



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, February 27, 2013

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:03 p.m. on Wednesday, February 27, 2013. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

STAFF PRESENT

Bill Scroggins, President/CEO; Virginia Burley, Vice President, Instruction; Mike Gregoryk, Vice President, Administrative Services; and Audrey Yamagata-Noji, Vice President, Student Services.

1. PUBLIC COMMUNICATION

None.

2. CLOSED SESSION

- The Board adjourned to Closed Session to discuss the following items:
 - Conference with Legal Counsel – Settlement Agreements (two cases)
 - Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 – Non-Re-employment of Contracts, Faculty (four cases)
 - Conference with Labor Negotiators Virginia Burley, Vice President, Instruction and Bill Scroggins, President/CEO, per California Government Code Section 54957.6. Faculty Association, CSEA, Chapter 262; and CSEA, Chapter 651

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.

3. PUBLIC SESSION

The public meeting reconvened at 6:38 p.m. The Pledge of Allegiance was led by Student Trustee Elisa Marin.

4. MOMENT OF SILENCE

A moment of silence was observed in memory of retired professor **Bill Hawkins**, who passed away on January 8, 2013. Bill was hired in September 1959 and retired in May 1994 as a professor in Biological Sciences, after 35 years of teaching. He graduated from Mt. SAC in 1952, under the first president and a student population of 1,300. He was the Biology Department Chair twice and the Faculty Association President. Bill was one of the founders and the first Director of the Wildlife Sanctuary and, in fact, that's where he married his wife Floy.

A moment of silence was observed in memory of **Theresa Sengourichanh**, who passed away on January 11, 2013, at the age of 54. Theresa began work at Mt. SAC in February 2004, as a Library Technician 1, until recently. She is survived by her husband Souphanh, and her daughter Cat.

A moment of silence was observed in memory of retired professor **Ernesto Aponte**, who passed away on January 15, 2013. Ernesto began work at Mt. SAC in 1997 in the Foreign Languages Department and taught off and on as an adjunct professor through Spring 2010. Ernesto taught until his early eighties and was a student favorite. He is survived by his daughter Nilda, her husband John, grandchildren Ashley, Jade, and Chelsea Jenkins; son Ernesto and his wife Darlene Aponte; daughter Glory, her husband Mike, and grandchildren Austin and Tyler Kline.

A moment of silence was observed in memory of retired professor **Ray Adermann**, who passed away on January 29, 2013, at the age of 74. He taught in the Physical Education Department for 33 years as a professor in survival, athletics, and disabled physical education, and for part of that time, he served as the Assistant Athletic Director. He is survived by his wife Bonnie.

5. INTRODUCTIONS

- The following newly appointed and promoted staff were introduced:

Classified

- **Maria Christina Juarez**, Clerical Assistant (Adult Basic Education) (absent)
- **Michael Landas**, Athletic Trainer (Kinesiology and Athletics) (present)
- **Jesse Lopez**, Student Services Outreach Specialist (Counseling) (present)
- **Maria Madero Fernandez**, Student Services Outreach Specialist (Counseling) (present)
- **Kelly Wilson**, Athletic Trainer (Kinesiology and Athletics) (present)

Promotion – Classified

- **Gloria Duneen Duffin**, Secretary (Counseling) (absent)

RECOGNITION

- **Doug Todd** was honored as the 2012 International Track and Field Coaches Association (ITFCA) Coach of the Year. Todd was honored for his commitment to Track and Field and Cross Country across the globe, through his work directing the Mt. SAC Athletic Special Events. The award was presented to him by the ITFCA Vice President, Bob Fraley, during the annual Run For The Dream Indoor Track and Field Invitational on Monday, February 19, at the Save Mart Center in Fresno, CA. Coach Todd shared his award with the audience, and a photo was taken of him with the Board of Trustees.

6. REPORTING OF ACTION TAKEN IN CLOSED SESSION

- Regarding item No. 1A: In closed session this evening, the Board took action to approve a settlement agreement with dismissed classified employee ending in No. 2443.
- Regarding item No. 1B: In closed session this evening, the Board voted unanimously to approve a settlement in the amount of \$153,205.03 with HPL Mechanical, Inc.
- Regarding item No. 2: In closed session this evening, the Board took action to approve the non-renewal of four Faculty contracts for employees ending in Nos. 0289, 1426, 4218, and 5182. Letters will be issued to each employee on March 15, 2013.
- Regarding item No. 3: None.

7. APPROVAL OF MINUTES

It was moved by Trustee Chen Haggerty, seconded by Trustee Hall, and passed to approve the minutes of the regular meeting of January 23, 2012. Student Trustee concurred.

8. PUBLIC COMMUNICATION

- None.

9. REPORTS

- Reports by the following constituency leaders were given and are posted on the College website with these minutes:
 - Ahmad Azawi, President, Associated Students
 - Eric Kaljumagi, President, Academic Senate
 - DeeJay Santiago, President, Classified Senate
 - Jennifer Galbraith, President, Faculty Association
 - Hawk Yao, 2nd Vice President, CSEA 262
 - Bill Lambert, Executive Director, Mt. SAC Foundation

10. BOARD COMMUNICATION

- Trustee Baca read the following reminder: “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.”
- A. All Board members shared the following comments:
- They welcomed new and promoted employees Maria Christina Juarez, Michael Landas, Jesse Lopez, Maria Madero Fernandez, Kelly Wilson, and Gloria Duneen Duffin.
 - They congratulated Doug Todd for being named 2012’s Track and Field Coaches Association Coach of the Year.
- B. Trustee Chen Haggerty reported the following:
- She wished everyone a Happy Chinese New Year and talked about the events surrounding the occasion. She mentioned that Dr. Scroggins has attended some of these events, and she’s very thankful for his interest.
 - She serves on the California Community College League’s ACES Board, and January is the month for new trustees. At their last meeting, Barbara Beno shared accreditation issues at other colleges with the Board. Trustee Chen Haggerty is proud of Mt. SAC’s accreditation status.
 - She recently met Chancellor Brice Harris and thinks he’ll be a great leader.
- C. Trustee Bader reported the following:
- She attended the Cash for College event at Mt. SAC and said it’s a great program. Senators Bob Huff and Ed Hernandez were there, as well, and they were very supportive of the event. She also thanked Dr. Yamagata-Noji and her staff for their support.
 - She met with Cindy Shannon, head of the Teacher Preparation Institute at Mt. SAC. It was good to hear about all the support they give to the students. Trustee Bader plans on attending their Science Discovery Day event.
 - She plans to attend the Mt. SAC Athletic Hall of Fame dinner on Saturday, March 2.
 - She’s looking forward to participating in Puttin’ on the Hits.
- D. Student Trustee Marin reported the following:
- She’ll be attending the March in March in Sacramento.
 - During the last Associated Students meeting, the topic of gun control was discussed, and they plan to make this topic a high priority.
- E. Trustee Chyr had nothing to report this month.
- F. Trustee Hall reported the following:
- He acknowledged the Men’s and Women’s basketball teams, and he mentioned the fact that the Women’s team, for the first time in conference history, is undefeated.
 - He attended the Cash for College event at Mt. SAC.

- He attended several Chinese New Year celebrations and mentioned that Dr. Scroggins attended one with him in Walnut.
- He attended the San Gabriel Valley Legislative Caucus last week and mentioned that education was not discussed. He believes there will be arm-wrestling regarding Proposition 30 and where the money will be distributed. He thinks that meetings need to happen very soon with assembly and senate members to relay our concerns.
- He's looking forward to participating in Puttin' on the Hits.

F. Trustee Baca reported the following:

- He attended the Cash for College event at Mt. SAC.
- He's looking forward to the Athletic Hall of Fame dinner on Saturday, March 2.
- He's looking forward to participating in Puttin' on the Hits.
- Regarding Proposition 30, he has spent time with Barbara Boxer and said that we need to put pressure on Sacramento to deliver the message that voters passed this proposition so that the funds would go to education.
- He mentioned that Adult Education has been neglected lately and something needs to be done to address the problems.

11. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed new and promoted employees Maria Christina Juarez, Michael Landas, Jesse Lopez, Maria Madero Fernandez, Kelly Wilson, and Gloria Duneen Duffin.
- He congratulated Doug Todd for being named 2012's Track and Field Coaches Association (ITFCA), Coach of the Year.
- Dr. Scroggins talked about the Classified Spring Opening Meeting that took place on February 20, 2013, where approximately 160 employees attended. At the meeting, he talked about key concerns such as the reclassification and compensation study, the new smoking policy, and the fiscal future of the College. He thanked the management staff for supporting their employees' attendance.
- He talked about how much Dr. Virginia Burley will be missed when she retires at the end of June 2013. It will be a great loss to Mt. SAC, and he thanked her for her years of service.

12. INFORMATIONAL REPORT

- Dr. Virginia Burley, Vice President, Instruction, introduced Jaishri Mehta, Director, Business Division, who presented an update on the CyberWatch West (CWW) Center, National Science Foundation – Advanced Technological Education. Ms. Mehta thanked the administration for their support regarding this project.

She talked about the Mission of CWW, the Achievements of Year 1, Student Development (Competitions and Goals and Objectives), Curriculum Development (Goals and Objectives), Faculty Development (Goals and Objectives), Outreach and Partnership, Committees and Conferences, Marketing and Advocating CWW, and Overarching Goals. She mentioned that the team has already surpassed many of their 2015 goals.

Dr. Baca commended Ms. Mehta for such a cutting-edge program.

Dr. Hall said that focus needs to be put on getting people to attend the Security Week Conference in October 2013. Ms. Mehta said that invitations will be distributed.

Ms. Mehta's presentation is posted on the College website with these minutes.

13. CONSENT AGENDA

- It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, and passed to approve or ratify the following items:

ADMINISTRATIVE SERVICES

1. Approval of the Appropriation Transfers and Budget Revisions Summary.
2. Approval/ratification to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
3. Approval of the Quarterly Investment Report ending December 31, 2012.
4. Approval of the Quarterly Financial Status Report ending December 31, 2012.
5. Approval of an Agreement with 3C Business Solutions, Inc. to provide the Information Technology staff with on-site technical training for a variety of software packages including the suite of Oracle.
6. Approval of a service agreement with PeopleAdmin, Inc. to provide an online employment application and tracking software upgrade.
7. Approval of a renewal contract with Student Transportation of America, Inc. to provide bus services for transporting students to athletic events, field trips, and Continuing Education programs.
8. This item was pulled and acted upon separately (see paragraph No. 14).
9. Approval to accept the Food Services Building and Student Success Center projects with Tilden-Coil Constructors for pre-construction services under the Lease/Leaseback delivery method.
10. This item was pulled and acted upon separately (see paragraph No. 15).
11. Approval of the following Bid:
 - Bid No. 2935 Charter Bus Service – Horizon Coach Lines (Contractor).
12. This item was pulled and acted upon separately (see paragraph No. 16).
13. Approval of the following Contract Amendments:
 - Administration Building Remodel – PAL id Studio (Professional Design and Consulting Services Consultant) – Amendment No. 3.
 - Design Technology Center - PAL id Studio (Professional Design and Consulting Services Consultant) – Amendment No. 1.
 - Monitoring-Based Commissioning and Energy Retrofit Services – P2S Engineering, Inc. (Professional Engineering Services) – Amendment No. 1.

- San Jose Hills Road Entrance Improvements – RKA Consulting Group (Professional Engineering Services) – Amendment No. 2.
14. Approval of the following Proposed Gifts and Donations to the College:
- Steve Shackelford – Galileo Tabletop Telescope, two Eye Pieces, and three Posters, valued by donor at \$300, to be used by the Natural Sciences Division.

HUMAN RESOURCES

15. Approval of Personnel Transactions, dated February 27, 2013.
16. This item was pulled and acted upon separately (see paragraph No. 17).
17. This item was pulled and acted upon separately (see paragraph No. 18).
18. Approval of Recommendation to Grant Tenure – 2013-14.

INSTRUCTION and STUDENT SERVICES

19. Approval of two sabbatical leaves for academic year 2013-14.
20. Approval for the Pep Squad Team to compete in the National Cheerleaders Association and National Dance Association's Collegiate Cheer and Dance Championships in Daytona Beach, FL, April 9-15, 2013.
21. Approval for students and faculty to attend Health Occupations Students of America (HOSA) statewide conference in Sacramento, CA, March 20-24, 2013.
22. Approval for students and faculty to attend the California Association for Alcohol/Drug Educators Conference in Reno, NV, April 18-20, 2013.
23. Approval to ratify the purchase of a NexSim Air Traffic Control Tower Simulator from Computer Science Corporation.
24. Approval of an addendum to an affiliation agreement with Las Encinas Hospital.
25. Approval of an amendment to the contract with Upper Crust Catering, Inc. for the Annual Wassail Dinner.
26. This item was pulled and acted upon separately (see paragraph No. 19).
27. Approval to accept funds for the CTE Hub Grant Renewal in the amount of \$150,000.
28. Approval of activities and acceptance of funds for the LA84 Foundation/Mt. SAC Relays Youth Days Grant.
29. Approval of an externship agreement with La Puente Valley ROP for the Career Technical Education Community Collaborative Grant.
30. Approval of a contract with Chaffey College for the Health Care Sector and Other High Growth and Emerging Industries – Building Automation Grant.
31. Approval of a contract with Santa Rosa Junior College for the Family and Consumer Sciences Discipline/Industry Collaborative Grant.
32. Approval of additions and changes to the Community Services Continuing Education Division.

33. Consideration of approval to enter into contracts with Economic Modeling Specialists, Inc. and Conference Board, Inc. for the Center of Excellence Grant. (See backup packet Page 96.)
34. Approval of a Memorandum of Understanding (MOU) with the U. S. Department of Veterans Affairs authorizing participation in the VetSuccess on Campus Program.
35. Approval of a Memorandum of Understanding (MOU) with Social Model Recovery Systems, Inc.

PRESIDENT'S OFFICE

36. This item was pulled and acted upon separately (see paragraph No. 20).

Student Trustee concurred.

14. CONSENT ITEM #8: ADMINISTRATION BUILDING SITE IMPROVEMENTS WITH TILDEN-COIL CONSTRUCTORS FOR CONSTRUCTION SERVICES UNDER THE LEASE/LEASEBACK DELIVERY METHOD

It was moved by Trustee Hall and seconded by Trustee Bader to approve this item.

Trustee Bader had a question regarding site improvements and asked what they entailed. Gary Nellesen, Director, Facilities Planning and Management said that this is a State-funded project, and two-thirds of the money came from the State. He said that, on State-funded projects, we're limited on the amount of work that can be done on the outside of the building on the modernization that can be included on the project. This request will include fixing a number of ADA compliance issues, landscaping, removal of asbestos piping, etc.

Motion carried. Student Trustee concurred.

15. CONSENT ITEM #10: AGREEMENTS TO PROVIDE PROFESSIONAL DESIGN AND CONSULTING SERVICES WITH HMC ARCHITECTS FOR THE ATHLETICS COMPLEX EAST PROJECT: HILL PARTNERSHIP, INC. FOR THE BUSINESS AND COMPUTER TECHNOLOGY CENTER AND PARKING STRUCTURE PROJECTS; H2 ENVIRONMENTAL CONSULTING SERVICES, INC. FOR THE BUILDING 12 CLASSROOM MODERNIZATION PROJECT; STEVEN FADER ARCHITECTS FOR THE TEMPORARY SPACE CLASSROOMS PROJECT; HMC ARCHITECTS FOR THE NORTHWEST QUADRANT UTILITY IMPROVEMENTS – PHASE 1 PROJECT; ANDREASEN ENGINEERING, INC. FOR THE FARM AREA DRAINAGE SURVEY PROJECT; P2S ENGINEERING, INC. FOR THE SAN JOSE HILLS ROAD ENTRANCE IMPROVEMENTS PROJECT; AND FACILITY CONSULTING SERVICES, LLC FOR PROJECT MANAGEMENT POLICIES, PROCEDURES, AND INTERNAL CONTROLS

It was moved by Trustee Hall and seconded by Trustee Bader to approve this item.

Trustee Chyr asked if the criteria that was used five years ago, when these agreements were made with these consultants, is still valid. Director Nellesen explained that we have a continuing working relationship with the top four firms that gave proposals on the project and, because we know that these firms are financially strong, we didn't need to do a detailed analysis on their financials. We have no reason to suspect that they would not be able to successfully complete the contracts.

Trustee Chyr said that, some time ago, he asked for the parking structure study and when could he expect to receive it. Mr. Nellesen told him that he would present the study at the Board Study Session on March 2.

Trustee Hall asked about the Lease/Leaseback criteria used in selecting contractors. Mr. Nellesen explained that the builder is the contractor, and the architect's role is much like the traditional role in the Design/Bid/Build method. Part of the criteria in selecting these firms is their experience in the Lease/Leaseback method of construction. Trustee Hall asked to whom will the contractors report, and Mr. Nellesen said it would be the internal project manager.

Motion carried, with Trustee Chyr voting no until he sees the Parking Study. Student Trustee concurred.

16. CONSENT ITEM #12: RATIFICATION OF CHANGE ORDERS:

- Bid No. 2833 Child Development Center – Comfort Conditioning Inc. (Mechanical Contractor) – Unilateral Change Order.
- Bid No. 2830 Child Development Center – Liberty Mutual/Safe Co. (General Contractor) – Change Order No. 4.
- Bid No. 2834 Child Development Center – Tri-Power Electric (Electrical Contractor) – Change Order No. 5.
- Bid No. 2897 Agricultural Sciences Building Landscape – Harry H. Joh, Inc. (General Contractor) – Change Order No. 5.
- Bid No. 2906 Culinary Arts Remodel – R. W. Smith & Co. (Kitchen Equipment Contractor) – Change Order No. 1.

It was moved by Trustee Hall and seconded by Trustee Bader to approve this item.

Trustee Chyr asked when we are going to see the end of cost overruns. Director Nellesen said that the Lease/Leaseback delivery method will take care of this. Trustee Chyr asked what happened in the last year, and Mr. Nellesen said that, regarding the Child Development Center, most of this activity took place in the beginning of the project. After much discussion, the questions surrounding these change orders and the Lease/Leaseback delivery method versus the Design/Bid/Build delivery method were answered.

Motion carried. Student Trustee concurred.

17. CONSENT ITEM #16: RECOMMENDATION TO EMPLOY FACULTY UNDER SECOND CONTRACT – 2013-14

It was moved by Trustee Hall and seconded by Trustee Chyr to approve this item.

It was noted to add Jamaika Fowler, Counseling/Articulation Officer to this agenda item.

Motion carried, as corrected. Student Trustee concurred.

18. CONSENT ITEM #17: RECOMMENDATION TO EMPLOY FACULTY UNDER THIRD CONTRACT – 2013-15

It was moved by Trustee Chyr and seconded by Trustee Hall to approve this item.

It was noted to remove Jamaica Fowler, Counseling/Articulation Officer from this agenda item.

Motion carried, as corrected. Student Trustee concurred.

19. CONSENT ITEM #26: CONTRACT WITH PACIFIC PALMS HOTEL & CONFERENCE CENTER FOR THE ATHLETICS HALL OF FAME EVENT ON MARCH 2, 2013

It was moved by Trustee Chyr and seconded by Trustee Chen Haggerty to approve this item.

It was noted to add the following verbiage to this agenda item under the ANALYSIS AND FISCAL IMPACT section: "In addition, payment of a non-refundable deposit in the amount of \$2,000 is due on February 28, 2013, to confirm space for the event."

Motion carried. Student Trustee concurred.

20. CONSENT ITEM #36: CONSULTING AGREEMENT WITH THE MCCALLUM GROUP, INC.

It was moved by Trustee Hall and seconded by Trustee Bader to approve this item.

Trustee Chyr asked that, in addition to the e-mails received, what other services does the McCallum Group provide. Dr. Scroggins explained that McCallum is a lobbyist for the community colleges that have similar agreements with him. There are at least two annual meetings (particularly the League and ACCCA conferences) that he attends and lobbies for the colleges and gives briefings afterwards on the status of legislation and budget. McCallum advocates for approximately 24 colleges in Sacramento. He's also available to address issues as they come up.

Motion carried. Student Trustee concurred.

21. ACTION ITEM #1: PROPOSED REVISIONS TO VARIOUS BOARD POLICIES

It was moved by Trustee Bader, seconded by Trustee Hall, to approve the proposed revisions to various Board Policies.

Regarding Board Policy 2100 – Board Elections, at the Board's direction, verbiage was added to define each Trustee Area by identifying the cities and areas. It was also suggested to amend the first sentence of the last paragraph to read, "...to the Board, based on an independent study, regarding..."

It was moved by Trustee Chyr, seconded by Trustee Hall, to amend Board Policy 2100 – Board Elections.

Regarding Board Policy 3820 – Gifts and Donations, questions were asked and answered regarding from whom donations may be accepted.

Motion passed. Student Trustee concurred.

22. ACTION ITEM #2: PROPOSED REVISIONS TO BOARD POLICY 5130 – FINANCIAL AID

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, to approve the proposed revisions to Board Policy 5130 – Financial Aid.

Motion passed. Student Trustee concurred.

23. INFORMATION ITEM #1: NEW ADMINISTRATIVE PROCEDURE 3450 – ACCESSIBILITY OF AUDIOVISUAL MEDIA - CAPTIONING

The Board received new Administrative Procedure 3450 – Accessibility of Audiovisual Media - Captioning, for information only.

24. ADJOURNMENT

The meeting adjourned at 9:02 p.m.

WTS:dl



Associated Students Report

Presented by A.S. President Ahmad Azzawi; February 27, 2013

Good Evening Board members,

Welcome back to school.

Approaching us is the anticipated "Putting on the Hits", The ultimate fight for theatric notoriety among college-wide faculty and students while raising money for scholarships.

We have been practicing weekly in the studio thanks to Joan Sholars and we would not have had choreography if it wasn't for AS's own ICC Chair, Yomeri Castuera. Many of the officers are involved in more than one show and I myself am dancing in the Brittany spears song. We will continue practicing and I look forward to seeing you all there.

But before the performances begin, Associated Students will be traveling to the annual March in March. I'm sure you've all heard when Cesar Chavez organized a march/strike from Delano to Sacramento fighting for the rights of the overworked and underpaid farm workers. Well Student government organizations statewide are coming together and fighting for our educational rights. We will drive up to Sacramento, march for 1 hour and meet in front of the state Capitol building where an estimated 10,000 students will voice their concerns in a respectful manner. It's a very exciting and collaborative effort that we look forward to.

Thank you,

Ahmad Azzawi

Academic Senate Report
To the Board of Trustees
27 February 2013

Full Senate Activity

The full Senate is on break until 7 March. The Academic Senate Executive Board will meet on 28 February to set the first agenda for the Spring semester. Expected to be included are our Executive Board nominations, an outcomes plan, a modification to the course and program review process for CTE areas, and three proposed administrative procedures.

State Accreditation Workshop

Dan Smith and I attended the State Academic Senate's Accreditation Institute on 8 & 9 February in San Jose. Barbara Beno from ACCJC reminded us of the accreditation process and presented her perspective on a number of currently proposed changes to said process, the draft of which will not be publicly available until next January. She did note that ACCJC intends to focus more on outcomes and data and less on processes and intent.

Other sessions that we attended covered issues variously related to accreditation. Some of the topics presented involved integrated planning, influential cultural practices, student support services, distance education, and sanctions.

Faculty Hiring

Seven faculty positions have been approved thus far by the College President, and four of these are currently being advertised by the college. So far this year, the College has had twelve faculty retirements, resignations, or other separations from service.

As additional faculty invariably choose to submit retirement documents in spring, it may be necessary to hire additional faculty positions in order to stay above the State-imposed obligatory minimum of 380 full-time faculty.

Flex Activities for Winter

Although the faculty mandatory Flex Day was held in August, additional professional development goes on throughout the academic year. A day of voluntary professional development activities was held on 22 February 2013 with the theme of "Student and Faculty Success." Approximately 90 faculty attended twelve workshops on a variety of subjects. The Academic Senate would like to thank the Faculty Association for providing lunch to attendees.

State Budget Trailer Bill

The budget trailer bills proposed by the Governor have the potential to shift to non-credit status well over 100 sections per semester of English, mathematics, and learning assistance courses that are currently being offered as credit. This shift would affect apportionment, faculty minimum qualifications, curriculum standards, and student eligibility for financial aid. I encourage the Board of Trustees to inform itself on the potential effects of this proposed legislation.

Respectfully submitted,
Eric Kaljumägi
President, Academic Senate



MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE

REPORT TO THE BOARD OF TRUSTEES
WEDNESDAY FEBRUARY 27, 2013

1. Classified Senate met on Thursday February 7th. At this meeting we discussed:
 - a. Election results for Senate President-Elect for 2013-2014
 - b. Classified Coffee Break event on Thursday February 14th
 - c. Nominations for CCC Classified Employee of the Year
 - d. Classified Professional Development Day
 - e. Nomination Categories for Classified Awards Ceremony
 - f. Next meeting is scheduled for Thursday March 14th at 1:00 pm in Founders Hall
2. Classified Coffee Break event: Thursday February 14th
 - a. 115 classified staff attended event
 - b. Representation from various organizations
 - c. Positive feedback from classified staff
3. Classified Professional Development Day: Wednesday February 20th
 - a. 160 classified staff attended Opening Meeting
 - b. 11 workshops offered ranging from nutrition to leadership development
 - c. Average attendance: 25 attendees per workshop.
 - d. Classified Senate assisting Classified Professional Development Committee with the collection and tally of evaluations for the Opening Meeting.
4. The Classified Professional Development Committee is in the process of planning the next New Employee Welcome for new classified staff which is tentatively scheduled for Thursday April 18, 2013.
5. On behalf of Classified Senate, I would like to extend a warm welcome and congratulations to the newly appointed classified employees.

Respectfully Submitted by,
Deejay R. Santiago, Ed.D.
President, Classified Senate



**Faculty Association Report
To the Board of Trustees
February 27, 2013**

1. Puttin' on the Hits 2013

The Faculty Association's Scholarship show, Puttin' on the Hits, is next weekend March 8th and 9th. We are pleased to have the District as a Co-sponsor of the event this year. In addition to that, VP Luisa Howell is working with Wells Fargo to team up and provide a large donation in exchange for the ability to do campus presentations and advertising. Please purchase tickets as soon as possible. If you are unable to attend the show, but still wish to donate for the Faculty Association Student Scholarships, or have tickets, but wish to give more, a donation form is included with this report.

2. Reopener Negotiations

Reopener negotiations are continuing with the District. The teams have reached tentative agreements on 2 items and will continue to meet throughout the semester.

3. Representative Council

The Faculty Association Representative Council will have its first Spring meeting on Tuesday, March 12th. At this meeting the Representatives will be voting on the 2014-15 Academic Calendar and nominations for the 2013-14 FA Executive Board will be opened. Available positions are President (2 year term), Vice President (1 year term), Treasurer (1 year term), Secretary (1 year term), 3 FT Directors (2 year term) and one PT Director (2 year term), as well as 5 PT Representatives at Large.

Respectfully submitted by,
Jennifer Galbraith, Faculty Association President



CSEA Chapter 262
2013 Executive Board

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*“To improve the lives of
our members, students,
and community.”*

February 27, 2013

Good evening,

The Executive Board for CSEA 262 had our retreat earlier this month on February 1st. It was a very productive meeting and we covered a lot of ground in speaking over our concerns for Classified staff, what our functions were for each member of the E-Board, along with our future goals for our organization.

CSEA 262 and the District will be going into our 2013-2014 reopeners starting this Friday, March 1st. It is our belief that there is nothing during this round of negotiations that would be so contentious an issue, as to require this to take an inordinate amount of time. So we look forward to working with the District in our meetings over the coming months.

Classified Professional Development Day took place on Wednesday, February 20th. We are happy to announce that we had a large turnout for the events and would like to express our gratitude to the District for allowing our members to take time out of the workday to join in on the workshops provided. We received many positive feedbacks and would also like to extend our thanks to the President for his opening remarks, Classified Senate, the District Managers, the Classified Professional Development Council, and everyone else who helped make it happen.

Respectfully,

Hawk Yao, 2nd Vice President
CSEA 262



Foundation Report to Board of Trustees February 27, 2013

I am happy to share the following information on Foundation activities in the month of February. As with all other areas, it has been a busy month.

After a great deal of hard work that began months before I arrived on campus, I am pleased to report to you that the Foundation Board has adopted a new Investment and Spending Policy. Special thanks to Lisa Sugimoto for her great work in guiding this process. The finance committee also deserves recognition for their diligence and expertise in devising a policy that will guide us for years to come.

In related news, we are in the final stages of selecting a new Investment Manager. The Finance Committee gathered on Feb 15 and spent the day listening to presentations from five different prospective candidates. The committee is considering the information presented and will be making a decision soon.

I am also excited to report the following activity:

- a. Meeting with members of the Covina Rotary—we are working on a gift in support of the VRC. They raised \$34K at their Field of Valor event last November and Mt. SAC is one of the institutions lucky to be a recipient of some of the proceeds from that wonderful event
- b. Kaiser Permanente—we had members of their local team to campus to discuss some of our activities in the Health Careers professions area.
- c. Unical Aviation is a local distributor of airplane parts. We are working with their HR department to create opportunities for our students as the first step in engaging them as a community partner
- d. Jim Randall at Allfast—President Scroggins and I had a terrific visit with Mr. Randall. The President gave him an update on things happening at the college and we had a conversation about college needs
- e. Work with Professional Advisory Boards—we have begun conversations across the campus about how the Foundation can be involved

- f. Chinese New Year Celebration in Hacienda Heights—was able to attend this event and continue outreach to Asian American community

With the start of the spring semester, we have shifted focus our focus a bit to activities and events coming up. Here is a quick summary of upcoming activities:

April 11—Kepler Lecture and Scholarship Awards Ceremony featuring JPL Planetary Scientist Dr. Amanda Hendrix.

April 12—Building Dedication and Open House for the DTC

May TBD—Edison Scholars Luncheon

May 31—26th Annual Golf Tournament. The committee met recently and we are working hard to identify new sponsors, continue outreach to past sponsors, and find in-kind support for our raffle and auction.

June 8—Scholarship Awards Ceremony at Sheraton Fairplex. We are working to renew past scholarship donors while at the same time adding new scholarships to the mix.

Last fall I attended a CASE (Council for the Advancement and Support of Education) conference designed specifically for Community College Fundraisers. It was the first time CASE had put on such a conference. I was invited to join the planning committee for that conference and we had a meeting in San Diego last week to put together the program for next fall.

My staff joined a CASE webinar that looked at the relationship across the country between CCs and their Foundations. The webinar shared some interesting perceptions about the relationship between the President and the CDO. It wasn't a surprise to learn that the most successful shops were those with the most continuity between those positions—the shops that performed best were those with consistent leadership out of both offices and strong connection between the two.

Thank you for your guidance and support!

CWW Informational Report

Jaishri Mehta

CyberWatch West
CWW



CyberWatch West
CWW

CWW Mission Statement

- ▶ *The mission of the CyberWatch West Center is to increase the quantity and quality of the Cybersecurity workforce throughout the western United States*
- ▶ *This is achieved through*
 - Student development;
 - Faculty and Professional development;
 - Curriculum development, revision and dissemination
 - Effective outreach efforts to raise awareness and build viable partnerships among academia and industry.



Achievements of Year 1

- ▶ Student Development
 - Competitions
 - Increase CC in cybersecurity
- ▶ Faculty Development
 - Training
 - Presentations
- ▶ Curriculum Development
 - Articulation
 - Curriculum committee
- ▶ Outreach and Partnerships
 - Members
 - Industry partners and Advisory Board
 - National Visiting Committee
 - Member conference
 - Security Week



Student Development (SD) Competitions

- ▶ Hosts four main competitions
 - **Western Regional Cyber Collegiate Competition (WRCCDC)**
 - Hosted March 2012 – Sheraton Fairplex
 - All founding members placed 1st, 2nd, 3rd, – Cal Poly Pomona, CSU San Bernardino, & CSU Dominguez Hills
 - **Pacific Rim Cyber Collegiate Competition (PRCCDC)**
 - **National Cyber League (NCL)**
 - **CyberPatriot**
 - CWW in partnership with LAUSD – Beyond the Bell program
 - Cal Poly Pomona prepares the high school students and the coaches
 - Two competition categories
 - All Service Division – Junior ROTC and CAP HS
 - Open Division
 - 1000 teams competed nationally
 - Reseda HS Navy ROTC – 1 of 12 finalists for All Service Division
 - Franklin HS – 1 of 12 finalists for Open Division



SD _ NCL competition

- ▶ Regions nationally
- ▶ Two competitions:
- ▶ Spring – team based
 - Mount San Antonio and De Paul University
 - Emerged as finalists
 - Finals – Colloquium for Information Systems Security Education (CISSE) face to Face in Lake Buena Vista, FL – June 10
 - Mt. Sac were recognized as national champions at CISSE
- ▶ Fall – individual based
 - 550 students competed
 - Majority students – 4 yr – top technical
 - Mt. SAC CIS student placed in the top 10 finalists of the regions
 - Dec 1st finals, Mt. Sac CIS student Ryan Jarosek placed 2nd in the nation



SD Goals and Objectives – 2015

- ▶ Contact \geq 25 CCs faculty &/or student interest in cybersecurity.
- ▶ *Achieved 19 CC and 9 – 4 yr. institutions – 72% of our goal*
- ▶ Present at least 20 workshops/demos among CCs
- ▶ *Achieved 6 workshops/demo – 30% of our goal*
- ▶ Student competitions –Host 100 virtual competition exercises involving at least 20 CC, 20 faculty, and 150 CC students
- ▶ *Achieved 16 exercises – 16% of our goal, 8 CC, 8 faculty, and 59 CC students; 52 HS, 52 HS faculty, and 200 HS students*
- ▶ Contact \geq 20 HS thru region w/demonstrated faculty &/or student interest in cybersecurity.
- ▶ *Achieved 59 HS – overachieved our goal by 295%*
- ▶ Present at least 15 workshops/demos among HSs thru region interested in cybersecurity
- ▶ *Presented 7 workshops – 49% of our goal*
- ▶ Place at least 25 students each year in information security internships in the region
- ▶ *Cal Poly Pomona placed 43 students – overachieved our goal*

Curriculum Development – CD

- ▶ CIS Network Administration and Security Management (NASM) – model curricula
- ▶ 20 colleges – curriculum monthly meetings
- ▶ 16 community colleges – contacted and shared model curricula

CD _Goals and Objectives – 2015

- ▶ Contact at least 20 CC/4 Yr. in region to assist w/mapping to national standards.
- ▶ Achieved 16 institutions – 80% of our goal
- ▶ Ensure at least 15 CC/4Yr. throughout the region will have cybersecurity programs.
- ▶ Achieved 9 institutions – 60% of our goal
- ▶ A least 15 CC/4 Yr. will have mapped their curriculum to CNSS 4011 & 1 additional standard.
- ▶ Achieved 5 institutions – 33% of our goal
- ▶ At least 10 CC/4Yr. will have completed the application for CAE2Y, CAE, and/or CAE-R designation
- ▶ Achieved 4 institutions – 40% of our goal
- ▶ Develop articulation models to serve at least 20 community colleges in the region
- ▶ 4 articulations completed with CSUSB.
- ▶ There are 8 articulations that are in progress – 60%

Faculty Development –FD

- ▶ Assessment needs of the faculty members
- ▶ Trained 43 faculty
- ▶ Created online community for training through Webex
- ▶ Created model training courses
- ▶ Rolled out new training with lab exercises

FD Goals and Objectives – 2015

- ▶ Pilot and deploy faculty assessment measures to at least 10 CC and/or 4 Yr. throughout the region
- ▶ Polled 12 CC and assessment
- ▶ Conduct at least 8 presentations to CC and/or HS in the region about cybersecurity education and career options. (Awareness)
- ▶ Achieved 4 Presentations to CC and _ Presentations to HS – 50%
- ▶ Train at least 7 CC and/or HS faculty throughout the region on cybersecurity competitions.
- ▶ Achieved training 30 HS faculty – overachieved by 429%
- ▶ Pair 8 faculty members with mentors in cybersecurity
- ▶ Achieved 5 mentor/mentee – 63%
- ▶ Conduct 18 skill building workshops (w/ \geq 10 PS faculty each)
- ▶ Achieved 4 workshops and 37 faculty – 22%

Outreach and Partnership

- ▶ **Members** – since the report
 - *30 members* in seven states and growing each day
 - California, Washington, New Mexico, Oregon, Hawaii, Texas and Colorado
- ▶ **Industry Partners and Advisory Board**
 - *20 Industry partners*
 - Microsoft
 - Experian
 - FBI Investigative Crimes Lab Unit
 - Entertainment Partners
 - Disney
 - Security Logic

Challenge we need to grow



Committees and Conferences

- ▶ National Visiting Committee (NVC)
 - Comprises of national leaders and experts in the field of science, mathematics, engineering, technology, evaluation and education, where they assist National Science Foundation (NSF) Advanced Technological Education (ATE) program.
 - Similar accreditation – intensive review – written report. Upcoming visit – March 14th and 15th 2013
- ▶ Security Week Conference
 - Hosted 5th Annual Oct 11th – 12th with over 200 attendees
 - Upcoming 6th Annual Oct 9th, 10th, and 11th 2013
- ▶ Member Conference
 - Annual conference where the members meet face to face

Marketing and Advocating CWW

- ▶ Shaping Cybersecurity Education at Regional and National level
- ▶ Website
- ▶ Brochures
- ▶ One on one conversation and mentoring
- ▶ Marketing online technical workshops with lab components at a low cost
- ▶ Listening to the needs
- ▶ Marketing to newspapers
- ▶ Marketing at conferences

Overarching Goals

- ▶ Goal – 50 higher educational institutions
 - Already have 30 members in Year 1
- ▶ Goal – 20 partnerships with high schools
 - Already partners 52 high schools in LAUSD, 5 Washington state in Year 1
- ▶ Goal – 30 partnerships with businesses/industry
 - Already have 20 partnerships in Year 1