



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, July 25, 2011

### 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 Monday, July 25, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

Bill Scroggins, 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. CLOSED SESSION

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

- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6  
Faculty Association and CSEA, Chapters 262 and 651
- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (one position)

#### 3. PUBLIC SESSION

The public meeting reconvened at 6:31 p.m.

#### 4. STUDENT TRUSTEE OATH OF OFFICE

President Scroggins administered the Oath of Office to Bruno Hernandez and welcomed him to the Board as the Student Trustee.

#### 5. INTRODUCTIONS/RECOGNITION

- **Introductions**

- The following newly appointed and promoted staff were introduced to the Board:

Classified

Maria De Lourdes Granda, Coordinator, ESL  
Amber Sprague, Library Technician II, Library/Learning Resources  
Jennifer Turner-Wiseman, Laboratory Technician, Mathematics & Computer  
Science, Natural Sciences

Management

James Jenkins, Dean, Humanities & Social Sciences

- **Recognition**

- Trustee Chen Haggerty presented Certificates of Service to the following retiring classified staff, faculty, and managers in recognition of their years of service.

Janette Henry, Director, Child Development Center, 30½ years of service  
Alan Lawson, Professor, Business Administration, 24 years of service  
Harold Richardson, DSP&S Computer Technician, 12 years of service

## **6. APPROVAL OF MINUTES**

It was moved by Trustee Bader, seconded by Trustee Hall, to approve the minutes of the regular meeting of June 22, 2011. Motion unanimously carried. Student Trustee concurred.

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

Trustee Chen Haggerty reported that, in Closed Session, the Board voted unanimously to dismiss classified employee #2776, effective July 26, 2011.

## **8. PUBLIC COMMUNICATION**

- Nelson Aguilar, a broadcasting student, said he is interested in speaking to Board members about the changes being made at KSAK. He left contact information with the President's Office and asked Board members to contact him.
- Mark Ferguson, Grounds/Equipment Operator, said it saddens him that he will no longer be working for the College. He said he has enjoyed his tenure here and wished only the best for the College.

## **9. REPORTS**

A. Alex Mendoza, Associated Students President, reported the following:

- President Mendoza introduced the following Associated Student Officers:

*Newly Elected Associated Students Officers:*

Kenneth Baca – A.S. Vice President of Activities  
Bruno Hernandez – Student Trustee  
Matt Foresta – Senator Pro-temp  
Karla Estrada – Senator Pro-temp  
Guadalupe de la Cruz – ICC Vice Chair  
Kacy Padilla – ICC Chair

*Returning Associated Students Officers:*

Yue Yan – Arts Senator  
Jary Tsuei – Elections Senator  
Mergnan Zhang – Finance Senator  
Jose Jimenez – Internal Auditor Senator  
Ahmad Azzawi – Public Relations Senator  
Edgar Soto – Activities Senator  
Carlos Caudillo – Historian Senator

President Mendoza said that these student leaders look forward to passionately serving the personal growth of every student, as well as the enrichment of the Mt. SAC community. He said it is their responsibility to represent the voices of the student body, and, with absolute integrity, execute their duties to the best of their ability.

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

- The full Senate will not meet again until September 1.
- President Kaljumagi said the Academic Senate exists to advise the Board of Trustees on “academic and professional matters.” A goal- and priority-setting retreat for the coming academic year is planned for August 25. Mr. Kaljumagi extended an invitation to Board members to suggest any academic & professional matters that the Senate might discuss this year.
- The professional development “Flex Day” for the 2011-12 academic year is scheduled for Friday, August 26. The day will consist of a general session attended by all full-time faculty, two breakout sessions, and department (or division) meetings. This year, 13 different breakout sessions will be available to faculty on topics as diverse as disaster preparedness, student veterans, using iOS to access campus email, and the Academic Senate. On behalf of the Senate, Mr. Kaljumagi thanked the many people who work to put on Flex Day.
- The Academic Senate Secretary and State Delegate attended the Academic Senate for California Community Colleges’ Leadership Institute, June 16–18. They attended sessions on training and organizing senators, State and local budgets, Robert’s Rules of Order, the Brown Act, and program discontinuance and reductions.
- The Academic Senate Curriculum Liaison, Assistant Curriculum Liaison, and Faculty Outcomes Coordinator were part of a team of five who attended the Academic Senate for California Community Colleges’ Curriculum Institute, July 14–16. They attended a wide variety of sessions, including dealing with

prerequisites and content review, the C-ID project, credit by exam, and the new State AA-T and AS-T degrees.

C. Marchelle Nairne-Proulx, Classified Senate President, reported the following:

- President Nairne-Proulx welcomed Dr. Scroggins to the Mt. SAC family and thanked him for meeting with her and the Senate Past President. She also thanked Past President Donna Lee for mentoring her throughout the past year.
- Last week was Ms. Nairne-Proulx's first meeting with the Senate as President. During that meeting the Senate discussed working with the CSEA units on workshops for classified staff to be conducted during the Convocation/Flex Day. Also, the following four new senators and one alternate were introduced:

Naomi Abesamis, Project/Program Coordinator, Bridge Program  
Julie Hasslock, Clerical Specialist, Mathematics & Computer Sciences  
Obdulia Reynoso, Clerical Assistant, Physical Education  
Darlene Vale, Registered Veterinary Lab Tech, Agricultural Sciences  
Alternate Senator is Erika Aparicio, Clerical Specialist, Human Resources

- The Senate is interested in reinstating the New Classified Employee/Mentoring Program, which was eliminated due to lack of staff.

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

- Ratification ballots for the new collective bargaining agreement have been mailed to all Faculty Association members. One Open Forum has been held and another is planned to discuss the tentative agreement. Ratification ballots are due back to the Faculty Association Office by Monday, August 1.
- President Galbraith and Vice President Howell attended the CTA Presidents' Conference last week at the Asilomar Conference Center. Both found the conference to be very enlightening.

E. Rosa Asencio, CSEA, Chapter 262 Secretary, reported the following:

- Secretary Asencio reported that CSEA leaders Laura Martinez, Cason Smith, Mark Fernandez, and Katherine MacDonald are attending the CSEA Annual Conference in Las Vegas this week.
- On behalf of CSEA, Chapter 262, Ms. Asencio welcomed President Scroggins to Mt. SAC and congratulated Marchelle Nairne-Proulx for being elected President of the Classified Senate.
- Ms. Asencio said CSEA members are encouraged and enthusiastic about being included in the Fall Convocation. The two CSEA chapters and the Classified Senate are working together to provide informative workshops for the classified staff.
- CSEA is pleased that contract negotiations are moving forward and have been productive.

F. President Scroggins' report included the following:

- President Scroggins said his first three weeks at Mt. SAC have been very busy meeting with the Vice Presidents, getting to know the Deans, and becoming better acquainted with the College. Dr. Scroggins said he is looking forward to getting out into the community. Being from the area, he commented that it feels like coming home.
- Dr. Scroggins welcomed Marchelle Nairne-Proulx to the Board leadership table and said he looks forward to working with her and the Classified Senate. He also welcomed Alex Mendoza to his student leadership role.
- President Scroggins asked the Board to consider having a 1½ day Retreat in January for in-depth discussion of the College's mission, budget, etc. January would be a good time because of the budget development timeline. The location of the Retreat can be determined later. He thought one of our local universities might host such an event. Board members seemed receptive to a Friday afternoon and all-day Saturday meeting. The President's Office will follow up with Board members to find a date that works for everyone.

## **10. INFORMATIONAL REPORT**

Board members were provided with a written briefing on Disabled Student Programs and Services (DSPS), prepared by Grace Hanson, Director, Disabled Student Programs & Services.

Established in 1973, this year marks the 38<sup>th</sup> year DSPS has been at Mt. SAC. In 1974, the program served 150 students (primarily those who had physical disabilities). During 2010-11, DSPS served 2,602 students. This is an increase of 714 students (37.8 percent) over the number of students served in 2009-10. The highest growing populations are students with autism spectrum, veterans with multiple disabilities, students with learning disabilities, and students with psychological disabilities.

The DSPS population has grown by approximately 37.8% from last year (1,881 to 2,602). This represents a 37.8% increase in workload with the same number of staff. DSPS developed pilot projects to address the issue of increasing numbers of students resulting in higher costs. Examples of these processes include a new summer student intake, addressing irresponsible use of DSPS services, and sharing resources and workload with other departments on campus. DSPS embarked on a public information campaign mainly for outreach purposes; however these pieces are designed to dispel myths, stigmas, and stereotypes about disability, in general. DSPS is most proud of its new award-winning video, Success with Disability (which was shown to the Board). The video won the Most Distinguished Communicator Award for 2011 from the International Academy of the Visual Arts.

## **11. CONSENT AGENDA**

Trustee Chen Haggerty noted the addition of an addendum to the Personnel Transactions, consent item #1.

It was moved by Trustee Baca, seconded by Trustee Chyr, to approve or ratify the following items:

### **HUMAN RESOURCES**

1. Approval of Personnel Transactions, dated July 25, 2011, with the addendum.

## **INSTRUCTION and STUDENT SERVICES**

2. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
3. Approval of a new Associate in Science Computer Graphics Digital Technology degree, effective with the 2011-12 academic year, upon approval by the Chancellor's Office.
4. Approval of an Interior Design – Level 1 Certificate and three new Interior Design courses for noncredit, effective with the 2011-12 academic year, upon approval by the Chancellor's Office.
5. Approval of a contract with Cole-Schaefer Ambulance Service for coverage at all five home football games for the 2011 season.
6. Approval of a contract with Dr. Thomas Bryan for health screenings for new football athletes and physician coverage at all Mt. SAC football games for the 2011 season.
7. Approval for the Men's Soccer Team to travel to Texas to compete against two of the top Junior College programs in the nation.
8. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.
9. Approval of activities and acceptance of funds for the Family & Consumer Sciences Discipline/Industry Collaborative grant.
10. Ratification of a contract for the Scholarships in Science, Technology, Engineering, and Mathematics grant.
11. Approval of activities and acceptance of Funds for the Enrollment Growth and Retention for Associate Degree Nursing Programs grant.
12. Approval of contracts for the Health Care Sector and Other High Growth and Emerging Industries – Building Automation grant.
13. Approval of contracts and acceptance of funds for the Child Development Center.
14. Approval of Community Services Programs/Courses for Fall 2011.
15. Approval of additions and changes to the Continuing Education Adult Education Program.
16. Approval of contract changes to an existing agreement through Community Services.
17. Approval of additions and changes to the Continuing Education Fee Based Program.

18. Ratification of a contract between the Child Development Center and Sodexo to provide lunch meals for children enrolled in the Center.

### **ADMINISTRATIVE SERVICES**

19. Approval of the Appropriation Transfers and Budget Revisions Summary.
20. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
21. Approval of a three-year agreement with Higher One Inc. for Student Refund Management Services.
22. Approval of Public Safety Department personnel to be enrolled in the Peace Officer Standards and Training (POST) Certification training.
23. Ratification to purchase American Heart Association Publications and ECC/CPR/AED Training Products.
24. Approval to pay an assessment fee for Mt. SAC's secondary internet circuit for fiscal year 2011-12.
25. Approval to reduce from 10% to 5% the retention for Daart Engineering Company, Inc. for the Agricultural Sciences Complex (Fire Sprinklers) project; and for Janus Corporation for the Administration Building Remodel (Abatement & Demolition) project.
26. Approval of agreements to provide Professional Design and Consulting Services with H2 Environmental Consulting for the Aircraft Technology Building Fire Alarm Upgrade project; and with Psomas for the Earthwork Planning Study project.
27. Approval of the Final Project Proposal for the Technology Building Renovation project.
28. Approval of the following Change Orders:
  - Bid No. 2772      Agricultural Sciences Complex – Griffith Company (Earthwork and Demo Contractor) – Change Order No. 6.
  - Bid No. 2779      Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 11.
  - Bid No. 2781      Agricultural Sciences Complex – Lozano Casework (Casework Contractor) – Change Order No. 4.
  - Bid No. 2827      Child Development Center – Doja Inc. (Grading Contractor) – Change Order No. 2.
  - Bid No. 2829      Child Development Center – Edge Development (Building Concrete and Masonry Contractor) – Change Order No. 1.
  - Bid No. 2834      Child Development Center – Tri-Power Electric (Electrical

Contractor) – Change Order No. 2.

- Bid No. 2848 Design Technology Center – Lozano Casework (Casework Contractor) – Change Order No. 2.
- Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 8.
- Bid No. 2853 Design Technology Center – Brewster Electrical (Electrical Contractor) – Change Order No. 8.
- Bid No. 2854 Administration Building Remodel – Janus Corporation (Hazardous Materials Abatement Contractor) – Change Order No. 5.
- Bid No. 2856 Administration Building Remodel – Donald M. Hoover Company (Flooring Contractor) – Change Order No. 3.

29. Ratification of the following Contract Amendments:

- Contract Child Development Center – Global Geo-Engineering, Inc. (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. 13.

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

- Harry Lord – Series of books of infrared spectrometry and a reference collection of gas phase data and identification of molecular spectra (six books total), valued by donor at \$200, to be used by the Natural Sciences Division.
- Steve Shackelford – Electronically adjustable professional drafting table with all drafting table tools and accessories; and 8' tall tornado vortex generalizing system, valued by donor at \$4,000, to be used by the Natural Sciences Division.
- Andy Edwards – Filly, AQHA Registered Name, "Smart Little Diva," and Serial No. 5170379, valued by donor at \$20,000, to be used by the Natural Sciences Division.

Motion unanimously carried. Student Trustee concurred.

### **13. ASSOCIATE IN ARTS TRANSFER DEGREES**

Trustee Bader asked for clarification on how many AA-T degrees the College currently offers. Academic Senate President Kaljumagi said SB 1440 requires each college to start



offering degrees this fall. The two presented to the Board tonight are Mt. SAC's first two; however, there are six programs where an AA-T may be offered.

It was moved by Trustee Hall, seconded by Trustee Bader, to approve two new Associate degrees – Associate in Arts Transfer Degree in Communication Studies and Associate in Arts Transfer Degree in Psychology, effective with the 2011-12 academic year, upon approval by the Chancellor's Office. Motion unanimously carried. Student Trustee concurred.

#### **14. AGREEMENT TO PAY SPORTS OFFICIALS**

Trustee Bader asked if there had been a problem in paying sports officials. Vice President Gregoryk said the College has used outside vendors in past years to pay sports officials. This company is one that the College has not used in the past.

It was moved by Trustee Hall, seconded by Trustee Bader, to approve an agreement with ArbiterSports RefPay to pay sports officials. Motion unanimously carried. Student Trustee concurred.

#### **15. TRANSFER OF TERRITORY TO THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

It was moved by Trustee Chyr, seconded by Trustee Baca, to approve Resolution No. 11-01, Petition for Transfer of Territory from the Mt. San Antonio Community College District to the North Orange County Community College District. Motion unanimously carried. Student Trustee concurred.

#### **16. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Congratulations were offered to newly appointed and newly promoted staff.
  - Retiring faculty, staff, and managers were thanked for their years of service to the College.
  - Trustees welcomed Marchelle Naime-Proulx to her new position as President of the Classified Senate and Alex Mendoza as the new Associated Students President.
  - Trustees welcomed President Scroggins to Mt. SAC.
  - Trustees said they enjoyed riding in the Hacienda Heights 4<sup>th</sup> of July parade and appreciated Student Trustee Hernandez joining them.
- Student Trustee Hernandez said he is looking forward to working with the Board and the Associated Students leaders in his new role as Student Trustee.
- Trustee Bader said she attended an event in La Verne where the mayor introduced her and had some very complimentary things to say about Mt. SAC. She also appreciated having the opportunity to introduce Dr. Scroggins to members of the community at the San Gabriel Valley Regional Chamber Board Installation Gala.
- Noting that the Board won't be voting on the College budget until September, Trustee Chyr asked the College leadership to focus on the importance of classes for students. Even though the budget needs to be reduced, and the College already

offers more classes than the budget will allow, Trustee Chyr stressed the need for the College to offer classes needed by students in order to transfer – especially core classes like English and math.

- Trustee Hall agreed that these are not easy times for the College. He is looking forward to hearing how the State's budget will impact the College budget. Trustee Hall thanked the College for again hosting a recent Relay for Life event, sponsored by the American Red Cross, and noted that he matched the donations sent to him by College staff.

## **17. ADJOURNMENT**

The meeting adjourned at 7:45 p.m.

WTS:dc