



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, January 25, 2012

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:30 p.m. on Wednesday, January 25, 2012. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

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

#### OTHERS PRESENT

Mark Huebsch, Stradling Yocca Carlson & Rauth

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

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

- **Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6**  
CSEA, Chapters 262 and 651
- **Conference with Legal Counsel – Anticipated Litigation** – Initiation of litigation pursuant to subdivision (c) of Section 54956.9: (one case)

#### 3. PUBLIC SESSION

The public meeting reconvened at 6:41 p.m.

#### **4. INTRODUCTIONS/RECOGNITION**

- The following newly appointed classified staff members were introduced to the Board:

##### Classified

James Gamble, Public Safety Officer (Public Safety)

Kevin House, Public Safety Officer (Public Safety)

Florencio Mesa, Public Safety Officer (Public Safety)

Annette Monugian, Laboratory Technician, Registered Veterinary Technology (Natural Sciences)

Christopher Romo, Grounds Equipment Operator (Grounds)

Valerie Serpa, Public Safety Officer (Public Safety)

##### Management

Jeanne-Marie Velickovic, Associate Dean, Humanities & Social Sciences (Humanities & Social Sciences)

- Trustee Bader thanked the outgoing members of the Citizens Oversight Committee for their service on the Committee and for their excellent work of informing the public about the College's progress related to bond projects. Outgoing members include Walt Allen, Albert Chang, Heidi Gallegos, Mariana Lake, and Alta Skinner (all with four years of service). All, except Walt Allen, were present to receive their plaques. Mr. Allen's plaque will be mailed with the Board's thanks.

#### **5. APPROVAL OF MINUTES**

It was moved by Trustee Baca seconded by Trustee Chen Haggerty to approve the minutes of the regular meeting of December 14, 2011. Motion unanimously carried. Student Trustee concurred.

#### **6. ACTION TAKEN IN CLOSED SESSION**

None.

#### **7. PUBLIC COMMUNICATION**

None.

#### **8. REPORTS**

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

- None.

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

- Mr. Kaljumagi said that the full Senate is on break until March 8; however, the following Senate Resolutions have been accepted by the College:
  - Resolution 11-11 calls for the establishment of a Foundation Advisory Committee;

- Resolution 11-12 declares that the Senate finds value in offering courses in the arts and physical education;
- Resolution 11-13 encourages academic departments to participate in the statewide C-ID numbering system;
- Resolution 11-14 created a task force to spend winter reviewing the prerequisite process so as to comply with recent changes to Title 5 Section 55003.
- Resolution 11-16 directs the Senate's Distance Learning Committee to develop a "Distance Learning Plan" that will ensure well supported cases, whether online, hybrid, or technology-enhanced.
- Resolution 11-15 has been rejected by the College administration via AMAC. This resolution concerned recent changes to Title 5 Sections 55024, 55040, 55042, 58161, and 58161.5, which limit apportionment to three enrollments per student (even if they withdraw), effective this summer.
- Mr. Kaljumagi reported that 15 faculty positions have been approved for the first round of hiring by the College President. As of this date, 14 of the 15 positions are already open to applicants or will be so by the end of January.
- Regarding flex activities for winter, President Kaljumagi announced that over 60 faculty are expected for a day of voluntary professional development activities on February 24. Topics will include Moodlerooms Learning Management System, the CalSTRS retirement system, several technology trainings, and methods of instructional support and outreach to promote student success. The Senate thanked the Faculty Association for sponsoring the event.

C. Marchelle Nairne-Proulx, Classified Senate President, reported the following:

- On January 27, Ms. Nairne-Proulx said she will be attending the Regional 4CS (California Community Colleges Classified Senate) meeting at Irvine Valley College. Past President Donna Lee and President Elect DeeJay Santiago will also be attending.
- It's time for Mt. SAC to submit the California Community Colleges Classified Employee of the Year that is sponsored by the Chancellor's Office. The award honors community college classified employees who demonstrate the highest level of commitment to professionalism. These nominees are selected by their colleagues and must be submitted to the Chancellor's Office by March 10. Mt. SAC's 2011 nominee was Mary Lange, Supervisor, Older Adult Program, in the Continuing Education Division.
- President Nairne-Proulx thanked Janet Shoemaker for her service within the Senate, who resigned her seat as Senate Director.
- The Classified Senate newsletter will be distributed in early spring.

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

- The Faculty Association is looking forward to starting negotiations. The Faculty Association team of Jennifer Galbraith as lead, Paul Sharpe, Luisa Howell, and Michelle Grimes-Hillman has already started meeting and preparing for the reopener negotiations.
  - Ms. Galbraith reported that the Faculty Association is sending 14 delegates to the Community Colleges Association's Winter Conference in Los Angeles, February 3-5. The list of breakout sessions includes Student Success, Sexual Harassment, Board Elections, CalSTRS update, and Funding Models.
  - President Galbraith urged the Board to attend this year's Puttin' on the Hits 2012, which will be held March 9 and 10, in the Clarke Theater.
- E. Laura Martinez, CSEA 262 Association President, reported the following:
- Ms. Martinez reported on the status of negotiations between the District and CSEA 262, regarding salaries. She referenced the fact that the District approved a 2% on-salary increase for CSEA 651 and how, historically, the District has always been a "me too" campus regarding Salaries and Health and Welfare. Chapter 651 should receive an on-going salary increase, as their contract language clearly states. However, the difference in wording used in Chapter 262's contract should not be the cause for a deviation from decades of Mt. SAC history. President Martinez urged the Board to consider all constituencies on campus when making their decision regarding Salaries and Health and Welfare.
- F. Johnny Jauregui, CSEA 651 Association President, reported the following:
- Mr. Jauregui called to the attention of the Board that members of CSEA 651 were in attendance, in force, to support his report. He piggybacked on the report that Ms. Martinez made earlier in the evening regarding Salaries and Health and Welfare.
  - Mr. Jaruegui discussed CSEA 651's concern for student safety.
  - President Jauregui reported some of the cost-saving ideas that classified employees have made to help reduce expenditures, which have included energy savings, using in-house resources instead of contracting out some of the College's projects, and not asking for Health and Welfare increases for over three years, to name a few.
  - Mr. Jauregui indicated that the staff reductions within the Facilities Planning & Management Department have greatly crippled the employees in being able to perform their jobs adequately.
  - Regarding contract negotiations, President Jauregui urged the District to discontinue negotiating items that are not pertinent to Chapter 651.
- G. President Scroggins' report included the following:

- Vice President Mike Gregoryk reported on the status of the District's budget. Today, he received notification from the Chancellor's Office that the District is getting a mid-year cut of 2.4%, based upon a potential \$100M shortfall in student fees. The effect of the property tax shortfall isn't known yet. The 2012-13 student fee increase will go from \$36 to \$46 per unit, and there will be modifications to Cal Grants and Board of Governors (BOG) restrictions.
- If the Governor's proposed tax increase doesn't pass, Mt. SAC's share of the reduction will be at least \$6.6M and a workload reduction of 1,513 FTES. Also, the District could be looking at a structural deficit of \$16M-\$18M overall; but, most probably it would be \$10M-\$11M for sure, added on to the \$6.6M. The Budget Committee's role with these budget reductions is to help identify potential areas for reduction. CSEA 651 suggested many of the ideas through the Budget Reduction Task Force that saved the District significantly. Mt. SAC is in a great financial position right now; but, for the first time, it may run short on cash by June 2012. Mr. Gregoryk will report more ideas at the Board Study Session in March. President Scroggins called for more revenue-generating and cost-reduction suggestions.
- Mr. Gregoryk reported on the Auxiliary Accounting Services transition. During the transition from running our own on-site food service to Sodexo, it was determined that the overhead costs were not in line with the budgets in the bookstore and in the revenue base of food services. Five of the six Auxiliary Services employees chose the early retirement incentive, and three positions will assume those responsibilities by transferring the work to Fiscal Services, which will save Auxiliary Services approximately \$326K. The Auxiliary Services Board took action to make this transition. Mr. Gregoryk will report on the status of the transition at the Board Study Session in March.
- The textbook rental program is working tremendously well. Studies have shown that digital textbooks are shown to not save money.

## **9. CONSENT AGENDA**

Trustee Bader asked that items #8 and #18 be pulled from the Consent Agenda for discussion.

Trustee Bader noted the addition of an addendum to the Consent Agenda (item #31).

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

### **HUMAN RESOURCES**

1. Approval of Personnel Transactions dated January 25, 2012.
2. Approval of a contract with Liebert Cassidy Whitmore for "Hiring the Equal Employment Opportunity (EEO) Way" training.

### **INSTRUCTION and STUDENT SERVICES**

3. Approval of the Lyceum Speaker Series and the Developmental Education Spring Conference.
4. Approval for Forensics students and faculty to attend the Long Island Forensics Extravaganza Swing in Garden City, NY, February 23–27, 2012.
5. Approval for the men's a cappella group, Fermata Nowhere, and faculty to attend the International Championship of Collegiate A Cappella competition in Tucson, February 24–26, 2012.
6. Approval for the Vocal Jazz Ensemble, Singocopation, and faculty to attend the Next Generation Festival in Monterey, CA, March 30–April 1, 2012.
7. Approval for Chamber Singers to travel on an East Coast Performance Tour, April 27–May 6, 2012.
8. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 10.
9. Approval to accept funds for the Flight Safety Programs grant.
10. Approval of a contract with Sacramento City College for the Family & Consumer Sciences Discipline/Industry Collaborative grant.
11. Approval to accept the Continuing Education WASC-ACS 2012 Self-Study Report.
12. Approval to change the hotel for the WASC-ACS Accreditation site visit team.
13. Approval of additions and changes in the Continuing Education division.
14. Approval to accept funds and approve extension of the Aid Success Project Agreement.

#### **ADMINISTRATIVE SERVICES**

15. Approval of the Appropriation Transfers and Budget Revisions Summary.
16. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
17. Approval of 2012-13 Nonresident Tuition Fees.
18. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 11.
19. Approval to renew the Site Lease Agreement with T-Mobile through October 2015.
20. Approval of an Agreement with Moodlerooms, Inc. for the TRAIN Program.
21. Approval to purchase Mobile Source Emission Reduction Credits for a period of three years, February 1, 2012, through February 1, 2015, in order to comply with

SCAQMD Rule 2202.

22. Approval to declassify and destroy documents which are classified as Class 3 records, per Article 2, Sections 16023 through 16028, of Title 5, California Administrative Code.
23. Approval to reject a Claim Against the District by Joy Olayiwola, and Administrative Services is instructed to notify the claimant and her legal counsel of the rejection in accordance with Government Code Sections 910 through 915.4.
24. Approval for Leighton Consulting, Inc. and Converse Consultants to provide continuing materials and geotechnical soils testing Engineer-of-Record services.
25. Approval to reduce retention from 10% to 5% with JPI Development Group, Inc. for the Administration Building Remodel (Electrical) project (Bid No. 2859).
26. Approval of an agreement to provide Professional Design and Consulting Services with Albert Grover & Associates for the Bonita Drive and Temple Avenue Intersection Realignment project.
27. Approval of the following Change Order:
  - Bid No. 2846 Design Technology Center – K.A.R. Construction (Caissons & Concrete Contractor) – Change Order No. 8.
28. Approval of the following Contract Amendment:
  - Contract Science Laboratory Building – NTD Architecture (Professional Design and Consulting Services Consultant) – Amendment No. 5.
29. Approval of the following Completion Notice:
  - Bid No. 2846 Design Technology Center (Concrete & Masonry) – K.A.R. Construction, Inc. (Contractor)
30. Approval of the following Proposed Gifts and Donations to the College:
  - Paula Eastman – Various women’s clothing pieces, hats, purses, shoes, chairs, mirrors, and floral arrangements, valued by donor at \$6,060, to be used by the Arts Division.
  - Ted Barnett – John Paul Jones artwork: Oil painting, “Man for a Blue August,” 1963 (30” x 22”); and four signed, unframed original lithographs from Tamarind Fellowship, 1962 (5041, 5” x 11”; 5035, 11.5” x 7.5”; 5034, 11.5” x 7.5”; and 5038, 11.5” x 7.5”), valued by donor at \$4,500, to be used by the Arts Division.
31. Approval of Forensics students and faculty to attend the Arizona Forensics Swing in Glendale, AZ, February 10–12, 2012.

Motion unanimously carried. Student Trustee concurred.

## **10. AERONAUTICS STUDENTS TO PARTICIPATE IN FIELD TRIPS/INTERNSHIPS**

Trustee Bader mentioned that she had a conversation with someone who had a grandson who completed the Aeronautics Program at Mt. SAC and applied for a pilot position with American Airlines. Out of the 40 applicants for one position, he was hired, which is a great testament to Mt. SAC's Aeronautics Program.

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve students to participate in field trips/internships sponsored by Allegiant Airlines during calendar year 2012. Motion passed unanimously. Student Trustee concurred.

**11. NINETEENTH AMENDMENT TO THE MASTER AGREEMENT BY AND BETWEEN MT. SAN ANTONIO COLLEGE AND MT. SAC AUXILIARY SERVICES**

Trustee Hall asked how the ongoing relationship between Mt. SAC and Auxiliary Services was being affected by the transition of the Auxiliary Accounting Services to Mt. SAC's Fiscal Services Department. He also asked if changes can be made if the proposed changes don't work out. Vice President Gregoryk said that changes can be modified at a future Auxiliary Board meeting.

It was moved by Trustee Hall, seconded by Trustee Baca, to approve the Nineteenth Amendment to the Master Agreement By and Between Mt. San Antonio College and Mt. SAC Auxiliary Services, effective July 1, 2011, through June 30, 2016. Motion passed unanimously. Student Trustee concurred.

**12. 2012 CCCT BOARD OF DIRECTORS**

There were no nominations made for the 2012 CCCT Board of Directors.

**13. FACULTY ASSOCIATION SUCCESSOR AGREEMENT, YEAR TWO OF THE THREE-YEAR CONTRACT**

It was moved by Trustee Chyr, seconded by Trustee Hall, to approve the proposal to initiate the Faculty Association Successor Agreement, Year Two of the Three-Year Contract. Motion passed unanimously. Student Trustee concurred.

**14. TENTATIVE AGREEMENT BETWEEN CSEA, CHAPTER 651 AND THE DISTRICT ON ARTICLE VII. B. SALARIES**

Student Trustee Hernandez indicated that, even though he concurred on salary increases at the August 2011 meeting, the Associated Students are now opposed to any salary increases for staff.

Dr. Scroggins asked the Board to consider an amendment that specifies the effective date of the 2% ongoing salary increase to be July 1, 2011, and that the accrued salary be paid at the next convenient pay cycle.

It was moved by Trustee Baca, seconded by Trustee Chyr to approve the amendment that specifies the effective date of the 2% ongoing salary increase to be retroactive to July 1, 2011, and that the accrued salary be paid at the next convenient salary disbursement. Motion passed unanimously. Student Trustee concurred.

It was moved by Trustee Baca, seconded by Trustee Hall, to approve the Tentative Agreement Between CSEA, Chapter 651 and the District on Article VII. B.: Salaries. Motion passed unanimously. Student Trustee did not concur.

#### **15. PROPOSED ADMINISTRATIVE PROCEDURE 7121 – RECRUITMENT AND HIRING: CLASSIFIED EMPLOYEES**

The Board received proposed Administrative Procedure 7121 – Recruitment and Hiring: Classified Employees, for information only. A revised version was presented with the revision, as follows: On Page 2, E. Screening, a fifth bullet was added to read, “Upon request of the hiring manager and with the concurrence of CSEA, one faculty member for positions with work assignments closely related to faculty work shall be selected by the Academic Senate.”

#### **16. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Board members welcomed new and congratulated newly promoted employees.
  - Board members thanked the outgoing Citizens Oversight Committee members who are very talented and were willing to give their time, with a special thanks to Mike Gregoryk, Vice President, Administrative Services; and Gary Nellesen, Director, Facilities Planning & Management.
- Trustee Hall thanked Mark DiMaggio, Director, Public Safety, for recruiting and screening such qualified individuals.

Trustee Hall said that the budget comments made by Vice President Gregoryk weren't great news. Mt. SAC needs to position itself to weather the storm and, hopefully, things will turn around soon.

Dr. Hall is proud that Mt. SAC will be hosting the CyberWatch West kickoff meeting on Friday, January 27.
- Trustee Chen Haggerty will be attending the Community College League of California's Annual Conference in Sacramento this weekend, January 28-29.

Trustee Chen Haggerty wished a Happy Chinese New Year to everyone; it's the Year of the Dragon.
- Trustee Chyr talked about weathering the budget storm and, because it's an election year, hopes that the bad news will be postponed for another year. He thinks Mt. SAC is in a much better position than most other colleges due to its conservative fiscal practices.
- Trustee Baca reported on information from Sacramento that the larger colleges are going to handle the budget cuts much better than smaller colleges.

The Student Success Task Force presented their recommendations to the Board of Governors earlier this month. It's important that it be read and monitored very

closely because some of the proposed items will be implemented over the coming months and the next couple of years.

- Student Trustee Hernandez said that he was asked by Mike Shay, President of the Foundation Board of Directors, to be a member of the Foundation Board. He plans to talk to Lisa Sugimoto, Interim Director of the Foundation, to obtain information about the duties of a Board member.

Mr. Hernandez especially thanked Heidi Gallegos for her service on the Citizens Oversight Committee – he’s known her since he was a child.

- Trustee Bader attended the nursing graduation ceremony before the holidays and enjoyed it very much.

Trustee Bader congratulated CB Brown, Director of Marketing and Public Affairs, on winning two more Oscars for Marketing and Communications.

Ms. Bader reported that the Forensics team tied for first place in the Pacific Southwest region.

Trustee Bader will be attending the CyberWatch West kickoff meeting on Friday, January 27.

Ms. Bader has started rehearsing for Puttin’ on the Hits, and she is really enjoying being a part of such a wonderful event.

- President Scroggins suggested that the Board share their insights with a larger group because he wants members of the College and the community to know them better. He suggested that they speak at future Board meetings right after the constituent groups and public comments and right before the President’s Report. Board members said they would try it next month.

## **17. ADJOURNMENT**

The meeting adjourned at 8:19 p.m.

WTS:dl