



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, October 26, 2011

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:00 p.m. on Wednesday, October 26, 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

Trustee Chen Haggerty announced that the Public Employee Discipline/Dismissal/Release item has been pulled from the Closed Session agenda. The Board adjourned to Closed Session to discuss the following item:

- Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(c) (one case)

#### 3. PUBLIC SESSION

The public meeting reconvened at 6:49 p.m.

#### 4. MOMENT OF SILENCE

The Board observed a moment of silence in memory of four former College professors who recently passed away.

- **Donald E. Brook**, a Professor of Mathematics & Computer Science, passed away on September 28.

- **Patrick D’Incognito**, a Professor of Aircraft Maintenance & Manufacturing, passed away on September 23.
- **Ron Hartman**, a Professor of Earth Sciences & Astronomy, passed away on August 30.
- **Alan Lawson**, a Professor of Law, passed away on September 5.

## 5. INTRODUCTIONS/RECOGNITION

- **Introductions**

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

Classified

Linda Ju-Ong, ESL Instructional Support Assistant, ESL  
 Calixto Ortiz, ESL Learning Resources Technician, ESL

Supervisory

David Todd, Supervisor, Flight Training Program, Technology & Health

Management

Deborah Cavion, Associate Dean/Assistant Athletic Director, Kinesiology,  
 Kinesiology & Athletics

- **Recognition**

- Board President Chen Haggerty introduced Arts Dean Sue Long, who also serves on the Board of the American Red Cross. This year, Mt. SAC won two of the Division 2 Campus Challenge Awards – Most Blood Donations Overall (1,086) and Out for Blood Challenge (479). Dr. Long presented the plaque to Associated Students President Alex Mendoza. Dr. Long noted that 23 percent of all blood donated last year came from high schools, community colleges, and universities. Of that 23 percent, 5.7 percent came from Mt. SAC.

## 6. APPROVAL OF MINUTES

It was moved by Trustee Baca, seconded by Trustee Bader, to approve the minutes of the regular meeting of September 14, 2011. Motion unanimously carried. Student Trustee concurred.

## 7. ACTION TAKEN IN CLOSED SESSION

None.

## 8. PUBLIC COMMUNICATION

Professors Pat Bower, Barbara Gonzales, Daniel Wheeler, and Sun Ezzell provided Board members with a written report in response to the California Community Colleges Task Force on Student Success Draft Recommendations. The report provided to the Board was several pages in length, but the professors concluded that the Task Force Draft

Recommendations give an arbitrarily narrow definition of success and thus faults students and faculty for the lack of success; however, the overriding problems are with the record-keeping parameters and reporting that exclude such data as transfers to out-of-state and private colleges. The Task Force uses the rate of transfer to CSU and UC systems as its primary measure of success. The professors said that, even using the Task Force's narrow metric, Mt. SAC students are successful. It was suggested that, if adopted, the recommendations will change the mission of the community college, negatively impact the underprepared student, disproportionately impact students of color, impose State control over faculty development, create a generic assessment that drives the creation of courses, and wrest local control from Mt. SAC.

## 9. REPORTS

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

- President Mendoza introduced new and returning Associated Students Officers.
- On Monday, October 31, Associated Students is hosting a Halloween Costume Contest. During the contest, Associated Students will be promoting the activities sticker.
- On Thursday, November 3, Associated Students is hosting a new event on campus – Mt. SAC's Got Talent. The purpose of the event is to provide students with an opportunity to demonstrate their talents.
- President Mendoza reported that Dr. Scroggins has created a special task force charged with identifying designated smoking areas on campus, detailing the citation and fine process to be used to implement the revised smoking policy, and recommending revisions to both Board Policy and Administrative Procedure 3250 – Smoking on Campus.

B. Richard McGowan, Academic Senate Vice President, reported the following:

- Since the last Board meeting, the Senate has taken the following action:
  - Last year's Academic Integrity Task Force has been reconstituted and charged with three tasks:
    - To recommend policies regarding the appropriate faculty responses to cheating & plagiarism;
    - To recommend practices to promote academic integrity; and
    - To pilot use of Turnitin software as an instructional tool.
  - The Senate approved new Administrative Procedure 4051 – Course Equivalencies and Variances, which refines and clarifies the process by which faculty determine whether courses from other institutions are substantially equivalent to Mt. SAC courses and by which students may request a variance from established program requirements.
  - The Senate approved Resolution 2011-10, which, in conjunction with a resolution from the Associated Students, provides for Academic Senate appointment of faculty to the Students of Distinction Committee.
  - Other action by the Senate included approval of the Nursing Screening Criteria, constitutional amendments, the Senate Handbook, and the Senate Year-End Report.

- The work of the California Community Colleges Task Force on Student Success has resulted in considerable discourse at both the State and local level. Since feedback regarding the Task Force recommendations is due to the State by early November, an open forum on the recommendations is scheduled for October 31, in Founders Hall. Perspectives, issues, and concerns expressed at this meeting will be taken forward to the State Senate's Plenary in November.
  - The fall meeting of the State Academic Senate will be held November 3-5, in San Diego. Eric Kaljumagi, Richard McGowan, Dan Smith, and Antoine Thomas will attend on behalf of Mt. SAC. Professor Smith will serve as the official voting delegate for the fifty-two State resolutions currently proposed.
- C. Marchelle Nairne-Proulx, Classified Senate President, reported the following:
- President Nairne-Proulx thanked Dr. Scroggins for attending the October 13 Senate meeting. Senators appreciated Dr. Scroggins sharing his thoughts about the Classified Senate with them.
  - Ms. Nairne-Proulx announced that, earlier this month, the Senate launched its newsletter. She thanked Liz Callahan, Senate Recorder, for serving as editor. The newsletter includes a CSEA Corner, a listing of various fall events on campus, and introductions of new Senators. A Trivia Challenge was included asking who coined the phrase, "The Mt. SAC Way." The correct answer is former president Dr. Oscar Edinger.
  - Next week the Senate will begin its first fund-raising effort of the year by raffling off a holiday gift basket containing holiday items and various gift cards valued at approximately \$200.
  - The Senate plans to survey classified staff soon to receive input on what would be beneficial to them at the next College Convocation event.
  - The Senate has been working on the development of a new Classified Resource Manual/Mentoring Program. President Nairne-Proulx has been working with Interim Director of Professional and Organizational Development Rich Patterson, along with Classified Senate President-Elect DeeJay Santiago, and Senator Nancy Gordien. It is hoped that the Manual/Program will be completed in late January or early February 2012.
- D. Jennifer Galbraith, Faculty Association President, reported the following:
- The Faculty Association has endorsed Dr. Phylliss Hall as a faculty member to sit on the CalSTRS Board. The election is currently taking place.
  - Dr. Scroggins recommended, and the President's Advisory Council agreed, that the Faculty Association should have representation on the Council. Two members from the Faculty Association were added at the Council's October meeting.
  - President Galbraith reported that the Community College Association has drafted a response to the California Community Colleges Task Force on Student Success Draft Recommendations. She shared eight initial concerns with the Board.
- E. Bill Rawlings, CSEA, Chapter 262 Past President, reported that, in March 2011, approximately 70 classified professionals were randomly selected to attend one of

three six-hour Classified Summits designed to address the Accreditation recommendation which identified a lack of classified participation in the Shared Governance process. Participants reflected and responded to a variety of questions in six categories. After the Summits, a 60-page document containing their responses was given to Research and Institutional Effectiveness to analyze. Daniel Lamoree, Educational Research Assessment Analyst, has prepared a preliminary report and provided it to both CSEA Chapter Presidents for comments and suggestions. CSEA looks forward to working with the District to identify solutions that will satisfy the Accreditation recommendation.

F. President Scroggins' report included the following:

- At the October 1 football game against Bakersfield (which Mt. SAC won), thanks to the support of the Bakersfield and Mt. SAC fans, over \$2,500 was raised for Mandy Pongs, the former great Mountie softball player and current assistant coach who is fighting a battle against cervical cancer. Dr. Scroggins offered a special thanks to all who helped make the special Mandy Pongs Day at the Mt. SAC football game a huge success.
- Dr. Scroggins spent last week at College of the Redwoods, in Eureka, chairing an accreditation visit. College of the Redwoods has gone through some difficult times, having had seven presidents in the last six years. Dr. Scroggins said the visit made him appreciate Mt. SAC even more.
- Last Friday, Dr. Scroggins represented Mt. SAC by participating in the inauguration ceremony for Dr. Devorah Lieberman, President of the University of La Verne. He said it was a very impressive event, with over 70 local and national colleges and universities participating.
- Dr. Scroggins reminded Board members of two Foundation events occurring on Friday, October 28, in Founders Hall. The first is a 7:45 a.m. President's Circle breakfast, and the second is a luncheon for retired faculty and staff at 11:30 a.m. Board members were invited to attend.
- On October 15, Dr. Scroggins was the guest speaker at the Chinese American Institute of Engineers Science, Technology, Engineering, and Mathematics (STEM) competition on campus. He will be speaking to that group again on November 5 at its 2<sup>nd</sup> Annual Convention and Awards Ceremony. Dr. Scroggins added that he was recently asked by State Chancellor Jack Scott to represent California Community Colleges on the board of the California STEM Learning Network.
- The College is accepting applications for membership to the Citizens Oversight Committee. The purpose of the Citizens Oversight Committee is to inform the public at least annually in a written report concerning the expenditure of the bond proceeds. Approximately half of the 11-member committee have terms ending in December.
- Dr. Scroggins said there had been a question about what the District would do with the \$1.1 million not being used for the trustee election. Those funds are currently in the Reserves account and can be allocated as needed, although they may be needed to help in the event that there is a mid-year cut from the State.

- Dr. Scroggins attended a recent meeting of the CCLC Committee on trustee education. He plans to be a presenter at the January CCLC conference that provides training for new trustees and Board chairs.
- Vice President Yamagata-Noji reported that Mt. SAC is one of six California colleges (and the sole recipient in Southern California) to be awarded a \$2 million (\$400,000 per year for five years) grant to boost success rates for Asian/Pacific Islander students. Dr. Yamagata-Noji said the magnitude of the need of Asian-American, Native American, and Pacific Islander (AANAPI) students at Mt. SAC is substantial, and these funds will help tremendously to address the unique needs and employ the unique approaches needed to support AANAPI students.

## **10. INFORMATIONAL REPORT**

Anabel Perez, Learning Communities Counselor/Coordinator, presented a report to the Board on the Summer Bridge Cohort Longitudinal Study.

Initiated in 1998, the Bridge program targets incoming first-time freshmen students from local feeder high schools who place into the lowest basic skills levels at Mt. SAC. The majority of students are first-generation college students, low-income, and of ethnic minority background. In the Summer of 2010, 343 students enrolled in the Summer Bridge Program were studied to follow their persistence, progression, and success at Mt. SAC. A control group of 776 students was established in Fall 2010.

Professor Perez reported that the majority of the 2010 Summer Bridge students persisted to Fall 2010 (93.0%). The Summer Bridge cohort continued to have an impressive term-to-term persistence rate (88.7%) from Fall 2010 to Spring 2011, higher than that of the Control Group (82.0%). About six percent of the Control Group cohort still did not complete 12 units by the end of the Spring term, their second full-length term, while all the Summer Bridge cohort had achieved 12 units. Overall, Summer Bridge students had a better academic standing than the Control Group students at the end of Spring 2011.

The 2010 Summer Bridge students were enrolled in enhanced Basic Skills courses with special support and achieved high success. The majority of Summer Bridge students took the next level English or math course immediately in the Fall term. Comparatively, students from the Control Group enrolled in the same Basic Skills English and math courses were similarly tracked on their progression; far less students from the Control Group achieved success in the same set of Basic Skills courses. Students in the Control Group cohort who progressed to the next level struggled in most English and math courses, especially the lower level ones.

The successfulness of the Bridge Program has been noted statewide and nationally by other colleges. It is a primary example of an efficient educational model that assists basic skills students to more rapidly and successfully complete required basic skills models and progress toward program completion, graduation, and transfer. Student Cynthia Orozco shared her experience as a participant in the Bridge Program. She is now in the Honors Program.

## **11. CONSENT AGENDA**

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

### **HUMAN RESOURCES**

1. Approval of Personnel Transactions, dated October 26, 2011.

### **INSTRUCTION and STUDENT SERVICES**

2. Approval of increase to the Student Health Fee.
3. Approval of a contract with Credentials Solutions, an online transcript processing service.
4. Approval of an agreement with Medical Billing Technology, Inc. (MBT) and Los Angeles County Office of Education (LACOE).
5. Ratification of a contract with The Galvin Group to participate in the "Other" Disabilities Study from October 1, 2011 through December 31, 2011.
6. Approval of a subscription agreement with the California Community Colleges Chancellor's Office to provide information for the federal Student Right-To-Know Act.
7. Approval of program fees for students in the Kinesiology & Athletics Division.
8. Approval for Aeronautics students and faculty members Linda Rogus, Robert Rogus, and David Todd to participate in the Pacific Coast Intercollegiate Flying Associate SAFECON 2011 in Prescott, Arizona, November 8-14, 2011.
9. Approval to accept funds for the Workforce Investment Act, Title II, 231 grant.
10. Approval of 2011-12 Athletic Special Events activities.
11. Approval to accept funds for the Child Development Training Consortium grant.
12. Approval of activities and acceptance funds for the Asian American and Native American Pacific Islander-Serving Institutions grant.
13. Approval of a service agreement between the Child Development Center and Child Care Results.
14. Approval of additions and changes in the Continuing Education Division.
15. Approval of contracts with the Center of Excellence.

### **ADMINISTRATIVE SERVICES**

16. Approval of the Appropriation Transfers and Budget Revisions Summary.
17. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.

18. Approval to renew the agreement with the 48<sup>th</sup> District Agricultural Association for an additional five years.
19. Approval of a contract with Turbo Data Systems Inc. and the purchase of electronic handheld citation devices.
20. Approval of a three-year maintenance agreement with Powerhouse Combustion and Mechanical to provide periodic maintenance and service on all campus boilers.
21. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
22. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.
23. Ratification of the following Contract Amendments:
  - Contract                    5-Year Construction Plan and Space Inventory – Cambridge West Partnership (Consultant) – Amendment No. 1.
  - Contract                    Facilities Master Plan Update 2009 – Marlene Imirzian & Associates Architects (Consultant) – Amendment No. 1.
24. Approval of the following Completion Notice:
  - Bid No. 2781                Agricultural Sciences Complex – Main Building, Laboratory Casework – Lozano Caseworks, Inc. (Contractor)
25. Approval of the following Proposed Gifts and Donations to the College:
  - Madeleine Maddox – Yearling Andalusian/Paint Cross Gelding, valued by donor at \$7,500, to be used by the Natural Sciences Division.
  - Anonymous – 1978 ATC Corporation, Model ATC-112H, Helicopter Instrument Trainer/Simulator and Owner’s Manual, valued by donor at \$2,000, to be used by the Technology & Health Division.

Motion unanimously carried. Student Trustee concurred.

## **12. PROFESSIONAL DESIGN AND CONSULTING SERVICES**

Trustees asked Gary Nellesen, Director of Facilities Planning & Management, to explain how vendors are selected for design and consulting services. Mr. Nellesen said these vendors are selected by qualification rather than through the bidding process.

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve agreements to provide Professional Design and Consulting Services with RKA Consulting Group for the Bonita Avenue and Walnut Drive Traffic Signal Design, the San Jose Hills Road Campus Entrance, and the Bonita Avenue and Temple Avenue Intersection Improvements projects; with Zylstra & Associates Engineering for the Fire Technology Fire Hose Drying Rack, the Stadium Apparel Concessions Stand, and the Hammer Throw Storage Building



projects; and with Sid Lindmark, AICP for the Environmental Impact Report Master Plan Update project. Motion unanimously carried. Student Trustee concurred.

### **13. CHANGE ORDERS**

This was the first time Board members had seen unilateral deductive change orders, and Mr. Nellesen was asked to explain these change orders. Mr. Nellesen explained that, in both cases presented to the Board, the College anticipates litigation with the firms; so, while he had to speak in generalities, he explained the issues with each construction project. He also explained that this is just one step in the litigation process.

It was moved by Trustee Bader, seconded by Trustee Baca, to approve the following Change Orders:

- Bid No. 2808-09 Athletic Fields Project – General Consolidated Constructors (General Contractor) – Change Order No. 5.
- Bid No. 2848 Design Technology Center – Lozano Caseworks (Casework Contractor) – Change Order No. 3.
- Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 10.
- Bid No. 2861 Physical Education Program Building Renovation – HMI Construction (General Contractor) – Change Order No. 4.
- Bid No. 2862 Physical Education Program Building Renovation – Emphyrean Plumbing (Plumbing Contractor) – Change Order No. 2.
- Bid No. 2865 Physical Education Program Building Renovation – Construction Electric (Electrical Contractor) – Change Order No. 2.
- Bid No. 2874 Modifications to Upper Fields at the P. E. Center Field House (Building 50G) – CS Legacy Construction (General Contractor) – Change Order No. 4.

Motion unanimously carried. Student Trustee concurred.

### **14. MEET-AND-CONFERENCE AGREEMENT WITH CONFIDENTIAL AND SUPERVISORY EMPLOYEES**

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve the Meet-and-Confer Agreement between the District and the Confidential and Supervisory Employees. Motion unanimously carried. Student Trustee concurred.

### **15. MEET-AND-CONFERENCE AGREEMENT WITH MANAGEMENT EMPLOYEES**

It was moved by Trustee Hall, seconded by Trustee Bader, to approve the Meet-and-Confer Agreement between the District and the Management Employees. Motion unanimously carried. Student Trustee concurred.

## **16. REDISTRICTING FOR TRUSTEE ELECTIONS**

President Scroggins reminded Board members that, in August, they reviewed several versions (with five and seven Board members) of wards drawn using traditional redistricting principles to create either Majority Minority or Influence Latino and Asian districts. In each version, the lines were drawn using city boundaries and school districts as initial guides. Dr. Scroggins asked Board members to provide the District with direction on one of the plans presented.

Following discussion, Board members asked Mr. Paul Mitchell to provide them with maps of the proposals for a seven-member Board where they would be able to see the division of the wards down to the street. Mr. Mitchell was also asked to provide an additional seven-member version with Trustee Chyr having a residence in south Diamond Bar.

Mr. Mitchell said he would provide Google maps of all four versions to the Board within a week. Once the Board is able to narrow down those being considered to one or two, he will provide Board members with a very high resolution printed map.

Mr. Mitchell was also asked to research to see if there is a web tool available that would allow Board members to individually analyze, examine, and adjust maps according to census blocks.

## **17. PROPOSED REVISIONS TO BOARD POLICY 2410 – POLICY AND ADMINISTRATIVE PROCEDURE**

The Board received for first reading and discussion proposed revisions to Board Policy 2410 – Policy and Administrative Procedure. No additional revisions were recommended. The revised Board Policy will be brought back to the Board in November for approval.

## **18. PROPOSED REVISIONS TO ADMINISTRATIVE PROCEDURE 3250 – INSTITUTIONAL PLANNING**

The Board received revised Administrative Procedure 3250 – Institutional Planning, for information only.

## **19. PROPOSED ADMINISTRATIVE PROCEDURE 7211 – MINIMUM QUALIFICATIONS**

The Board received new Administrative Procedure 7211 – Minimum Qualifications, for information only.

## **20. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Congratulations were offered to newly appointed staff.
  - Trustees thanked Liz Callahan for her help over the past several years and wished her well in her new position in the Arts Division. Board members said they look forward to working with Carol Nelson, the new Secretary in the President's Office.
  - Trustees thought the September 27 Reception to welcome Dr. Scroggins to the College and provide an opportunity to meet community leaders was very successful.
  - Those Trustees who attended the Associated Students Fall Leadership Retreat found it to be very interesting, and they enjoyed having the opportunity to get to know the student leaders better.
- Trustee Chyr participated in both the Walnut and Rowland Heights parades and said it was good to see the College so well received.

Trustee Chyr mentioned the comments made earlier in the evening by faculty in response to the California Community Colleges Task Force on Student Success Draft Recommendations. He said he feels comfortable in knowing that a Mt. SAC Board member (Dr. Baca) is a member of the Task Force.

- Trustee Hall also commented on the California Community Colleges Task Force on Student Success Draft Recommendations, noting that he is concerned with a "one-size-fits-all" solution. While he is all for anything that improves overall student success, it needs to be recognized that some community colleges are better than others and we need to be sure to not diminish the effectiveness of the higher performing institutions.

Trustee Hall commented on the October 1 football game mentioned earlier in the evening by President Scroggins. He noted that the total amount raised to support Mandy Pongs was \$3,000, thanks to a good samaritan in the audience who went through the crowd raising money – and raised an additional \$500.

- Trustee Baca thanked those faculty members who commented on the California Community Colleges Task Force on Student Success Draft Recommendations. He and other members of the Task Force will be attending forums to receive input and he is happy to share the comments made earlier. He suggested that maybe some of the recommendations need to be more clearly written because the intent is clearly not in the direction of some of the comments made. Trustee Baca provided some history as to why the Task Force was formed. He also said that there was not consensus among all 20 Task Force members on all of the recommendations. Trustee Baca encouraged everyone to take full advantage of the opportunity to provide input.
- Trustee Bader said that she recently took family members to the Planetarium and said it was a wonderful event. She also commented on Usain Bolt's (Jamaican Olympic Gold Medalist) visit to Mt. SAC on September 27. He related well with students and held a clinic to share "some" of his secrets for running so fast.

Trustee Bader is the Board's representative on the Foundation Board. She reported that Dr. Lisa Sugimoto will be the Foundation's interim Director for the next few months. Trustee Bader was very impressed with Dr. Sugimoto and believes she will be an asset to the Foundation.

Several trustees attended a SanFACC meeting at Chaffey College on October 6. (SanFACC is a regional community college caucus comprised of Chaffey College, Citrus College, Glendale College, Mt. SAC, Pasadena City College, and Rio Hondo College.) It was a wonderful opportunity to discuss mutual problems, concerns, and sources of pride.

- Student Trustee Hernandez said Associated Students is interested in helping Bridge Students by providing scholarships to them. Regarding the trustee redistricting discussed earlier, Student Trustee Hernandez said students favor the Board moving to a seven member Board.
- Trustee Chen Haggerty, along with Student Trustee Hernandez, attended the September 22 International Students Reception. She said this is always a very nice event. She also attended the NCCCF (Network of California Community College Foundations) Symposium, in Anaheim, where she attended a session on engaging alumni, presented by Annette Barrantes (Mt. SAC Foundation staff member).

## **21. ADJOURNMENT**

The meeting adjourned at 9:17 p.m.

WTS:dc