

Mt. San Antonio College



REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 22, 2002

5:30 p.m. Closed Session

7:00 p.m. Public Session

1100 N. Grand Avenue, Administration Building, Room 235
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 five minutes per person.*

AGENDA

CALL TO ORDER (5:30 p.m.)

CLOSED SESSION

- Conference with Labor Negotiator – Faculty Association (CTA)
- Public Employee Employment
Program Director, RHORC International Health Care Training Center –
Welcome Back Program

PUBLIC SESSION (7:00 p.m. Flag Salute)

INTRODUCTIONS AND RECOGNITION

- **Recognition**
 - Mt. SAC Forensics Team on placing 4th overall in the American Forensics Association National Individual Events Tournament – the highest finish of any two or four-year California College. Team is coached by Kenneth Klawitter, Liesel Reinhart, Jeff Archibald, and Steve Seagle.
 - Mt. SAC Vocational Industrial Clubs of America (VICA) team students for winning ten medals at the VICA State Skills Championship. Professor Harry Smith serves as the Team's advisor.

- Professor and Director of Choral Music Bruce Rogers who conducted at Carnegie Hall on April 15.
- Recognition of awards received from Community College Public Relations Statewide Conference – Jane Faulkner, Director, Public Information & Community Relations.
- Awarding of Certificates of Service to the Following Faculty Retiring with Ten or More Years of Service:

John Conforti, Professor, Electronics and Computer Technology, 34 years of service

Pat Perez, Professor, Chemistry, 34 years of service

George Richardson, Professor, Manufacturing Technology, 31 years of service

Julius Autry, Professor, Respiratory Therapy, 25 years of service

Arlo Lusby, Professor, Electronics and Computer Technology, 15 years of service

Cynthia Charles, Professor, Mathematics and Computer Science, 12 years of service

- **Introduction of the following new staff:**

Jack (Jay) Deavers, Administrative Director, Auxiliary Services

Lucy DeLeon, Clerical Specialist, Student Services

Jacquelyn Grier, Help Desk Coordinator

Anthony Kelly, Public Safety Officer (Returning Classified Employee)

Lawrence LaJuana, Computer Operator

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of April 24, 2002. (See backup packet pages 1 through 9.)

REPORTING OF ACTION TAKEN IN CLOSED SESSION

ASSOCIATED STUDENTS

1. Associated Students Report – Laura Mendoza, President
2. Receipt and review of the Associated Students 2002-03 proposed budget. (Action to approve will be at the June 26 Board meeting.) (See backup packet pages 10 through 12.)

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 five minutes per person.

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.

PRESIDENT'S OFFICE AND INSTITUTIONAL ADVANCEMENT

1. Consideration of approval of the 2002-03 meeting calendar for the Mt. San Antonio College Board of Trustees. (See backup packet page 13.)
2. Consideration of acceptance of funds for a grant titled, "Establishing a Chemical Laboratory Technician Program at Mt. San Antonio College" (Mt. SAC #952-\$418,759), from the National Science Foundation under the Advance Technology Education Program. The project is designed to establish a Chemical Laboratory Technician (CLT) Program that will include the preparation of six new courses, the purchase of three pieces of chemical instrumentation and the preparation of Summer Workshops. (See backup packet page 14.)
3. Consideration of acceptance of funds for a grant titled "Regional Information Systems Security Center (RISSC)" (Mt. SAC #951-\$2,998,489), from the National Science Foundation under the Advance Technology Education Program. The project is designed to develop a Regional Information Systems Security Center (RISSC) that will package a sequence of courses leading to Certificates, Associate, Bachelor and Master Degrees in Information Systems Security. Mt. SAC will be the lead institution in this consortium project that includes Santa Monica College, California State University, San Bernardino, California State University, Los Angeles, and California Polytechnic University, Pomona. (See backup packet pages 15 and 16.)
4. Consideration of acceptance of funds for a grant titled, "Establish a Volunteer Center to Coordinate and Strengthen Homeland Security" (Mt. SAC #954-\$135,351) from the Corporation for National Service. The project is designed to support a variety of services that strengthen homeland security and have a long term impact on senior citizens, college students, and community members in the College service area. (See backup packet pages 17 and 18.)

5. Consideration of acceptance of funds for an augmentation to the Foster Parent Training Program (Mt. SAC #938-\$2,000). The funding enables the College to continue membership in a consortium between Mt. SAC, Citrus and Chaffey Colleges, with Citrus designated as fiscal agent. (See backup packet page 19.)
6. Consideration of approval of activities for the grant titled "Enhanced Mentor Program" (Mt. SAC #915-\$43,600). Approval is requested to provide faculty reassigned time for the Project Director and to hire faculty from other campuses as consultants. (See backup packet page 20.)
7. Consideration of approval of activities for the VTEA Leadership and Equipment Grants (Mt. SAC #904-\$153,622). Permission is requested to hire consultants to implement the project and to pay stipends to faculty for their participation in grant activities. (See backup packet pages 21 and 22.)
8. Consideration of approval of activities for the grant titled, "Cesar Chavez Character Health through Alliance Mentoring and Project Based Service (CHAMPS)" (Mt. SAC #943-\$86,310). Permission is requested to hire consultants and to pay stipends to faculty, staff and technical staff from schools that participated in the grant to implement the project. (See backup packet pages 23 and 24.)
9. Consideration of approval of activities for the grant titled, "Title V – Developing Hispanic Serving Institutions" (Mt. SAC #845). Permission is requested to pay stipends to faculty members for their participation in grant activities. (See backup packet pages 25 and 26.)
10. Consideration of acceptance of funds for year two funding for the grant titled, "Adjunct Faculty Staff Development," (Mt. SAC #897-\$2,000) from the U. S. Department of Education for funding under the Fund for Postsecondary Education (FIPSE) on behalf of nine community colleges. Permission is requested to pay stipends to faculty members who have contributed to the project. The project is designed to improve the quality of first time faculty teaching and to involve new adjunct faculty quickly and more fully in their campus communities by providing a detailed online course in teaching, state education code issues, and college policies. (See backup packet page 27.)
11. Consideration of approval of activities for grant titled "Marketing Vocational Programs to Student Populations," (Mt. SAC #920-\$100,000). As part of the grant, permission is requested to pay a stipend to a faculty member for development of logos. (See backup packet page 28.)
12. Consideration of approval of activities for grant titled "Connections: A Virtual Student Services Center," (Mt. SAC #933-\$84,459). Permission is requested to pay stipends and to hire consultants for their participation in grant activities. (See backup packet pages 29 and 30.)

HUMAN RESOURCES AND STAFF & ORGANIZATIONAL LEARNING

13. Consideration of approval of Personnel Transactions, Reference No. 11, dated May 22, 2002. (See backup packet pages 31 through 47.)

14. Consideration of approval to appoint the following new full-time faculty: (See backup packet pages 48 through 58.)

Maya-Boehner-Staylor, English
John Brantingham, English
Steve Burgoon, Office Technology
Sandra Esslinger, Art History
Joseph Franko, Mathematics
Maria Luisa Fuller, Study Techniques/Writing
Barbara Gonzales, Reading
Robert Jastrab, Professor/P.E. Assistant Football Coach
Tamara Karn, English
Dionne Loera, English
Martin Mason, Physics
Christopher McDonald, Mathematics
Richard Patterson, Computer Information Systems
Herbert Peck, Manufacturing Technology
Ora Robinson, Registered Nursing
Charles Ryasko, Electronics Technology
Andrew Sanchez, Psychiatric Technician
David Schmidt, Electronics Technology
Karen Schnurbusch, Physics
Jimmy Tamayo, Mathematics
Frank Tran, Mathematics
Janet Truttmann, Chemistry
Jody Williams Tyler, Chemistry

15. Consideration of ratification of compensation and benefits adjustments for Management and Confidential employees. (See backup packet pages 59 and 60.)

STUDENT LEARNING and STUDENT SERVICES

16. Consideration of approval of acceptance of funds from Citrus Valley Health Partners for the Associate Degree Nursing Program. (See backup packet page 61.)
17. Consideration of approval of Affiliate Agreement between Mt. San Antonio College and Charter Oak Unified School District allowing Mt. SAC to utilize classroom facilities at the Charter Oak Education Technology Center to offer credit courses beginning Fall 2002. (See backup packet page 62.)
18. Consideration of approval of request for the Electronics Department to enter into Pilot Site Program Agreement with Graymark International, Inc., and Lab-Volt Systems, Inc. (See backup packet page 63.)
19. Consideration of approval of stipend for Adam Gonzales-Weightman not to exceed \$800 from the Student Success Mini-Grant program. (See backup packet page 64.)
20. Consideration of approval of Program Agreement for Summer Literary Tour of Britain. (See backup packet page 65.)

21. Consideration of approval of Service Agreements. (See backup packet page 66.)
22. Consideration of approval of costs for the Annual Honors Students Graduation Dinner. (See backup packet page 67.)

COMMUNITY EDUCATION & ECONOMIC DEVELOPMENT

23. Consideration of approval/ratification of additions and/or changes to Community Education and Economic Development Programs. (See backup packet pages 68 and 69.)
24. Consideration of approval/ratification of Contract Education agreements – The Training Source. (See backup packet page 70.)
25. Consideration of approval of Summer 2002 High School Program, Bonita Unified School District (See backup packet page 71.)
26. Consideration of approval of Summer 2002 High School Program, Walnut Valley Unified School District (See backup packet page 72.)

ADMINISTRATIVE SERVICES

27. Consideration of approval of Monthly Financial Statement for April 2002.
28. Consideration of approval of Budget Adjustments. (See backup packet pages 73 through 76.)
29. Consideration of approval of Appropriation Transfers. (See backup packet pages 77 through 87.)
30. Consideration of approval of the March 31, 2002, Quarterly Investment Report, as presented. (See backup packet page 87.)
31. Consideration of approval of the Quarterly Financial Status Report for the period ending March 31, 2002. (See backup packet pages 89 through 91.)
32. Consideration of approval of Bid No. 2517 - Credit Class Schedules for Spring, Summer and Fall 2003. (See backup packet pages 92 and 93.)
33. Consideration of approval of the following Completion Notices:
 - Bid No. 2510 Replacement of aluminum wire and associated integral components in the Technology building, American Electric, Contractor.
 - Bid No. 2511 Access Compliance - Phase I, renovations to the Campus Café, Student Life Center and Technology buildings, HMI Construction Services, Contractor.

34. Consideration of approval of the submittal of the revised Final Project Proposal for the Agricultural Sciences Project, at no cost to Mt. San Antonio College. (See backup packet page 94.)
35. Consideration of approval to extend the existing Memorandum of Understanding between Mt. San Antonio College and the Pomona Unified School District, for the period June 12, 2002 through August 11, 2002. (See backup packet page 95.)
36. Consideration of acceptance of the following donations/gifts to the College:
 - Robert Roemmele - Monetary donation in the amount of \$1,000, designated for use by the Chemistry Department.
 - Allergan, Inc. - Twenty-five paraffin embedding block filing cabinets, valued by the donor at \$103 each (for a total of \$2,575), designated for use by students in the Histotechnology Program in the Biology Department.
 - Medical Group Pathology Laboratory - Random access slide stainer with all manuals and accessories, valued by the donor at \$5,830, designated for use by students in the Histotechnology Program in the Biology Department.

ACTION ITEMS

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

1. Annual review of Board Policy 101.5 – Student Representative to the Board of Trustees. (See backup packet pages 96 and 97.)
2. Consideration of approval of 2001-2003 Performance Improvement Plan that builds on the strategic direction of the 2020 Vision Strategic Plan and links the annual planning process to key performance indicators. (See backup packet pages 98 through 103.)
3. Consideration of approval of Bid No. 2515 - Construction of a New Fountain. (See backup packet pages 104 and 105.)
4. Consideration of approval for Public Economics, Inc. to provide redevelopment consulting services at a cost not to exceed \$6,000, plus out-of-pocket expenses not to exceed \$700. (See backup packet page 106.)
5. Consideration of approval of Redevelopment Agency resolutions. (See backup packet page 107 through 110.)
6. Consideration of approval for PATHEnergy, of Claremont, CA, to provide Energy consulting services, at a cost of \$95 per hour, not to exceed \$10,000 for this stage of the energy project. (See backup packet pages 111 through 113.)
7. Consideration of approval for Dougherty + Dougherty, of Costa Mesa, CA, to provide professional services, at a cost of \$9,000, with reimbursable expenses not to exceed \$500, for the Athletic Support Facility. (See backup packet pages 114 and 115.)

8. Consideration of approval for JT Engineering, Inc., of Agua Dulce, CA, to provide engineering services, at a cost of \$19,890 for the upgrade of the existing pump stations, and \$28,860 for the design of the new pump station, for a total of \$48,750. (See backup packet pages 116 and 117.)
9. Consideration of approval to purchase campus network upgrade equipment through the California Multiple Award Schedule (CMAS) for the amount of \$379,998.02 plus applicable tax and shipping. (See backup packet page 118.)
10. Consideration of approval to acquire, under a sixty-month lease/purchase agreement, a Xerox DocuColor 2060 (at a cost of \$1,303.01 per month plus \$2,654.44 per month for maintenance and supplies). This lease/purchase agreement will commence June 1, 2002, and will be made through the existing L. A. County Contract, in accordance with Public Contract Code 20652. (See backup packet page 119.)
11. Consideration of approval of Transfer Center Plan pursuant to Title 5, Section 51027. (See backup packet pages 120 through 127.)

REPORTS

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

2. President's Report – Dr. Bill Feddersen
3. Academic Senate Report – Barbara Mezaki, President
4. Classified Senate Report – Sandra Streeter, President
5. State and College Budget Update – Nancy Rice
6. Other Employee Groups

BOARD COMMUNICATION

ADJOURNMENT

Future Board Meetings: June 26, 2002
July 24, 2002
August 28, 2002

Upcoming Events:

May 23, 2002 **Student Government End of the Year Banquet** – 6:00-10:00 p.m.,
Swisspark Restaurant, Industry

May 27, 2002 **Memorial Day Holiday** – Campus Closed

May 29, 2002 **2002 Classified Service Awards** – 9:00 a.m., Music Recital Hall

June 13, 2002 **Monthly Foundation Executive Committee Meeting** – 1:00 p.m., Staff Center

June 22, 2002 **Los Angeles Guitar Quartet – Cultural Arts Series** – 8:00 p.m., Clarke Theater

June 22, 2002 **Summer College Fair** – 10:00 a.m.–1:00 p.m., Miracle Mile

June 27, 2002 **Transfer Fest 2002** – 5:30-8:00 p.m., Location To Be Announced

June 28, 2002 **Annual Partnership Breakfast** – 7:15 a.m., Mountain Meadows

June 30, 2002 **Summer Session I Ends**