



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 21, 2010

6:00 p.m. Closed Session

6:30 p.m. Public Session

Founders Hall, 1100 N. 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.

CALL TO ORDER (6:00 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.

CLOSED SESSION

- **Public Employee Performance Evaluation**
President/CEO

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.

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

INTRODUCTIONS AND RECOGNITION

- **Recognition**
 - Awarding of Certificate of Service to the following retiring staff member:
David R. Fillmore, Computer Support Specialist, 27 years of service

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of March 24, 2010. (See backup packet pages 1 through 15.)

REPORTING OF ACTION TAKEN IN CLOSED SESSION

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 Report
2. Senates
 - A. Academic Senate
 - B. Classified Senate
3. Employee Groups
 - A. Faculty Association
 - B. CSEA Units
 - C. Other Unrepresented Groups
4. President – John S. Nixon, President/CEO
 - Elaine Reodica, Southern California Regional Representative for the Community College League of California
5. Informational Report – Mt. SAC Market Analysis & Assessment, prepared by Clarence Brown, Director, Marketing & Public Affairs, and Kathi Swanson, Principal, CLARUS Corporation (See backup packet pages 16 and 17.)

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

1. Consideration of approval to renew a contract with Economic Modeling Specialists, Inc. through February 28, 2011, at a cost of \$6,000. (See backup packet page 18.)

HUMAN RESOURCES

2. Consideration of approval of Personnel Transactions, dated April 21, 2010. (See backup packet pages 19 through 34.)

INSTRUCTION and STUDENT SERVICES

3. Consideration of approval of a contract with The Princeton Review Led Classroom Course Agreement for the Upward Bound Summer Residential Program. (See backup packet page 35.)
4. Consideration of approval of a contract with Cal Poly Pomona Conference Services for the Upward Bound Summer Residential Program. (See backup packet page 36.)
5. Consideration of approval of a contract with Camp Metoche for Upward Bound Students to attend a Summer Program Weekend Camping Trip. (See backup packet page 37.)
6. Consideration of approval for Chamber Singers students to travel on their tour to Australia July 1–14, 2010. (See backup packet page 38.)
7. Consideration of approval of "Parachutes and Ladders IX – Faculty Inquiry and Student Learning," a developmental education conference planned for April 23, 2010. (See backup packet page 39.)
8. Consideration of approval of a Professional Development Workshop, "Helping Employees Thrive While Doing More With Less," planned for June 4, 2010. (See backup packet page 40.)
9. Consideration of approval of a Professional Development Workshop, "New Strategies for Challenging Times," planned for May 27, 2010. (See backup packet page 41.)
10. Consideration of approval of a Professional Development First Aid/CPR Workshop, offered on June 4 and 5, 2010. (See backup packet page 42.)

11. Consideration of approval of submission of a Workforce Investment Act Title II – 231 grant. (See backup packet page 43.)
12. Consideration of approval of an activity for the Family and Consumer Sciences Discipline/Industry Collaborative grant. (See backup packet page 44.)
13. Consideration of approval to accept funds for the Career Technical Education Community Collaborative grant. (See backup packet page 45.)
14. Consideration of approval of a new course (MFG 10, Mathematics and Blueprint Reading for Manufacturing), a new certificate and a new A.S. degree, both titled Building Automation. (See backup packet page 46.)
15. Consideration of approval of additions and changes to the Continuing Education program. (See backup packet page 47.)
16. Consideration of approval of an amendment to an affiliation agreement with Brethren Hillcrest Homes, dba Woods Health Services, to include students enrolled in the Home Health Aide program. (See backup packet page 48.)
17. Consideration of approval for students to attend the Health Occupations Students of America National Leadership Conference June 23-26, 2010, in Orlando, Florida. (See backup packet page 49.)

ADMINISTRATIVE SERVICES

18. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 50 through 89.)
19. Consideration of approval to instruct Administrative Services to notify Clinton W. Holland, Attorney at Law, representing Katelyn Rawlings, of the rejection of their Claim Against the District. (See backup packet page 90.)
20. Consideration of approval to instruct Administrative Services to notify Richard A. Harting, Attorney at Law, representing Monte McCanne, father of Kaitlyn M. McCanne, of the rejection of their Claim Against the District. (See backup packet page 91.)
21. Consideration of approval to instruct Administrative Services to notify Clinton W. Holland, Attorney at Law, representing Matthew Reuteler, of the rejection of their Claim Against the District. (See backup packet page 92.)
22. Consideration of approval to instruct Administrative Services to notify Keri L. Hankerd of the rejection of her Claim Against the District. (See backup packet page 93.)
23. Consideration of approval to purchase Fuel Station Equipment from PME. (See backup packet page 94.)
24. Consideration of approval of an Agreement with the Los Angeles County Office of Education to provide network services and support. (See backup packet page 95.)

25. Consideration of approval of a five-year Tie-Down Agreement at Chino Airport with Threshold Aviation Group for the College's Gulfstream II jet. (See backup packet page 96.)
26. Consideration of approval to increase parking fees. (See backup packet page 97.)
27. Consideration of approval to amend the contract with Strata Information Group to include 1,700 hours of consulting time. (See backup packet page 98.)
28. Consideration of approval to accept Alternate Bid No. 1 for Workers' Compensation Insurance for the Child Development Center Project (Bid Nos. 2827-2835). (See backup packet pages 99 and 100.)
29. Consideration of approval of Agreements to provide Professional Design and Consulting Services with Marlene Imirzian & Associates for the Temporary Space – Phase 1 project; with HMC Architects for the Gymnasium Site Planning project; with Hill Partnership, Inc. for the Parking Structure Precinct Planning project; with Marlene Imirzian & Associates for the Facilities Improvements – Projects 1, 2, and 3 projects; with Hill Partnership for the Classroom Building Renovation (Building 12) project; with Hill Partnership for the Business and Computer Technology Site Planning project; with HMC Architects for the Fire Technology Facility Programming and Design project; with P2S Engineering for the Science Building Mechanical Evaluation project; with Sally Swanson Architects, Inc. for the Accessibility Planning – Swimming Pool Showers and Lockers project; and with Travis Companies, Inc. for the City/County Permitting Services project. (See backup packet pages 101 through 105.)
30. Consideration of approval of the following Change Orders:
 - Bid No. 2773 Agricultural Sciences Complex – Main Building – KAR Construction (Concrete and Masonry Contractor) – Change Order No. 4. (See backup packet page 106.)
 - Bid No. 2774 Agricultural Sciences Complex – Main Building – Columbia Steel, Inc. (Structural Steel Contractor) – Change Order No. 2. (See backup packet page 106.)
 - Bid No. 2777 Agricultural Sciences Complex – Main Building – Continental Plumbing (Plumbing Contractor) – Change Order No. 8. (See backup packet page 107.)
 - Bid No. 2778 Agricultural Sciences Complex – Main Building – Los Angeles Air Conditioning, Inc. (Mechanical/HVAC Contractor) – Change Order No. 5. (See backup packet page 107.)
 - Bid No. 2839 Administration Building Remodel Temporary Space – Modular Building Improvements, Trailers 21A/B/C – KAR Construction (General Construction Contractor) – Change Order No. 4. (See backup packet pages 108 and 109.)
 - Bid No. 2841 Demolition and Abatement of Several Row Buildings – American

Wrecking (Demolition Contractor) – Change Order No. 1. (See backup packet page 110.)

- Bid No. 2842 Demolition of the Information Technology Buildings – American Wrecking (Demolition Contractor) – Change Order No. 1. (See backup packet page 111.)

31. Consideration of approval of the following Contract Amendment:

- Contract Design Technology Center – HMC Architects (Professional Design and Consulting Services Consultant) – Amendment No. 5. (See backup packet page 112.)

32. Consideration of approval of the following Completion Notice:

- Bid No. 2823 Roof Replacement (Buildings 7, 11, 27A, and 30) – Alcal Arcade Contracting, Inc. (Contractor)

33. Consideration of approval of the following Proposed Gifts and Donations to the College:

- David and Donna Burns – Huntington Upright Oak Piano, dated 1909, valued by donor at \$2,000, to be used by staff of the Natural Sciences Division.
- Shane Poulter – 2002 Club Car Golf Cart, valued by donor at \$2,500, to be used by the Counseling Division and by the Athletic Department of the Physical Education Division.
- Nick DiCarlo – Two Song Demos at DiCarlo Productions for the winner of the Battle of the Bands, valued by donor at \$600-\$800, to be used by the Associated Students.
- Sakura Finetek USA Inc. – 1x1429N: SRM 200 Non-Retractable Microtome (Serial No. 14290042), valued by donor at \$4,462.83, to be used by the Biology Department of the Natural Sciences Division.
- Sakura Finetek USA Inc. – 2002 1x6400R: Tissue Tek Automated Glass Coverslipper (Serial No. 64000087), valued by donor at \$2,076.09, to be used by the Biology Department of the Natural Sciences Division.
- Sakura Finetek USA Inc. – 2008 1x5801R: Tissue Tek CRY03 D (Serial No. 58010183-0608), valued by donor at \$16,555.65, to be used by the Biology Department of the Natural Sciences Division.
- Rainbow Garden Nursery – Five hundred five-gallon Queen Palms and Phoenix Ruebellini, valued by donor at \$7,000, to be used by the Horticulture Department of the Natural Sciences Division.

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 2015 – Student Member. (See backup packet pages 113 through 115.)

DISCUSSION ITEMS

All items listed for **Discussion** will be discussed by the Board of Trustees but not acted on for approval. After discussion, the Board will determine whether an item returns the following month for action or further discussion.

1. Receive for first reading and discussion proposed revisions to Board Policy 5030 - Fees. (See backup packet pages 116 through 120.)

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.

ADJOURNMENT

Future Board Meetings: May 26, 2010
 June 16, 2010
 July 27, 2010

Upcoming Events:

April 23 and 24, 2010	Tartuffe: Born Again (Theater Production) – 8:00 p.m., Clarke Theater
April 29-May 20, 2010	62nd Annual Student Art Exhibit – Tuesdays through Thursdays 11:00 a.m.–2:00 p.m., Tuesdays 5:00-7:30 p.m. – Art Gallery (Reception - April 29, 4:00-6:00 p.m.)
April 30, 2010	Spring Jazz Band Concert – 8:00 p.m., Clarke Theater
May 3-6, 2010	Horticulture Unit Annual Mother’s Day Plant Sale – 8:00 a.m.-4:00 p.m., Student Life Center
May 5, 2010	Foundation Retired Faculty and Staff Forum – 11:00 a.m.-1:00 p.m., Founders Hall
May 6, 2010	Spring General Job/Career Expo – 9:30 a.m.-1:30 p.m., Miracle Mile
May 6, 2010	Citizens Oversight Committee – 6:00 p.m., Founders Hall

May 7, 2010 **4th Annual Health Professions Conference** – 8:00 a.m.-6:00 p.m., Student Life Center

May 8, 2010 **Mt. SAC Children’s Literature Day** – 9:00 a.m-4:00 p.m., Student Life Center

May 13, 2010 **EOPS/CARE/CalWORKs Student Recognition Ceremony** – 5:00-7:00 p.m., Founders Hall

May 15, 2010 **Students and Educators of Distinction Ceremony** – 11:30 a.m.-3:00 p.m., Royal Vista Country Club

May 16, 2010 **Spring Wind Ensemble Concert** – 4:00 p.m., Clarke Theater

May 18, 2010 **Faculty Association Retirement/Tenure Tea** – 12:00 p.m., Faculty Association Office

May 19, 2010 **Classified Service Awards Ceremony** – 9:00 a.m., Clarke Theater

May 19, 2010 **ASPIRE Year-end Recognition Ceremony** – 5:00-7:00 p.m., Founders Hall

May 20, 2010 **Scholarship Donor Reception** – 4:30-6:00 p.m., Founders Hall
Scholarship Awards Ceremony – 6:00-9:00 p.m., Clarke Theater

May 21, 2010 **Transfer Achievement Ceremony** – 4:00 p.m., Clarke Theater

May 21 and 22, 2010 **Spring Choral Concert** – 8:00 p.m., Feddersen Recital Hall

May 26, 2010 **Spring Percussion Concert** – 7:30 p.m., Feddersen Recital Hall

May 28, 29 and 30, 2010 **Spring Student Dance Concert** – Friday and Saturday, 8:00 p.m.; Sunday, 3:00 p.m., Clarke Theater

May 30, 2010 **Spring Chamber Winds Concert** – 4:00 p.m., Feddersen Recital Hall

May 31, 2010 **Memorial Day** (campus closed)

June 3, 4, 5, and 6, 2010 **Anatomy of Gray** (Theater Production) – Thursday through Saturday, 8:00 p.m.; Sunday, 2:00 p.m.

June 4, 2010 **Foundation Golf Tournament** – All Day, Pacific Palms

June 4, 2010 **Student Leadership & Advisor Awards Ceremony** – 6:00-9:30 p.m., Royal Vista Country Club

June 5, 2010 **Faculty Association Student Scholarship Ceremony** – 2:00 p.m., Founders Hall

June 5, 2010 **Spring Vocal Jazz Concert** – 8:00 p.m., Clarke Theater

Upcoming Sports Events:

April 27, 2010 **Baseball vs. Compton** – 6:00 p.m., Baseball Field

May 1, 2010 **Men's and Women's Swimming Championships** – All Day, Pool

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 Diana Casteel, Executive Assistant to the President and Board of Trustees, 1100 North Grand Avenue, Walnut, CA 91789, (909) 594-5611, extension 4250, 7:30 a.m. to 4:30 p.m., Monday-Friday, at least 48 hours prior to the meeting.