

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>March 19, 2014</u>	CONSENT
SUBJECT: <u>Agreement with Pacific Palms Hotel & Conference Center</u>	

BACKGROUND

The Special Events Department requests authorization to host the Mt. SAC Relays banquet at Pacific Palms Hotel & Conference Center on April 16, 2014. Many of the greatest athletes the world has ever known have attended the Mt. SAC Relays throughout its history. The banquet recognizes many of these individuals through its Hall of Fame induction. The College will be inducting seven individuals into the Mt. SAC Relays Hall of Fame at this banquet.

ANALYSIS AND FISCAL IMPACT

This Relays event will be funded through the Relays income-generating account, sponsorships, and from individuals attending. The attendance at the event will cost \$40 per person with a current attendance cap of 250; but, the ability to add more is optional. Pacific Palms will provide the meal and facility at the cost named above. Authorization is requested to enter into a contract with Pacific Palms Hotel & Conference Center for facilities and equipment rental, audiovisual needs, and catering, not to exceed \$10,000. Authorization is also requested to make an advance payment (deposit) in the amount of \$1,300.

Funding Sources

Mt. SAC Relays Revenue-Generated account, sponsorships, and ticket sales.

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Pacific Palms & Conference Center, as presented.

Prepared by: Joseph E. Jennum Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #17

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: March 19, 2014

CONSENT

SUBJECT: Communication Department to Host American Readers' Theater
Association Championship Tournament

BACKGROUND

The Communication Department is requesting approval of costs associated with hosting the 14th annual forensics tournament event called the American Readers' Theater Association Championship Tournament. The tournament will be hosted at Mt. San Antonio College on May 3-4, 2014.

ANALYSIS AND FISCAL IMPACT

Costs of hosting the tournament will not exceed \$5,000; it is expected that the costs will be covered by entry fees charged to participants. Approximate costs will include purchasing trophies/awards at \$1,500, food for participants at \$2,500, supplies at \$200, and payment of independent contractors to serve as impartial judges at \$800.

Funding Sources

Participant entry fees and Unrestricted General Fund and Revenue-Generated account.

RECOMMENDATION

It is recommended that the Board of Trustees approves the costs associated with the Communication Department's hosting of the American Readers' Theater Association Championship Tournament, as presented.

Prepared by: James Jenkins

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #18

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>March 19, 2014</u>	CONSENT
SUBJECT:	<u>Hospitality Management Club Students to Attend National Restaurant Association Tradeshow, Chicago, IL</u>	

BACKGROUND

The Hospitality Management Program seeks authorization for eight Hospitality Management Club students and faculty member Dr. Fawaz Al-Malood to attend the National Restaurant Association Tradeshow in Chicago, IL, May 16-21, 2014. This event will expose hospitality management students to a professional industry event directly related to their major and provide them with the opportunity to:

- attend more than 80 education workshops and sessions on hospitality-related topics;
- learn about the latest trends, technologies, products, and processes utilized in the industry today;
- learn about niche solutions to common industry-related problems;
- opportunity to network and meet with over with 1,800 companies, employers, and industry leaders; and
- network with industry leaders from 100 countries and across the U. S.

ANALYSIS AND FISCAL IMPACT

The estimated cost of the trip is \$9,372.

Funding Sources

Associated Students (for students) \$5,872.
 Hospitality Club (for students) \$1,500.
 Perkins (for faculty) \$1,800.
 Unrestricted General Fund (for faculty) \$200.

RECOMMENDATION

It is recommended that the Board of Trustees approves the attendance of eight Hospitality Management Club students and one faculty member at the National Restaurant Association Tradeshow, as presented.

Prepared by: Fawaz Al-Malood/Joumana McGowan Reviewed by: Irene M. Malmgren
 Recommended by: Bill Scroggins Agenda Item: Consent #19

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: March 19, 2014

CONSENT

SUBJECT: Child Development Center and Laboratory School Service Agreement
with Child Care Results

BACKGROUND

As part of the funding terms and conditions of existing State contracts, the Mt. San Antonio College Child Development Center (CDC) completes biannual assessments of children's educational progress and overall development and biannual parent satisfaction surveys. The CDC uses the services of Child Care Results for specialized scanning and analysis of data from the completed assessment and surveys to comply with State assessment and planning requirements for the 2013-14 academic year.

ANALYSIS AND FISCAL IMPACT

The term of the agreement with Child Care Results is March 20, 2014, to June 28, 2014, and the cost is \$800.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Child Development Center and Laboratory School Service Agreement with Child Care Results, as detailed above.

Prepared by: Tamika Addison/Joumana McGowan

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #20

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>March 19, 2014</u>	CONSENT
SUBJECT:	<u>Contract with Kellogg West Conference Center and Lodge for Business</u> <u>Division Retreat</u>	

BACKGROUND

As part of the College’s plan for growth, the Mt. SAC’s Business Division is holding a Faculty and Staff Retreat at Kellogg West Conference Center and Lodge at Cal Poly Pomona on April 25, 2014. At the retreat, the Division will work on coordinating the growth efforts and revitalizing faculty and staff in our CTE programs. The cost of the retreat includes use of meeting space, audiovisual equipment, parking, and lunch.

ANALYSIS AND FISCAL IMPACT

The contract agreement with Kellogg West Conference Center and Lodge will be \$2,697.24, for a maximum of 70 attendees.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Kellogg West Conference Center and Lodge, as presented.

Prepared by: <u>Joumana McGowan</u>	Reviewed by: <u>Irene Malmgren</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #21</u>

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: March 19, 2014

CONSENT

SUBJECT: Agreement with RJO Aesthetics for the Development of Websites for
Radio Broadcast Program Stations

BACKGROUND

The Arts Division requests authorization to enter into an agreement with RJO Aesthetics, Chino, CA, for the purpose of developing an online presence for Mt. SAC's two student-run stations, 90.1 FM Mt. Rock and Audio8ball.com.

ANALYSIS AND FISCAL IMPACT

RJO Aesthetics will develop two separate websites, one for each station, which will integrate with social networks, Facebook and Twitter, and will enable a "Listen Now" feature. Both sites, upon launch, will be capable of updates by students without the aid of the developer. From initial consulting to social network integration and launch, the total cost is quoted at \$1,200. Authorization is also requested to make an advance payment (deposit) in the amount of \$600.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with RJO Aesthetics, as presented.

Prepared by: Sue Long

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #22

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>March 19, 2014</u>	CONSENT
SUBJECT:	<u>Underwriting Agreement with Easy Education Services</u>	

BACKGROUND

Mt. SAC's Radio Broadcast Program supports two student-run stations, 90.1 FM Mt. Rock and Audio8ball.com. As part of the program curriculum, students receive on-air experience which includes scheduling and logging Public Service Announcements (PSAs).

ANALYSIS AND FISCAL IMPACT

Easy Education Services, located in Turlock, CA, provides public service announcement copy for college radio and television stations throughout the United States. The company has agreed to pay the College \$10 per airing on our internet station, Audio8ball.com, and \$12 per airing on 90.1 FM Mt. Rock. Content will be reviewed by Faculty prior to recording, and students will receive industry-standard experience through producing, voicing, scheduling, and logging the PSAs. All messages will conform to FCC rules and regulations, and the College has the right to terminate the agreement at any time. This is an open contract that either party may terminate.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Easy Education Services, effective March 20, 2014, as presented.

Prepared by: <u>Sue Long</u>	Reviewed by: <u>Irene M. Malmgren</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #23</u>

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: March 19, 2014

CONSENT

SUBJECT: Contract with Sodexo American, LLC for Catering of the Wassail Dinner
and Concert 2013

BACKGROUND

Mt. SAC's annual Wassail Dinner and Concert has been embraced by the College and its surrounding communities as a staple holiday tradition for the past 16 years. The College's elite vocal groups participate in all aspects of the evening as servers and performers.

In past years, the College contracted with outside catering companies to provide meals, china, glassware, and flatware. This year's event, held December 5-7, 2013, was catered by Sodexo American, LLC Food Services.

ANALYSIS AND FISCAL IMPACT

The total cost of services was \$14,993.

Funding Source

Unrestricted General Fund – Revenue-Generated account (ticket sales) – Music-Choral.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the contract with Sodexo American, LLC Food Services, as presented.

Prepared by: Sue Long

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #24

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>March 19, 2014</u>	CONSENT
SUBJECT:	<u>New and Modified Courses and Modified Certificates and Degrees for the 2014-15 Academic Year</u>	

BACKGROUND

The following courses, degrees, and certificates have been created or modified to meet Title 5 requirements and to provide additional general education or program options, meet industry requirements, and respond to advisory committee recommendations:

New Courses

<u>New Courses</u>	<u>Course Title</u>
ANIM 149	3-D Character Rigging
CISP 62	Introduction to OpenGL
CISP 62L	Introduction to OpenGL Lab
DNCE 10	Modern Fundamentals
FASH 14	Dress, Culture, and Identity
FASH 59	Fashion Retailing
KINF 36A	Circuit Training Beginning
KINF 36B	Circuit Training Intermediate
MATH 70S	Integrated Intermediate Algebra
MATH 110S	Integrated Statistics
MICR 26	Introduction to Immunology
NF12	Sports Nutrition

Modified Courses

<u>Modified Courses</u>	<u>Course Title</u>
CSCI 150	Assembly Language/Machine Architecture
CSCI 220	Data Structures I
CSCI 230	Data Structures II
NURS 7	Medical-Surgical Nursing: Nutrition/Elimination/Surgical Asepsis
NURS 8	Medical-Surgical Nursing: Circulation and Oxygenation
NURS 10	Medical-Surgical Nursing: Integration/Regulation

Modified Degrees

- Fashion Design AS
- Fashion Merchandising AS
- Fire Technology AS
- Sign Language Interpreting AS

Prepared by: Terri S. Long Reviewed by: Irene M. Malmgren
 Recommended by: Bill Scroggins Agenda Item: Consent #25

SUBJECT: New and Modified Courses and Modified Certificates and Degrees for the
2014-15 Academic Year

DATE: March 19, 2014

Modified Certificates

Electronic Communications

Electronic Systems Technology

Electronic Technology

Fire Technology

Livestock Production Management

Sign Language Interpreting

ANALYSIS AND FISCAL IMPACT

New and modified courses as well as modified certificates and degrees were developed and approved by their respective College departments and divisions. Documentation has been reviewed by the Educational Design Committee and approved by the Curriculum and Instruction Council and the Academic Senate.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the curriculum additions and changes, effective with the 2014-15 academic year, as presented.

SUBJECT: Annual Review of Board Policy 2015 - Student Member

DATE: March 19, 2014

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 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.

Approved: March 24, 2004

Revised: July 23, 2008

Revised: May 26, 2010

Revised: March 27, 2013