



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 25, 2012

6:00 p.m. Closed Session

6:30 p.m. Public Session

Founders Hall, 1100 North 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

- **Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6**
Faculty Association and CSEA, Chapter 651
- **Title 5, California Code of Regulations, Sections 59328-59338: Appeal from Administrative Determination of Discrimination Complaint**

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.

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

MOMENT OF SILENCE

Observe a moment of silence in memory of retired football coach Mal Eaton. Mal's name is synonymous with Mt. SAC Football. Mal became head football coach in 1971 after coaching at Avenal, Bonita, and West Covina High Schools. He was also an instructor in the Physical Education Department and served as Athletic Director for eight years. Among Mal's many accomplishments and honors are five coach-of-the-year awards, 18 championship teams, and more than 250 coaching victories. What you can't measure is the impression he left on the thousands of youths he coached throughout the years. Mal retired in 1987, and he passed away April 14.

INTRODUCTIONS AND RECOGNITION

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

Classified Employees

Hugo Aguilera, Learning Resources Computer Technician (Online Learning Support Center)

Lisa DiDonato, Ed. Research Assessment Analyst (Research & Institutional Effectiveness)

Kriscelle Mendoza, Laboratory Technician II (Biological Sciences)

Jose Pena, Staff Nurse (Student Health Services)

Deborah Stalkos, Coordinator, Special Projects (Technology & Health Division)

James Stevenson, Coordinator, Special Projects (Technology & Health Division)

- **Recognition**

- Awarding of a Certificate of Service to the following retiring classified staff members:

- Virginia Macias, Auxiliary Services Accountant, 18 years of service
- Sandra Streeter, Auxiliary Services Administrative Secretary, 23 years of service

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of March 28, 2012. (See backup packet pages 1 through 19.)

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

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.

4. President – Bill Scroggins, President/CEO
 - Redistricting Update
 - Responses to March Public Comments
5. Informational Report – Information Technology Update, prepared by Vic Belinski, Chief Technology Officer. (See backup packet page 20.)

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 April 25, 2012. (See backup packet pages 21 through 30.)

INSTRUCTION and STUDENT SERVICES

2. Consideration of approval of new courses for the 2012-13 academic year. (See backup packet page 31.)
3. Consideration of approval of the 2013-14 Academic Calendar. (See backup packet pages 32 and 33.)
4. Consideration of approval for Aeronautics students to participate in the National Intercollegiate Flying Association SAFECON 2012 in Salina, KS. (See backup packet page 34.)
5. Consideration of approval of subcontracts with Rio Hondo College and Chaffey College for the Health Care Sector and Other High Growth and Emerging Industries Building Automation Grant. (See backup packet page 35.)
6. Consideration of approval of contracts with JW Marriott and Hilton Worldwide for the CyberWatch West Grant. (See backup packet page 36.)
7. Consideration of approval of a contract between the Center of Excellence and Los Angeles Mission College. (See backup packet page 37.)
8. Consideration of approval of a contract amendment with ArbiterSports/RefPay. (See backup packet page 38.)
9. Consideration of approval of additions and changes in the Continuing Education Division. (See backup packet pages 39 and 40.)
10. Consideration of approval of a contract with In-N-Out Burger, in the amount of \$2,541, to provide catering during the Associated Students' Athletics Fair to be held on June 5, 2012. (See backup packet page 41.)
11. Consideration of approval of an honorarium to the U. S. Green Building Council, Inland Empire Chapter, Inc., for panelist Eric Corey Freed to participate in the Earth Day Panel discussion on April 26, 2012. (See backup packet page 42.)

12. Consideration of approval of a contract with University of Redlands' Campus Events for the Upward Bound Summer Residential Program. (See backup packet page 43.)
13. Consideration of approval of a contract with The Princeton Review-Led Classroom Course Agreement for the Upward Bound Summer Residential Program. (See backup packet page 44.)

ADMINISTRATIVE SERVICES

14. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 45 through 50.)
15. Consideration of approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. (See backup packet pages 51 and 52.)
16. Consideration of approval to reissue a stale-dated payroll warrant to Cristi Lin Ricker in the amount of \$201.64. (See backup packet page 53.)
17. Consideration of approval of contracts to provide temporary staffing services with Accounting Principals and Accountemps on an as-needed basis in support of Fiscal Services operations. (See backup packet page 54.)
18. Consideration of approval of an agreement with Blackboard Inc. for Connect, an electronic voice, mail, and text messaging system, from July 1, 2012, to June 30, 2015. (See backup packet page 55.)
19. Consideration of approval of contracts to provide professional design and consulting services with Cambridge West Partnership, LLC for the Master Planning – 5-Year Construction Plan and Space Inventory project. (See backup packet page 56.)
20. Consideration of approval to reduce retention from 10% to 5% for ACH Mechanical Contractors, Inc. for the Physical Education Program Building Remodel (Mechanical Contractor) (Bid No. 2864). (See backup packet page 57.)
21. Consideration of approval of the following Bid:
 - Bid No. 2906 Kitchen Equipment for the Culinary Arts Program. (See backup packet page 58.)
22. Consideration of approval/ratification for the following Change Orders:
 - Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 14. (See backup packet pages 59 through 61.)
 - Bid No. 2851 Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 7. (See backup packet pages 61 and 62.)

- Bid No. 2857 Administration Building Remodel – Empyrean Plumbing, Inc. (Plumbing Contractor) – Change Order No. 3. (See backup packet pages 63 and 64.)
- Bid No. 2858 Administration Building Remodel – DSG Corporation (Heating & Ventilation Contractor) – Change Order No. 3. (See backup packet pages 64 and 65.)
- Bid No. 2856 Administration Building Remodel – Hoover Flooring Co. (Flooring Contractor) – Change Order No. 4. (See backup packet page 65.)
- Bid No. 2859 Administration Building Remodel – Rancho Pacific Electric (Electrical Contractor) – Change Order No. 12. (See backup packet pages 66 and 67.)
- Bid No. 2861 Physical Education Program Building Renovation – HMI Construction (General Contractor) – Change Order No. 6. (See backup packet pages 68 through 70.)
- Bid No. 2862 Physical Education Program Building Renovation – Empyrean Plumbing, Inc. (Plumbing Contractor) – Change Order No. 3. (See backup packet pages 70 and 71.)

23. Consideration of ratification of the following Contract Amendment:

- Contract Agricultural Sciences Complex – Partial Construction Phase Services – Hill Partnership, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 5. (See backup packet page 72.)

24. Consideration of approval of the following Proposed Gifts and Donations to the College:

- Los Angeles County Fire Department – Self-contained respiratory system for training (each unit contains one bottle, one mask, and one harness), valued by donor at \$200 per unit, to be used by the Technology & Health Division.
- Ashley Stanley – Hampshire Ewe, Born February 2, 2007, WB 717 (ear tag), valued by donor at \$200, to be used by the Natural Sciences Division.
- Hamilton Sunstrand Power Systems – Hamilton-Sunstrand Auxiliary Power Unit (Model No. APS500C11), undisclosed value by donor, to be used by the Technology & Health Division.

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 following Bid:
 - Bid No. 2901 Purchase of Server and Enterprise Storage System – Sirius Computer Solutions (Contractor). (See backup packet page 73.)
2. Consideration of approval of a Meet-and-Confer Agreement between the District and Confidential and Supervisory Employees for 2011-12. (See backup packet page 74.)
3. Consideration of approval of a Meet-and Confer-Agreement between the District and Management Employees for 2011-12. (See backup packet page 75.)
4. Consideration of approval of a Three-Year Negotiated Agreement between the District and CSEA, Chapter 262 for 2011-14. (See backup packet pages 76 through 79.)
5. Annual review of Board Policy 2015 – Student Member. (See backup packet pages 80 and 81.)

ADJOURNMENT

Future Board Meetings: May 23, 2012
June 27, 2012
July 25, 2012

Upcoming Events:

| | |
|---------------------|--|
| April 27-28, 2012 | Wonders of the Universe – 7:00 and 8:30 p.m., Randall Planetarium |
| May 2, 2012 | Spring Career Fair – 9:30 a.m.-1:30 p.m., Miracle Mile |
| May 4, 2012 | Jazz Band Concert – 8:00 p.m., Clarke Theater |
| May 10, 2012 | EOPS/CARE/CalWORKs Student Recognition Ceremony – 5:00-7:00 p.m., Founders Hall |
| May 10-June 7, 2012 | 64th Annual Student Art Exhibition – TU-TH, 11:00 a.m.-2:00 p.m.; and TU evenings, 5:00-7:30 p.m., Art Gallery |
| May 11, 2012 | Wind Ensemble and Symphonic Band Spring Concert – 8:00 p.m., Clarke Theater |
| May 12, 2012 | Dr. Debbie Borch Discovery Day (An Exploration in Science) – 8:00 a.m.-12:00 p.m., Multiple Locations |
| May 18-20, 2012 | Spring Dance Concert – May 18-19, 8:00 p.m.; May 20, 3:00 p.m., Clarke Theater |

- May 19, 2012 **Seniors' Day** – 9:00 a.m.-2:00 p.m., Gym 3
Students and Educators of Distinction – 11:00 a.m.-3:30 p.m., Royal Vista Country Club
Music Department Student Showcase – 8:00 p.m., Feddersen Recital Hall
- May 20, 2012 **Mt. SAC Foundation Joins the 2012 Pasadena Marathon** – Contact Foundation Office for further information
- May 21, 2012 **Classified School Employee Week – Classified Luncheon** – 11:30 a.m. and 1:00 p.m. Seatings, Student Life Center Stage Area
- May 23, 2012 **Classified Recognition Ceremony** – 9:30 a.m., Clarke Theater
Memorial Day Campus Celebration – 12:00-12:30 p.m., Building 26 Quad Area
- May 24, 2012 **International Students Program Recognition Ceremony** – 4:00-6:00 p.m., Founders Hall
Upward Bound Student Recognition Ceremony – 6:00-8:00 p.m., Student Life Center Stage Area

Upcoming Sports Events:

- April 26, 2012 **Baseball vs. Cerritos** – 2:30 p.m., Baseball Field

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 the President's Office, 1100 North Grand Avenue, Walnut, CA 91789, 909.274.4250, 7:30 a.m. to 4:30 p.m., Monday-Friday, at least 48 hours prior to the meeting.

BOARD OF TRUSTEES

**BACKUP INFORMATION PACKET
FOR
REGULAR MEETING**

April 25, 2012



SUBJECT: Annual Review of Board Policy - 2015 Student Member

DATE: April 25, 2012

Chapter 2 – Board of Trustees

BP 2015 Student Member

Reference:

Education Code Section 72023.5

The Board of Trustees shall include one non-voting student member. The term of office shall be one year commencing July 1.

The student member shall be a resident of California at the time of the nomination, and during the term of service, and shall be enrolled in and maintain a minimum of five semester units in the College at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain a 2.0 cumulative grade point average (GPA) while serving as the Student Trustee.

The Student Trustee shall be chosen by the students enrolled in the College in accordance with Board approved procedures and criteria included in the Administrative Regulations and Procedures.

The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session).

On or before May 15 of each year, the Board of Trustees shall review the privileges afforded to the student member.

The Student Trustee is afforded the following privileges:

- The privilege to make and second motions;
- The privilege to receive compensation for meeting attendance; and
- The privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.

Adopted March 24, 2004

Revised July 23, 2008

Revised May 26, 2010