



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 27, 2013

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 5:34 p.m. on Wednesday, March 27, 2013. Trustees Bader, Chen Haggerty, Chyr, and Hall were present. Trustee Baca arrived at 6:30 p.m.

#### 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:

1. Conference with Legal Counsel – Settlement Agreement (one case)
2. 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

#### 3. RECEPTION FOR TENURED FACULTY (6:00 p.m., Founders Hall, Conference Center)

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*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.*

#### 4. PUBLIC SESSION

The public meeting reconvened at 6:39 p.m. The Pledge of Allegiance was led by Jennifer Galbraith, President, Faculty Association.

#### 5. REPORTING OF ACTION TAKEN IN CLOSED SESSION

- Regarding item No. 1: In closed session this evening, the Board voted to approve the termination agreement with Chevron Energy Solutions, Co.
- Regarding item No. 2: None.

#### 6. MOMENT OF SILENCE

A moment of silence was observed in memory of retired professor **Harley Reifsnyder**, who passed away on February 24, 2013, at the age of 86. Harley joined Mt. SAC in the 1950s and taught Chemistry until he retired, in the late 1980s. During his career, he also taught at Pomona College. He earned his Bachelor's Degree in Music from Pomona College and his Master's Degree in Chemistry from the University of Redlands. After retirement, he played the organ at the First Christian Church in Pomona and did a lot of volunteer work for the National Audubon Society. He is survived by his daughter, Laurie.

#### 7. INTRODUCTIONS

- The following newly appointed and promoted staff were introduced:

Classified

- **Louis Spana**, Skilled Trade Crafts Worker (Facilities Planning and Management) (absent)
- **Jean Su**, Senior Systems Analyst/Programmer (Information Technology) (present)
- **Hui (Heather) Zhang**, Senior Systems Analyst/Programmer (Information Technology) (present)

#### 8. RECOGNITION

- Awarding of Certificates of Service to the following retiring classified staff members:
  - **Lisa Harris**, Secretary, Community Education, 16½ years of service (absent)
  - **Ponciano Espinosa**, Custodian, Facilities Planning and Management, 39½ years of service (present)
- The following professors who received tenure at last month's Board meeting:
  - **Damany Fisher**, History and Art History (present)
  - **Michael Hood**, Earth Sciences and Astronomy (present)
  - **Sam Nassar**, Counseling (present)
  - **Kelly Sherwood**, Medical Services (absent)
  - **Curtis Simon**, Geography and Political Science (present)

- The following coaches who led the Men's and Women's Basketball teams to the State Championship:
  - **Clark Maloney**, Men's Basketball Head Coach
    - **Keith Hollimon and Xavier Goss**, Assistant Coaches
  - **Brian Crichlow**, Women's Basketball Head Coach
    - **Monica Armstrong, Stan Delus, Zack Hope, and Carsandra Taylor**, Assistant Coaches

## 9. APPROVAL OF MINUTES

- On Page 3, under "REPORTS," Hawk Yao's title should read, "2<sup>nd</sup> Vice President." It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, and passed to approve the minutes of the regular meeting of February 27, 2013, as amended. Student Trustee concurred.
- It was moved by Trustee Chen Haggerty, seconded by Trustee Bader, and passed to approve the minutes of the special meeting of March 2, 2013. Student Trustee concurred.

## 10. PUBLIC COMMUNICATION

- Audrey Yamagata-Noji explained the issues and changes to the manner in which student clubs could hold food sales on campus. Concerns were raised by Sodexo about the number of food sales, the close proximity of food sales to the main Campus Cafe, and the potential for health code violations. Previously, clubs were allowed to hold food sales as frequently as four times per week. After review of health code regulations, it was decided to no longer allow food to be cooked on campus for food sales by clubs. Instead, clubs are to bring pre-packaged and catered food items which can remain heated or refrigerated in the Student Life kitchen. Additionally, the current restriction on the number of days per week for food sales would be reconsidered.
- The following individuals indicated that they appreciated the restoration of the number of days that they're allowed to sell food on campus; however, they had concerns regarding not being able to prepare food themselves and about the limited number of days of access they have to the kitchen: Ujala Batool, Dennis Lee, Daniel Luna, Carlos Rivera, Destina Valladares, Joy Ugay, Johana Rodriguez, Manuel Ledesma, Claudia Walukouw, Yomeri Gonzales Castuera, Jesus Mendoza, David Castenada, and Eduardo Zavala."
- The following individuals signed to advocate that all videos in classrooms be closed-captioned: Jahaira Gonzalez, Marco Medrano, Miguel Martinez, Samantha Sarwar, Joshua Doyle, Nathalie Calderon, Jennifer Macias, Jonathan D'Souza, and Akram Khan.
- Grace Kim spoke about campus accessibility and said that classroom furniture is not convenient for students with physical disabilities. She requested that more accommodating furniture be ordered through DSP&S.

## 11. REPORTS

Reports by the following constituency leaders were given and are posted on the College website with these minutes:

- Bill Lambert, Executive Director, Mt. SAC Foundation
- Ahmad Azawi, President, Associated Students (no report attached)
- Eric Kaljumagi, President, Academic Senate
- Deejay Santiago, President, Classified Senate
- Jennifer Galbraith, President, Faculty Association
- Johnny Jauregui, President, CSEA 651 (no report attached)

## 12. 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 Louis Spana, Jean Su, and Heather Zhang.
- They congratulated retirees Lisa Harris and Ponciano Espinosa.
- They congratulated tenured faculty members Damany Fisher, Michael Hood, Sam Nassar, Kelly Sherwood, and Curtis Simon.
- They congratulated the Men's and Women's Basketball coaches Clark Maloney and Brian Crichlow, and assistant coaches Keith Hollimon, Xavier Goss, Monica Armstrong, Stan Delus, Zack Hope, and Carsandra Taylor.

B. Trustee Hall reported the following:

- He had a great time participating in Puttin' on the Hits and is grateful for the \$20,000 that was raised.
- He attended the Athletics Hall of Fame event and said it was extraordinary.
- He attended the San Dimas High School rededication of their gym.
- He said it was nice that the students spoke about their concerns tonight.

C. Trustee Chyr reported the following:

- He's impressed by the process by which faculty are granted tenure.
- He attended the Athletics Hall of Fame event and suggested that a Lifetime Achievement award be instituted.
- He attended Puttin' on the Hits and was glad that he was sitting in the seat and not performing on the stage.

D. Student Trustee Marin reported the following:

- She attended the Athletics Hall of Fame event.
- She thanked Trustee Hall for helping to raise funds.

- She attended the March in March event in Sacramento. She thanked Jill Dolan and Maryann Tolano-Leveque for joining the students.
- She was glad to see the deaf and hard-of-hearing students present their concerns to the Board.
- She was glad that students shared their concerns regarding the new food service policy.
- She commended Bill Lambert regarding his job with the Foundation.

E. Trustee Chen Haggerty reported the following:

- She and Dr. Scroggins hosted the Filipino Chamber of Commerce representatives. A discussion and a tour of the campus took place, and the attendees were very impressed with Mt. SAC. She commended Bill Lambert for being present at the meeting.
- She will be on the San Francisco Community College District Show-Cause Visiting Team.

F. Trustee Bader reported the following:

- She mentioned and commended the health occupations students who have been competing and winning many competitions.
- She enjoyed being a part of Puttin' on the Hits. She thanked all the behind-the-scenes individuals who made it a success.
- She attended the Inspiring Women of Mt. SAC luncheon.
- She attended the Athletics Hall of Fame event.
- She thanked all the presenters at the March 2 Board Study Session for their hard work and attendance.

F. Trustee Baca reported the following:

- He enjoyed being involved in Puttin' on the Hits.
- He appreciated the student comments tonight.
- He thanked Jill Dolan and Maryann Tolano-Leveque for attending the March in March.
- He attended the Athletics Hall of Fame event and recognized Sophia Clarke for all her support over the years. Her son and a close friend attended.
- He attended the L84 Youth Relays and mentioned that it was a superb event and brings recognition to Mt. SAC.
- He talked about the Kepler Lecture event and encouraged all to attend.

### **13. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:**

- He welcomed new and promoted employees Louis Spana, Jean Su, and Heather Zhang.
- He congratulated retirees Lisa Harris and Ponciano Espinosa.
- He congratulated tenured faculty members Damany Fisher, Michael Hood, Sam Nassar, Kelly Sherwood, and Curtis Simon.

- He congratulated the Men's and Women's Basketball coaches Clark Maloney and Brian Crichlow; and assistant coaches Keith Hollimon, Xavier Goss, Monica Armstrong, Stan Delus, Zack Hope, and Carsandra Taylor. He talked about the upcoming L. A. County Board of Supervisors meeting, where both teams will be recognized at their April 2 meeting.
- He was the chair of chairs at the recent Coast Community College District accreditation and thanked Mt. SAC's Board of Trustees for being such a cohesive group.
- He thanked Dr. Baca for being a part of the new Governmental Advisory Committee.
- He will be hosting a meeting and conducting a campus tour tomorrow with Congresswoman Grace Napolitano.
- He commended everyone who was involved with Puttin' on the Hits.
- He welcomed the student comments at tonight's meeting. He talked about his Chat with the President gathering each month, the day before each Board meeting.
- He introduced Maryann Tolano-Leveque, Director, Student Life, who provided an overview of the Memorandum of Understanding with Foothill Transit to provide subsidized bus passes to full-time and part-time credit students. The pilot program will begin with the Fall 2013 Semester and will remain in place for three semesters (Fall 2013, Spring 2014, and Fall 2014). Mt. SAC students will be able to use bus service 24 hours a day, seven days a week. In the final semester of the pilot program, a special election will be held in which students will vote on whether to implement a mandatory transportation fee in order to permanently implement the program. Foothill Transit will subsidize the cost of the pilot program and will also fund marketing efforts. Rio Hondo College and Pasadena City College have similar arrangements with Foothill Transit. Board members thanked Foothill Transit for entering into this MOU with Mt. SAC.

#### **14. INFORMATIONAL REPORT**

Dr. Yamagata-Noji, Vice President, Student Services, introduced George Bradshaw, Dean of Enrollment, who gave a presentation on the Winter/Spring 2013 Enrollment Update Report. Winter/Spring enrollment data showed that enrollment increased slightly from 38,015 in Winter/Spring 2012 to 38,427 this year – a 1% increase. Of those students, 22,417 are part-time, and 16,010 are full-time. Total class offerings were also up slightly from Winter/Spring 2012 (3,221) to 3,375 this year, resulting from the infusion of funding from Proposition 30.

Mr. Bradshaw's presentation is posted on the College website with these minutes.

#### **15. CONSENT AGENDA**

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

##### **PRESIDENT'S OFFICE**

1. Approval of the 2013-14 meeting calendar for the Mt. San Antonio College Board of Trustees.

## **ADMINISTRATIVE SERVICES**

2. Approval of the Appropriation Transfers and Budget Revisions Summary.
3. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
4. Ratification to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. These two individuals were added after the January Board deadline.
5. Approval to reduce to 5% the retention for Doja, Inc. on their contract for the Child Development Center Demo, Earthwork, and Site Improvements package (Bid No. 2827).
6. Approval of the amendment of Phase I furniture, and the purchase of Phase II furniture for the Child Development Center.
7. Approval to use the current competitive bid or government contract resulting in the lowest price for the College on Hewlett Packard equipment through June 30, 2014.
8. Approval to purchase storage hardware and software from Sirius Computer Solutions (Bid No. 2938).
9. Approval of agreements to provide Professional Design and Consulting Services with Andreason Engineering, Inc. for the Swine Market Unit project; and Campbell-Anderson & Associates, Inc. for the Campus Estimating Support Services project.
10. Ratification of the following Change Order:
  - Bid No. 2830      Child Development Center – Liberty Mutual/Safe Co. (General Contractor) – Change Order No. 5.
11. Ratification of the following Change Order:
  - Bid No. 2861      Physical Education Program Building Renovation (General Contractor) – Change Order No. 7.
12. Approval of the following Contract Amendment:
  - Aircraft Technology Building Fire Alarm Upgrade – FBA Engineering (Professional Design and Consulting Services Consultant) – Amendment No. 1.
13. Approval of the following Proposed Gifts and Donations to the College:
  - Farr Ligvani – Artwork titled “Cypher” 48” X 32” mixed media on board, valued by donor at \$8,200, to be added to the College’s art collection.
  - Richard Borer – Adobe software products – Captivate 5, Captivate 6, Photoshop X-Pro, Photoshop Elements II, Dreamweaver CS5.5 – Windows version, valued by donor at \$1,600, to update resources available to faculty and staff in the Learning Technology Center (Room 145 workroom) for pdf creation, image manipulation, website design, and captioning - for use by the Professional and Organizational Development Department.

## **HUMAN RESOURCES**

14. Approval of Personnel Transactions dated March 27, 2013.

## **INSTRUCTION and STUDENT SERVICES**

15. Approval of a contract with Vangent, Inc. for an employee survey.
16. Approval of new and modified courses effective with the 2013-14 academic year.
17. Approval of a contract with Pacific Palms Hotel & Convention Center for the Relays Banquet.
18. Approval of a contract with Ayres Hotel & Suites Ontario Convention Center for the CyberWatch West Grant.
19. Approval of activities for the Family and Consumer Sciences Discipline/Industry Collaborative grant.
20. Approval of an affiliation agreement with Ontario Fire Department.
21. Approval of a contract with Davis Research, LLC for the Center of Excellence.
22. Approval of additions and changes to the Community Services Continuing Education Division.
23. Approval of the High School Summer School Program for the Continuing Education Division.
24. Approval of a Pilot Program Memorandum of Understanding with Foothill Transit.
25. Approval of a contract with Student Insurance to provide Health Insurance for International Students, August 4, 2013, through August 3, 2014.
26. Approval to extend the agreement with the County of Los Angeles, Department of Public Social Services through June 30, 2015.

Student Trustee concurred.

## **16. ACTION ITEM #1: 2013 ELECTION FOR THE CCCT BOARD OF DIRECTORS**

It was moved by Trustee Bader and seconded by Trustee Chen Haggerty to cast votes for the following seven candidates for the 2013 CCCT Board of Directors:

1. Dianne B. McKay, Ventura County CCD
2. Cy Gulassa, Peralta CCD
3. Louise Jaffe, Santa Monica CCD
4. Isabel Barreras, State Center CCD
5. Susan M. Keith, Citrus CCD
6. Jerry D. Hart, Imperial CCD
7. Linda S. Wah, Pasadena Area CCD



Trustees Baca, Bader, Chen Haggerty, and Hall voted aye, and Trustee Chyr abstained. Motion passed. Student Trustee concurred.

**17. DISCUSSION ITEM #1: ANNUAL REVIEW OF BOARD POLICY 2015 – STUDENT MEMBER**

The Board received for first reading and discussion proposed revisions to Board Policy 2015 – Student Member.

The revised Board Policy will be brought back to the Board in April for approval.

**18. INFORMATION ITEM #1: REVISED ADMINISTRATIVE PROCEDURE 6700 – CAMPUS EVENTS AND USE OF CAMPUS FACILITIES**

The Board received revised Administrative Procedure 6700 – Campus Events and Use of Campus Facilities, for information only.

**19. INFORMATION ITEM #2: REVISED ADMINISTRATIVE PROCEDURE 4260 – PREREQUISITES, COREQUISITES, AND ADVISORIES**

The Board received revised Administrative Procedure 4260 – Prerequisites, Corequisites, and Advisories, for information only.

**20. ADJOURNMENT**

The meeting adjourned at 9:32 p.m.

WTS:dl



## **Foundation Report to Board of Trustees March 27, 2013**

Let me start with the Athletic Hall of Fame event on March 2. Joe, Debbie Brian, Mark, Rod, and their team did a tremendous job and deserve great recognition for their efforts—Melissa Berkeley does as well. They have set the stage for the next steps and in my view this is where the Foundation work begins.

With that in mind, the President has asked me to put together a Foundation group with a focus on Athletics—particularly on engagement of their alumni and friends. The Hall of Fame activity is helping to re-launch interest and activity surrounding the Heritage Hall project.

President Scroggins and I had a terrific visit with Mt. SAC alum and Simple Green President Bruce FaBrizio. We had a tour of their facility in Huntington Beach, watched a video on some of the company's history and then had a wonderful discussion with Mr. FaBrizio about his experiences since Mt. SAC and what is happening these days at the college. The President invited him to be part of an advisory group of high-level business leaders that he can engage periodically.

Last month I reported to you on our visit with Jim Randall at Allfast. Following up on that, Sarah Daum and I returned to speak with Jim again, meet some of his key staff and have a tour of the facility. We are working to create a more formalized and regular stream of Mt. SAC students and grads to Allfast. This is meant to strengthen our overall relationship with Jim Randall.

You know about last fall's migration to the donor database Razor's Edge. We recently began using one of the features associated with that package—their "Net Community" tool. This will allow us to communicate with our various audiences in a clean and visually appealing way. It will be the vehicle for e-newsletters, e-solicitations, and other communications. The tracking tools are extensive and will allow us to measure the effectiveness of our outreach efforts. Our first message went out to the Natural Sciences Division faculty and staff inviting them to be involved in and support Science Discovery Day on Saturday May 11.

We signed an endowed scholarship agreement (\$14K) with a family in support of students in the Nursing program.

Other meetings/news of note:

- Unlimited Environmental—looking to expand their relationship with the campus.

- Covina Rotary—presenting to them tomorrow with Desiree Marquez and a group of our student vets.
- Manager of Chino Hills Branch of Union Bank—getting local business involved with the college—the Golf Tournament as an entry way to a larger overall relationship
- Meeting with Jemma Blake Judd and Rachael Brown in Tech Health to explore a partnership between our offices. I will be providing some Fundraising training to Rachael and will join her on some of her outreach visits to introduce philanthropy into conversations with local employers who are providing work experience opportunities for our students
- Phone connections with a '76 grad who works for a TX company called No Magic. Roger Klotz was excited to hear from us and it turns out that his firm does a great deal of work in the area of Cyber security. We are exploring an opportunity to partner with Roger and No Magic on initiatives with Cyberwatch West as well as other areas of the campus. This is another good example of what is possible when we engage our alumni base—until we spoke, Roger had never really considered that Mt. SAC might be a place where he could be involved.

Important 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 20—Edison Scholars Luncheon

May 31—26<sup>th</sup> Annual Golf Tournament. We could use ideas, suggestions and support securing interesting and appealing auction items

June 8—Scholarship Awards Ceremony at Sheraton Fairplex.

July 26—Mt SAC Night at Quakes Stadium in Rancho

November 8-9—Alumni Weekend/Reunion/Homecoming on campus\*

\*One final note—I told you about the Foundation Board writing thank you notes to our first time donors. The first wave of those notes has gone out and we are now getting notes back from some of those donors who are thanking us for thanking them.

*Thank you for your guidance and support!*

**Academic Senate Report  
To the Board of Trustees  
27 March 2013**

Full Senate Activity

The full Senate met on the 7<sup>th</sup> and the 21<sup>st</sup> during March. We have recommended that two new committees be formed (Curriculum and Program Planning, Content Review), updated our Outcomes Plan, and approved a new process for CTE course and program review. In addition, we have approved multiple certificates, recommended the College forward an AA-T in Geography to the Chancellor's Office, and recommended that the college adopt the following administrative procedures:

- AP 3110 Academic Department Reorganization
- AP 4225 Course Repetition and Withdrawal
- AP 4228 Course Repetition – Significant Lapse of Time

AP 5075 Course Adds and Drops was rejected by the Senate and has been returned to the Student Preparation and Success Council.

Faculty Reassignments for Fall 2013

The Academic Senate has completed its appointment of faculty to campus-wide leadership positions. The appointments for next fall are:

- Basic Skills Coordinator -- Glenda Bro
- Curriculum Liaison -- Michelle Grimes-Hillman
- Assistant Curriculum Liaison -- Michelle Sampat
- Distance Learning Faculty Coordinator -- Mary Johnson
- Assistant Distance Learning Faculty Coordinator -- Sandra Weatherilt
- Learning Lab Coordinator -- Pat Bower/Carolyn Robinson (shared position)
- New Faculty Seminar Facilitator -- John Pellitteri
- Assistant Study Abroad Coordinator – Larry Silva

Stanback-Stroud Diversity Award

The Stanback-Stroud Diversity Award, named for former State Academic Senate President Regina Stanback-Stroud, honors faculty who have made special contributions addressing issues involving diversity. On behalf of our local Academic Senate, Liesel Reinhart has been nominated for this award for her work promoting diversity through a wide number of activities.

State Senate Plenary

The State Senate Area C meeting will be held on 30 March at the College of the Canyons. Dan Smith, Michelle Sampat, Michelle Grimes-Hillman, and I will be attending to vet, edit, and preview State resolutions. The Spring State Senate Plenary will be held 18-20 April in Millbrae (SFO), CA.

Respectfully submitted,  
Eric Kaljumägi  
President, Academic Senate



# MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE

REPORT TO THE BOARD OF TRUSTEES  
WEDNESDAY MARCH 27, 2013

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1. Classified Senate met on Thursday March 14th. At this meeting we discussed:
  - a. Classified Professional Development Day
  - b. Classified Senate event debrief
  - c. Classified Recognition Ceremony
  - d. Next meeting is scheduled for Thursday April 11th at 1:00 pm in Founders Hall
2. The Classified Recognition Ceremony planning committee met on March 7<sup>th</sup> & March 21<sup>st</sup> to discuss the ceremony to be held in the Clarke Theater on Wednesday May 22<sup>nd</sup>.
3. California Community College Classified Senate (4CS) Updates.
  - a. Revisions were made to the Classified Senate website and Senate has submitted their website into the 4CS website competition.
  - b. Senate will also be submitting an article highlighting the Classified Senate Valentine's Day event to 4CS for inclusion in their June newsletter which will be distributed at the Classified Leadership Institute.
  - c. Senate will be discussing member attendance and participation at the June Classified Leadership Institute in Sacramento at our April meeting.
4. The Classified Professional Development Committee is in the process of planning the next New Employee Welcome for new classified staff which is scheduled for May/June.
5. The Classified Professional Development Committee also reviewed the evaluations from the Spring Opening Meeting and have set Wednesday August 21<sup>st</sup> as the date for the Fall Opening Meeting and Classified Professional Development Day.
6. 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  
March 27, 2013**

**1. Puttin' on the Hits 2013**

The Faculty Association's Scholarship show, Puttin' on the Hits was successful. The FA was able to bring in over \$12,000 in ticket sales and over \$8,000 in donations including Wells Fargo's donation. The FA hopes to give \$20,000 in scholarships this year. Scholarship packets are now available and are due back to the FA by April 23<sup>rd</sup>.

On behalf of the FA I would like to thank Dr. Scroggins for the District's co-sponsorship, Trustees Bader, Baca and Hall for their great performances, Trustee Chyr, Trustee Chen Haggerty and Vice Presidents Yamagata-Noji and Burley and Associate Vice President Royce for their generous donations.

This year Dr. David Hall funded our club ticket drive. Dr. Hall will be attending our Representative Council meeting on April 2<sup>nd</sup> to present the top 4 clubs with their monetary prizes.

**2. CCA Spring Conference and WHO Awards**

The Executive Board has voted to honor Luisa Howell as our local W.H.O recipient at the CCA WHO Awards and Spring Council Conference. This year the Spring Conference and WHO Awards will be held April 26<sup>th</sup>-28<sup>th</sup> at the Hyatt Mission Bay Resort and Spa. At this meeting the delegates will be voting for CCA President, as well as honoring the WHO recipients. The FA will be sending a full delegation of 16 to the conference.

**3. NEA Representative Assembly**

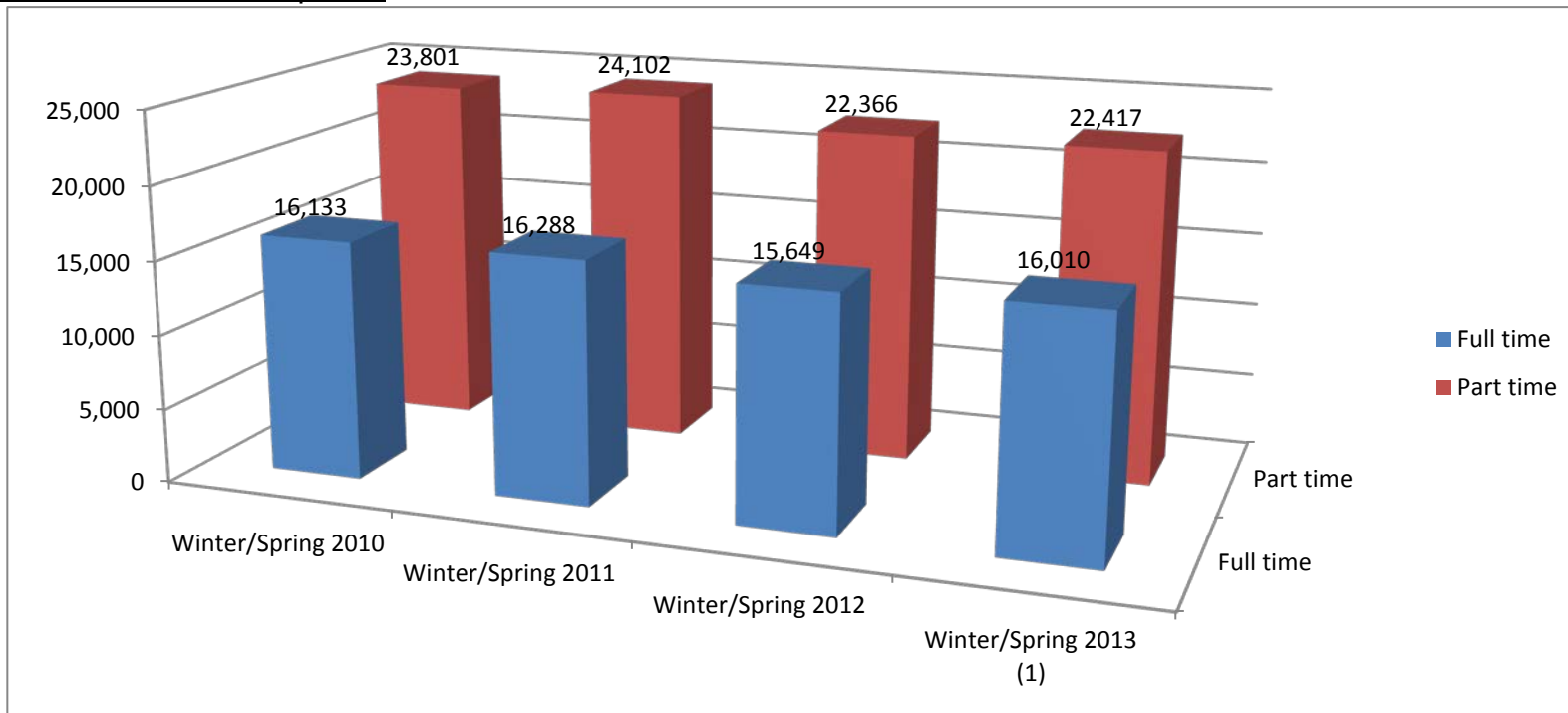
The NEA RA will be held in Atlanta Georgia from July 1<sup>st</sup> to July 6<sup>th</sup>. The FA will be sending 5 delegates to the Assembly this summer.

**Winter/Spring 2013 Enrollment Update**  
**Board of Trustees Meeting**  
 March 27, 2013

Unduplicated Credit Enrollment Head Count History

	Winter/Spring 2010	Winter/Spring 2011	Winter/Spring 2012	Winter/Spring 2013 (1)	Prior year change
	39,934	40,390	38,015	38,427	1.08% increase from end of term Spring 2012 to Spring 2013 (thus far)
Full time	16,133	16,288	15,649	16,010	
Part time	23,801	24,102	22,366	22,417	

Full-Time to Part-Time Enrollment Comparison



(1) As of March 27, 2013

## Winter/Spring 2013 Enrollment Update

### Board of Trustees Meeting

March 27, 2013

#### Total Class Offerings

	Winter/Spring 2010	Winter/Spring 2011	Winter/Spring 2012	Winter/Spring 2013	Prior year change
Class count	3,477	3,493	3,221	3,375	4.78%

#### Credit FTE Target

	Winter/Spring 2010	Winter/Spring 2011	Winter/Spring 2012	Winter/Spring 2013	Prior year change
FTE actual	12,784	12,583	11,561	11,849	The Spring 2013 figure will fluctuate until all enrollment is posted at term end

#### Student Enrollment History

Students are assigned registration dates/times based on their special category or based on their status at the college. Continuing students with 149 or less units are followed by new and returning students. 50% of continuing students with 19 or more completed units at Mt.SAC tend to register on their assigned date/time. Registration began on January 16, 2013

Day	1	2	3	4	5	6	7
Student Registration status	Special priority; continuing 103-149 units (2)	Continuing 61-102 units	Continuing 30-60 units	Continuing 19-35 units	Continuing 8-18 units	Continuing 0-7(3); new returning	New returning; K-12; over 150 units (4)
# eligible to register	8,307	7,358	6,092	5,786	5,981	12,870	13,281
# of registered on assigned day	4,336	3,594	3,352	2,422	2,609	2,331	1,154
% registered on assigned day	52%	49%	55%	42%	44%	18%	9%

(2) This spring, students with the highest units completed at Mt. SAC registered on day 1. This totaled 1,854 students who were afforded this opportunity. This policy will more than likely change such that this group of students will lose their priority based on pending statewide policy change.

(3) Includes students who applied for Fall 2012 but did not register for classes (these are the "0" unit students)

(4) Current college policy places students with greater than 149 units at the end of priority.



**Winter/Spring 2013 Enrollment Update**  
**Board of Trustees Meeting**  
 March 27, 2013

**Course Demand History**

	Day 1 Wed 1/16/13 Noon		Day 2 Thurs 1/17/13 8:30 AM		*Day 6 Tue 1/22/13 8:30 AM		**Day 6 Tue 1/22/13 4:35 PM		Day 7 Wed 1/23/13 8:30 AM	
	Special Populations & 103-149 units 4,336 (52%)		61-102 units - 3,595 (49%)		36-60 units - 3,351 (55%)		19-35 units - 2,423 (42%)		9-18 units - 2,609 (44%)	
	Available		Available		Available		Available			
	Sections	Seats	Sections	Seats	Sections	Seats	Sections	Seats	Sections	Seats
<b>ANAT 10A</b> <i>Anat Phys</i>	8/8	127/224	6/8	84/224	0/8	0/224	0/10	0/280	0/10	0/280
<b>ANAT 35</b> <i>Anat</i>	10/10	238/280	10/10	198/280	1/10	7/280	3/11	31/310	3/11	17/310
<b>ANAT 36</b> <i>Phys</i>	6/6	102/132	5/6	56/132	0/6	0/132	0/6	0/132	0/6	0/132
<b>BIOL 1</b> <i>General</i>	28/29	699/870	28/29	613/870	0/29	0/870	1/33	6/990	0/33	0/990
<b>CHEM 10</b> <i>Allied Hlth</i>	9/9	158/207	8/9	122/207	0/9	0/207	0/11	0/253	0/11	0/253
<b>CHEM 40</b> <i>Intro Genl</i>	8/9	117/207	5/9	51/207	0/9	0/207	0/11	0/253	0/11	0/253
<b>CHEM 50</b> <i>Gen'l</i>	6/7	96/154	5/7	45/154	0/7	0/154	0/7	0/154	0/7	0/154
<b>ENGL 1A</b>	60/62	1406/1860	58/62	1338/1860	2/62	39/1890	4/66	36/1980	1/66	13/1980
<b>ENGL 1C</b>	32/36	612/840	30/36	519/840	0/36	0/840	10/47	159/1115	9/47	102/1115
<b>ENGL 67</b>	38/38	951/1140	38/38	918/1140	29/38	442/1140	21/43	309/1290	14/43	206/1290
<b>ENGL 68</b>	62/65	1454/1820	62/65	1392/1820	1/63	20/1820	1/61	18/1830	1/61	17/1830
<b>LERN 49</b> <i>Math Rev</i>	30/30	629/720	30/30	608/720	26/30	403/720	20/33	277/792	18/33	227/792
<b>LERN 81</b> <i>Imprv Wtg</i>	21/21	370/420	21/21	363/420	19/21	251/420	15/21	163 /420	14/21	122/420

## Winter/Spring 2013 Enrollment Update

### Board of Trustees Meeting

March 27, 2013

	Day 1 Wed 1/16/13 Noon		Day 2 Thurs 1/17/13 8:30 AM		*Day 6 Tue 1/22/13 8:30 AM		**Day 6 Tue 1/22/13 4:35 PM		Day 7 Wed 1/23/13 8:30 AM	
	Special Populations & 103-149 units 4,336 (52%)		61-102 units - 3,595 (49%)		36-60 units - 3,351 (55%)		19-35 units - 2,423 (42%)		9-18 units - 2,609 (44%)	
	Available		Available		Available		Available			
	Sections	Seats	Sections	Seats	Sections	Seats	Sections	Seats	Sections	Seats
<b>MATH 110</b> <i>Statistics</i>	18/21	534/735	17/21	387/735	0/21	0/735	3/25	64/875	2/25	15/875
<b>MATH 130</b> <i>Coll Alg</i>	17/17	439/612	12/17	326/612	0/17	0/612	0/19	0/684	0/19	0/684
<b>MATH 150</b> <i>Trig</i>	6/6	178/216	6/6	150/216	3/6	46/216	2/6	32/216	2/6	28/216
<b>MATH 160</b> <i>Pre Calc</i>	6/6	163/216	4/6	129/216	0/6	0/216	1/7	15/252	1/7	15/252
<b>MATH 50</b> <i>Pre Alg</i>	28/28	800/1008	28/28	760/1008	3/28	27/1008	0/30	0/1080	0/30	0/1080
<b>MATH 51</b> <i>Elem Alg</i>	27/30	822/1080	27/30	777/1080	1/30	13/1080	2/31	15/1116	0/31	0/1116
<b>MATH 71 Intm</b> <i>Alg</i>	29/33	879/1187	29/33	786/1187	0/33	0/1187	0/36	0/1295	0/36	0/1295
<b>MICR 22 Micro</b>	9/9	178/207	8/9	144/207	0/9	0/207	1/9	14/207	1/9	9/207
<b>READ 100</b>	3/3	69/88	3/3	61/88	0/3	0/88	0/3	0/88	0/3	0/88
<b>READ 80</b>	8/8	167/192	8/8	162/192	8/8	116/192	6/8	70/192	6/8	50/192
<b>READ 90</b>	19/19	387/456	18/19	324/456	10/19	123/456	5/20	38/480	1/20	9/480

\*First day students started to register for the new added sections

\*\* Day 6, 4:35 report reflects added classes