



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 2, 2014

6:30 p.m. - Public Session

Founders Hall, 1100 North Grand Avenue, Walnut, CA 91789

Welcome to a meeting of the Mt. San Antonio College Board of Trustees. If you wish to address the Board for any reason, please fill out one of the cards available on the table and give it to the Board Secretary. Those requesting to speak on an agenda item will be called upon at the time the item is under consideration. Anyone wishing to speak to items not on the agenda will be called upon under the "Communication" section. *Comments are limited to no more than three minutes per person.*

AGENDA

From time-to-time, writings that are public records which are related to open session items on an agenda for a regular meeting may be distributed to Trustees after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the Office of the President, located in Founders Hall, between the hours of 7:30 a.m. and 4:30 p.m.

PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on any Closed Session agenda item. Comments are limited to no more than three minutes per person.

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

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.

INTRODUCTIONS

- **Introduction of the following newly appointed Classified employees:**
 - **Nancy Campos**, Learning Laboratory Assistant I (Learning Assistance Center)
 - **Suzanne Haynes**, Clerical Specialist (Office of Instruction)
 - **Catalina Quintero**, Learning Laboratory Assistant I (Learning Assistance Center)
 - **Jason Shiff**, Laboratory Technician, Radio (Commercial and Entertainment Arts)
- **Introduction of the following newly appointed Management employees:**
 - **Jennifer Galbraith**, Associate Dean, Business Division (Business)
 - **Stacey Gutierrez**, Manager, Professional Development & Employee Engagement (Human Resources)

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of March 19, 2014. (See backup packet Pages 1 through 10.)

PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda. Under provisions of the Brown Act, the Board is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to no more than three minutes per person.

REPORTS

The Board requests that constituent group reports and other scheduled reports be limited to no more than five minutes.

1. Associated Students
2. Academic Senate
3. Classified Senate
4. Faculty Association
5. CSEA 262
6. CSEA 651
7. Mt. SAC Foundation
8. Other Unrepresented Groups

BOARD COMMUNICATION

At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.

9. President's Report – Bill Scroggins, President & CEO

CONSENT CALENDAR

All matters listed under **Consent Calendar** are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests a specific item be removed from the Consent Calendar for discussion and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar.

ADMINISTRATIVE SERVICES

1. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet Pages 11 through 14.)
2. Consideration of approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. (See backup packet Pages 15 through 17.)
3. Consideration of approval of the re-issuance of stale-dated warrants, as listed. (See backup packet Page 18.)
4. Consideration of approval of a contract to provide construction services that include major grading, site improvements, and temporary parking using the Lease/Leaseback construction delivery method. (See backup packet Pages 19 and 20.)
5. Consideration of approval to purchase audio reinforcement equipment for the following Bid. (See backup packet Pages 21 and 22.)
 - Bid No. 2972 Purchase of Audio Reinforcement Equipment – Apex Audio, Inc., Huntington Beach, CA.
6. Consideration of approval to purchase custodial supplies for the following Bid. (See backup packet Pages 23 and 24.)
 - Bid No. 2959 Purchase of Custodial Supplies – Acorn Paper Products, Los Angeles, CA, Buckeye Cleaning Center, Santa Fe Springs, CA, and Hillyard, Los Angeles, CA.
7. Consideration of approval of an agreement with Cal Poly Pomona Foundation, Inc. for Information Technology's Enterprise Application Systems staff retreat. (See backup packet Page 25.)
8. Consideration of approval of the following Performing Arts Center Chiller Replacement Change Order. (See backup packet Pages 26 and 27.)
 - Bid No. 2951 Liberty Climate Control, Inc. (HVAC Contractor) – Change Order No. 2.

9. Consideration of approval of the following Completion Notice:

- Bid No. 2948 Child Development Center Classroom Observation System, HCI Systems, Inc., (Contractor)

HUMAN RESOURCES

10. Consideration of approval of Personnel Transactions. (See backup packet Pages 28 through 36.)

INSTRUCTION

11. Consideration of approval of additions and changes in Continuing Education Division. (See backup packet Pages 37 through 39.)

12. Consideration of approval of amendment to Continuing Education Division Revenue-Generated Account. (See backup packet Page 40.)

13. Consideration of approval for advance payment for the Radiologic Technology Student Pinning Ceremony Luncheon. (See backup packet Page 41.)

14. Consideration of approval of costs associated with the "Dr. Deborah Boroch Discovery Day: DSI Mt. SAC." (See backup packet Page 42.)

15. Consideration of approval of a Study Abroad Program for Fall 2014, in San Jose, Costa Rica, October 18-December 13, 2014. (See backup packet Pages 43 and 44.)

16. Consideration of approval of one Forensics student and one faculty member to attend the Interstate Oratorical Association Tournament in Harrisonburg, Virginia, May 8-18, 2014. (See backup packet Page 45.)

17. Consideration of approval of Men's Soccer Team students and faculty members to participate in soccer matches in Rockville, Maryland, September 5-8, 2014. (See backup packet Page 46.)

18. Consideration of approval of the renewal of a three-year Application Services Agreement with PrestoSports for website maintenance. (See backup packet Page 47.)

19. Consideration of approval to ratify attendance of three Intercollegiate Horse Show Team students and one faculty member at the IHSA National Semi Finals in Laurinburg, North Carolina, March 27-31, 2014. (See backup packet Page 48.)

20. Consideration of approval of new and modified courses effective with the 2014-15 academic year. (See backup packet Pages 49 and 50.)

21. Consideration of approval of a field trip for Child Development Center students to visit Kidspace Children's Museum in Pasadena, California, May 30, 2014. (See backup packet Page 51.)

ACTION ITEM

All items listed under "Action" will be discussed and acted on separately by the Board of Trustees.

1. Annual review of Board Policy 2015 – Student Member. (See backup packet Pages 52 and 53.)

ADJOURNMENT

Future Board Meetings

May 14, 2014
June 25, 2014
July 9, 2014

Upcoming Events

- | | |
|-------------------------|---|
| March 13-April 17, 2014 | Art Gallery Event: From Mind Thru Hand: A 60-Year Retrospective 1953-2013 , Art Gallery Hours, Reception: Thursday, March 13, 4:00-6:00 p.m. |
| March 26, 2014 | Inspiring Women Luncheon – 11:30 a.m-1:00 p.m., Student Life Center Stage Area |
| March 31, 2014 | Cesar Chavez Holiday – Campus Closed |
| Month of April 2014 | Career Awareness Month |
| April 2, 2014 | Spring College Fair , 10:30 a.m.-1:30 p.m., Miracle Mile |
| April 9, 2014 | Culture Fair , 3:00-6:00 p.m., Student Life Center Patio Area |
| April 17, 2014 | Art Gallery Event: From Mind Thru Hand: A 60-Year Retrospective 1953-2013 , Art Gallery Hours, Reception: Thursday, March 13, 4:00-6:00 p.m. |
| April 18-19, 2014 | Planetarium Show: Theodore von Karman Lecture Series , 6:30 p.m., Planetarium
The Diviners , 8:00 p.m., Clarke Theater |
| April 19, 2014 | Music Faculty Showcase: The Golden Age of the Piano , 7:30 p.m., Bill Feddersen Recital Hall |
| April 21, 2014 | Election Open Forum , 12:30-1:30 p.m., Student Life Center Patio Area |
| April 21-24, 2014 | Associated Students General Election , All Day, Online |
| April 30, 2014 | Spring 2014 Career Fair , 10:30 a.m.-1:30 p.m., Between Buildings 10 and 11 |

Upcoming Events (continued)

- May 1, 2014 **“It’s Not Too Late to Apply for Financial Aid,”** 1:00-4:00 p.m.,
Ragan Room
- May 2, 2014 **Spring Jazz Band Concert,** 7:30 p.m., Clarke Theater
- May 8, 2014 **EOPS/CARE/CalWorks Recognition Ceremony,** 5:30-7:30 p.m.,
Design Technology Center Auditorium
- May 9, 2014 **Spring Wind Ensemble Concert,** 7:30 p.m., Clarke Theater

Upcoming Sports Events

- March 27, 2014 **Women’s Tennis vs. Long Beach City College –** 2:00 p.m.,
Tennis Courts
- Softball vs. Compton College –** 3:00 p.m., Softball Field
- Baseball vs. Long Beach City College –** 6:00 p.m., Baseball
Field
- April 3, 2014 **Softball vs. El Camino College,** 3:00 p.m., Softball Field
- Baseball vs. Compton College,** 6:00 p.m., Baseball Field
- April 4, 2014 **Softball vs. Palomar College,** 4:00 p.m., Softball Field
- April 8-9, 2014 **Track and Field Southern California Multi-Event Champs,** All
Day, Hilmer Lodge Stadium
- April 10, 2014 **Baseball vs. Cerritos College,** 2:30 p.m., Baseball Field
- April 12, 2014 **Mt. SAC Relays Community College Division,** All Day, Hilmer
Lodge Stadium
- April 15, 2014 **Baseball vs. Citrus College,** 2:30 p.m., Baseball Field
- April 17-18, 2014 **Swimming and Diving SCC Championships,** Time and Place
TBA
- April 17-19, 2014 **Mt. SAC Relays,** All Day, Hilmer Lodge Stadium
- Softball vs. Long Beach City College,** 3:00 p.m., Softball Field
- April 22, 2014 **Baseball vs. Pasadena City College,** 6:00 p.m., Baseball Field
- Track and Field SCC Preliminaries,** Time and Place TBA
- April 25, 2014 **Baseball vs. Pasadena City College,** 2:30 p.m., Baseball Field
- Track and Field SCC Preliminaries,** Time and Place TBA
- April 29, 2014 **Baseball Single-Elimination Game,** Time and Place TBA
- May 2, 3, and 9, 2014 **Baseball Regionals,** Time and Place TBA
- Track and Field Southern California Preliminaries,** Time and
Place TBA

Upcoming Sports Events (continued)

May 3, 4, and 9, 2014 **Softball Regionals**, Time and Place TBA

May 9, 2014 **Track and Field Southern California Finals**, Time and Place
TBA

It is the intention of Mt. San Antonio College to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, to the President's Office, 1100 North Grand Avenue, Walnut, CA 91789, 909.274.4250, 7:30 a.m. to 4:30 p.m., Monday-Friday, at least 48 hours prior to the meeting.

BOARD OF TRUSTEES

**BACKUP INFORMATION PACKET
FOR
REGULAR MEETING**

April 2, 2014





MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 19, 2014

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Chyr at 5:36 p.m. on Wednesday, March 19, 2014. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos, and Student Trustee Maureira were present.

STAFF PRESENT

Bill Scroggins, President/CEO; James Czaja, Vice President, Human Resources; Mike Gregoryk, Vice President, Administrative Services; Irene Malmgren, Vice President, Instruction; and Audrey Yamagata-Noji, Vice President, Student Services, were present.

1. PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

2. CLOSED SESSION

The Board adjourned to Closed Session at 5:37 p.m. to discuss the following item:

Conference with Labor Negotiators Terri Long, Dean, Instructional Services; and James Czaja, Vice President, Human Resources, per California Government Code Section 54957.6.

Faculty Association; CSEA, Chapter 262; and CSEA, Chapter 651

3. PUBLIC SESSION

The public meeting reconvened at 6:30 p.m., and the Pledge of Allegiance was led by Trustee David Hall.

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. MOMENT OF SILENCE

A moment of silence was observed in memory of retired professor **Wayne Miller**, who passed away on January 24, 2014, at the age of 87, from complications of a stroke suffered in November. He was hired at Mt. SAC in 1961 and retired in 1991, at the age of 65, never missing a day of work throughout his 40-year teaching career. He taught in the History/Political Science Department (before they were separated). His wife, Stella, was also a professor at Mt. SAC. Wayne's greatest life passion was travel, and he visited 145 countries. He also loved horse racing, USC football games, his dogs, movies, the New York Times crossword puzzle (which he completed every day for over 50 years), and history. Wayne is survived by his wife, children, and grandchildren, and he will be missed by all.

The College extends its deepest condolences to Mr. Miller's family and friends.

5. INTRODUCTIONS

- The following newly appointed Classified employees were introduced:
 - **Mickayla Clark**, Laboratory Technician II (Biological Sciences) (present)
 - **Tammy Cobos**, Clerical Assistant (Natural Sciences Division) (present)
 - **Emmanuel Galutira**, Custodian (Custodial Services) (absent)
 - **William Johnson**, Grounds Equipment Operator (Grounds) (absent)
 - **Evelyn Ojeda**, Help Desk Support Technician (Information Technology) (present)
- The following newly appointed Management employee was introduced:
 - **Cynthia Hoover**, Director, Human Resources Operations & Employee Services (Human Resources) (present)

6. RECOGNITION

The following professors who received tenure at last month's Board meeting were introduced along with their deans **Matthew Judd**, Natural Sciences; **Joe Jennum**, Athletics; **Debbie Cavion**, Athletics; and **Sarah Daum**, Technology & Health:

- **Matthew Burgos**, Theater (absent)
- **Joseph Denny**, Electronics (present)
- **Hilary Lackey**, Earth Sciences & Astronomy (present)
- **Bao-Chi Nguyen**, Mathematics, Computer Science (present)
- **Stephen Shackelford**, Aeronautics, Transportation (present)
- **Iona Uiagalelei**, Kinesiology, Athletics, & Dance (Football) (present)
- **David Yost**, Aircraft Maintenance & Manufacturing Technology (present)

7. APPROVAL OF MINUTES

- It was moved by Trustee Baca, seconded by Trustee Chen Haggerty, and passed to approve the minutes of the regular meeting of February 19, 2014.

Motion carried. Student Trustee concurred.

- It was moved by Trustee Hall, seconded by Trustee Bader, and passed to approve the minutes of the special meeting of February 22, 2014.

Motion carried. Student Trustee concurred.

8. REPORTING OUT OF ACTION TAKEN IN CLOSED SESSION

None.

9. PUBLIC COMMUNICATION

- Barbara Gonzales spoke on behalf of Mt. SAC's Developmental Education Study Team and invited the trustees to the Developmental Education Conference (Parachutes & Ladders XIII) on Friday, April 18, 2014, in the Design Technology Center. A copy of the invitation was distributed and is included on the College website with these minutes.
- Robert Larabee, a former Mt. SAC Public Safety employee, spoke regarding his termination from the College for, in his opinion, information that was contained in a fraudulent letter that was submitted to Mt. SAC. He said that the letter was a result of testimony given in a divorce proceeding where the deposed individual committed perjury. He called for the resignation of the interim vice president of Human Resources that contributed to his dismissal, at the time.

10. REPORTS

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

- **May Ochoa**, President, Associated Students
- **Dan Smith**, President, Academic Senate
- **Deejay Santiago**, President, Classified Senate
- **Lance Heard**, President, Faculty Association
- **Bill Lambert**, Executive Director, Mt. SAC Foundation
 - Trustee Chyr asked to see, as part of the Foundation report, goals and targets.
 - Trustee Chen Haggerty asked that each member of the Foundation Board present their goals and what they bring to the Foundation.
 - Trustee Baca mentioned the Kepler Lecture on April 10.

11. BOARD COMMUNICATION

A. 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."

B. All Board members shared the following comments:

- They welcomed new employees Mickayla Clark, Tammy Cobos, Emmanuel Galutira, William Johnson, Evelyn Ojeda, and Cynthia Hoover.
- They congratulated tenured faculty Matthew Burgos, Joseph Denny, Hilary Lackey, Bao-Chi Nguyen, Stephen Shackelford, Iona Uiagalelei, and David Yost.

C. Trustee Hidalgo reported the following:

- He attended Puttin' on the Hits and said it was a great experience. He thanked the Board members that participated. He also said that he was glad to hear that every dollar raised was spent on scholarships.

D. Trustee Hall reported the following:

- He participated in the memorial ceremony that was held for Phil Maynard and Joe Franko, and he thanked and congratulated everyone who was involved in the event. He said it was fitting to memorialize all the great work they did.
- He participated in Puttin' on the Hits and thanked everyone who was involved. He mentioned how much Lance Heard's leadership motivated him and thanked him for twisting his arm. He also thanked John Cordova and Rondell Schroeder for their support. He talked about how far the group has come since the first show, in 1999.
- He attended the women's championship basketball game and commended the team for coming in second in the state. He was confident that the team will take first place next year.

E. Trustee Chen Haggerty reported the following:

- She attended, as a Mt. SAC Board member, the Mt. SAC Relays press conference on March 12 and said that, despite the rocky start from the difficulties created by a guest relating to the press conference agenda, Doug Todd and Brian Yokoyama were able to handle it gracefully and carry out the agenda as planned by the Relays Committee. She mentioned the importance of the Relays belonging to Mt. SAC and all the hard work, time, and money that go into this event, and that no individual or particular organization should take credit away from Mt. SAC. She said that all press conferences should be coordinated by the Marketing and Public Affairs departments.
- She attended Puttin' on the Hits and enjoyed it, as usual.

F. Trustee Baca reported the following:

- He thanked the students for visiting the Board of Governors meeting in Sacramento while they were there for the March in March event.
- He urged everyone to attend the Kepler Lecture on April 10.
- He will be attending the Academic Senate Plenary April 10-12.
- He will be attending a gathering of academic advisors regarding student success on April 3.
- He attended the memorial for Phil Maynard and said it was very touching.
- He participated in Puttin' on the Hits and mentioned that he may be ready to retire and pass the baton.

G. Trustee Santos reported the following:

- She attended several chamber of commerce events including Azusa State of the City, Irwindale Chamber Breakfast, IMC Lunch, to name a few.
- She attended a performance of the Marines drum and bugle corps at a local high school.

- She attended a Latina Women's History Conference and sat at the San Gabriel Valley table with Rita Moreno, who had a great story.
- She attended a CTE event, where Dr. Scroggins sat on the panel.
- She attended Puttin' on the Hits and said it was a blast.
- Regarding the Associated Students Resolution, she mentioned that the City of El Monte has fountains to refill plastic water bottles and, at the same time, keeps a count of the number of bottles being refilled.

H. Trustee Bader reported the following:

- She thanked everyone who made presentations to the Board of Trustees at the Board Study Session on February 22.
- She participated in Puttin' on the Hits and said that each year it gets better and better. She said it was very rewarding performing as Mary in Peter, Paul, and Mary. She thanked all, especially Lance Heard, John Cordova, and the students.

I. Student Trustee Maureira reported the following:

- She attended Phil Maynard's memorial and was very glad that this year's Puttin' on the Hits was dedicated to him.
- She participated in Puttin' on the Hits and enjoyed it so much that she'll continue as an alumna, and she thanked both Lance Heard and John Cordova for their leadership.
- She attended the March in March event in Sacramento, where she and other students attended the Board of Governors meeting. She thanked Trustee Baca, President of the Board of Governors, for allowing her to lead the flag salute.
- She attended the Spelling Bee and was amazed at some of the words that the kids were given.
- She'll be attending the Inspiring Women's Luncheon on March 26.
- She'll be attending the Citizens Oversight Committee meeting on March 27.

J. Trustee Chyr reported the following:

- He thanked Trustees Bader, Baca, Hall, Chen Haggerty, and Student Trustee Maureira for performing in Puttin' on the Hits year after year.

12. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed new employees Mickayla Clark, Tammy Cobos, Emmanuel Galutira, William Johnson, Evelyn Ojeda, and Cynthia Hoover.
- He congratulated tenured faculty Matthew Burgos, Joseph Denny, Hilary Lackey, Bao-Chi Nguyen, Stephen Shackelford, Iona Uiagalelei, and David Yost.

13. CONSENT CALENDAR

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

ADMINISTRATIVE SERVICES

1. Approval of the Appropriation Transfers and Budget Revisions Summary.
2. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
3. Approval of the re-issuance of stale-dated warrants, as listed.
4. Approval of a renewal agreement with Horizon Coach Lines to provide charter bus services for transporting students to athletic events, field trips, and Continuing Education programs.
5. Approval of pre-construction services using the Lease/Leaseback Construction Delivery Method for the Foundation Offices and Emergency Communications Infrastructure projects.
6. This item was pulled and acted upon separately (see paragraph 14).
7. Approval of agreements to provide Professional Design and Consulting Services with Campbell-Anderson & Associates, Inc. for the Food Services Building project; PAL id Studio for the Design Technology Center Radio Lab project, Marlene Imirzian and Associates Architects for the Thermal Energy Storage project; HMC Architects for the South Campus Site Improvements project, and with Antarctica Infrastructure Partners for the Parking Structure project.
8. Approval of the following Contract Amendments.
 - Contract Classroom Building Renovation (Formerly Agricultural Sciences Lab) – Hill Partnership, Inc. (Architectural Services) – Amendment No. 3.
 - Contract Classroom Building Renovation (Formerly Agricultural Sciences Lab) – PAL id Studio (Interior Design Services) – Amendment No. 1.
 - Contract Facilities Emergency Operation Center Addition and Plan Room Renovation – PAL id Studio (Interior Design Services) – Amendment No. 2.
 - Contract Wildlife Sanctuary Storm Drain Repair – RKA Consulting Group (Engineering Services) – Amendment No. 1.
 - Contract Construction Support – Helix Environmental (Biological Consulting Services) – Amendment No. 1.
9. Approval of the following Proposed Gifts and Donations to the College:
 - Michael Falzone – (1) Mixed Media Painted Assemblage 2007, titled “3 Pcs. Guy,” valued by donor at \$1,200; (2) Mixed Media Painting 2005, titled “Bare Chest Guy,” valued by donor at \$1,200; (3) Mixed Media Painted Assemblage 2007, titled “The Girl,” valued by donor at \$1,200; (4) Mixed Media Painting

2009, titled "Man with Dog," valued by donor at \$1,500; and (5) Mixed Media Painting/Wood and Canvas 2012, titled "Blue Grove," valued by donor at \$3,000, to be used in Founders Hall and the Campus Art Gallery.

- Michael Daum – Golf Balls, 30 dozen, valued by donor at \$5 per dozen = \$150, to be used by the Kinesiology Department for student instruction.
- Dan Harrison – Twenty stadium lockers, valued by donor at \$5,899, to be used by the Kinesiology Department in the Men's Basketball Team Room.

HUMAN RESOURCES

10. Approval of Personnel Transactions.

INSTRUCTION

11. Acceptance of two sabbatical reports for academic year 2012-13.
12. This item was pulled and acted upon separately (see paragraph 15).
13. This item was pulled and acted upon separately (see paragraph 16).
14. This item was pulled and acted upon separately (see paragraph 17).
15. Approval of students and faculty members to attend SAFECON 2014, in Columbus, OH, May 8-18, 2014.
16. Approval of an affiliation agreement with College Hospital Cerritos.
17. Approval of an agreement with Pacific Palms Hotel & Convention Center for the Mt. SAC Relays Banquet.
18. Approval of costs associated with the Communication Department's hosting of the American Readers' Theater Association Championship Tournament.
19. Approval of students and a faculty member to attend the National Restaurant Association Tradeshow, in Chicago, IL, May 16-21, 2014.
20. Approval of an agreement with Child Care Results.
21. Approval of an agreement with Kellogg West Conference Center for a Business Division Retreat, on April 25, 2014.
22. Approval of an agreement with RJO Aesthetics for development of websites for the Radio Broadcast Program stations.
23. Approval of an agreement with Easy Education Services.
24. This item was pulled and acted upon separately (see paragraph 18).
25. Approval of new and modified courses effective with the 2014-15 academic year.

PRESIDENT'S OFFICE

26. Approval of the 2014-15 Meeting Calendar for the Mt. San Antonio College Board of Trustees.
27. Approval of an Online Enrollment Marketing Proposal with AdTaxi Networks.

Student Trustee concurred.

14. CONSENT ITEM #6 – CONTRACT WITH TILDEN COIL CONSTRUCTORS USING THE LEASE/LEASEBACK CONSTRUCTION DELIVERY METHOD FOR THE FOUNDATION OFFICES AND THE EMERGENCY COMMUNICATIONS INFRASTRUCTURE PROJECTS

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

Trustee Hall mentioned that consent items 5 and 6 are related to his concern regarding the Lease/Leaseback construction delivery method. He said that he understands the process and he understands the advantages of it; however, he asked how we can put Tilden-Coil in such a monopolistic position. Trustee Hall said that he wants to be certain, as we go forward, that we don't regret it years from now, relative to price, services, quality, etc., and he wants to make sure that we're always taking full advantage of market forces and of competition. Again, he just wants to make sure that we don't end up in a monopolistic situation.

Gary Nellesen, Director, Facilities Planning and Maintenance, said that it's the responsibility of the College leadership to keep a very close eye on everything that happens and to make sure that it is handled correctly. He said that there are a lot of fundamental differences of the way we handled construction before. The bids are open for all subcontractors. There is no guarantee that the next project will go to Tilden-Coil; they have to bid each project and earn the College's business.

Trustee Santos mentioned the Child Development Center and thanked Trustee Hall for his help in understanding the process. She also asked about cost estimating, and Mr. Nellesen explained that, for larger projects, the College hires a specialty firm to do the estimating, and the smaller projects are estimated in-house.

Dr. Scroggins said that it's even more complicated than that; Tilden-Coil does some of the cost estimating, the College does some of the cost estimating, and then there is a true-up process. Those discussions are very thorough, and all of the work is overseen by senior management that meets twice a month to go over all the details. He said that pressure is put on the contractor to stay within budget. He also said that one advantage is, just this week, Tilden-Coil was involved in some of the early architectural work, and management was able to catch some over-designing, were able to maintain the scope of the project and scale it back to stay within budget. He said that the advantage of using Tilden-Coil was because they were familiar with the project and was able to do the scaling back. He said that, without Tilden-Coil's input, the College would not have been able to save that project from being scrapped and started all over.

Trustee Santos mentioned that her hope would be that, with this process, it would eliminate change orders. Dr. Scroggins said that the process is still being tested; that time will tell with each project.

Trustee Hidalgo agreed that very close attention should be paid to this process going forward and suggested that periodic reports be given to the Board.

Motion passed. Student Trustee concurred.

15. CONSENT ITEM #12 – ACCEPTANCE OF AB 86 CONSORTIUM PLANNING GRANT FUNDS

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

Due to a conflict of interest, Trustee Santos excused herself from the room for the discussion of this item.

Motion passed. Student Trustee concurred.

16. CONSENT ITEM #13 – ADDITIONS AND CHANGES IN THE CONTINUING EDUCATION DIVISION

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

Due to a conflict of interest, Trustee Santos excused herself from the room for the discussion of this item.

Motion passed. Student Trustee concurred.

17. CONSENT ITEM #14 – HIGH SCHOOL SUMMER SCHOOL PROGRAM FOR THE CONTINUING EDUCATION DIVISION

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

Due to a conflict of interest, Trustee Santos excused herself from the room for the discussion of this item.

Motion passed. Student Trustee concurred.

18. CONSENT ITEM #24 – RATIFICATION OF AN AGREEMENT WITH SODEXO AMERICAN, LLC, FOOD SERVICES FOR CATERING OF THE WASSAIL DINNER AND CONCERT 2013

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

Trustee Hall once again expressed his concern of ratifications. He said that he realizes that there are going to be times when there are emergencies; but, wondered why this item wasn't presented in a more timely manner.

Dr. Scroggins explained that, at the time, Sodexo wasn't given the first right of refusal for this event because another vendor had always been used in the past. So, when Sodexo was given the opportunity to bid on this occasion, they were able to secure the contract.

Trustee Hall reminded everyone that the Board wants to be able to approve rather than to ratify.

Motion passed. Student Trustee concurred.

19. ACTION ITEM #1 – CHANGE THE APRIL 2014 BOARD MEETING DATE FROM APRIL 9, 2014, TO APRIL 2, 2014.

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

Motion carried. Student Trustee concurred.

20. ACTION ITEM #2 – 2014 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 five candidates for the 2014 CCCT Board of Directors:

1. Paul Gomez, Chaffey CCD
2. Jim Moreno, Coast CCD
3. Laura Casas, Foothill-DeAnza CCD
4. Stephan Castellanos, San Joaquin Delta CCD
5. Nancy C. Chadwick, Palomar CCD

Motion carried. Student Trustee concurred.

21. 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.

Student Trustee Maureira suggested that the student trustee be in closed session when there is discussion regarding student discipline matters.

Trustee Bader indicated that she would be uncomfortable with that suggestion due to possible litigation. Trustees Hall and Baca agreed.

Trustees Chyr and Santos said that they would be concerned with confidential matters that are discussed in closed session.

Trustee Hidalgo said that he would be willing to consider Student Trustee Maureira's suggestion in the future on a case-by-case basis.

Trustee Chen Haggerty she that she was concerned by the legal liability and would not want to not put a student in that position. She said that she would be willing to explore it in the future.

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

22. ADJOURNMENT

The meeting adjourned at 8:16 p.m.

WTS:dl

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

DATE: April 2, 2014

CONSENT

SUBJECT: Appropriation Transfers and Budget Revisions Summary

BACKGROUND

While all departments attempt to project their expenditures accurately, situations occur that make it necessary to submit appropriation transfers and budget revisions. Many times, an amount is budgeted, but the specific areas of expenditures are not determined until a later date. In these cases, the funds are then revised to the specific accounts.

ANALYSIS AND FISCAL IMPACT

Pursuant to the California Code of Regulations, Title 5, Sections 58307 and 58308, transfers of funds from the fund balance to any expenditure classification or between expenditure classifications and budget revisions can be made at any time with approval of the Board of Trustees. Any transfer from the fund balance to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees.

Funding Source

**APPROPRIATION TRANSFERS
For the period 2/20/14 - 3/11/14**

Unrestricted General Fund - 11 and 13

From:

<u>Budget Classification</u>		<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$ 1,644
4000	Supplies/Materials	21,952
5000	Other Operating Expenses/Services	18,610
7950	Unassigned Fund Balance	<u>6,670</u>
Total		\$ 48,876

To:

<u>Budget Classification</u>		<u>Amount</u>
3000	Employee Benefits	\$ 11,111
6000	Capital Outlay	<u>37,765</u>
Total		\$ 48,876

Prepared by: Rosa M. Royce

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #1

SUBJECT: Appropriation Transfers and Budget Revisions Summary**DATE:** April 2, 2014**Restricted General Fund - 17**

From:

<u>Budget Classification</u>		<u>Amount</u>
1000	Academic Salaries	\$ 1,986
5000	Other Operating Expenses/Services	3,685
Total		\$ 5,671

To:

<u>Budget Classification</u>		<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$ 58
3000	Employee Benefits	5,323
7000	Other Outgo	290
Total		\$ 5,671

Associated Students Trust Fund - 71

From:

<u>Budget Classification</u>		<u>Amount</u>
5000	Other Operating Expenses/Services	\$ 1,450
Total		\$ 1,450

To:

<u>Budget Classification</u>		<u>Amount</u>
4000	Supplies/Materials	\$ 1,450
Total		\$ 1,450

BUDGET REVISIONS
For the period 2/20/14 - 3/11/14

Unrestricted General Fund - 13

Revenue:

<u>Budget Classification</u>		<u>Amount</u>
883100	Montclair Fire Department, contract #1314-005	\$ 1,988
884008	Box Office Ticket Sales	10,323
889000	Chamber Singers 20th Anniversary	21,950
889000	Fingerprinting - Parking	5,748
889004	American Readers Theater Program	1,000
889004	Communication Department Program	12,540
889004	Mt. SAC Speakers Program	3,000
889005	Mt. SAC Speakers Program	3,246
Total		\$ 59,795

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: April 2, 2014

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
2000 Classified/Other Nonacademic Salaries	\$ 750
3000 Employee Benefits	81
4000 Supplies/Materials	3,550
5000 Other Operating Expenses/Services	46,291
6000 Capital Outlay	9,123
Total	\$ 59,795

Restricted General Fund - 17

Revenue:

<u>Budget Classification</u>	<u>Amount</u>
889000 Mt. SAC Health Professions Student Success Coach	\$ 20,000
862901 2013-14 Noncredit Matriculation	35,924
812000 Mt. SAC Student Support Services, Year 4	63,270
Total	\$ 119,194

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
1000 Academic Salaries	\$ 33,373
2000 Classified/Other Nonacademic Salaries	79,462
3000 Employee Benefits	26,619
4000 Supplies/Materials	1,000
5000 Other Operating Expenses/Services	(21,559)
6000 Capital Outlay	299
Total	\$ 119,194

Capital Outlay Projects Fund - 41

Revenue:

<u>Budget Classification</u>	<u>Amount</u>
889000 Remodel Food Services, Building 16A Augmentation	\$ 1,338
Total	\$ 1,338

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
6000 Capital Outlay	\$ 1,338
Total	\$ 1,338

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: April 2, 2014

RECOMMENDATION

It is recommended that the Board of Trustees approve the appropriation transfers within the Unrestricted General Fund (\$48,876), Restricted General Fund (\$5,671) and Associated Students Trust Fund (\$1,450) pursuant to the California Code of Regulations, Title 5, Section 58307.

Further authorization is requested to approve the budget revisions and allow expenditures within the Unrestricted General Fund (\$59,795), Restricted General Fund (\$119,194) and Capital Outlay Projects Fund (\$1,338) pursuant to the California Code of Regulations, Title 5, Section 58308.

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

DATE: April 2, 2014

CONSENT

SUBJECT: Independent Contractors

BACKGROUND

Approval of Independent Contractors.

ANALYSIS AND FISCAL IMPACT

Periodically, there is a need to hire independent contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. Following is a list of independent contractors for Board approval:

Provider	Area/Department	Service/ Assignment	Date(s)	Amount Not to Exceed
Adams, James	Student Services – Student Life/ Associated Students	Speaker, Earth Week	4/23/14	\$250
Bertone, Genevieve	Instruction – Geography and Political Science	Panelist, Earth Day Panel Discussion	4/23/14	\$400
Choi, Chiwan	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$75
Dowd, Michelle	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$75
Fennell, Mitchell	Instruction – Music	Adjudicator, Wind Ensemble Festival	3/26/14– 3/27/14	\$400
Fouquette, Danielle	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$75
Frazier, Sunny	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$300
Freed, Robert	Instruction – Fine Art	Guest Artist and Lecturer, Ceramics Class	4/7/14– 4/18/14	\$400
Hearn Hill, Bonnie	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$500

Prepared by: Rosa M. Royce

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #2

SUBJECT: Independent Contractors**DATE:** April 2, 2014

Provider	Area/Department	Service/Assignment	Date(s)	Amount Not to Exceed
Hier, Grant	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$150
Knapp, Michaelsun	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$150
Mayse, Kevin	Instruction – Music	Adjudicator, Wind Ensemble Festival	3/26/14– 3/27/14	\$400
McDowell, Robert	Instruction – English, Literature and Journalism	Presenter, Writer's Day	5/7/14	\$500
Miller, Michael	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$150
Nguyen, Lisa dba Carbon Grill	Instruction – Music	Provide meals for Adjudicators & Directors, Jazz Festival	5/3/14	\$200
Nyerges, Christopher	Student Services – Student Life/ Associated Students	Speaker, Earth Week	4/23/14	\$250
Poe, Christopher Allan	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$300
Politano, Matthew	Instruction – Music	Provide Master Classes for Jazz Piano, Jazz Band Classes, and Rehearsals	4/7/14– 5/19/14	\$750
Riley, Mimi	Instruction – Geography and Political Science	Panelist, Earth Day Panel Discussion	4/23/14	\$700
Scott-Coe, Jo	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$800
Tharpe, Sam	Instruction – LA84 Foundation Grant	Starter, Mt. SAC Relays Youth Days	3/20/14– 3/31/14	\$300
Therese, Shannon	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$75
Tonkovich, Andrew	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$300
Turner, Andrew	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$150

SUBJECT: Independent Contractors

DATE: April 2, 2014

Provider	Area/Department	Service/Assignment	Date(s)	Amount Not to Exceed
Vergo, Sabina	Student Services – Student Life/ Associated Students	Speaker, Earth Week	4/23/14	\$250
Walters, Craig	Technical Services	Editing end-of-the-year College promotional video projects using contractor-provided edit systems, both on campus and off campus	4/15/14-6/15/14	\$7,500
Waterhouse, James	Student Services – Student Life/ Associated Students	Speaker, Earth Week	4/23/14	\$150
Youmans, Sabrina	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/23/14	\$200
Zamora, Elder	Instruction – English, Literature and Journalism	Presenter, Writer's Day	4/27/14	\$75

Funding Sources

Restricted General Fund – Instruction – LA84 Foundation Grant.

Unrestricted General Fund – Instruction – Music; Geography and Political Science; English, Literature and Journalism; Fine Arts; Student Services – Student Life/Associated Students; Technical Services.

RECOMMENDATION

It is recommended that the Board of Trustees approves the list of Independent Contractors, as presented.

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

DATE: April 2, 2014

CONSENT

SUBJECT: Re-issuance of Stale-Dated Warrants

BACKGROUND

Board approval is required to re-issue any warrant that has not been cashed within two and a half years from the original issue date, per Education Code 85270.

ANALYSIS AND FISCAL IMPACT

The following payees have requested the re-issuance of their respective warrants:

<u>Warrant No.</u>	<u>Original Issued</u>	<u>Payee</u>	<u>Amount</u>
07069077	9/08/10	Qiushuo Duan	\$240.00
07070792	9/08/10	Ariana Lopez	\$135.00
07072773	9/08/10	Danny Soria	\$52.00
07093642	1/20/11	Samantha Burns	\$118.00
07104217	3/08/11	Robert Orozco	\$86.00
07105047	3/16/11	Samantha Burns	\$78.00
07105143	3/16/11	David Castro	\$104.00
07105208	3/16/11	Tien Chen	\$130.00
07105255	3/16/11	Sung Ya Chu	\$143.00
07105381	3/16/11	Michael Delgadillo	\$314.00
07106236	3/16/11	Joel Lemos	\$52.00
07106766	3/16/11	Robert Orozco	\$132.00
07109100	3/24/11	Richard Pandajaitan	\$78.00
07127534	6/23/11	Mindy Wu	\$118.00

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the re-issuance of the above listed warrants.

Prepared by: Rosa M. Royce

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #3

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

DATE: April 2, 2014

CONSENT

SUBJECT: Lease/Leaseback Construction Services

BACKGROUND

In 2012, staff conducted an open process to select the best firm to provide construction services under the Lease/Leaseback construction delivery method. Tilden-Coil Constructors, Inc. was selected to provide both pre-construction consulting and construction services. The fee for pre-construction services is based on the construction budget and ranges from 0.75% to 1%. The fee for construction is a Guaranteed Maximum Price (GMP).

ANALYSIS AND FISCAL IMPACT

The following contract is presented for approval:

	Contractor:	Tilden-Coil Constructors	
	Project:	Major Grading, Site Improvements, and Temporary Parking	
Item	Description:	Amount	
	Guaranteed Maximum Price (GMP) to provide the full range of construction services necessary to export/import approximately 400,000 cubic yards of earth from the Athletics Complex East site to the future Fire Technology site and to provide site improvements and paving for 950 temporary parking spaces, as follows:		
	• Subcontractor Costs:	\$3,394,050	
	• General Conditions, Overhead, Profit, Bonds, and Insurance:	\$691,320	
	• Allowances:	\$1,421,540	
	• Construction Contingency:	\$184,793	
	• Preconstruction Fee Adjustment:	\$42,688	
	Guaranteed Maximum Price:		\$5,734,391

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #4

SUBJECT: Lease/Leaseback Construction Services

DATE: April 2, 2014

Funding Source

Measure RR Bond Series A funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the contract, as presented.

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGEDATE: April 2, 2014**CONSENT**SUBJECT: Purchase of Audio Reinforcement Equipment (Bid No. 2972)**BACKGROUND**

The majority of the audio reinforcement system in the Clarke Theater was purchased in 1997 in conjunction with the opening of the Performing Arts Center. In the 17 years following the opening of the building, audio technology has made a substantial transition from analog to digital mixing, processing, and control. In order to provide an ideal performance environment for student actors, musicians, and dancers, and to allow the College to provide a contemporary teaching environment for student audio technicians, the College is replacing the original mixing console in the Clarke Theater along with a variety of peripheral audio equipment. The key component of this process will be a Studer Vista 5 digital audio console, a state-of-the art, fully digital mixing console. This new console will integrate seamlessly with the digital audio infrastructure that has been developed by Technical Services for deployment in all performance and broadcast venues on campus.

In order to maximize the cost effectiveness of this purchase, the College will trade in an extensive list of analog audio equipment that still retains some value. The trade-in of these items was included in the bid process and will reduce the total cost of the project.

ANALYSIS AND FISCAL IMPACT

Bids were advertised in the Inland Valley Daily Bulletin in accordance with Education Code 81641 for the purchase of audio reinforcement equipment with a trade-in of College-owned analog audio equipment.

Bids were received and publicly opened on March 17, 2014. Ten bids were requested, with two bids received. The successful low bidder is Apex Audio, Inc., located in Huntington Beach, CA, for a total cost of \$151,717.01 including tax and shipping, with a 50% deposit due upon issuance of the order. See the Summary of Bids below.

Funding Sources

Instructional Equipment Categorical Fund and Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves Bid No. 2972, Purchase of Audio Reinforcement Equipment, as presented.

Prepared by: Teresa Patterson/William EasthamReviewed by: Michael D. GregorykRecommended by: Bill ScrogginsAgenda Item: Consent #5

SUBJECT: Purchase of Audio Reinforcement Equipment (Bid No. 2972)

DATE: April 2, 2014

SUMMARY OF BIDS

BID NO. 2972
PURCHASE OF AUDIO REINFORCEMENT EQUIPMENT

Company Name	Total Equipment Price	Sales Tax	Shipping	Less Mt. SAC Trade-In Equipment	Grand Total
Apex Audio, Inc. Huntington Beach, CA	\$144,889.88	\$13,040.09	\$1,925.00	(\$8,137.96)	\$151,717.01
Spinitar La Mirada, CA	\$187,301.10	\$16,857.10	\$2,650.00	(\$430.00)	\$206,378.97

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

DATE: April 2, 2014

CONSENT

SUBJECT: Purchase of Custodial Supplies (Bid No. 2959)

BACKGROUND

The current contracts for the purchase of custodial supplies such as toilet tissue, foam soap, and paper towels are due for renewal. Bidding these types of supplies ensures the College receives competitive pricing.

ANALYSIS AND FISCAL IMPACT

Bids were sent to eight suppliers including those responding to the advertisement, with six bids received. Award will be based on the product specified without deviation. Bidders submitting the lowest pricing for the toilet tissue, foam soap, and paper towels are as follows: Acorn Paper Products, Los Angeles, CA; Buckeye Cleaning Center, Santa Fe Springs, CA; and Hillyard, Los Angeles, CA. See the Summary of Bids below.

Contracts will be issued for an initial one-year period commencing April 1, 2014, with an option to renew for two additional one-year periods not to exceed three years.

Purchases from the combined contracts are not expected to exceed \$140,000 annually.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the purchase of custodial products (Bid No. 2959) from the following vendors: Acorn Paper Products, Los Angeles, CA; Buckeye Cleaning Center, Santa Fe Springs, CA; and Hillyard, Los Angeles, CA.

Prepared by: Teresa Patterson

Reviewed by: Gary L. Nellesen/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #6

SUBJECT: Purchase of Custodial Supplies (Bid No. 2959)**DATE:** April 2, 2014

Summary of Bids
Purchase of Custodial Supplies
Bid No. 2959

	Acorn Paper Products Los Angeles	Buckeye Cleaning Center Santa Fe Springs	Ernest Packaging Solutions Commerce	Gorm, Inc. Ontario	Hillyard Los Angeles	Royal Corporation Santa Fe Springs
--	---	--	--	--------------------------	-------------------------	---

Paper Towels

White 1,000'/roll	*\$33.59	\$34.29	\$38.75	\$35.51	\$36.90	\$36.47
White 450'/roll	*\$33.59	\$34.29	\$38.75	\$34.34	\$36.90	\$36.47
Natural 1,000' roll	*\$31.43	\$32.07	\$36.25	\$32.14	\$34.52	\$34.94
Multifold	*\$16.59	*\$16.59	\$18.75	\$17.33	\$17.85	\$18.13

Toilet Tissue

2-ply 4"x3.75"	\$35.23	*\$30.97	\$35.00	\$31.04	\$33.35	\$32.56
1-ply 4"x3.75"	*\$36.85	\$37.61	\$42.50	\$38.92	\$40.49	\$39.53
2-ply 4"x3.5"	*\$30.35	\$33.73	\$38.12	\$34.55	\$36.30	\$35.52

**Hand
Soap**

Foam, Lotion	*\$30.34	No Bid	\$35.00	\$31.25	\$35.00	\$31.11
Foam, Manual	\$74.92	No Bid	\$78.11	\$63.11	*\$51.60	**\$43.87
Foam, Auto	\$72.54	No Bid	\$86.32	\$69.99	*\$60.40	**\$42.67

***Items to be awarded.**

**Did not meet specifications.

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

DATE: April 2, 2014

CONSENT

SUBJECT: Agreement with Cal Poly Pomona Foundation, Inc.

BACKGROUND

Information Technology's Enterprise Application Systems (EAS) staff participate in an annual retreat in the spring to review current projects, share information from conferences and training sessions, collaborate on planning activities related to the College's Planning for Institutional Effectiveness (PIE) process, and prepare for future technology projects.

ANALYSIS AND FISCAL IMPACT

The Kellogg House is located on the Cal Poly Pomona campus and is managed by the Cal Poly Pomona Foundation. The Kellogg House has several breakout rooms that will be utilized for planning sessions. The retreat will be scheduled in May 2014, and approximately 25 staff and managers will attend.

The cost to rent the Kellogg House and to provide parking, continental breakfast, and lunch will not exceed \$2,500 including the facility deposit. The advance payment (deposit) of \$500 will be refunded as long as the event is not canceled and there is no damage to the facility.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Cal Poly Pomona Foundation, Inc., as presented.

Prepared by: Victor A. Belinski

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #7

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>April 2, 2014</u>	CONSENT
SUBJECT:	<u>Performing Arts Center Chiller Replacement (Change Order)</u>	

BACKGROUND

Performing Arts Center Chiller Replacement (Change Order).

ANALYSIS AND FISCAL IMPACT

The performing Arts Center was constructed in the early 1990s, prior to the development of modern standards for structural cabling and technology for connectivity and data distribution. The project was therefore constructed without a usable data technology system. Over the years, some improvements were made on a piecemeal basis, but the facility still suffers from inadequate technology infrastructure. Staff has recently conducted a cost study to determine if significant savings can be achieved by awarding a contract to improve the building technology infrastructure system as an added scope change order to the Performing Arts Center Chiller Upgrade project. Based on proposals received from the contractor already on site, it is believed that savings in excess of 20% can be achieved as compared to a standalone project because the contractor is already in place, and has costs for supervision, other support staff, and equipment already built in to the existing project fee. In addition, since much of the base project scope already includes low-voltage wiring, some of the efforts to access difficult above-ceiling locations can be combined with savings passed on to the College and reduced impact on the teaching and learning activity.

The end result of the additional scope proposed in this change order proposal will be a complete building data cabling system installed by a well-known qualified contractor to the most recent campus technology standards. This work has been one of the top goals of the campus-wide infrastructure program for several years, and the savings will provide funding for other high-priority infrastructure work.

The following change is necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

Prepared by: <u>Gary L. Nellesen</u>	Reviewed by: <u>Michael D. Gregoryk</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #8</u>

SUBJECT: Child Development Center (Change Orders)

DATE: November 20, 2013

Bid No.	2951	Contractor:	Liberty Climate Control, Inc. (HVAC Contractor)	CO No.	2
Item	Change and Justification:			Amount	Time
	Install data infrastructure and data drops in the Performing Arts Center in conjunction with control wiring to provide student connectivity in each classroom. <i>Owner-directed change - design modification-additional scope.</i>			\$166,837.24	123 days
	Total			\$166,837.24	123 days
	Original Contract Amount			\$2,107,000.00	
	Net Change by Previous Change Orders			\$145,486.16	
	Net Sum Prior to This Change Order			\$2,252,486.16	
	Amount of Change Order No. 2			\$166,837.24	
	New Contract Sum			\$2,419,323.40	
Percentage of Change to Contract, to Date				14.82%	

Funding Sources

Energy Capital Outlay and Measure RR Bond Series A funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Change Order, as presented.

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

DATE: April 2, 2014

CONSENT

SUBJECT Personnel Transactions

CLASSIFIED EMPLOYMENT

Permanent New Hires

Name: Hoyos Vences, Eliza
 Position: Upward Bound Academic Specialist New: Yes
 Department: Upward Bound
 Range/Step: A-95, Step 1 Salary: \$4,496.16/month
 Job FTE: 1.00/12 months
 Effective: 4/3/14

Name: Juarez, Monica
 Position: Clerical Specialist New: No
 Department: Adult Basic Education
 Range/Step: A-69, Step 1 Salary: \$1,648.83/month
 Job FTE: 0.475/12 months
 Effective: 4/3/14

Name: Miller, Barton
 Position: Lead Technician, Data Communications New: No
 Department: Information Technology
 Range/Step: A-124, Step 1 Salary: \$6,000.11/month
 Job FTE: 1.00/12 months
 Effective: 4/3/14 (tentative)

Name: Parry, Edward
 Position: Parking Officer New: No
 Department: Public Safety
 Range/Step: A-71, Step 1 Salary: \$1,681.98/month
 Job FTE: 0.475/10 months
 Effective: 4/3/14

Name: Pungpravat, Steven
 Position: Network Administrator New: No
 Department: Information Technology
 Range/Step: A-124, Step 3 Salary: \$6,615.12/month
 Job FTE: 1.00/12 months
 Effective: 4/3/14 (tentative)

Prepared by: Human Resources Staff

Reviewed by: James Czaja

Recommended by: Bill Scroggins

Agenda Item: Consent #10

SUBJECT: Personnel Transactions

DATE: April 2, 2014

Change of Assignment

Name: Juarez, Dena
 Position: Secretary
 Department: Agricultural Sciences
 Range/Step: A-81, Step 6 Salary: \$4,992.14/month
 Job FTE: 1.00/11 months
 Effective: 4/3/14
 Remarks: Change from 12 months to 11 months and department change from Natural Sciences Division Office to Agricultural Sciences

Temporary Out-of-Class Assignment

Name: Estrada, Christina
 From: Clerical Specialist
 To: Secretary
 Department: Natural Sciences Division
 Range/Step: A-81, Step 5 Salary: \$4,754.44/month
 Effective: 4/3/14
 End Date: 6/30/14

Resignation

Alexander Young, Computer Facilities Assistant, Information Technology, 3/5/14

CONFIDENTIAL/SUPERVISOR EMPLOYMENT

Promotion

Name: Martinez, Laura
 Position: Executive Assistant II New: No
 Department: Office of Instruction
 Range/Step: C-85, Step 3 + L10 Salary: \$6,304.19/month
 Job FTE: 1.00/12 months
 Effective: 4/3/14
 Remarks: Promoted from Secretary, Professional and Organizational Development

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**Interim Student Services Supervisor Appointment**

Name: Sweeten, Christopher
 From: Project/Program Coordinator
 To: Student Services Supervisor
 Department: Upward Bound
 Range/Step: S-8, Step 1 Salary: \$6,783.00/month
 Effective: 4/03/14
 End Date: 6/30/14

Temporary Out-of-Class Assignment

Name: Aguirre, Glenda
 From: Clerical Specialist
 To: Human Resources Technician
 Department: Human Resources
 Range/Step: C-59, Step 1 Salary: \$4,267.00/month
 Effective: 4/3/14
 End Date: 6/30/14

ACADEMIC EMPLOYMENT**Banking Leaves of Absence with Pay**

<u>Faculty Name</u>	<u>Department</u>	<u>Number of LHEs</u>	<u>Semester</u>
Coreas, Kelly	Respiratory Therapy	3	Summer 2014
Coreas, Kelly	Respiratory Therapy	15	Fall 2014
Mason, Martin	Physics	.25	Spring 2014
Takashima, Timothy	Mathematics	15	Fall 2014
Truttmann, Janet	Chemistry	3	Fall 2014

Student Intern

Maria Brandon, Child Development, University of La Verne, effective 2/24/14 – 6/15/14

Additional Assignments

Provider	Area/Department	Service/Agreement	Dates	Amount
Chevalier, Angelis	Music	Performance at Faculty Showcase	5/20/14	\$45.14/hour Not to exceed \$100
Klassen, Masako	Music	Performance at Faculty Showcase	5/20/14	\$50.50/hour Not to exceed \$100
Shiao, Irene	Music	Performer Choral Concert & Rehearsal	5/29/14 – 5/31/14	\$45.14/hour Not to exceed \$250

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**TEMPORARY EMPLOYMENT****Substitute Employee**

NAME	TITLE	RATIONALE	DEPARTMENT	PAY RATE	HIRE DATE
Ledesma, Patricia	Clerical Specialist	Vacancy	Human Resources	20.03	04/03/14-06/30/14

Hourly Non-Academic Employees

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Coronado, Leila	Learning Assistant	Tutorial Services	13.00	02/24/14-06/30/14
Del Real, Javier	Learning Assistant	Tutorial Services	13.00	02/24/14-06/30/14
Morales, Natalie	Study Skills Assistant I	The Writing Center	10.27	04/03/14-06/30/14
Moreno, Blanca	Instructional Aide	Child Development Ctr.	8.00	04/03/14-06/30/14
Mustafa, Jawariyah	Instructional Aide	Child Development Ctr.	8.00	04/03/14-06/30/14
Peshkepia, Raquel	Laboratory Asst. - HCRC	Health Careers Res. Ctr.	13.27	03/10/14-06/30/14
Ruiz, Annabelle	Instructional Aide	Child Development Ctr.	8.00	04/03/14-06/30/14

Professional Expert Employee – New Assignment

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Silva Barrios, Azael	Project/Program Aide	Student Life	19.76	04/21/14-04/25/14

Professional Expert Employees – Extended Assignments

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Alkana, Kealy	House Manager I	Technical Services	10.75	02/23/14-06/30/14
Antwine, Nakia	Interpreter III	Continuing Education	35.00	02/28/14-06/30/14
Auyang, Linda	Real Time Captioner III	DSP&S	30.00	02/24/14-06/30/14
Bing, Lisa	Interpreter II	DSP&S	30.00	02/24/14-06/30/14
Burks, Kerry	Real Time Captioner V	DSP&S	43.00	02/25/14-06/30/14
Catingub, Nolan	Theatrical Rigger I	Technical Services	12.50	03/04/14-06/30/14
Coffin-Lambert, Edris	Real Time Captioner III	DSP&S	30.00	02/24/14-06/30/14
Cordova, John	Project Manager	Instruction	55.00	02/24/14-03/08/14
Foster, Emily	Technical Expert I	Nursing	35.00	02/26/14-06/30/14
Garro, Jennifer	Real Time Captioner III	DSP&S	30.00	02/21/14-06/30/14
Hazelton, Thomas	Lecturer-Fire Tech.	Fire Technology	37.26	03/26/14-06/30/14
Karr, Aimee	Event Supervisor II	Technical Services	13.75	02/23/14-06/30/14
Larson, Laura	Interpreter II	DSP&S	30.00	02/24/14-06/30/14
Li, Jinbai	Tutorial Specialist IV	Tutorial Services	23.22	02/24/14-06/30/14
Mawhimney, Thomas	Project Manager	Facilities Planning & Mgmt.	55.00	03/03/14-06/30/14
Miramontes, Sandra	Technical Expert II	Nursing	45.00	03/17/14-06/30/14
Montes, Jason	Proctor, EMT	Medical Services	12.48	03/17/14-06/30/14
Ohara, Deborah	Interpreter III	DSP&S	35.00	02/24/14-06/30/14
Pimentel, Vanessa	Real Time Captioner IV	DSP&S	35.00	02/24/14-06/30/14
Todd, Mallory	Game Day Personnel	Kinesiology, Ath. & Dance	10.00	03/31/14-06/30/14
Wilson, Matthew	Instructor Simulator	Continuing Education	30.00	03/17/14-06/30/14

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**Student Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Acosta, Gabriela	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Aguilera, Lolita	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Akramian, Naseem	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Albertson, Catalina Rose	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Aldana, Carlos	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Anderson-Hernandez, Krysten	Student Assistant I	Animal Science	8.00	02/24/14-06/30/14
Anderson-Hernandez, Krysten	Student Assistant III	Continuing Education	10.00	03/04/14-06/30/14
Andrzejewski, Britnee	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
Angulo, Karina	Student Assistant I	Child Development Ctr.	8.00	02/24/14-06/30/14
Ascencio, Juan	Student Assistant II	Animal Science	8.75	02/24/14-06/30/14
Ayad, Andre	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Azabache, Brianna	Student Assistant IV	EOPS/CARE/CalWORKs	11.25	03/03/14-06/13/14
Aziz, Kamran	Student Assistant I	DSP&S	8.00	03/03/14-06/30/14
Baltazar, Jesse	Student Assistant IV	EOPS/CARE/CalWORKs	11.25	03/03/14-06/13/14
Barranco, Jacqueline	Student Assistant II	Biological Sciences	8.75	03/01/14-06/30/14
Barrios Dircio, Ernesto	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Bautista, Ariel	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Baylosis, Sunshine	Student Assistant III	Child Development Ctr.	10.00	02/01/14-02/24/14
Bogner, Austin	Student Assistant IV	Adult Basic Eduation	11.25	02/24/14-06/30/14
Briggs, Charles	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Brown, Benajmin	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
Brown, Chester	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Burroughs, Marian	Student Assistant III	Technical Services	10.00	02/24/14-06/30/14
Camacho, Gabriel	Student Assistant III	Information Technology	10.00	03/01/14-06/30/14
Campos, Belinda	Student Assistant II	Counseling	8.75	03/10/14-06/30/14
Campos, Nancy	Student Assistant III	High School Outreach	10.00	02/24/14-03/19/14
Cantu, Martin	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Cantu, Rebecca	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Cardenas, Anna	Student Assistant IV	EOPS	11.25	03/03/14-06/13/14
Cardona, Leonard	Student Assistant V	Information Technology	12.50	03/01/14-06/30/14
Carillo, Cinthia	Student Assistant I	Child Development Ctr.	8.00	03/01/14-06/30/14
Carrilo, Alexander	Student Assistant IV	Hospitality & Rest. Mgmt.	11.25	03/03/14-06/30/14
Castellanos, Veronika	Student Assistant IV	EOPS	11.25	03/03/14-06/13/14
Castro, Caroline	Student Assistant I	Technical Services	8.00	02/24/14-06/30/14
Chavarin, Stephanie	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Cheaney, Lorrin	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Chen, Qiuchi	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Contreras, Amy	Student Assistant II	Tutorial Services	8.75	03/03/14-06/30/14
Corbin, Khalil	Student Assistant I	Kinesiology, Ath. & Dance	8.00	03/01/14-06/15/14
Corbin, Khalil	Student Assistant II	Admissions and Records	8.75	03/03/14-06/30/14
Correa, Neftali	Student Assistant III	Information Technology	10.00	03/01/14-06/30/14
Cortez, David	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Cortez, Robert	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Craig, Kathleen	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Cui, Jian	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Dashiell, Donnell	Student Assistant III	EOPS	10.00	02/24/14-06/20/14
Dashiell, Donnell	Student Assistant IV	Teacher Prep. Institute	11.25	03/03/14-06/30/14
De Haro, Adrian	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
DeMascio, Dylan	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Deshin, Shannon	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Du, Hao	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Dunnicliff, Jake	Student Assistant II	DSP&S	8.75	03/11/14-06/30/14
Duong, Hung	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Eccles, Samantha	Student Assistant III	Agricultural Sciences	10.00	03/10/14-06/30/14
Eccles, Samantha	Student Assistant IV	Agricultural Sciences	11.25	02/24/14-06/30/14
Ejaz, Sanam	Student Assistant II	DSP&S	8.75	03/03/14-06/30/14
Enriquez, Joey	Student Assistant I	Technical Services	8.00	02/26/14-06/30/14
Esqueda, Angelica	Student Assistant I	Child Development Ctr.	8.00	02/27/14-06/30/14
Fa, Loni	Student Assistant III	Arise	10.00	02/24/14-06/30/14
Felix, Jessica	Student Assistant III	High School Outreach	10.00	02/24/14-06/30/14
Fierro, Demitri	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Fuller, Rachel	Student Assistant II	Interior Design	8.75	03/10/14-06/30/14
Gaitan, Jennifer	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Galatiano, Lorraine	Student Assistant III	Information Technology	10.00	03/01/14-06/30/14
Galbraith, Connor	Student Assistant I	Natural Sciences Div.	8.00	02/24/14-06/30/14
Garavito, Christine	Student Assistant IV	The Writing Center	11.25	02/24/14-06/30/14
Garcia, Adrian	Student Assistant III	Horticultural Sciences	10.00	02/24/14-06/30/14
Garcia, Jessica	Student Assistant II	DSP&S	8.75	03/11/14-06/30/14
Garcia, Mayra	Student Assistant II	Learning Assistance Ctr.	8.75	02/24/14-06/30/14
Garcia, Roldan	Student Assistant I	Technical Services	8.00	03/06/14-06/30/14
Gasca, Emily	Student Assistant I	Bursar's Office	8.00	02/19/14-02/21/14
Gatzke, Brittney	Student Assistant III	Learning Assistance Ctr	10.00	02/24/14-06/30/14
George, David	Student Assistant III	Animal Science	10.00	02/24/14-06/30/14
Gilbreath, Katherine	Student Assistant II	Learning Assistance Ctr	8.75	02/24/14-06/30/14
Gomez, Tanya	Student Assistant IV	Learning Assistance Ctr	11.25	02/24/14-06/30/14
Gonzalez, Karely	Student Assistant I	Child Development Ctr.	8.00	02/24/14-06/30/14
Gonzalez, Santiago	Student Assistant I	Technical Services	8.00	02/24/14-06/30/14
Guillaume, Robert	Student Assistant I	Horticultural Sciences	8.00	02/24/14-06/30/14
Gunn, Amanda	Student Assistant I	Tutorial Services	8.00	03/03/14-06/30/14
Hadiwijaya, Aldo	Student Assistant II	Mathematics	8.75	02/24/14-06/30/14
Hartwell, Joshua	Student Assistant III	Communication	10.00	02/24/14-06/30/14
Hasenbein, John	Student Assistant III	Learning Assistance Ctr	10.00	02/24/14-06/30/14
He, Chaojin	Student Assistant II	Learning Assistance Ctr	8.75	02/24/14-06/30/14
Heckerson, Desirea	Student Assistant III	Biological Sciences	10.00	02/24/14-06/13/14
Henderson, Shenika	Student Assistant I	Child Development Ctr.	8.00	02/24/14-06/30/14
Hernandez, Sarah	Student Assistant III	Learning Assistance Ctr	10.00	02/24/14-06/30/14
Herrera, Pedro	Student Assistant I	Kinesiology, Ath. & Dance	8.00	03/03/14-06/30/14
Herrera, Rosario	Student Assistant I	Horticultural Sciences	8.00	02/24/14-06/30/14
Hill, Alexandria	Student Assistant III	Technical Services	10.00	02/24/14-06/30/14
Hinostroza, Brian	Student Assistant IV	Learning Assistance Ctr	11.25	02/24/14-06/30/14

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Hitchman, Trevor	Student Assistant IV	Business Division	11.25	03/10/14-06/30/14
Hothi, Parveen	Student Assistant II	Admissions and Records	8.75	02/24/14-06/30/14
Houston, Terrance	Student Assistant III	Counseling	10.00	02/24/14-06/30/14
Huang, Chih-En	Student Assistant I	ESL	8.00	03/10/14-06/30/14
Hughey, Joshua	Student Assistant III	Child Development Ctr.	10.00	03/03/14-06/30/14
Islam, Zoreen	Student Assistant II	Tutorial Services	8.75	03/03/14-06/30/14
Jeffry, Fnu	Student Assistant IV	Tutorial Services	11.25	02/24/14-06/30/14
Jett, Dakota	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Jimenez, Aliza	Student Assistant II	Technical Services	8.75	02/24/14-06/30/14
Johnson, Duane	Student Assistant III	Horticultural Sciences	10.00	02/24/14-06/30/14
Jordan, Joshua	Student Assistant III	Horticultural Sciences	10.00	02/24/14-06/30/14
Jordan, Pamela	Student Assistant IV	Horticultural Sciences	11.25	02/24/14-06/30/14
Juarez-Arriaga, Jhossep	Student Assistant III	Physics	10.00	02/24/14-06/30/14
Khan, Amber	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Kuffel, Dielle	Student Assistant I	DSP&S	8.00	02/26/14-02/28/14
LaCrue, Juliet	Student Assistant I	Technical Services	8.00	02/24/14-06/30/14
Lagafuaina, Elijah	Student Assistant III	Arise	10.00	02/24/14-06/31/14
Lamson, Joseph	Student Assistant I	Kinesiology, Ath. & Dance	8.00	03/01/14-06/30/14
Landa, Soledad	Student Assistant III	Financial Aid	10.00	02/24/14-06/30/14
Landeros, Miguel	Student Assistant IV	Tutorial Services	11.25	02/24/14-06/30/14
Lara, Alba	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Lares, Deane	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Leano, Angela	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Lee, Megan	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Lew, Toni	Student Assistant IV	Agricultural Sciences	11.25	02/24/14-06/30/14
Li, Austin	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Li, Jia Feng	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Li, Jiyang	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Lin, Ruby	Student Assistant III	Fashion	10.00	03/03/14-06/30/14
Lopez, Blanca	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Lopez, Pheriba	Student Assistant II	The Writing Center	8.75	02/24/14-06/30/14
Lozano, Jeanette	Student Assistant III	EOPS/CARE/CalWORKs	10.00	03/03/14-06/13/14
Lu, Alice	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
MacGilvray, Autumn	Student Assistant III	Arts Division	10.00	02/24/14-06/30/14
Machuca, Patty	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
Macias, Paige	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Macias, Rhianna	Student Assistant II	The Writing Center	8.75	02/24/14-06/30/14
Madero, Sally	Student Assistant III	High School Outreach	10.00	02/24/14-06/30/14
Manahan, Justinne	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Mansour, Emil	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
Mares, Jose	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
Marsh, Kevin	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Mauricio, Leonel	Student Assistant II	Biological Sciences	8.75	03/01/14-06/30/14
Melenez, Hailey	Student Assistant IV	The Writing Center	11.25	02/24/14-06/30/14
Melesio, Jennifer	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Mendoza, Elizabeth	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Merino, Mika	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Milla, Danny	Student Assistant III	High School Outreach	10.00	02/24/14-06/30/14
Miller, Hannah	Student Assistant II	Tutorial Services	8.75	03/03/14-06/30/14
Minero, Vanessa	Student Assistant III	Financial Aid	10.00	02/24/14-06/30/14
Miranda, Jaimie Lynn	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Mohamed, Darren	Student Assistant I	Tutorial Services	8.00	03/03/14-06/30/14
Morkos, Christina	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Mosavi, Aarefah	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Moxley, James	Student Assistant I	Earth Sciences & Astron.	8.00	02/24/14-06/30/14
Muehlen, Brian	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Murillo, Nancy	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Nakata, David	Student Assistant IV	Fine Arts	11.25	02/27/14-06/30/14
Ngo, Chau	Student Assistant IV	EOPS/CARE	11.25	03/03/14-06/30/14
Ochoa Rojas, Isamar	Student Assistant I	DSP&S	8.00	03/03/14-06/30/14
Ochoa, Orlando	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Orantes, Erik	Student Assistant V	Technical Services	12.50	02/24/14-06/30/14
Pantoja, Eric	Student Assistant IV	Tutorial Services	11.25	02/24/14-06/30/14
Pawlak, Mary	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Paz, Genoveva	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Peterson, Brandon	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Peterson, Brandon	Student Assistant III	Continuing Education	10.00	03/10/14-06/30/14
Pham, Tuan	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Piercy, Mary	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Pimentel, Michael	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Pomytkina, Ielyzaveta	Student Assistant I	Admissions and Records	8.00	03/10/14-06/30/14
Porras, Victoria	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Powers, Randy	Student Assistant I	Earth Sciences & Astron.	8.00	02/24/14-06/30/14
Quintero, Bryan	Student Assistant II	Biological Sciences	8.75	02/26/14-06/30/14
Redublo, Francis	Student Assistant II	Interior Design	8.75	03/10/14-06/30/14
Requeno, Carlos	Student Assistant V	Information Technology	12.50	03/01/14-06/30/14
Rettig, Oswaldo	Student Assistant III	Tutorial Services	10.00	03/03/14-06/30/14
Reyes, David	Student Assistant III	Financial Aid	10.00	02/24/14-06/30/14
Rhodes, Richard	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Riveros, Karen	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Rodriguez, Carolina	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Rodriguez, Marco	Student Assistant IV	Arts Division	11.25	03/04/14-06/30/14
Ruiz, Briana	Student Assistant III	Natural Sciences Div.	10.00	02/24/14-06/30/14
Ruju, Diego	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Sakaria, Hetal	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Samai, Jendi	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Sandoval, Maria	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Serna, Chrisena	Student Assistant III	Consumer Sci. & Des. Tech.	10.00	03/17/14-06/30/14
Shamsi, Wajeeha	Student Assistant III	EOPS/CARE/CalWORKs	10.00	03/03/14-06/13/14
Taira, Ritchie	Student Assistant I	Technical Services	8.00	02/26/14-06/30/14

SUBJECT: Personnel Transactions**DATE:** April 2, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Taylor, Monique	Student Assistant III	Counseling	10.00	02/24/14-06/30/14
Than, Kim	Student Assistant V	Tutorial Services	12.50	02/24/14-06/30/14
Thomas, Anthony	Student Assistant III	Physics	10.00	02/24/14-06/30/14
Thomas, Thomas	Student Assistant III	Physics	10.00	02/24/14-06/30/14
Torres, Daniel	Student Assistant IV	Business Division	11.25	03/07/14-06/30/14
Torres, Michael	Student Assistant I	Kinesiology, Ath. & Dance	8.00	10/11/13-02/23/14
Tran, Michelle	Student Assistant II	Bridge Program	8.75	02/24/14-06/30/14
Tsai, Michael	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Ulloa, Vanessa	Student Assistant III	High School Outreach	10.00	02/24/14-06/30/14
Varela, Michael	Student Assistant I	Counseling	8.00	02/25/14-06/30/14
Vasquez, Christina	Student Assistant III	Natural Sciences Div.	10.00	02/24/14-06/30/14
Velasquez, Kevin	Student Assistant III	Architecture, Eng. & Design	10.00	02/24/14-06/30/14
Voltz Jr., Donald	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Wang, Yi	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Ward, Renee	Student Assistant IV	Fine Arts	11.25	02/27/14-06/30/14
Weber, Jessica	Student Assistant IV	Agricultural Sciences	11.25	02/24/14-06/30/14
Weeks, James	Student Assistant III	Agricultural Sciences	10.00	03/03/14-06/30/14
White, Zachary	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
White, Zachary	Student Assistant II	Arise	8.75	02/24/14-06/30/14
Williams, Courtney	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Williams, Courtney	Student Assistant III	Continuing Education	10.00	03/10/14-06/30/14
Wilson, Geoffrey	Student Assistant III	Agricultural Sciences	10.00	02/24/14-06/30/14
Woolvett, Mackenzie	Student Assistant I	Agricultural Sciences	8.00	02/24/14-06/30/14
Wu I, Cheng Han	Student Assistant III	Tutorial Services	10.00	02/24/14-06/30/14
Yen, Angela	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Young, Shannon	Student Assistant II	Tutorial Services	8.75	02/24/14-06/30/14
Zavalza, Elim	Student Assistant II	Agricultural Sciences	8.75	02/24/14-06/30/14
Zayas, Samantha	Student Assistant III	Biological Sciences	10.00	02/24/14-06/13/14
Zhen, Wendy	Student Assistant III	DSP&S	10.00	02/24/14-06/30/14
Zuniga, Lizbeth	Student Assistant III	Basic Skills	10.00	03/07/14-06/30/14

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>April 2, 2014</u>	CONSENT
SUBJECT: <u>Continuing Education Division Additions and Changes</u>	

BACKGROUND

The Continuing Education Division presents a wide variety of programs and courses each semester.

ANALYSIS AND FISCAL IMPACT

1. Community Services: Additional Classes

Course Title/Program	Presenter	Payment	Fee
College for Kids Summer Program:	Mason, Caryn Kaljumagi, Diana	10 or more students: \$30/hour	All Classes
College for Kids Classes	Alexander, Priscilla Hy, Linda Madrigal, Yahaira Manprous, Karen Monges, Debra Key Pasa, Paul Pena, Kathleen Pena, Oscar Proctor, Michael "Andy" Rivera, Edith Janet Tat-Chung, Kath Program Coordinator: Cazares, Guadalupe	9 or fewer students: \$20/hour \$2,800	Sessions I and II: \$148/class
Applied Science Camp	Pasa, Paul Proctor, Michael "Andy"	10 or more students: \$30/hour 9 or fewer students: \$20/hour	\$85
Master Swim	Boehle, Louis	50%	\$120

Prepared by: Donna Burns Reviewed by: Irene M. Malmgren
 Recommended by: Bill Scroggins Agenda Item: Consent #

SUBJECT: Continuing Education Additions and Changes**DATE:** April 2, 2014

Course Title/Program	Presenter	Payment	Fee
Open Fitness Swim	Boehle, Louis Lepp, Jodi Rieben, Mike Iwata, David	\$21/hour	\$110
Swim Session Cards	Staff	Hourly	\$20-\$60
Swim Programs for Summer: Group and Private Lessons	Coordinator: Ruh, Mark Supervisor: Rieben, Mike	\$4,000 \$6,500	Group: \$50-\$60 Private: \$75-\$85

2. Community Services - Program Changes

Course Title/Program	From	To
All Americas, Inc. (Contract No. 1314-006)	Perez, Nelida	Perez, Nelida Additional Instructors: Monges, Debra Warner, Benjamin

3. Curriculum

The following new noncredit courses have been approved through the curriculum process.

COURSE ID	Course Title
BS ASVAB	ASVAB Preparation (Armed Services Vocational Aptitude Battery)
BSHS WRIT1	High School Literature and Writing Fundamentals 1
BSHS WRIT2	High School Literature and Writing Fundamentals 2
VOC BCDP	Basic Computer – Desktop Publishing
VOC BCPP1	PowerPoint Basics 1
VOC BCPP2	PowerPoint Basics 2
VOC CPBE1	Basic Excel 1
VOC CPBE2	Basic Excel 2
VOC CBBE3	Basic Excel 3

4. Existing Contract - Addition

Agency (Description of Services)	Presenter	Remuneration
Early Childhood Mentor Program Workshop: <ul style="list-style-type: none"> Becoming an Effective Leader 	Campbell, Faye	\$280 Stipend

SUBJECT: Continuing Education Additions and Changes

DATE: April 2, 2014

Funding Sources

Community Services - Student Registration Fees.
Existing Contract Addition – Restricted Funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Continuing Education additions and changes, as presented.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>April 2, 2014</u>	CONSENT
SUBJECT:	<u>Continuing Education Division Revenue-Generated Account Amendment</u>	

BACKGROUND

The Continuing Education Division has a revenue-generated account that supports a variety of professional development and student enrichment activities. The Division holds events throughout the year such as faculty in-service training, program and division planning retreats and meetings, and student certificate and graduation events.

Approval was received on June 26, 2013, to provide food, non-alcoholic beverages, small incentives and promotional items, speaker honoraria, and cap and gown rental, as appropriate to these events, not to exceed the amount of \$10,000 for the 2013-14 academic year. Authorization is sought to increase this amount to \$15,000 for the remainder of the 2013-14 academic year.

ANALYSIS AND FISCAL IMPACT

Costs will be covered by income to the Revenue-Generated Account.

Funding Source

Unrestricted General Fund – Revenue-Generated Account.

RECOMMENDATION

It is recommended that the Board of Trustees approves the amendment to the Continuing Education Division revenue-generated account activities for the 2013-14 academic year, as presented.

Prepared by: _____	Donna Burns	Reviewed by: _____	Irene M. Malmgren
Recommended by: _____	Bill Scroggins	Agenda Item: _____	Consent #12

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

DATE: April 2, 2014

CONSENT

SUBJECT: Radiologic Technology Student Pinning Ceremony Luncheon

BACKGROUND

Each year, the Radiologic Technology program hosts a Pinning Ceremony for Radiologic Technology students who are completing the Radiologic Technology Program using funds donated to the program for this purpose. This year, the luncheon will take place at Papachino's Grill & Greens, Chino, CA, on July 11, 2014, at a total cost of \$698.63. In order to secure the reservation, the restaurant requires an advance payment (deposit) in the amount of \$350, by May 1, 2014, with a balance of \$348.60 due on the day of the event.

ANALYSIS AND FISCAL IMPACT

The cost is covered by donations provided to the Radiologic Technology Program for the Pinning Ceremony. There is no residual cost to the District.

Funding Source

Donations.

RECOMMENDATION

It is recommended that the Board of Trustees approves advance payment to Papachino's Grill & Greens for the Radiologic Technology Pinning Ceremony Luncheon, as presented.

Prepared by: Sarah Daum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #13

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>April 2, 2014</u>	CONSENT
SUBJECT: <u>"Dr. Deborah Boroch Discovery Day: CSI Mt. SAC"</u>	

BACKGROUND

The Natural Sciences Division will present an exciting community outreach opportunity and educational program, the third annual "Dr. Deborah Boroch Discovery Day: CSI Mt. SAC," on Saturday, May 10, 2014. The College will invite 5th, 6th, and 7th grade students to come to the campus and explore areas of math and science. This year, the theme is "CSI: Mt. SAC." Students will participate in a wide variety of hands-on activities using math and science to solve crimes, Planetarium shows, speakers, tours of the Wildlife Sanctuary, and access to the Exploration Center. Parents are encouraged to accompany their children in attendance. T-shirts, bandanas, drinks, and snacks will be provided to all student participants and volunteers.

ANALYSIS AND FISCAL IMPACT

This event will be funded through the Dr. Deborah Boroch Discovery Day funds and individuals attending. The attendance at the event will cost \$5 per person with a current anticipated attendance of 100. The estimated cost is \$4,000.

Funding Sources

Dr. Deborah Boroch Discovery Day funds and ticket sales.

RECOMMENDATION

It is recommended that the Board of Trustees approves the costs associated with presenting the third annual "Dr. Deborah Boroch Discovery Day: CSI Mt. SAC," as presented.

Prepared by: Karelyn Hoover Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #14

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

DATE: April 2, 2014

CONSENT

SUBJECT: Study Abroad Program for Fall 2014

BACKGROUND

The Global Opportunities Program is requesting authorization of a study abroad program for Fall 2014 in San Jose, Costa Rica, October 18-December 13, 2014. The program includes housing in homestays with local families with breakfast and dinner provided daily; access to the student facilities located at Veritas University including computer lab; weekly program of cultural activities; a three-day, two-night excursion to Manuel Antonio National Park including transportation and accommodations; a three-day, two-night excursion to Tortuguero National Park including transportation and accommodations; services of an experienced AIFS Program Coordinator and Student Advisors for information, advice and 24-hour emergency contact service; and student medical and program fee refund insurance policies.

ANALYSIS AND FISCAL IMPACT

The estimated cost of the trip is \$4,845 per student and will include:

- Comprehensive group insurance;
- Accommodations;
- All transfers, as outlined in the proposal;
- Sightseeing and admission to sites, as outlined in the proposal; and
- Professors' flight and accommodations

The program cost does not include:

- Passport or visa fees, if applicable;
- Mt. SAC tuition;
- Textbooks; and
- Round-trip airfare and shuttle service from airport to housing. There is an option to purchase round-trip airfare from LAX to San Jose and shuttle service from airport to housing together for approximately \$709.

The students will be accompanied by Professors Dafna Golden and Barbara Moore. The costs of instruction are part of the existing Fall 2014 Instructional budget. The contract has been reviewed by the Vice President of Instruction. Final approval is dependent on reaching enrollment targets.

Prepared by: Jim Jenkins

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #15

SUBJECT: Study Abroad Program for Fall 2014

DATE: April 2, 2014

Funding Sources

Unrestricted General Fund - Instructional budget and student fees.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Study Abroad Program in Costa Rica for Fall 2014, as presented.

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

DATE: April 2, 2014

CONSENT

SUBJECT: Forensics Student and Faculty Member to Attend the Interstate Oratorical Association Tournament

BACKGROUND

The Communication Department requests authorization for one Forensics student and faculty member Roger Willis to attend the Interstate Oratorical Association Tournament in Harrisonburg, Virginia. Dates for travel and competition are April 23-27, 2014.

ANALYSIS AND FISCAL IMPACT

The estimated cost of the trip is \$2,614.

Funding Source

Stars of Excellence funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the attendance of one Forensics student and one faculty member at the Interstate Oratorical Association Tournament, as presented.

Prepared by: James Jenkins

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #16

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>April 2, 2014</u>	CONSENT
SUBJECT: <u>Men's Soccer Team Students to Participate in Soccer Matches</u>	

BACKGROUND

As they begin the quest for another State Championship, the Men's Soccer Team requests authorization to travel to Rockville, Maryland (MD) to participate in scheduled games against some of the top junior college programs in the nation. Coaches Juan Sanchez, Frank Bustos, Ray Ramirez, Ty Rush, and Jerry Martinez will accompany approximately 25 students. Travel dates are scheduled for September 5-8, 2014.

Montgomery College, in Rockville, MD will be hosting the tournament featuring Suffolk Community College (New York) and Richland Community College (Texas). Richland Community College has been ranked in the top 10 among Division III Junior College soccer teams for the past few years. This opportunity would allow Mt. SAC student athletes greater exposure to National Collegiate Athletic Association recruiting and potential scholarships, a nationally recognized level of competition, and an incredible bonding and team-building experience.

ANALYSIS AND FISCAL IMPACT

All costs will be covered through fund-raising activities.

Funding Source

Fund-raising activities.

RECOMMENDATION

It is recommended that the Board of Trustees approves the attendance of 25 students and five faculty members to participate in the soccer matches, 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: April 2, 2014

CONSENT

SUBJECT: Renewal of Application Services Agreement with PrestoSports

BACKGROUND

In order to maintain the high visibility and image of Mt. SAC's sports teams, the Athletics Department would like to continue an Application Services Agreement with PrestoSports. They will continue to provide technical expertise needed to host a professional-appearing website for Mt. SAC Athletics. PrestoSports is a nationally recognized company that has clients within California community colleges, and NCAA Divisions I and II athletics programs.

ANALYSIS AND FISCAL IMPACT

The contract will be effective November 14, 2014, and continue through November 14, 2017. Anticipated costs will not exceed \$3,000 for fiscal years 2014-15 and 2015-16, and \$3,250 for fiscal year 2016-17.

Funding Source

Unrestricted General Fund - Athletics Revenue-Generated Account.

RECOMMENDATION

It is recommended that the Board of Trustees approves the renewal of a three-year Application Services Agreement with PrestoSports, as presented.

Prepared by: Joseph E. Jennum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #18

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>April 2, 2014</u>	CONSENT
SUBJECT: <u>Intercollegiate Horse Show Team Participation in the IHSA National Semi-Finals Horse Show</u>	

BACKGROUND

The Intercollegiate Horse Show Team requests authorization for three students and faculty member Dawn Waters to attend the Intercollegiate Horse Show Association (IHSA) National Semi-Finals Horse Show in Laurinburg, North Carolina. In addition to competing against top schools in the nation, the event gives Mt. SAC's students a chance to associate with top professionals in the horse show industry and possibly earn scholarships and recognition at schools to which they might transfer. Dates for travel and competition are March 27-31, 2014.

ANALYSIS AND FISCAL IMPACT

The estimated cost of the trip is \$2,846.

Funding Sources

Associated Students (\$2,084).
Faculty and Student Personal Funds (\$762).

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the attendance of three students and one faculty member at the IHSA National Semi-Finals Horse Show, as presented.

Prepared by: Matthew Judd Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #19

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

DATE: April 2, 2014

CONSENT

SUBJECT: New and Modified Courses and Modified Certificates Effective With the
2014-15 Academic Year

BACKGROUND

The following courses 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>
BIOL 25	Conservation of Natural Resources
COUN 1H	Introduction to College – Honors
DNCE 8	Latin Dance I
DNCE 9	Dance Audition Techniques
DNCE 36	Commercial Dance II
DSPS 13	Orientation to College for Students with Disabilities
DSPS 25	Language Development for Deaf Student in ASL and English
DSPS 26	Language Enhancement for Deaf Students in ASL and English
ID 10L	Introduction to Interior Design Laboratory
KINF 38A	Aerobics-Beginning
KINF 38B	Aerobics Intermediate
MUS 33	Opera Scenes
PHOT 1A	Laboratory Studies: Beginning Black and White Photography
PHOT 1B	Laboratory Studies: Advanced Black and White Photography
PHOT 1C	Laboratory Studies: Studio Photography
PHOT 1D	Laboratory Studies: Computer Applications in Photography
PHOT 9	Digital Image Editing
PHOT 24	Advanced Digital Image Editing for Photographers

Modified Courses

<u>Modified Courses</u>	<u>Course Title</u>
EMS 10	Anatomy and Physiology for Paramedics
EMS 20	Emergency Cardiac Care for Paramedics
EMS 30	Pharmacology for Paramedics
EMS 40	Cardiology for Paramedics
EMS 50	Paramedic Skills Competency
EMS 60	EMS Theory for Paramedics
ID 10	Introduction to Interior Design

Prepared by: Terri S. Long

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #20

SUBJECT: New and Modified Courses and Modified Certificates Effective With the
2014-15 Academic Year

DATE: April 2, 2014

Modified Certificates

Architectural Technology – Level I

Architectural Technology - Technology Concentration Level II

Architectural Technology – Design Concentration Level II

ANALYSIS AND FISCAL IMPACT

New and modified courses as well as modified certificates 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 above curriculum additions and changes, effective with the 2014-15 academic year, as presented.

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

DATE: April 2, 2014

CONSENT

SUBJECT: Child Development Center Pre-Kindergarten Students Fieldtrip to
Kidspace Children's Museum

BACKGROUND

The Mt. San Antonio College Child Development Center requests authorization to conduct a field trip, via bus, to Pasadena, California to visit the Kidspace Children's Museum. Child Development Center Director Tamika Addison, four full-time classified CDC Specialists, and 15 parent chaperones will accompany up to 75 Pre-Kindergarten (Pre-K) students on May 30, 2014. The required ratio of five students per adult will be maintained throughout the trip.

The Child Development Center uses the Preschool Pathways to Science curriculum which emphasizes exploration, investigation, and interaction with nature and the children's environment. This field trip is the culmination of educational plans (lesson plans) implemented throughout the year in our preschool classrooms. The interactive nature of the Kidspace Museum exhibits will allow the pre-school children to further investigate topics introduced to them during class instruction.

ANALYSIS AND FISCAL IMPACT

The anticipated cost of this event is \$549, which covers up to 75 children and required teachers per State licensing requirements. Prepayment of the full amount to the Kidspace Children's Museum is required by May 16, 2014.

Funding Source

Unrestricted General Fund - Child Development Revenue-Generated Center Fee Account.

RECOMMENDATION

It is recommended that the Board of Trustees approves the field trip of up to 75 Pre-K students, five employees, and 15 parents to Kidspace Children's Museum and prepayment of the associated fees, as presented.

Prepared by: Tamika Addison/Joumana McGowan

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #21

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>April 2, 2014</u>	ACTION
SUBJECT: <u>Annual Review of Board Policy 2015 - Student Member</u>	

BACKGROUND

It is the responsibility of the Board of Trustees to annually decide whether to grant the following privileges to the student member:

- The privilege to make and second motions;
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters;
- The privilege to receive compensation for meeting attendance up to the maximum prescribed in Education Code 72024;
- The privilege to serve a term commencing July 1; 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.

Currently, the Student Trustee is granted all of the above privileges with the exception of attending closed session.

ANALYSIS AND FISCAL IMPACT

Following is the current Board Policy.

The current budget includes compensation for the Student Trustee.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves proposed revisions to Board Policy 2015 - Student Member.

SUBJECT: Annual Review of Board Policy 2015 - Student Member

DATE: April 2, 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