



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, January 26, 2011

### MINUTES

#### CALL TO ORDER

The study session of the Board of Trustees of Mt. San Antonio College was called to order at 4:09 p.m. on Wednesday, January 26, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall, and Student Trustee Martinez were present.

#### STAFF PRESENT

John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; Michael D. Gregoryk, Vice president, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. STUDY SESSION

Mary Dowell, from Liebert Cassidy Whitmore, provided the Board with Conflicts of Interest and Ethics training. The presentation included Avoiding Abuses of Power: Laws Relating to Personal Financial Gain; Laws Relating to Claiming Perquisites of Office; Acting in Service: Government Transparency Laws; and Laws Relating to Fair Processes.

The Study Session recessed at 5:30 p.m.

#### 3. CLOSED SESSION

The Board convened Closed Session at 6:00 p.m.

Staff Present: John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

The Board discussed the following items:

- Employment/Appointment of College President
- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6 CSEA, Chapters 262 and 651
- Conference with Legal Counsel Regarding Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (two positions)
- Conference with Legal Counsel – Anticipated Litigation – Initiation of litigation pursuant to subdivision (c) of Section 54956.9: (one case)

#### **4. PUBLIC SESSION**

The public meeting reconvened at 6:35 p.m.

#### **5. MOMENT OF SILENCE**

A moment of silence was observed in memory of Dusty Jane Achenbach and Alan Reyes. Dusty was a Tutorial Assistant in the Adult Basic Skills Department. She joined the College in 1999 and passed away on Friday, January 7. Alan was a student in the Respiratory Therapy Program. He died in an automobile accident on January 18.

#### **6. INTRODUCTIONS/RECOGNITION**

- **Introductions**

- The following newly appointed classified staff members were introduced to the Board:

Classified Staff

Erick McNeil, Lead Custodian, Custodial Services  
Hawk Yao, Benefits Specialist, Human Resources

Management

Richard Lee, Manager, Payroll, Fiscal Services

- **Recognition**

- A Certificate of Service will be sent to Cheryl McGee, Media Services Coordinator, who is retiring after 23 years of service. Ms. McGee was not able to be present to receive the certificate, and the Board's thanks for her service.

#### **7. APPROVAL OF MINUTES**

It was moved by Trustee Baca, seconded by Trustee Bader, to approve the minutes of the regular meeting of December 15, 2010. Motion unanimously carried. Student Trustee concurred.

#### **8. ACTION TAKEN IN CLOSED SESSION**

None.

## 9. PUBLIC COMMUNICATION

None.

## 10. REPORTS

A. Xavier Padilla, Associated Students President, reported the following:

- President Padilla thanked the President's Cabinet, Vic Belinski, and the Information Technology staff for addressing students' concerns about the student activities fee. Students believe they will see a positive impact on their 2011-12 budget.

B. Eric Kaljumagi, Academic Senate President, reported the following:

- Upon the recommendation of the Academic Senate, the College President has approved revisions to two College Administrative Procedures (4270 and 4280). A third Administrative Procedure which explains and defines the process by which Administrative Procedures and Board Policies are proposed and reviewed is still awaiting classified staff input.
- The Academic Senate is continuing the process of appointing coordinators for fall 2011. Two applicants have stepped forward to apply for Faculty Outcomes Coordinator. The Senate continues to actively seek a new Teacher Preparation Institute Coordinator. In addition, former Study Abroad Coordinators have been given partial funding in order to reestablish Mt. SAC's Study Abroad program. It is hoped that the first offerings will occur in fall 2012.
- Student success is a topic currently being discussed by several statewide organizations. Although there are a number of statewide student success conferences this spring, it is not clear which would be of greatest benefit, and the total cost for each participant (registration, travel, meals) can exceed \$1,000 per person.

In order to optimize participation while keeping costs down, the Student Preparation and Success Council decided to host its own conference, and the Basic Skills Coordinating Committee agreed to join in the effort. Vice President Yamagata-Noji and Academic Senate Vice President Reinhart are coordinating the event. On February 10-11, approximately 40 Mt. SAC faculty, staff, students, and managers will meet at Kellogg West Conference Center to:

- Reflect on the growing state and national student success agenda;
- Explore multiple approaches to defining and measuring student success; and
- Set the course for a comprehensive student success plan for Mt. SAC.

C. Donna Lee, Classified Senate President, reported the following:

- The Classified Senate is accepting nominations for the California Community Colleges Classified Employee of the Year Award. The Chancellor's Office, Board of Governors, and the Foundation for California Community Colleges will honor up to six community college classified employees who demonstrate the highest level of commitment to professionalism and to their community college.

- The Classified Senate and Academic Senate tried unsuccessfully to combine the annual year-end recognition ceremonies. The Classified Recognition/Awards Ceremony is scheduled for May 25, 9:30 a.m., in the Clarke Theater. Board members were invited to attend.
- Classified Senate President Donna Lee and President-Elect Marchelle Nairne-Proulx will attend the California Community College Classified Senate Southeast Region Leadership Retreat on January 28. Hosted by Mt. San Jacinto College, sessions will focus on classified awareness, appreciation, and communication.

D. Jennifer Galbraith, Faculty Association President, reported the following:

- The Faculty Association and the District have begun negotiations on a successor agreement. The teams have agreed to send joint communications to all interested parties after most negotiations meetings. The Faculty Association is looking forward to working collegially with the District.
- Music and lyrics have been sent to all performers for the 2011 Puttin' on the Hits, which will feature music from movies and television. There will once again be three shows with reduced ticket prices on the Saturday matinee for students and seniors.
- The Faculty Association will be sending 13 delegates to the California Community College Association's Winter Conference, February 11-13, in Palm Springs.

E. Laura Martinez, President, CSEA Chapter 262, reported the following:

- President Martinez reported the following results of the Chapter elections, held in December:

Laura Martinez - Chapter President  
 Cason Smith - 2<sup>nd</sup> Vice President  
 Linda Tackett - Treasurer  
 Julie Hasslock - Chapter Public Relations Officer

As a result of President Martinez vacating the 1<sup>st</sup> Vice President position, Cason Smith automatically assumed the role. This has resulted in the need for a future special election for a 2<sup>nd</sup> Vice President.

- The new contract was unanimously ratified by Chapter 262 members. Once the Board approves the contract, President Martinez will survey members in order to prepare an Initial Proposal for a successor agreement. CSEA is committed to completing these negotiations by June 30, 2011.
- President Martinez extended congratulations to Mt. SAC student Claudia Amezcua for winning two Golden Mike Awards last weekend for her work at KSAK, under the leadership of Cason Smith. Congratulations were also extended to the eight KSAK students who were nominated for "Best Newscast Under 15 Minutes."

The Golden Mike Awards is a very expensive ceremony, and these students would not have had an opportunity to attend, without funding from Mt. SAC. President Martinez thanked Vice President Burley and Linda Potter for expediting the "Stars of Excellence" funding, Dr. Nixon for his continued support of students, Mike Gregoryk for attending the Ceremony, and the Associated

Students for providing funding to KSAK operations, which allowed these students to succeed on a professional level.

F. Johnny Jauregui, President, CSEA Chapter 651, reported the following:

- President Jauregui introduced the following new CSEA Chapter 651 Executive Board Members:

Johnny Jauregui – President  
Mike Angle – Vice president  
Jack Tayag – 2<sup>nd</sup> Vice President  
Debbie Guerra – Secretary  
Manny Marquez – Treasurer  
Royanne Garrison – Chief Job Steward  
Art Morales – Job Steward  
Cesar Castenedas – Chapter Public Relations Officer

- President Jauregui said that Chapter 651 has also completed contract negotiations with the College, which the Board will receive at its February meeting. The current Chapter 651 negotiating team members are: Johnny Jauregui, Cesar Castenedas, Debbie Guerra, Mike Angle, and Robert Montoya.
- President Jauregui said CSEA hosts regional presidents meetings (for Area G) and community college forums to share information and to help procure funding for higher education. Mr. Jauregui said CSEA is very politically active.
- CSEA's Annual Installation Banquet will be held this Friday, January 28, 6:00 p.m., at the Pomona Valley Mining Co. Board members were invited to attend.
- Facilities staff is interested in supporting the College in Planning for Institutional Effectiveness (PIE). As a result, Director Nellesen scheduled a meeting to discuss how the division can communicate better and better use its resources. Because this was so successful, these meetings will be held every six months.
- On a more somber note, Mr. Jauregui said that some staff in Facilities feel they have been disrespected and even verbally abused on occasion. This has been an ongoing issue – although he stressed that it is not with all management staff. On occasion, staff have been threatened that their job can be outsourced, they have been belittled, and have been spoken to in a sarcastic tone. President Jauregui said the management staff should have a positive tone when dealing with staff. Mr. Jauregui stressed that change needs to happen this year.

G. President Nixon's report included the following:

- President Nixon wished Board President Chen Haggerty a happy birthday.
- Dr. Nixon congratulated the College Flying Team members and coaches for again winning the Top Two-Year School Award (this is a 20-year winning streak) as well as the Sportsmanship Award at the Pacific Coast Intercollegiate Flying Association's SAFECON held January 13-16, at Bracket Field. In the team rankings, Mt. SAC came in second, behind Embry-Riddle Aeronautical University.
- Not only did the football team win the State and National Championship, Head Coach Bob Jastrab received the highest honor that can be bestowed upon a community college coach by being named the 2010 American Football Coaches Association Community College National Coach of the Year. During his five

years as the College's head coach, Coach Jastrab has accumulated an astonishing record of 62 wins and 13 losses (.827 winning percentage).

- Mt. SAC also has an outstanding Turf Team. For the fourth consecutive year, the College sent two teams to the Sports Turf Managers Association's Annual Conference and Exhibition. Of the 33 teams competing, one of Mt. SAC's teams placed first place (in front of Penn State and the University of Maryland). The second team placed sixth.
- Mike Gregoryk, Vice President of Administrative Services, provided an update on the impact of Governor Brown's 2011-12 Proposed State Budget to California's community colleges. The Governor is proposing a 6.8% (\$400 million) budget reduction and a \$10 fee increase to \$36 per unit. It is expected that the implementation of just these two items could cause hundreds of thousands of students to lose access to a community college education.

Vice President Gregoryk shared three scenarios with the Board on how the Governor's proposed budget might affect Mt. SAC. One scenario assumed the June tax package is approved; the second assumed the June tax package fails and Prop 98 is funded at a minimum; and the third assumed the June tax package fails and Prop 98 funding is suspended. The reductions required by the College ranged from \$3.655 million in the best-case scenario to \$18.131 million in the worst-case scenario.

Vice President Gregoryk said cash flow will soon be a problem for Mt. SAC and other community colleges.

## 11. INFORMATIONAL REPORT

Board members were provided with a written update on the Financial Aid Project: *The Aid Success Project – Aid Like A Paycheck*, prepared by Susan Jones, Director, Financial Aid.

Prior to her report, Vice President Yamagata-Noji announced that Susan Jones had been recognized by her Financial Aid colleagues across the State by being presented with a Lifetime Achievement Award.

The Aid Success Project is a Bill and Melinda Gates Foundation-funded initiative whose purpose is to explore how the communication, delivery, and design of financial aid can improve postsecondary outcomes for low income students. In partnership with MDRC (a nonprofit social policy research group) and, in consultation with the Gates Foundation, The Institute for College Access & Success (TICAS) developed two pilot interventions designed to help low-income students persist and succeed in college by better utilizing financial aid. One of the pilots, Aid Like a Paycheck (ALAP) was designed to help students think about college much like a job by disbursing incremental grant payments in ways that may help students budget and manage their aid more effectively. A desired outcome of disbursing more frequently is that it will reduce the likelihood of students spending financial aid funds too quickly and dropping classes or cutting back on study time to work additional hours. Ultimately, the long-term purpose of the Aid Success Project is to investigate whether the information sessions and financial aid disbursement mechanisms lead to improvements in academic progress and success. Mt. SAC was the only college selected to participate in the Aid Like a Paycheck pilot for the fall 2010 semester. A second cohort of students will be participating in this project for the spring 2011 semester.

Director Jones also reported the following:

- Funding to all students in all financial aid programs increased from 2007-08 through 2009-10 by nearly \$18 million dollars (83.7%).
- The percent of Federal Student Aid applications received and processed by Financial Aid increased by 10,822 (61.5%) from 2007-08 through 2009-10.
- The Mt. SAC loan default rate has remained below 10% since 1997.

Board members congratulated Director Jones on her Lifetime Achievement Award and commended her and her staff on the large number of applications they process annually.

## **12. CONSENT AGENDA**

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

### **PRESIDENT'S OFFICE**

1. Approval to renew a contract with Economic Modeling Specialists, Inc. through February 28, 2012, at a cost of \$6,000.
2. Approval of a contract with Harris Connect to provide online services for alumni and donor development and communication.

### **HUMAN RESOURCES**

3. Approval of Personnel Transactions, dated January 26, 2011.

### **INSTRUCTION and STUDENT SERVICES**

4. Approval of new courses for the 2011-12 academic year.
5. Approval for Forensics students and faculty to attend the Speech on the Beach Swing Tournament in Corpus Christi, TX.
6. Approval for Forensics students and faculty to attend the Glendale Community College/Mt. SAC Forensics Tournament in Glendale, AZ.
7. Approval to accept funds for a Cohort Document sub-grant.
8. Approval to accept SB 70 grant funds for the Center of Excellence.
9. Approval of an affiliation agreement with Mirada Hills Rehabilitation and Convalescent Hospital for students enrolled in the Nursing Program.
10. Approval of Community Services Contract Training renewal and change.
11. Approval of additions and changes to the Continuing Education fee-based program.

12. Approval of an affiliation agreement for the use of the Fire Training Center, located in Ontario.
13. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.

#### **ADMINISTRATIVE SERVICES**

14. Approval of the Appropriation Transfers and Budget Revisions Summary.
15. Approval of 2011-12 Nonresident Tuition Fees.
16. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
17. Approval of various Agreements to provide Professional Design and Consulting Services with Converse Consultants for the Gym Site Improvement Project; with Travis Companies, Inc. for the Bracket Airfield Construction Project; and with Winefield and Associates for the South Coast Air Quality Management District 2010 Annual Emissions Report.
18. Approval of the following Change Orders:
  - Bid No. 2775      Agricultural Sciences Complex (Main Building) – Harbor Construction (General Contractor) – Change Order No. 11.
  - Bid No. 2779      Agricultural Sciences Complex (Main Building) – American Electric Company (Electrical Contractor) – Change Order No. 7.
  - Bid No. 2826      Humanities Courtyard Improvements – Green Giant Landscape (Landscape Contractor) – Change Order No. 2.
  - Bid No. 2844      Design Technology Center – Evans Brothers, Inc. (Site Prep and Site Utility Relocation Contractor) – Change Order No. 3.
  - Bid No. 2849      Design Technology Center – RC Construction (General Contractor) – Change Order No. 4.
  - Bid No. 2853      Design Technology Center – Brewster Electrical (Electrical Contractor) – Change Order No. 5.
  - Bid No. 2855      Administration Building Remodel – Angeles Contractor Inc. (General Contractor) – Change Order No. 4.
  - Bid No. 2857      Administration Building Remodel – Empyrean Plumbing (Plumbing Contractor) – Change Order No. 2.
  - Bid No. 2859      Administration Building Remodel – Rancho Pacific Electrical, Inc. (Electrical Contractor) – Change Order No. 4.
19. Approval of the following Contract Amendments:



- Contract            Design Technology Center – Independent Roofing Consultants (Professional Design and Consulting Services Consultant) – Amendment No. 1.
- Contract            Administration Building Remodel – Marlene Imirzian & Associates, Architects (Professional Design and Consulting Services Consultant) – Amendment No. 11.
- Contract            Design Technology Center – P2S Engineering, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 1.

20. Approval of the following Completion Notices:

- Bid No. 2781        Agricultural Sciences Complex (Construction and Site Work of Equine Tack and Raptor Building, plus Site Work for Animal Care and Greenhouse Building) – Harik Construction, Inc. (Contractor)
- Bid No. 2875        Parking Lot S Landscape and Irrigation – Martinez Landscape Co., Inc. (Contractor)
- Bid No. 2877        Science Building Cadaver Room HVAC Upgrade – Nu Age Development, Inc. (Contractor)

21. Approval of the following Proposed Gifts and Donations to the College:

- Larry L. Redinger and Tina Clippinger– Eighty-five 6’ to 12’ cuttings of Euphorbia Replens succulent specimens, valued by donor at \$6,000, to be used by the Natural Sciences Division.
- Gayle Probert – Six-foot Rotary Harrow, valued by donor at \$1,200, to be used by the Natural Sciences Division.

Motion unanimously carried. Student Trustee concurred.

**13. STUDENT SUCCESS WORKSHOP**

Trustee Baca said he asked that this item be pulled simply to highlight the conference. We have been hearing a lot about student success nationally, and it’s critically important, particularly in light of the budget situation and in light of the national effort driven by competition internationally.

Dr. Baca noted that he was recently one of 21 people appointed to the California Community Colleges Student Success Task Force that will be in charge of making sure students do not just attend college, but complete it. The task force will examine strategies for promoting student success, including improving student assessment, delivering remedial instruction, increasing access to financial aid and academic counseling as well as identifying national funding models to incentivize completion rates.

It was moved by Trustee Baca, seconded by Trustee Bader, to approve a contract with the

Kellogg West Conference Center for a Student Success Workshop offered on February 10 and 11, 2011. Motion unanimously carried. Student Trustee concurred.

#### **14. NOMINATIONS FOR THE 2011 CCCT BOARD OF DIRECTORS**

There were no nominations made for the 2011 CCCT Board of Directors.

#### **15. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Best wishes were offered to retiring staff member Cheryl McGee.
  - All new employees were welcomed to the College.
  - Director Susan Jones was congratulated for receiving the Lifetime Achievement Award.
  - Student Claudia Amezcua was congratulated for winning two Golden Mike Awards.
  - Both the Flying Team and Turf Team were congratulated for their accomplishments.
  - Laura Martinez was congratulated for being elected to the position of President, CSEA Chapter 262.
- Student Trustee Martinez said he attended the CCLC Legislative Conference in Sacramento recently with Jill Dolan. While there was lots of bad news, with the State facing \$12.5 billion in budget cuts, he enjoyed meeting with legislators. Student Trustee Martinez said Mt. SAC is a fantastic college and he is proud to be its student trustee.
- Trustee Bader commended Clarence Brown, Director of Marketing, and his staff for the outstanding Annual Report. It is both informative and attractive.
- Trustee Baca said he looks forward to working with Peter MacDougall, Student Success Task Force chairman and president emeritus, Santa Barbara City College, and will provide the Board with regular updates on the task force's progress.
- Trustee Hall said he is pleased to see the College's men's basketball team emerging as a powerhouse in the state. (The team is currently ranked #2 in Southern California and #6 in the state.) Dr. Hall looks forward to honoring the football team and men's soccer team at the February Board meeting.
- Trustee Chyr offered congratulations to all who continually make Mt. SAC the College of Champions.

Trustee Chyr said he recently had a conversation with Academic Senate Vice President Reinhart about the upcoming student success conference. During the conversation, they discussed students' frustration because they aren't able to get classes. Trustee Chyr said first-time students throughout the State are suffering because they can't get classes. Following that conversation, Mr. Chyr read an article titled, *Should community colleges cut off lingering students?* The article mentions a proposal to cut off access to community college students who linger too long – loading up their transcripts with gym classes, poor grades, and far more units than they need to transfer or graduate. Referenced in the article is a report from the State Legislative Analyst recommending giving first-time students a higher priority

for class registration, capping the number of taxpayer-subsidized units that students can take and limiting the number of times students can repeat certain courses.

Trustee Chyr said the College needs to begin having a conversation on how to address this.

President Nixon, while agreeing with Trustee Chyr that this is an important topic and should be discussed at both the College and State levels, said that in the 105-year history of community colleges, 85 of those years have been spent chasing enrollment. It has only been in the relative few years of economic recession that colleges have been in the situation described by Trustee Chyr.

- Trustee Chen Haggerty recently attended the League's Effective Trustee Workshop in Sacramento. She is serving on the committee to help mentor new trustees. Trustee Chen Haggerty said that, with this past election, there are 60 new college trustees in the state.

Trustee Chen Haggerty said that, when you talk about funding and student success, you have to also talk about the CLASS (California Leadership Alliance for Student Success) Project. This two-year project resulted in several benefits to the College, one of which is the College's plan to examine student success by tracking a cohort of Summer Bridge students for the next three years. Trustee Chen Haggerty pointed out that the CLASS Project was funded by the William and Flora Hewlett Foundation and the James Irvine Foundation.

## **16. CLOSED SESSION**

The Board adjourned to Closed Session at 8:08 p.m. The meeting reconvened to regular session at 8:59 p.m.

## **17. ACTION TAKEN IN CLOSED SESSION**

None.

## **18. ADJOURNMENT**

The meeting adjourned at 9:00 p.m.

JSN:dc