



# BOARD BRIEFS

Summary of meeting highlights and actions taken by the Mt. SAC Board of Trustees

**Meeting Date:** Wednesday August 22, 2012 **Location:** Founders Hall

**Future Board Meetings:** September 12, September 26 (Board Study Session), October 24, November 14

## REPORTING OF ACTION TAKEN IN CLOSED SESSION

### CAMPUS LEADERSHIP REPORTS

Reports were given by the Academic Senate, Classified Senate, Faculty Association, CSEA 262 and 651, and Associated Students. Detailed presentations will be reported in the official minutes when posted online.

## ACTIONS OF THE BOARD

### CONSENT CALENDAR

*Matters 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 are enacted by a single motion and vote. Below is a partial list of items approved. For a complete list, please see the agenda on the college's website.*

- Approved Personnel Transactions, dated August 22, 2012.
- Approved a contract with Robert Half International, Inc. to provide temporary staffing services, as needed.
- Approved Appropriation Transfers and Budget Revisions Summary.
- Approved to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
- Approved Quarterly Financial Status Report ending June 30, 2012.
- Approved the 2013 contract for the Chancellor's Office Tax Offset Program (COTOP).
- Approved the Memorandum of Understanding (MOU) with the City of Walnut for parking meters on the south side of Temple Avenue.
- Approved awarding a contract to Xerox Corporation for the lease of printing equipment for an initial two-year term with three 12-month options to renew.
- Approved contract amendments for the CyberWatch West grant.
- Approved activities and acceptance of funds for the Asian American and Native American Pacific Islander-Serving Institutions grant.
- Approved activities and acceptance of funds for the Child Development Workforce Initiative grant.
- Approved of activities and purchases and a contract for the Family and Consumer Sciences Discipline/Industry Collaborative grant.
- Approved activities and acceptance of funds for the Center of Excellence.
- Approved activities and acceptance of funds for the Bringing Theory to Practice grant.
- Approved affiliation agreements with Advanced Skincare Histology Services, Fullerton, and University of California, Irvine Medical Center for students in the Histotechnology program.
- Approved additions and changes for the Community Services Continuing Education Division.
- Approved the College's Conflict of Interest Code.
- Approved the destruction of instructor roll books and other associated class records that have been imaged for various terms from fall 2001 through spring 2003.
- Approved a contract with UCLA Conference Center in Lake Arrowhead for the Annual Associated Students Fall Leadership Conference.

### ACTION ITEMS

- Approved Quarterly Investment Report ending June 30, 2012. *(pulled from Consent Calendar)*
- Approved Wellness Center offering additions for Fall 2012. *(pulled from Consent Calendar)*
- Approved proposed new Board Policy 3440 – Individuals with Disabilities
- Approved proposed revisions to Board Policy 4260 – Prerequisites, Corequisites, and Advisories
- Approved proposed revisions to Board Policy 5140 – Students with Disabilities.
- Approved proposed new Board Policy 7211 – Minimum Qualifications and Equivalencies

## INFORMATIONAL ITEMS

- The Board received the Child Development Center Agency Annual Report, for information only.
- Vice President **Audrey Yamagata-Noji** gave a preliminary fall enrollment report. As of the board meeting, 25,032 credit students were enrolled for the fall semester—down 2.5% over last fall. Of this number, 14,865 were part-time credit students (down 12%), and 10,167 were full-time (down 2%). Fall credit class offerings increased slightly, from 2,824 in 2011 to 2,833. The numbers will fluctuate as more students continue to register and add and drop classes during the initial weeks of the semester.
- **Meghan Chen**, Dean, Library & Learning Resources, reported on the college's Distance Learning Program. During 2011-12, nearly 6,400 students took an online course, while nearly 7,900 enrolled in a hybrid class. Both types saw a modest increase from 2010-11. Mt. SAC's student success rates mirror state and national statistics in distance learning courses, Dean Chen said. In 2011-12, the overall average success rates in online and hybrid classes was 61%, lower than the average of 74% in traditional classes. Dean Chen also told the board that library databases are very popular with students and e-books were accessed more than 20,000 times. Online tutoring in math and chemistry grew from 279 students in 2010-11 to 405 students this year. Dean Chen highlighted the results of a student survey and two focus groups she held regarding distance learning. Students said online classes are not easier and in some cases, more difficult, than traditional classes. Students also said having strong reading and time management skills are very helpful in online classes. Lastly, the students want more online offerings, including 100% online certificates and degrees.

## INTRODUCTIONS

### Newly Hired Staff

#### Management

- **William Lambert**, Executive Director of Development and the Mt. SAC Foundation

#### Promotion

- **Emma Valenzuela**, Coordinator, Budget & Accounting
- **Lorraine Jones**, Director, Equal Employment Opportunity

#### Recognition

- The trustees recognized retiree **John Alvarez**, Financial Aid Systems Programmer, for 10½ years of service.

For the complete agenda and minutes for this Board of Trustees meeting,  
please visit: <http://www.mtsac.edu/administration/trustees/meetings.html>

### TRUSTEES

Dr. Manuel Baca, Rosanne Bader, Fred Chyr, Dr. David K. Hall, Judy Chen Haggerty, Esq.  
Elisa Marin, *Student Trustee*

Dr. William Scroggins, *President & CEO*