., Clarke Theater
January 24, 2003	“Music for People who (think they) Hate Organ Music (and those who love it)” – 8:00 p.m., Music Recital Hall
January 24 & 25, 2003	“Puttin’ on the Hits” Fundraiser – 8:00 p.m., January 24, and 3:00 and 8:00 p.m. on January 25, Clarke Theater