



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, November 16, 2011

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:00 p.m. on Wednesday, November 16, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

Bill Scroggins, President/CEO; Virginia Burley, Vice President, Instruction; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

The Board adjourned to Closed Session to discuss the following items:

- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (one position)
- Government Code Section 54957.6: Conference with Labor Negotiator - Unrepresented Employee (College President)  
Designated Representative: Board President

#### 3. PUBLIC SESSION

The public meeting reconvened at 6:32 p.m.

#### 4. INTRODUCTIONS/RECOGNITION

- **Introductions**

- The following newly appointed and newly promoted staff were introduced to the Board:

Classified

Elizabeth Callahan, Administrative Secretary, Arts Division  
Robin Cash, Learning Lab Coordinator, Learning Assistance Center  
Ana Cruz, Building Automation Technician, Energy Services  
Irene Inouye, Curriculum Specialist, Instruction Office  
Christine Ojeda, Administrative Secretary, Kinesiology & Athletics Division  
Shawn Pepper, Horse Trainer, Natural Sciences Division  
Sarah Phipps, Laboratory Technician, Chemistry, Natural Sciences Division  
Heather Rains, Veterans Services Specialist, Financial Aid  
Corina Reyna, Secretary, Admissions & Records

Confidential

Joanne Franco, Human Resources Analyst, Human Resources

**5. APPROVAL OF MINUTES**

The minutes were corrected to reflect that Academic Senate Vice President Richard McGowan presented the Senate's report at the October Board meeting.

It was moved by Trustee Bader, seconded by Trustee Hall, to approve the minutes of the regular meeting of October 26, 2011, as corrected. Motion unanimously carried. Student Trustee concurred.

**6. ACTION TAKEN IN CLOSED SESSION**

None.

**7. PUBLIC COMMUNICATION**

- Students Guadalupe De La Cruz (Inter-Club Council Chair) and Kacy Padilla (Inter-Club Council Vice Chair) addressed the Board about the decision to eliminate the Student Relations Specialist position when Eula Gray retired. While students understand the budget crisis the College is facing, both students said this position is very important to students and student clubs. They asked that the College reconsider its decision and fill this position.

To put the students' comments in context, President Scroggins explained that the College has a \$7 million structural deficit and, in addressing that, Student Services will see a \$1 million budget reduction over the next two years.

- Maryann Tolano-Leveque, Director of Student Life, and faculty members Michelle Sampat, Pat Bower, Sun Ezzell, Barbara Gonzales, Richard McGowan (on behalf of Liesel Reinhart), Daniel Smith, and Tom Edson addressed the Board about the California Community Colleges Task Force on Student Success Draft Recommendations. Speakers said that the recommendations, even with the recent

modifications, would acutely impact students. Many shared personal stories from students on how they had been helped through the Learning Assistance Center. It was suggested that the recommendations would move community colleges back to being junior colleges. It was also pointed out that, in accordance with Board Policy 5000, student success initiatives should begin with the Student Preparation & Success Council. Since this issue needs much more spirited discussion, and hasn't gone through the shared governance process, it was suggested that it was premature for the Board to take a position without appropriate review by, and input from, the College community. Trustee Baca was thanked for his service on the Task Force and for attending the State Academic Senate Plenary.

## 8. REPORTS

A. Alex Mendoza, Associated Students President, reported the following:

- President Mendoza said that, as addressed by students earlier, with the retirement of Eula Gray, the position of Student Relations Specialist was eliminated. He said that the Inter-Club Council (ICC) meetings have been critically affected and, rather than meeting four times a month, it is now meeting once a month; student activity transcripts will no longer be verified to ensure the legitimacy of students applying for scholarships; club concerns have suffered from delayed responses and have not received the direct attention they deserve; and new clubs will be not activated in the spring of 2012. ICC oversees 50 clubs and approximately 2,500 students. President Mendoza asked that the position be reinstated.
- Matt Foresta, Associate Students Senate Pro Tem and ICC Senator, reported that the Associated Students Constitution states that it is the responsibility of the Associated Students Senate and the Executive Board "to promote and protect the diverse needs of the student population." On November 15, Associated Students unanimously voted to reject the practice of professors requiring Mt. SAC edition textbooks that create an undue expense on a vast majority of students. Students requested that the Board of Trustees, in accordance with the vote of the Associated Students Senate, the Associated Students Executive Board, and the Associated Students President, condemn the practice of professors requiring Mt. SAC edition textbooks for their courses, unless such a custom textbook results in significant savings to students or if it is a substantial abridged version.
- President Mendoza reported that the Smoking Policy Task Force finalized the proposed Smoking Policy Implementation Plan on November 10. The plan involves the identification of designated smoking areas, an informative campaign publicizing the new policy through student and employee portals, College website publications, and campus-wide e-announcements. During the second semester of implementation, citations will be issued. All monies collected will be deposited in a special fund to be used to provide smoking cessation education and referrals, maintenance of designated areas, and implementation and ongoing costs. Proposed revisions to Board Policy 3565 will be reviewed by the President's Advisory Council in December.
- Associated Students will host its traditional Holiday Celebration on Wednesday, November 30, from 12:00–1:30 p.m. Associated Students will be hosting children from the Child Development Center. Board members and staff were invited to attend this annual celebration.

B. Eric Kaljumagi, Academic Senate President, reported the following:

- Following is a listing of the Full Senate activity during its last two meetings:
  - At its October 27 meeting, the Senate discussed the draft State resolutions and provided direction to its voting delegate to the State Senate Plenary.
  - On November 3, the Senate approved the work of the College Catalog Task Force and portions of the proposed Equal Employment Opportunity Plan. The Senate is asking the College to create an online-only mid-year supplement to the College Catalog. The Senate agrees with most of the recommendations of the Campus Equity and Diversity Committee relating to the EEO plan.
  - The Senate has established three task forces: 1) to review how the variance and course substitution process will be used in relation to the new AA-T degrees; 2) to review the College's behavioral intervention practices from the faculty/classroom perspective; and 3) to review the requirements of the College AA Degree in Liberal Arts and Sciences with the emphasis in Kinesiology and Wellness.
  - The following three resolutions have been approved by the Senate and are awaiting a response from the College:
    - Resolution 11-11 – Establishes a Foundation Advisory Committee and urges faculty to support the College Foundation.
    - Resolution 11-12 – Declares that the Senate finds value in offering arts and physical education courses and asked the College to consider the economic and transfer impact of these programs in its enrollment management process.
    - Resolution 11-13 – Encourages participation in the C-ID numbering system; however, as this participation requires automatic two-way articulation, the resolution also directs the Articulation Officer to maintain contact with discipline faculty.
- The Academic Senate has received 35 requests for new faculty. As fewer than half this number is expected to be hired, the Senate Executive Board will review the requests and make its recommendations to the College in December. The Senate would like to see the positions “flown” in early 2012.
- The Senate has begun the process of seeking a Study Abroad Coordinator for 2012.
- Eric Kaljumagi, Richard McGowan, and Dan Smith attended the State Academic Senate Fall Plenary earlier this month in San Diego. A total of 74 resolutions were discussed and voted on, many related to the Student Success Task Force. President Kaljumagi thanked Trustee Baca for attending much of the Plenary.
- President Kaljumagi said there has been much discussion at both the College and State Senate about the Student Success Task Force Draft Recommendations. Because the document continues to be revised, the Mt. SAC Academic Senate has not taken a position on the recommendations but has rather referred the recommendations to the Student Preparation & Success Council for review. Mr. Kaljumagi said the Board can expect official input from

the Senate in the spring. He shared a summary of the 27 approved State Senate resolutions from the recent State plenary with the Board so as to illustrate the complexity of the issues that have been raised thus far.

C. Marchelle Nairne-Proulx, Classified Senate President, submitted the following written report:

- Last month, she failed to thank Dr. Scroggins for adding a seat on the President's Advisory Council for a Classified Senate representative.
- The Classified Senate continues to sell tickets for its annual Holiday gift basket fund-raiser. The value of the gift basket (filled with gift cards) exceeds \$400. Tickets are on sale until Thursday, November 17.
- Progress is being made with the new Classified Orientation/Mentoring program.

D. Jennifer Galbraith, Faculty Association President, reported the following:

- At the Faculty Association's Representative Council meeting on December 6, Representatives will be voting on pay period options for overload and intersession pay and the Faculty Association position regarding cameras on campus.
- President Galbraith noted that the Board will be discussing the Student Success Task Force Draft Recommendations later in the evening. While the recommendations have good intentions and many are in the best interest of students, the details of the recommendations have objectives that create significant issues of concern to the Faculty Association, such as:
  1. The recommendations include several costly, but unfunded, mandates that will result in the addition of many basic skills offerings at the cost of other classes and programs and an overburdening of Student Services that may reduce the quality of service they can provide.
  2. The recommendations have a narrow singular focus of student success at California community colleges.
  3. The recommendations take away local control of budget issues, professional development, assessment, and curriculum, and give that control to the Chancellor's Office and/or the Board of Governors.

President Galbraith said that, at the Educational Master Plan Summit in October, representatives from all Instructional Divisions, Student Services, Basic Skills, Continuing Education, Information Technology, and Facilities were present. Attendees included upper-level and mid-level management and full- and part-time faculty. Discussion focused on the Student Success Task Force Draft Recommendations. During this discussion, there was acknowledgement that the intentions of the Task Force were noble, and some of the basic ideas are already at work here at Mt. SAC; however, numerous concerns, including those cited above, were discussed. Even with the most recent changes to the recommendations, these concerns remain.

On behalf of the Faculty Association, President Galbraith urged the Board to not immediately support the Student Success Task Force Recommendations but rather to direct the College to work collegially to develop a response to the

recommendations that represents all those involved in student success at Mt San Antonio College.

E. Laura Martinez, CSEA, Chapter 262 President, submitted the following written report:

- Regarding Consent item #2, a proposed contract with Koff & Associates, Inc. to conduct a classification and compensation study, President Martinez noted that the selection of Koff & Associates was not the majority recommendation of the committee formed to review the proposals. She pointed out that it is contrary to collegial collaboration for one person to make the decision on this issue considering the time classified, confidential, and management spent as committee members reviewing proposals, attending meetings, and checking references. Supporting a decision arrived at in such a manner gives CSEA great concern in light of the Accrediting Commission's recommendation regarding the lack of classified participation in the shared governance process.
- After reviewing the Student Success Task Force Draft Recommendations, CSEA believes there is significant need for continued dialogue prior to any formal support by the Board. Ms. Martinez believes these recommendations, if enacted, will create workload issues with classified staff and change the direction and tone of the College, in general. CSEA suggests that continued communication with all concerned is the most productive way to ensure a better future for students.

F. Johnny Jauregui, CSEA, Chapter 651 President, reported the following:

- President Jauregui said CSEA is considering moving forward with unfair labor practices. He said incidents of showing lack of respect to employees are increasing, and CSEA is concerned about pressure being put on employees to complete tasks, rather than putting safety of employees first. Specifically, CSEA is concerned about low morale among staff, administration hostility, employee safety, and the fact that the department is greatly understaffed.
- President Jauregui urged the Board to not approve the proposed contract with Koff & Associates (Consent item #2), noting that three employee groups supported a contract with Hay Group. He believes a contract with Hay Group would be less expensive, and the College has a history with that company.

G. President Scroggins' report included the following:

- Vice President Gregoryk said that, prior to about six months ago, the Board Agenda contained a summary of the Appropriation Transfers and Budget Revision, as it does tonight. While the backup has contained more detail over the past few months, the College has moved back to the summary format. Additional detail is available to anyone through Fiscal Services. Because of the length of the detailed format, it was thought that this would be more efficient for Board review.
- On Monday, the College held its Annual Joint Board Dinner with the College's ten feeder K-12 districts and four ROPs. Dr. Scroggins said this event provided a good opportunity for him to meet District Superintendents and Board members. He said he was impressed with the quality of district leaders and how

much they appreciate the work of the College. He thanked Vice President Yamagata-Noji for her presentation and said the students who addressed the group were outstanding.

- Dr. Scroggins announced that Dr. Lisa Sugimoto joined the College staff this Monday as the Interim Director of the Foundation, and she has already had her first meeting with the Foundation Executive Board. Dr. Sugimoto and the Foundation Board will be working on updating the job description for the Foundation Director position. That document will be shared with the College Trustees for input. Dr. Sugimoto and Dr. Scroggins will be working together to recruit additional Foundation Board members. Suggestions from Trustees are welcomed.
- Dr. Scroggins referred Board members to the “Future Board Meetings” portion of the Board agenda and asked that the date of the Board Retreat be changed from January 6-7, 2012, to March 2-3, 2012.
- Dr. Scroggins said that, at the November 7 Board of Governors meeting, the College was granted Fiscal Independence status. By obtaining Fiscal Independence status, Mt. SAC will have broad authority to issue warrants without the review or approval of the Los Angeles County Superintendent of Schools or the Los Angeles County Auditor/Controller. Vice President Gregoryk commended Linda Baldwin, Associate Vice President of Fiscal Services, and Rosa Royce, Assistant Director of Fiscal Services, for their excellent work and maintaining such high standards.
- Dr. Scroggins provided a presentation on the Student Success Task Force Draft Recommendations. The Task Force was convened to examine strategies and develop recommendations for promoting student success, including the student assessment process, delivering remedial instruction, increasing academic counseling, and using technology to help student achieve their goals faster. He said the intention of the recommendations is to strengthen the mission of community colleges, not change it. The primary mission of community colleges is vocational education, jobs training, and Associate degrees. The secondary mission is preparing students for college. Life-long learning is not a community college mission. Dr. Scroggins reviewed each recommendation sharing his views. Some he agreed with; some he thought were too prescriptive. For example, he suggested that the centralized diagnostic assessments should be available and aligned, but not required – especially for those colleges (like Mt. SAC) that already have college-specific and successful assessment plans in place.

## **9. INFORMATIONAL REPORT**

Dr. Meghan Chen, Dean, Library and Learning Resources, provided a Title V Hispanic Serving Institutions Grant Closing Report to the Board.

For the past five years, a team of faculty, managers, and staff implemented a U.S. Department of Education Title V Hispanic Serving Institutions grant to address acute needs among students at Mt. SAC.

Following are examples of the impact the grant had on the College:

- During the grant period, 4,446 students on probation attended Success Workshops (1,510 in-person; 2,936 online). Examples of success: in Spring 2010, 30% of the attendees had a term grade point average of 2.0, and 15% had a cumulative grade point average of 2.0. Ninety percent of workshop completers plan to follow up with counseling appointments. Online Orientation served 1,315 students once Banner clearance was automated, which allowed students to move through the matriculation process;
- In year one, four English and Reading links served 74 students. By year five, 20 learning communities served 500 students. Examples of higher student success rates among participants: Read 80 Bridge course saw an 87% success rate in contrast to the 60.5% in the non-Bridge courses; English 68 Bridge enjoyed a 79.4% success rate compared to 67.6% in the non-Bridge courses;
- Approximately 60 faculty attended workshops at Flex Days and faculty dialogues. Twenty-five tutors from several tutoring centers completed TUTR 10R training. Seventy-five readabilities were completed for textbooks from various disciplines including Art History, Anthropology, Biology, Nutrition, English, Counseling; the schedule of classes featured DRP readabilities in Biology courses. From a handful of sessions with 12 students, online tutoring grew to 92 sessions serving 279 students in Geology, Math, Physics, and Chemistry; and
- Tutoring increased from 279 students in Fall 2007 to 1,986 students in Spring 2011; workshop attendance rose from 14 to 705 students.

The College institutionalized the successful initiatives developed through the grant. Counseling plans to follow up with students on probation, evaluate online counseling, and enhance online orientation. Learning Communities will continue to flourish with additional, creative links for students. Counseling, Tutorial Services, the Writing Center, and Information Technology will implement a referral mechanism to provide early intervention and support. All areas are interested in continuing faculty development to strengthen the connection between the classroom and other campus resources.

## **10. CONSENT AGENDA**

Trustee Chen Haggerty asked that the Curriculum Addition: Noncredit Certificate – Tutor Training be removed from Consent item #14 – Continuing Education Contract and Tutor Training Noncredit Certificate.

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

### **HUMAN RESOURCES**

1. Approval of Personnel Transactions, dated November 16, 2011.
2. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 11.

### **INSTRUCTION and STUDENT SERVICES**

3. Approval for the Turf Team to participate in the 8<sup>th</sup> Annual Student Challenge at the Sports Turf Managers Association's Annual Conference and Exhibition in Long Beach, January 10-14, 2012.
4. Approval for Caduceus Club members to attend the American Medical Student Association National Convention in Houston, March 8-11, 2012.
5. Approval for the Wind Ensemble to participate in a Performance Tour in Flagstaff and Albuquerque, February 22-26, 2012.
6. Approval for the Jazz Band to compete at the Reno Jazz Festival, April 25-28, 2012.
7. Approval of expenses related to the WASC-ACS Accreditation Site Visit for Continuing Education in March 2012.
8. Approval of an affiliation agreement with Emeritus San Dimas for students enrolled in the Psychiatric Technician program.
9. Approval to accept funds and approve of activities for the CyberWatch West – Advanced Technological Education Regional Center grant.
10. Approval to accept funds and approve of activities for the Personal and Home Care Aide State Training Program grant.
11. Approval to accept funds and approve of activities for the Career Technical Education Community Collaborative grant.
12. Approval of activities for the Family & Consumer Sciences Discipline/Industry Collaborative grant.
13. Approval to accept a contract extension and for the carryover of funds for the Early Childhood Mentor Program grant.
14. Approval of additions in the Continuing Education Division, as revised.

#### **ADMINISTRATIVE SERVICES**

15. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
16. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.
17. Approval of the Quarterly Financial Status Report for the period ending September 30, 2011.
18. Approval of the Quarterly Investment Report for the period ending September 30, 2011.
19. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 14.

20. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 15.
21. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 16.
22. Approval of an agreement with Vangent to prepare and mail 1098T forms to students.
23. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 17.
24. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 18.
25. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 19.
26. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 20.
27. Approval of the following Completion Notices:
  - Bid No. 2773      Agricultural Sciences Complex – Main Building, Concrete & Masonry – K.A.R. Construction Co., Inc. (Contractor)
  - Bid No. 2775      Agricultural Sciences Complex – Main Building, General Construction – Harbor Construction Co., Inc. (Contractor)
  - Bid No. 2776      Agricultural Sciences Complex – Main Building, Fire Sprinklers – Daart Engineering Company, Inc. (Contractor)
  - Bid No. 2777      Agricultural Sciences Complex – Main Building, Plumbing – Continental Plumbing Inc. (Contractor)
  - Bid No. 2854      Administration Building Remodel – Abatement & Demolition – Janus Corporation (Contractor)
28. Consideration of approval of the following Proposed Gifts and Donations to the College:
  - Gene and Betty DeBoer – Two male llamas, one female llama, and one two-year-old heifer, valued by donor at \$1,600, to be used by the Natural Sciences Division.

Motion unanimously carried. Student Trustee concurred.

## **11. CLASSIFICATION AND COMPENSATION STUDY**

After hearing from the two CSEA units that they did not support a contract with Koff & Associates, Board members asked Vice President Loria to explain the process and

reasoning behind the recommendation to enter into contract with them. Vice President Loria said the College received seven responses to the College's Request for Proposals to conduct a Classification and Compensation Study. A representative from each employee group and two members of the Human Resources Team were asked to review all proposals and narrow the field to two vendors. It was never intended that members of the group would then basically vote to select the vendor. Vice President Loria said she researched the two selected proposals and then Cabinet selected the vendor. This selection was based on several factors, not just costs. One vendor relied heavily on Human Resources staff to support the process. Given the limited resources in Human Resources, Vice President Loria said it was not feasible for staff to complete their work and also provide support to the study. The Koff & Associates contract has a provision to provide support for any challenges by a neutral party, which was a major consideration for the College.

It was moved by Trustee Hall, seconded by Trustee Chyr, to approve a Contract with Koff & Associates to conduct a Classification and Compensation Study. Motion unanimously carried. Student Trustee did not concur.

## **12. APPROPRIATION TRANSFERS AND BUDGET REVISIONS SUMMARY**

Trustee Chyr said he liked the format that the College has used the past few months in reporting its appropriation transfers and budget revisions summary. Noting that Dr. Scroggins is building in more transparency, he believes this format is one tool that adds to that transparency. Trustee Chyr asked that the format return to the more detailed report.

It was moved by Trustee Hall, seconded by Trustee Bader, to approve the Appropriation Transfers and Budget Revisions Summary. Motion unanimously carried. Student Trustee concurred.

## **13. INDEPENDENT CONTRACTORS**

Trustee Chyr asked for clarification on the Troy Williford independent contract. Vice President Burley explained that the website for this grant is not a College website but rather an external website. Its intent, as written in the grant proposal, is to inform the external community (current/potential students, families, community at-large) about careers in agriculture and educational opportunities at Mt. SAC and in the region that students may pursue. Since this was an external website, the College hired an external web designer. Troy Williford also does grant-related graphic design work for outreach materials that have the same reach as described for the website. The project team was familiar with Troy's past work and initiated a contract with him for the graphic/web design services.

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve the listing of Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. Motion unanimously carried. Student Trustee concurred.

## **14. ECONOMIC IMPACT STUDY**

Trustee Chyr said he recalled that the College conducted an Economic Impact Study about ten years ago that showed the impact of the College on the region. He asked if

this study would evaluate how the College impacts the City of Walnut. Vice President Gregoryk confirmed that would be included in the study.

It was moved by Trustee Baca, seconded by Trustee Bader, to approve an agreement with Rose Institute of Claremont McKenna College to perform a Mt. SAC Economic Impact Study. Motion unanimously carried. Student Trustee concurred.

#### **15. CHANGES TO EXISTING BANK ACCOUNTS**

Trustee Chyr asked why the College is changing bank information at this time. Vice President Gregoryk explained that the College is just changing signatories at this time because of the change in College presidents. It is not related to the situation with a local credit union, although the credit union has been instructed to set procedures in place so that unfortunate situation cannot happen again.

It was moved by Trustee Chyr, seconded by Trustee Bader, to approve Resolution No. 11-05 – Changes to Existing Bank Accounts. Motion unanimously carried. Student Trustee concurred.

#### **16. AGREEMENT FOR AUDITING SERVICES**

Trustee Chyr asked about the selection of Vicenti, Lloyd & Stutzman LLP and whether it would be good practice to evaluate several proposals rather than automatically selecting a vendor because the College is happy with their work. Vice President Gregoryk explained that the College plans to do that in two years. It wasn't done this year because of the special audit required to become fiscally independent. It was pointed out that, even though we have had Vicenti, Lloyd & Stutzman LLP conduct the annual audit for a number of years, it is a different team each year that conducts the audit.

It was moved by Trustee Baca, seconded by Trustee Bader, to approve a two-year agreement with Vicenti, Lloyd & Stutzman LLP for basic auditing services. Additional accounting services for special projects, as deemed necessary, will be billed at the proposed hourly rates. Motion unanimously carried. Student Trustee concurred.

#### **17. MAINTENANCE AGREEMENT WITH PURETECH INDUSTRIAL WATER**

Trustee Chyr asked if the College used a bidding process for this agreement. Gary Nellesen, Director of Facilities Planning & Management, explained that this is a maintenance agreement, so a public works bid isn't required. He assured the Board that, even though a bid wasn't required, the College did seek pricing from a number of qualified firms. Trustee Chyr asked if it would be possible, on future Board items, to include a listing of vendors that provided pricing quotes. Following discussion, Vice President Gregoryk said staff would provide the Board with an update on the process for selecting vendors.

It was moved by Trustee Chyr, seconded by Trustee Baca, to approve of a three-year maintenance agreement with PureTech Industrial Water for the Annual Water Softening and Purification System Maintenance Agreement project. Motion unanimously carried. Student Trustee concurred.

#### **18. AGREEMENTS FOR PROFESSIONAL DESIGN AND CONSULTING SERVICES**

Trustee Chyr asked if the College used a bidding process to select these firms. Director Nellesen explained that these firms were selected and approved through a process which allows the College to contract with them directly for these kinds of projects. While it might be time to review that process, the College has benefitted from the continuity of service they provide because they know the campus and they know College processes.

It was moved by Trustee Baca, seconded by Trustee Bader, to approve agreements to provide Professional Design and Consulting Services with H2 Environmental Consulting Services, Inc. for the Hazardous Materials Database project; and with PAL id studio for the Administration Building, Classroom Building, and Student Support Services Secondary Effects projects. Motion unanimously carried. Student Trustee concurred.

## 19. CHANGE ORDERS

Trustee Chyr voiced concern about percentage changes to contracts, citing Bid No. 2779, American Electric Company, as an example. The total percentage of change to contract to date is 27.91%, from \$1,863,000 to \$2,382,961. Director Nellesen said his department is conducting a total audit of how the College does business and what can be done to resolve the change order problem. One issue, of course, is the economy. Contractors are bidding low in order to obtain a contract and are then unable to complete the project for the price quoted. Dr. Scroggins agreed that the process currently used by the College needs to be changed. The College is meeting with contract lawyers to consider all options. The College is interested in a process that allows it to use the best qualified contractor, instead of having to accept the lowest bid, and provides internal project management controls. Dr. Scroggins said he thinks the Board will be pleased with the direction the College plans to go in this area. A more detailed report will be provided to the Board at its March Retreat.

It was moved by Trustee Hall, seconded by Trustee Baca, to approve the following Change Orders:

- Bid No. 2774      Agricultural Sciences Complex – Columbia Steel, Inc. (Structural Steel Contractor) – Change Order No. 3.
- Bid No. 2779      Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 12.
- Bid No. 2780      Agricultural Sciences Complex – Pierre Sprinkler & Landscape, Inc. (Landscape Contractor) – Change Order No. 5.
- Bid No. 2829      Child Development Center – Edge Development (Building Concrete and Masonry Contractor) – Change Order No. 3.
- Bid No. 2849      Design Technology Center – RC Construction (General Contractor) – Change Order No. 11.
- Bid No. 2852      Design Technology Center – West Tech Mechanical (HVAC Contractor) – Change Order No. 5.
- Bid No. 2853      Design Technology Center – Brewster Electrical (Electrical Contractor) – Change Order No. 11.

- Bid No. 2855 Administration Building Remodel – Angeles Contractor (General Contractor) – Change Order No. 10.

Motion unanimously carried. Student Trustee concurred.

## **20. CONTRACT AMENDMENTS**

Trustee Chyr asked why these contract amendments are being presented to the Board for ratification rather than approval. Director Nellesen explained that, actually, the contract for the Annual Fire Alarm Monitoring is for approval. The contract with tBP Architects was still being negotiated at the time the agenda was developed.

It was moved by Trustee Baca, seconded by Trustee Bader, to approve and/or ratify the following Contract Amendments:

- Contract Annual Maintenance Agreement for Annual Fire Alarm Monitoring – First Fire Systems (Consultant) – Amendment No. 2.
- Contract Professional Design and Consulting Services for Child Development Center – tBP Architects (Consultant) – Amendment No. 9.

Motion unanimously carried. Student Trustee concurred.

## **21. PROPOSED REVISIONS TO BOARD POLICY 2410 – POLICY AND ADMINISTRATIVE PROCEDURE**

President Scroggins said that Board Policy 2410 had been revised to clarify the relationship of the Policy to Administrative Procedure 2410.

It was moved by Trustee Hall, seconded by Trustee Baca, to approve proposed revisions to Board Policy 2410 – Policy and Administrative Procedure. Motion unanimously carried. Student Trustee concurred.

## **22. STUDENT SUCCESS TASK FORCE DRAFT RECOMMENDATIONS**

President Scroggins asked the Board for direction as to how it would like the College to proceed in having a voice in response to the Student Success Task Force Draft Recommendations.

Each Trustee commented on the draft recommendations. Trustee Chyr doesn't believe the College should take a position until it has had a chance to review revisions that have been made. After the revised recommendations are published, he suggested that it might be a good idea to have a workshop facilitated by Trustee Baca (a member of the Student Success Task Force) to address questions. This would provide a clear understanding of how the recommendations would impact the College.

Trustee Hall said the notion that "one size fits all" doesn't really work well to the extent that we are talking about best practices. He is concerned about a battle between local control and State control. He would like to see some kind of review process (possibly a State academic audit) where a college can demonstrate through student success and outcomes that it deserves a certain level of local independence and flexibility.

Trustee Baca said there are elements of the recommendations where the Task Force did not reach consensus. Regarding the issue of local control versus State control, Dr. Baca said the Task Force is not interested in changing the governance structure in the State. The idea of centralization is being tempered. The recommendations address general principles that, hopefully, will improve the system.

Trustee Bader said she appreciated hearing from faculty and the President. She commended Trustee Baca for his work. Trustee Bader said she believes a lot of these recommendations are on the right track. She used the Board of Governors waivers as an example, noting that there should be some criteria to receive those funds, such as maintaining a certain grade point average. The College does need to think about local control and the great things that Mt. SAC has done. She doesn't believe the College can take a position until the Board sees the revisions.

Student Trustee Hernandez said the recommendations identify a problem that has to be addressed, which is that students are coming to community colleges unprepared. He would like to see community colleges and the K-12 system work together to address this issue.

Trustee Chen Haggerty agreed that the Board should not take a position until it has had a chance to review the revisions. She agreed with Trustee Chyr's suggestion about holding an open forum.

## **23. BOARD COMMUNICATION**

- Student Trustee Hernandez said he is looking forward to attending the CCLC Annual Conference this weekend.
- Trustee Bader said she is looking forward to the many College activities held in December. She enjoyed Susan Jones' retirement celebration.
- Trustee Baca mentioned that the Chancellor's Office and the Faculty Association of California Community Colleges (FACCC) are holding a Veterans Summit in San Diego, December 1-2, where discussion will center on serving veterans attending community colleges. He noted that the number of veterans attending community colleges has doubled in the last three years. More information can be obtained at the FACCC website.
- Trustee Hall said he has attended several events since the last Board meeting, including: the Citizens Oversight Committee meeting, the PTK Induction Ceremony, the Splendor of Taiwan reception at the Art Gallery, the Annual Joint Board Dinner, and Susan Jones' retirement party. He thanked Diana Casteel for her years of service to the College and Board of Trustees and wished her well in retirement. Trustee Hall noted how well the College football, soccer, and flying teams are doing.
- Trustee Chyr commented on the request from students earlier in the evening in support of reinstating the Student Relations Specialist position. He said that, while he is out in the community, he is often lobbied for programs. Trustee Chyr said the College serves a lot of constituents whose lives are touched deeply by the College, and the Board/College has to be sensitive to everyone's needs.
- Trustee Chen Haggerty said she attended the Chinese American Institute of Engineers STEM Competition Awards Dinner where Dr. Scroggins was the speaker. She learned a lot about the history of engineering at the dinner.

## **24. ADJOURNMENT**

The meeting adjourned at 10:43 p.m.

WTS:dc