



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, June 16, 2010

6:00 p.m. Closed Session

6:30 p.m. Public Session

Founders Hall, 1100 N. Grand Avenue  
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 three minutes per person.*

## AGENDA

*From time-to-time writings that are public records which are related to open session items on an agenda for a regular meeting may be distributed to Trustees after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the Office of the President located in Founders Hall between the hours of 7:30 a.m. and 4:30 p.m.*

**CALL TO ORDER** (6:00 p.m.)

## PUBLIC COMMUNICATION

**At this time, the Board of Trustees will listen to communication from the public on any Closed Session agenda item. Comments are limited to no more than three minutes per person.**

## CLOSED SESSION

- **Employment/Appointment of College President**

**PUBLIC SESSION** (6:30 p.m. Flag Salute)

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*The Board reserves the right to modify the order of business in the manner it deems appropriate.*

*Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Board shall reserve time after the public meeting to continue discussion.*

## **INTRODUCTIONS AND RECOGNITION**

- **Introduction of the following newly appointed staff:**

Classified

Marian Popa, Electrician, Maintenance

- **Recognition**

- Awarding of Certificates of Service to the following retiring staff:

Maria M. Andrade, Educational Advisor – 38 years of service

Deborah Blackmore, Dean, Physical Education – 35 years of service

Virginia “Gina” Tjaden, Administrative Secretary – 18 years of service

## **APPROVAL OF MINUTES**

Approval of minutes of the regular meeting of May 26, 2010. (See backup packet pages 1 through 12.)

## **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 three 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 Report
2. Senates
  - A. Academic Senate
  - B. Classified Senate
3. Employee Groups
  - A. Faculty Association
  - B. CSEA Units
  - C. Other Unrepresented Groups
4. President – John S. Nixon, President/CEO
  - Tentative Budget – Mike Gregoryk
5. Informational Report – Distance Education, prepared by Meghan Chen, Dean, Library & Learning Resources, and Terri Beam, Chemistry Professor and Online Learning Faculty Coordinator (See backup packet pages 13 and 14.)

## 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.

## HUMAN RESOURCES

1. Consideration of approval of Personnel Transactions, dated June 16, 2010. (See backup packet pages 15 through 26.)

## INSTRUCTION and STUDENT SERVICES

2. Consideration of approval of agreements with Medical Directors for Health Programs for the 2011-12 academic year. (See backup packet pages 27 and 28.)
3. Consideration of approval of contractors for physical exams for health sciences faculty. (See backup packet page 29.)
4. Consideration of approval of the Tech Prep Grant Award through Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) Title II-B. (See backup packet pages 30 and 31.)

5. Consideration of approval to accept funds for the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) Title 1C grant. (See backup packet pages 32 and 33.)
6. Consideration of approval of a contract for the Center of Excellence's CTE Hub Grant with Los Rios Community College District. (See backup packet page 34.)
7. Consideration of approval of an extension of the Center of Excellence grant. (See backup packet page 35.)
8. Consideration of approval of additions and changes to the Continuing Education program. (See backup packet page 36.)
9. Consideration of approval to extend the agreement with the County of Los Angeles, Department of Public Social Services for the next fiscal year ending June 30, 2011. (See backup packet page 37.)
10. Consideration of approval of expenditures for Associated Students funds for costs associated with various special events for the 2010-11 academic year. (See backup packet page 38.)
11. Consideration of approval of contract and acceptance of funds for the Child Development Center. (See backup packet page 39.)

#### **ADMINISTRATIVE SERVICES**

12. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 40 through 47.)
13. Consideration of approval of the Tentative Budget for Fiscal Year 2010-11. (See backup packet pages 48 and 49.)
14. Consideration of approval of Resolution No. 09-11 - Temporary Inter-fund Cash Borrowing. (See backup packet pages 50 and 51.)
15. Consideration of approval of the Annual Investment Policy Statement. (See backup packet pages 52 through 58.)
16. Consideration of approval of an agreement with Blackboard Inc. for a Course Management System for the period July 1, 2010, through June 30, 2012. (See backup packet page 59.)
17. Consideration of approval of the purchase of a new Hand-Held Operating Controller from Gala Systems for the lift in the Performing Arts Center. (See backup packet page 60.)
18. Consideration of approval for the Annual Advertisements for Goods and Services for Fiscal Year 2010-11. (See backup packet page 61.)

19. Consideration of approval of the sale of Miscellaneous Surplus, Scrap Metal, and Salvage Items for Fiscal Year 2010-11. (See backup packet page 62.)
20. Consideration of approval of Aircraft Repair Services with Nostalgia Airways, Inc. dba NAI Aircraft Services for Fiscal Year 2010-11. (See backup packet page 63.)
21. Consideration of approval of the renewal of the College's Aviation Insurance Policy with Falcon Insurance Agency of California, Inc. for the period July 1, 2010, through July 1, 2011. (See backup packet pages 64 and 65.)
22. Consideration of approval of the renewal of the College's Student Accident/Athletic Insurance Coverage with Student Insurance Company for the period July 1, 2010, through July 1, 2011. (See backup packet pages 66 and 67.)
23. Consideration of approval of the renewal of the College's Fine Arts Insurance Coverage with Huntington T. Block Insurance Agency for the period July 1, 2010, through July 1, 2011. (See backup packet page 68.)
24. Consideration of approval to reject a Claim Against the District by Menlan Shaw, and that Administrative Services is instructed to notify the claimant of the rejection in accordance with Government Code Sections 910 through 915.4. (See backup packet page 69.)
25. Consideration of approval of agreements to provide Professional Design and Consulting Services with P2S Engineering for the Agricultural Science Complex project; with Global Geo-Engineering, Inc. for the Child Development Center project; with Bovis Lend Lease for the Construction Claims Support Services project; and with PAL id studio for the Administration Building Remodel project. (See backup packet pages 70 and 71.)
26. Consideration of approval of the following Change Orders:
  - Bid No. 2846 Design Technology Center – KAR Construction (Caissons & Concrete Contractor) – Change Order No. 2. (See backup packet page 72.)
  - Bid No. 2853 Design Technology Center – Brewster Electric (Electrical Contractor) – Change Order No. 1. (See backup packet pages 72 and 73.)
27. Consideration of approval of the following Completion Notices:
  - Bid No. 2688 Classroom Remodel – Daart Engineering Company, Inc. (Fire Sprinklers Contractor)
  - Bid No. 2670 Classroom Remodel – Sage Electric Company (Electrical Contractor)
28. Consideration of approval of the following Proposed Gifts and Donations to the

College:

- Terry La Curan & Sons Trucking LLC – 1.5 tons of specialty sand for the track long-jump pits, valued by donor at \$662.60, to be used by the Physical Education and Grounds Departments.
- Terry La Curan & Sons Trucking LLC – USGA greens mix sand for use on campus golf greens and sports fields, valued by donor at \$513.14, to be used by the Grounds 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 the Associated Students Proposed Budget for Fiscal Year 2010-11. (See backup packet pages 74 through 77.)
2. Consideration of approval of Resolution No. 09-12 authorizing staff layoff due to expiration of specially-funded program, lack of work and/or lack of funds. (See backup packet pages 78 and 79.)

## **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 Board Policy 4700 – Classroom Visitors and Other Attendees. (See backup packet pages 80 and 81.)

## **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: July 28, 2010

August 25, 2010  
September 15, 2010

**Upcoming Events:**

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|----------------|---|
| June 17, 2010  | <b>GED-Adult High School Graduation Ceremony</b> – 6:00 p.m., Clarke Theater    |
| June 17, 2010  | <b>Astronomy Scholarship Fundraising Dinner</b> – 6:00-9:00 p.m., Founders Hall |
| June 28, 2010  | <b>2010 Summer Intersession Begins</b>  |
| July 5, 2010   | <b>Independence Day Holiday</b> (campus closed)                                 |
| July 19, 2010  | <b>Registration Starts for 2010 Fall Semester</b>                               |
| August 4, 2010 | <b>Summer Bridge Program Talent Show</b> – 8:30-10:00 a.m., Clarke Theater      |
| August 5, 2010 | <b>Summer Bridge Program Closing Ceremony</b> – 1:30-3:30 p.m., Clarke Theater  |
| August 5, 2010 | <b>Citizens Oversight Committee Meeting</b> – 6:00 p.m., Founders Hall          |

It is the intention of Mt. San Antonio College to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Diana Casteel, Executive Assistant to the President and Board of Trustees, 1100 North Grand Avenue, Walnut, CA 91789, (909) 594-5611, extension 4250, 7:30 a.m. to 4:30 p.m., Monday-Friday, at least 48 hours prior to the meeting.