



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, February 22, 2012

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 5:37 p.m. on Wednesday, February 22, 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.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

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

1. **Conference with Legal Counsel – Anticipated Litigation, per Government Code Section 54956.9** – Termination of contract for failure to perform (one case).
2. **Conference with Legal Counsel – Anticipated Litigation, per Government Code Section 54956.9** – Termination of contract, approve Tender Agreement, and Award of Contract (one case).
3. **Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6**  
CSEA, Chapters 262 and 651

#### 3. RECEPTION FOR MEN'S SOCCER TEAM (6:00 p.m., Dining Hall)

#### 4. PUBLIC SESSION

The public meeting reconvened at 6:30 p.m.

## 5. MOMENT OF SILENCE

A moment of silence was observed in memory of retired professor John (Jack) Brennecke. Professor Brennecke joined the College in 1964 as a Psychology instructor, and he retired 30 years later, in 1994, and then served as an adjunct professor until 2007. During his tenure at Mt. SAC, for a time he was the Psychology Department Chair. He passed away on February 8.

## 6. INTRODUCTIONS/RECOGNITION

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

### Classified

Allan Abutin, Senior Systems Analyst/Programmer (Information Technology)

Katie Ly, Budget and Accounting Technician (Fiscal Services)

Marlene Espina, Learning Assistance Resource Center Support Specialist (Learning Assistant Center)

Kenneth Frank, Senior Systems Analyst/Programmer (Information Technology)

Melissa Haro, Account Clerk I (Facilities Planning & Management)

Melissa Jaunal, Assistant Curriculum Specialist (Instruction Office)

Larry Poncetta, Animal Farm Operations Specialist (Agricultural Sciences)

Bernice Rose, Budget and Accounting Technician (Fiscal Services)

Juvencio Valdez, Refuse & Recyclable Collector (Custodial Services)

Betty Zhao, Senior Systems Analyst/Programmer (Information Technology)

- Trustee Bader congratulated the **Men's Soccer Team**, under the leadership of Coach Juan Sanchez, for winning the State and National Championships, and she presented them with a trophy. A picture was taken with the team and the Board members.

## 7. APPROVAL OF MINUTES

It was moved by Trustee Baca, seconded by Trustee Chen Haggerty, to approve the minutes of the regular meeting of January 25, 2011, and of the special meeting of February 8, 2012. Motion unanimously carried. Student Trustee concurred.

## 8. ACTION TAKEN IN CLOSED SESSION

- The Board voted unanimously to approve a unilateral change order to the contract of \$34,545.10, and to ratify the termination of Great West Contactors, Inc.'s contract, as of December 22, 2011, for the General Construction work on the Child Development Center project (Bid No. 2830).
- The Board voted unanimously to terminate Sierra Landscape's contract for the Design Technology Center Landscape & Irrigation contract (Bid No. 2845), as of February 22, 2012; approved the Tender Agreement with Great American Insurance Company for completion of the Landscape & Irrigation work formerly performed by Sierra Landscape, Inc.; and awarded a new contract with KASA Construction, Inc., in the amount of \$119,000, for the Landscape & Irrigation work on the Design Technology Center project (Bid No. 2845).

## 9. PUBLIC COMMUNICATION

Trustee Bader reminded the public of the procedure for addressing the Board, and that the Brown Act dictates that procedure.

## 10. REPORTS

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

- Mr. Mendoza said that, on December 6, 2011, both the Associated Student Senate and the Executive Board discussed Resolution #2; thus, approving to withdraw from the Student Senate for California Community Colleges (SSCCC). The Senate and the Executive Board welcomed and heard from two official members of the SSCCC. However, according to their student representatives, the SSCCC has failed to communicate effective results and adequately represent the voices of thousands of community college students across California. Consequently, the Associated Student body of Mt. SAC will no longer be a recognized or official member of Region VIII and the SSCCC.

The Associated Students welcomed a new Student Advocacy Consultant for spring 2012, Sharon Rocacorba, who has eight years of experience in higher education and will assist in the development and management of advocacy campus projects. Because only 3% of community college students in California are registered voters, they will work together to establish an official Student Advocacy Committee and a monthly voter registration campaign.

Mr. Mendoza reported that, on March 19, the department of Extended Opportunity Programs and Services (EOPS) and Associated Students will be participating in the March in March event in Sacramento.

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

- Mr. Kaljumagi reported that the full Senate is on break until March 8. At that meeting, they expect to be addressed by the College President. They will confirm the appointment of 20 faculty to various posts, mostly task forces, and will brief the faculty regarding the rapid and significant legislative activity related to the State's Student Preparation Task Force report. Nominations for the 2012-13 Senate Executive Board will also open. Three Administrative Procedures, one Board Policy (on minimum qualifications), and four Senate Resolutions are on the discussion agenda.

During January and February, members of the Student Preparation and Success Council compiled the work of various task forces to develop a Student Success Plan that will be finalized and disseminated over the next few weeks. This plan will be the end result envisioned by the Student Success Conference held in February 2011. The Senate would like to thank Liesel Reinhart, Audrey Yamagata-Noji, Richard McGowan, and Glenda Bro for the significant role they each played in developing the plan.

Mr. Kaljumagi said that the Academic Senate is looking forward to the day of voluntary professional development activities on February 24. Topics will include the Moodlerooms Learning Management System, the CalSTRS retirement system, several technology trainings, and methods of instructional support and outreach to promote student success. The Senate wishes to thank the Faculty Association for sponsoring the event and encourages members of the Board of Trustees to participate.

Mr. Kaljumagi reminded the Board of what he reported on last year, which is the importance of faculty sabbaticals. The Senate believes that sabbaticals are a necessary component of effective professional development, and he believes

that a partial solution needs to be found by the Faculty Associated and the administration before the financial crisis is over.

Mr. Kaljumagi welcomed the newly tenured faculty.

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

- None.

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

- Ms. Galbraith talked about the importance of sabbaticals and urged the Board to fund them for the 2012-13 academic year. The Faculty Association has understood the District's stance to put funding for sabbaticals on hold for the past two years; but, they believe the District cannot continue to do so. There are currently eight faculty members who have had their sabbatical proposals approved, but have not received funding. This year, there were no new submittals because of the backlog and the fact that the District made it clear to faculty that they would recommend not funding once again. Sabbatical leaves are a vital form of professional development that should not be disregarded as they provide students with numerous benefits. In fact, the recent SSTF recommendations had a focus on the need for professional development and faculty being involved in the creation of new and vital approaches to curriculum and pedagogy. There has been no consideration into the work the eight faculty members did to submit for sabbatical leave nor has there been any consideration as to what effects the wait has had on their proposals. The Faculty Association Executive Board and the Representative Council have asked that this message be given to the Board in hopes that they will see the necessity to fund sabbaticals and no longer keep these faculty on hold.

The Faculty Association is selling advertisement space in the Puttin' on the Hits 2012 Program. These funds will benefit the Faculty Association Student Achievement Fund and will be combined with other donations and proceeds from the show to provide student scholarships.

Ms. Galbraith reported that, even though the Board item on Redistricting was pulled from this month's Board Agenda, the Faculty Association's opinion is that adding two seats to the Board of Trustees is not in the best interest of the District. They encourage the Board to fully investigate the proposals submitted to the Board by the consultant that keeps the Board to five seats.

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

- Mr. Jauregui said that he wanted to correct something he said at the last Board meeting, which was that, when he started here, he said the District had four managers in Facilities, when they really only had three. As a side note, Mr. Jauregui indicated that Facilities now has nine managers.

Mr. Jauregui reported that CSEA, Chapter 651 has great concern regarding the style and commitment the District has had since the beginning of this negotiation. He talked about items that the District would like to negotiate, but CSEA 651 members would never ratify and the State Association would never support. He also talked about the perceived inappropriate behavior of the District's negotiating team members and accusations that the District had placed

items in the contract that were never negotiated. They ask the District to, “just do the right thing.”

Mr. Jauregui said that the “Me Too” clause should not have taken seven months to implement.

Mr. Jauregui said that, in the past 20 years, the District agreed that the traditional bargaining model had its flaws, which is why it was changed to an interest-based bargaining model several years ago. However, he said that the District will not bargain in good faith; they keep bringing items to the table that the CSEA 651 members will never ratify.

Mr. Jauregui stated that, at their last meeting with the District, CSEA 651 wanted to schedule their next meeting, and the District refused to do so, stating that their charge was to not schedule any further meetings.

Mr. Jauregui said that, at this point, the CSEA 651 negotiating team would just like to get back to the table and negotiate in an honest and respectful manner with the District.

F. Laura Martinez, CSEA Chapter 262 President, reported the following:

- Ms. Martinez reported that Chapter 262 has concluded negotiations for their 2011–2014 Successor Agreement. CSEA policy requires that all of the Tentative Agreements reached be forwarded to the Santa Fe Field Office for approval prior to ratification by their members. It is anticipated that the negotiated changes will be submitted for Board approval at the April Board Meeting. She thanked the Chapter 262 and the District negotiating teams for working diligently and collaboratively to finalize this Successor Agreement.

Article 7: Salaries and Article 8: Health and Welfare were of particular concern to Chapter 262 members. At their final negotiations session on February 15, Chapter 262 and the District reached Tentative Agreement on both of these Articles. At a special meeting, held the day before, their membership overwhelmingly ratified them, and they are included as Action #5 on this month’s Board Agenda. Ms. Martinez encouraged the Board’s approval.

On behalf of the Chapter 262 members, Ms. Martinez thanked President Scroggins and Vice President Annette Loria for expediting the processes which allowed these Tentative Agreements to be presented to the Board this month.

While Ms. Martinez was pleased with the outcome of Chapter 262’s negotiations, she was deeply concerned with the status of Chapter 651’s negotiations. She said that, truly, it would be in the best interest of Mt. SAC’s students as well as all who work at Mt. SAC if the District and Chapter 651 continue the negotiation process to reach a mutually satisfactory agreement.

## 11. BOARD COMMUNICATION

- All Board members shared the following comments:
  - Board members welcomed new and congratulated newly promoted employees.
  - Board members congratulated the Men’s Soccer Team for capturing the State and National Championships.

- Trustee Hall urged everyone to attend Puttin' on the Hits on March 9 and 10 and donate what they can to raise funds for student scholarships.

Dr. Hall mentioned his conversation with Dean of Athletics Joe Jennum regarding Mt. SAC's ability to have one or more teams win state championships each year. Mt. SAC won the Best Sports Program in all of the U. S., and it's one of three teams that have won that award twice and may possibly win it a third time this spring.

Dr. Hall also mentioned that both basketball teams are headed to the regionals, and he couldn't remember the last time both the women's and the men's teams moved forward together. Also, the Forensics Team is headed to the National Championship in April and wishes them the best.

- Trustee Chen Haggerty reported that she attended the Asian Pacific Americans in Higher Education Conference, and she was pleased to see Mt. SAC representation there and the diversity of the attendees. She was also pleased to see all the sessions on Student Success including the Dream Act and Immigrant Rights, Leadership and Social Justice, and Women Leaders in Higher Education – Transforming and Empowering.

Trustee Chen Haggerty also reported that she's on the City College of San Francisco Accreditation Team and appreciates the opportunity. The team's site visit will be in March, and she hopes to represent Mt. SAC well.

- Student Trustee Hernandez reported that the Associated Students and EOPS plan to take a group of approximately 50 students to the March in March event in Sacramento.

Mr. Hernandez plans to attend the Student Trustee Conference.

- Trustee Baca mentioned that he's proud of our athletes for not only winning championships, but for also being scholars, as well. He also wished the basketball teams good luck in their playoffs.

Dr. Baca looks forward to participating in Puttin 'on the Hits.

As a member of the Board of Governors, Dr. Baca plans to attend the meeting in March and will be lobbying for the State Legislature to keep funding for higher education.

Trustee Baca, along with Trustee Bader and Jill Dolan, attended the National Trustees Conference in Washington, DC.

Dr. Baca was honored that he was invited to attend President Obama's Budget Statement, where the President emphasized the importance of providing sufficient funding for community colleges to provide opportunities for our students. Infrastructure funding was discussed for career technology, which is very important to Mt. SAC. Workforce investment was also discussed, which is a concern and priority for Mt. SAC so the College can be more actively engaged in workforce development. The Perkins funding is also important.

Funding and resources for veterans, which will number 26,000-44,000 statewide in the next few years, needs to be provided so that they will successfully go through the system and be eligible for high-paying jobs afterwards. President Obama has made a commitment to both the Department of Education and to the Department of Labor to make this happen.

- Trustee Chyr congratulated Chief Technology Officer Vic Belinski for building such a strong and talented information technology team.

Trustee Chyr will be attending the National Spelling Bee contest in Washington, DC, on May 11, where his son will be competing.

- Trustee Bader reported that, in the past month, she attended three important events on campus: The CyberWatch West kickoff meeting, where Mt. SAC is the lead school and is the only two-year college involved; the Citizens Oversight Committee meeting, where she was delighted to meet the citizens representing the communities in Mt. SAC's district; and Cash for College, where over 1,000 students attended at two sessions.

President Bader talked about her trip to Washington, DC, with Trustee Baca and Jill Dolan, speaking to congressmen and congresswomen about Mt. SAC, particularly about two issues – Pell Grant and Limiting Eligibility. Trustee Bader said they also discussed the subject of Veterans.

Trustee Bader also said that she's looking forward to participating again this year in Puttin' on the Hits, and she urged everyone to attend.

## **12. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:**

- Dr. Scroggins reported that, last week, he addressed the Rowland Heights Community Coordinating Council, and they were very pleased to hear what's happening at Mt. SAC.

Dr. Scroggins also attended Cash for College, where he spoke with Senator Ed Hernandez, who is very loyal to community colleges, having attended both Mt. SAC and Rio Hondo.

President Scroggins said that, the following day, he and Jill Dolan will have the opportunity to talk to the San Gabriel Valley Tribune Editorial Board.

- Mike Gregoryk, Vice President of Administrative Services, introduced Gema Ptasinski and Heather McGee from the audit firm of Vicenti, Lloyd & Stutzman LLP, who provided a review of the performance and fiscal audits of the Bond projects. The reports were for the year ending June 30, 2011. Mr. Gregoryk pointed out that the \$65 million Bond Anticipation Note funds were included as part of the audit, as well.

Ms. Ptasinski and Ms. McGee discussed the background information, the objectives, and the scope of the audit.

Ms. McGee noted that, in performing the financial audit, the objective was to document that the College is in compliance with spending of Bond proceeds appropriately. While doing that, they look for any weaknesses in the system. Their objective is to provide the Citizens Oversight Committee with a report so that it can fulfill its obligation to provide a report to the community. This information was provided to the Citizens Oversight Committee at its February 2012 meeting. Based on the audit, it was determined that the College has properly accounted for the expenditures of the Proposition 39 General Obligation Bonds and received an unqualified opinion, which is the best an organization can receive.

Ms. Ptasinski reported on the Performance Audit that, based on the procedures performed, the College has properly accounted for the expenditures of the funds held in the Construction Fund, and that such expenditures were made on authorized Bond projects. There were no findings or recommendations.

Ms. Ptasinski also reported on Measure RR, where the voters authorized the District to issue an additional \$353 million in general obligation bonds and, as of June 30, 2011, no bonds have been sold. However, the District, in order to continue the planned construction projects, sought temporary financing in the form of \$10.8 million in lease revenue bonds, and then \$64.9 million in Bond Anticipation Notes (BAN). A portion of the BAN was used to pay off the lease revenue bonds, and, once the District is able to sell general obligation bonds, part of the proceeds will be used to pay off the BAN.

- The Board Study Session Agenda items were discussed. The Study Session is scheduled for March 2-3, 2012.

### **13. REPORT ON THE GENERAL OBLIGATION BOND PROGRAM**

- President Scroggins introduced Rod Carter, Managing Director of RBC Capital Markets, who talked about refinancing bonds. Since his last presentation to the Board, in December 2011, the assessed valuation and interest rates continue to improve.

The maximum legal tax rate for the 2001 Election (Measure R) and 2008 Election (Measure RR) general obligation bonds is \$25.00 per \$100,000 assessed value (AV). The District's tax rate in fiscal year 2011-12 is \$26.42.

Mr. Carter noted that the District issued \$65 million in Bond Anticipation Notes (BANs) in May 2010, under the new Measure RR authorization. The BANs pay no interest or principal until maturity on May 1, 2015. At maturity, the District may issue 1) certificates of participation, or 2) general obligation bonds authorized under Measure RR to pay all principal and interest on the BANs. However, general obligation bonds cannot be issued if tax rates are projected to be over the \$25.00 legal limit during the issuance year or any subsequent years based on reasonable assessed valuation projections. The tax rate is currently projected to stay above \$25.00 until 2017, after which the annualized debt service drops significantly.

The 2013-2015 maturities of the 2005 refunding bonds will be eligible to be refunded on May 2, 2012. The 2016 and 2017 capital appreciation bonds are not callable, but the tax rate for fiscal year 2015-16 and 2016-17 would also need to be below \$25.00 for the District to issue bonds prior to 2017.

Mr. Carter discussed a couple of refunding scenarios:

Refunding Scenario #1 is to target new issuance in 2013 with a Moderate AV Growth assumed. Lowering the tax rate below \$25.00 for years 2016 and 2017 is possible using a direct purchase of the 2016 and 2017 maturities of the District's 2005 refunding bonds. At current rates, the refunding will produce enough savings to bring the tax rate below \$25.00/\$100,000 AV for fiscal years 2014-15 and 2015-16 using the AV growth assumptions shown in the presentation. Lowering the tax rate below \$25.00 for years 2016 and 2017 is possible using a direct purchase of the 2016 and 2017 maturities of the District's 2005 refunding bonds. The District would need to successfully repurchase \$1.15 million in final maturity value of the 2016 bonds and \$250,000 of the 2017 bonds in order to bring the tax rate under \$25.00 for these two years. The total required combined maturity valued tendered is \$1.4 million, due to interest rate drops.

Refunding Scenario #2 is to target new issuance in 2014 with a Conservative AV Growth in 2013 assumed. At current rates, the refunding will produce enough savings to bring the tax rate below \$25.00/\$100,000 AV for fiscal year 2015-16, even

using 2.0% AV growth for 2012-13. At current rates and the AV growth rate shown in the presentation, the District would need to successfully repurchase \$1.8 million in final maturity value of the 2016 bonds and \$900,000 of the 2017 bonds in order to bring the tax rate under \$25.00 for these two years. The total required combined maturity valued tendered is \$2.7 million.

New money issuance and a possible two-year BAN were discussed.

The purchase of endowment bonds was discussed, which would be used to fund technology and scheduled maintenance projects. In order to create and fund a technology or facility repair endowment, a district must dedicate all of the proceeds of a series of bonds for this purpose. Proceeds are deposited into an Investment Fund held by the County Treasurer-Tax Collector or other outside investment management entity permitted by the County. The Investment Fund must be invested in tax-exempt municipal bonds which are not subject to the alternative minimum tax. Dr. Scroggins indicated that this subject will also be on the Board Study Session Agenda.

#### **14. BOARD INFORMATIONAL REPORT**

Board members were provided with a written update on the Teacher Preparation Institute, prepared by Cindy Shannon, Teacher Preparation Institute Coordinator.

Since the Fall Semester of 2000, the Mt. SAC Teacher Preparation Institute (TPI) has provided support and services to Mt. SAC students interested in careers as K-12 teachers or instructional aides. Mt. SAC offers an Associate Degree for Education Paraprofessional (Instructional Aide). It also provides a career path for future teachers between Mt. SAC and Cal Poly, Cal State Fullerton, and all other public and private universities.

Currently, Mt. SAC offers 43 "apple courses," courses that target TPI members (but also include non-TPI members) taught by 32 Mt. SAC faculty members who include examples of learning and teaching techniques and create assignments related to the teaching field. TPI also offers a textbook loan program, early fieldwork experience, specialized transfer counseling, CSET (California Subject Examinations for Teachers) and CBEST (California Basic Educational Skills Test) preparation, and many other career-enhancing activities.

Sixty students received specialized teacher pathway transfer counseling from the Cal Poly Pomona Liberal Studies program advisor, and 85 students received teacher pathway counseling from the Cal State Fullerton advisor. CSET workshops were completed in Fall and Spring Semesters (Subtest I: History and Language Arts; and Subtest II: Math and Science). Two CBEST six-hour Saturday Workshops were offered. Informational open houses have been held involving resume preparation, the Instructional Aide program, CPR/First Aid, and preparing for the teaching profession.

According to the Mt. SAC Research and Institutional Effectiveness Office data in 2010, Teacher Preparation Institute students have a higher transfer rate to four-year colleges (34.1%) than the general Mt. SAC student (24.6%). The overall transfer rate of the next TPI cohort examined in 2011 increased to 35.7%. Of those who transferred to a four-year school, 84.4% went to public in-state universities. Currently, we are examining TPI student success within Mt. SAC, including TPI student retention and pass rates (GPA), retention of TPI vs. non-TPI in "apple classes," and the success of future instructional aides according to TOPS code 0802 for VTEA/Perkins. In spring 2012, Mt. SAC will be working with the research departments of its major transfer colleges to analyze Mt. SAC students' progress through completion of a teaching credential.

The TPI program has lost 33% of its budget in the last two years. The largest problem this has created is related to the classified status of the TPI program specialist position. A previously grant-funded position, the majority of the TPI budget is currently used to support this position; although the position has also suffered reduced hours, which has posed a clear disadvantage to the students.

There are volunteer/paid opportunities through Mt. SAC's TPI including: Tutoring at Mt. SAC, Volunteer at Mt. SAC Science Discovery Day, Guide for Inside the Outdoors in the Mt. SAC Wildlife sanctuary, Mentor a new TPI member, Volunteer at the local K-12 school, Student Instructor at Mt. SAC, and Classroom Aide for a Mt. SAC Apple course.

## **15. CONSENT AGENDA**

Trustee Bader indicated that there were changes to Consent item #31 – Administration Building Remodel (Change Orders) (Bid No. 2855) (page 80 of the Agenda). Item 9 should read a total of 3 days; not 28.

Trustee Bader asked that items #2, #7, and #31 be pulled from the Consent Agenda for discussion.

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

### **PRESIDENT'S OFFICE**

1. Approval of a Consulting Agreement with the McCallum Group, Inc.
2. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 16.

### **HUMAN RESOURCES**

3. Approval of Personnel Transactions dated February 22, 2012.
4. Approval of Recommendation to Employ Faculty Under Second Contract – 2012-13.
5. Approval of Recommendation to Employ Faculty Under Third Contract – 2012-13.
6. Approval of Recommendation to Grant Tenure – 2012-13.

### **INSTRUCTION and STUDENT SERVICES**

7. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 17.
8. Approval to purchase on-line informational databases from the Community College League Consortium.
9. Approval of new courses for the 2012-13 academic year.
10. Approval for students and faculty to attend the Health Occupations Students of America Statewide Leadership Conference March 28-April 1, 2012, in Garden Grove, CA, and the National Leadership Conference June 19-24, 2012, in Orlando, FL.
11. Approval for Forensics students to attend the Phi Rho Pi National Tournament April 4-14, 2012, in Schaumburg, IL.

12. Approval for Phi Theta Kappa students and staff advisors to attend the Phi Theta Kappa Regional Conference March 9-22, 2012, in Las Vegas, NV.
13. Approval of affiliation agreements with Cole Schaefer Ambulance Service for Emergency Medical Technician students and with Silverado Senior Living – The Huntington for Nursing students.
14. Approval of a contract with California Community College Early Childhood Educators for the Family & Consumer Sciences Discipline/Industry Collaborative Grant.
15. Approval to accept funds for the Jet Propulsion Laboratory apprenticeship program.
16. Approval to accept funds and approve activities for the Upward Bound grant.
17. Approval of a contract with The RP Group, Inc. for the Hispanic-Serving Institutions Education Grant – Mt. SAC Agriculture Pathways Program.
18. Approval of activities for the Center of Excellence's CTE Hub grant.
19. Approval of additions and ratification of changes in the Continuing Education Division.
20. Approval of an agreement with Los Angeles County Arboretum & Botanic Garden for the Horticulture department to participate in the 2012 Grow! A Garden Festival event May 4-6, 2012.
21. Approval for Journalism students and coaches College Media Advisers Spring National Convention in New York, NY, March 17-20, 2012.
22. Approval of a contract with Ted Tapia Mailing Services, Inc.
23. Approval of a contract with Swank Motion Pictures, Inc.

#### **ADMINISTRATIVE SERVICES**

24. Approval of the Appropriation Transfers and Budget Revisions Summary.
25. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
26. Approval of the Quarterly Investment Report for the period ending December 31, 2011.
27. Approval of the Quarterly Financial Status Report for the period ending December 31, 2011.
28. Approval of Emergency Resolution No. 11-07 – Mold Abatement from the Child Development Center Construction Site.
29. Approval of a Maintenance Agreement with Energy Environmental Solutions, Inc. for the Annual Central Plant Generator Emissions Monitoring project.
30. Approval of agreements to provide Professional Design and Consulting Services with Hill Partnership, Inc. for the North Campus Precinct and Transportation Hub Planning Study project; and with HMC Architects for the Building 23 Renovation and New Data Center project.

31. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 18.
32. Consideration of approval of the following Contract Amendments:
  - Contract Building 2 Chiller Project – P2S Engineering (Professional Design and Consulting Services Consultant) – Amendment No. 1.
  - Contract Child Development Center – tBP Architects (Professional Design and Consulting Services Consultant) – Amendment No. 10.
  - Contract Annual Fire Alarm Monitoring Maintenance Agreement – First Fire Systems (Consultant) – Amendment No. 3.
33. Consideration of approval of the following Proposed Gifts and Donations to the College:
  - Rainbow Gardens Nursery – 1998 International 24' Van Box Truck with Lift Gate, valued by donor at \$10,000, to be used by the Natural Sciences Division.
  - David J. Soto – Aircraft/Avionic Electrical Connectors (numerous manufacturers), valued by donor at \$100, to be used by the Technology & Health Division.
  - David J. Soto – Wilcox Panel Test for Transceiver, valued by donor at \$500, to be used by the Technology & Health Division.
  - David J. Soto – Bendix ANT-1N Aircraft Radar Antenna, valued by donor at \$500, to be used by the Technology & Health Division.
  - Joseph Manderville – One Flight Bag, two Aviation Headsets, five Pilot Training Videos, one Pilot Clipboard, and two Punch-to-Talk Switches, valued by donor at \$600, to be used by the Technology & Health Division.
  - Hamilton Sunstrand Power Systems – Hamilton-Sunstrand Model No. APS500C11 Auxiliary Power Unit to be used by the Technology & Health Division.

Motion unanimously carried. Student Trustee concurred.

## **16. APPROVAL OF AN AGREEMENT WITH CLARUS CORPORATION FOR E-BROCHURE**

Trustee Chyr asked about the future impact on cost reductions in brochures and other items after the initial one-year trial with CLARUS Corporation. Dr. Scroggins pointed out the Analysis and Fiscal Impact section of the backup. Mr. Chyr asked if the College plans to go to a complete e-format for printed items, and Dr. Scroggins indicated that, Accreditation Standards specify certain documents must be in print format, such as the catalog. However, most everything else will be strictly e-format. Trustee Chyr asked what is currently spent on brochures, and Vice President Burley indicated that VTEA funded most of the expense since the brochures were primarily for vocational programs. However, over time, the money has dwindled and that funding is not possible anymore. The issue isn't so much cost savings, but rather an urgent need to provide required brochures, and this solution allows the College to meet that requirement in a cost-

effective way. Clarence Brown indicated that most College information will be provided through this method, customized for each student.

It was moved by Trustee Hall, seconded by Trustee Baca, to approve the Agreement with CLARUS Corporation for e-Brochure. Motion unanimously carried. Student Trustee concurred.

#### **17. SABBITACAL LEAVE APPLICATIONS FOR ACADEMIC YEAR 2012-13**

Trustee Chyr commented on the estimate of \$184,000 to approve the eight sabbatical leave applications for academic year 2012-13. He asked if other funds had been considered for these leaves.

Trustee Baca had concerns regarding looking at this from just a fiscal standpoint. He commented that the sabbaticals, themselves, offer great value and that they should be built back in to benefit the College. In his opinion, the cost savings don't outweigh the benefits of the sabbaticals, and he's not willing to vote them down year after year. He realizes that this is subjective and he supports doing it one last time, but only on the basis that it's not done again.

Trustee Chyr suggested that this be tabled until the Board Study Session on March 2-3, 2012. In the meantime, Dr. Scroggins will provide the Board members with web links to the sabbatical applications.

It was moved by Trustee Baca, seconded by Trustee Chyr, to table this item for discussion at the Board Study Session on March 2-3, 2012. Motion unanimously carried. Student Trustee concurred.

#### **18. CHANGE ORDERS**

Regarding Design Technology Center Change Order (Bid No. 2844), Trustee Chyr asked about the cost of \$102,101.57 for Item 2 to revise the concrete fire lane to achieve the new Campus paving standards and revise grading design for better fire truck access on to the site. Facilities Planning & Management Director Gary Nellesen explained that the current fire lane is used mostly as a pedestrian walkway and is about an acre of concrete. He explained that this is architectural in nature to improve the appearance of the concrete from gray to some color and pattern to coincide with Campus Standards.

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

- Bid No. 2779      Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 14.
- Bid No. 2832      Child Development Center – Continental Plumbing (Plumbing Contractor) – Change Order No. 2.
- Bid No. 2833      Child Development Center – Comfort Conditioning (Mechanical Contractor) – Change Order No. 1.
- Bid No. 2834      Child Development Center – Tri Power Electric (Electrical Contractor) – Change Order No. 3.
- Bid No. 2844      Design Technology Center – Evans Brothers, Inc. (Site Prep & Site Utility Relocation Contractor) – Change Order No. 4.

- Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 13.
- Bid No. 2851 Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 6.
- Bid No. 2853 Design Technology Center – Brewster Electric (Electrical Contractor) – Change Order No. 13.
- Bid No. 2855 Administration Building Remodel – Angeles Contractor (General Contractor) – Change Order No. 12.
- Bid No. 2859 Administration Building Remodel – Rancho Pacific Electric Inc. (Electrical Contractor) – Change Order No. 10.
- Bid No. 2861 Physical Education Program Building Renovation – HMI Construction (General Contractor) – Change Order No. 5.
- Bid No. 2865 Physical Education Program Building Renovation – Construction Electric (Electrical Contractor) – Change Order No. 4.

Motion unanimously carried. Student Trustee concurred.

#### **19. GENERAL OBLIGATION BONDS PERFORMANCE AND FINANCIAL AUDIT REPORTS**

It was moved by Trustee Baca, seconded by Trustee Chyr, to accept the audit reports from Vicenti, Lloyd & Stutzman, Certified Public Accountants, for the fiscal year ending June 30, 2011, relating to books and records of the Mt. San Antonio Community College District Proposition 39, General Obligation Bonds (Measure R, November 2001; Leave Revenue Bonds, 2007; and Bond Anticipation Notes 2009) Performance and Financial Audits. Motion unanimously carried. Student Trustee concurred.

#### **20. REDISTRICTING PLAN**

It was moved by Trustee Baca, seconded by Trustee Hall, to pull this item from the agenda and table it for discussion at the Board Study Session on March 2-3, 2012.

#### **21. 2012-13 COLLEGE GOALS**

It was moved by Trustee Chyr, seconded by Trustee Baca, to approve the 2012-13 College Goals. Motion unanimously carried. Student Trustee concurred.

#### **22. BID NO. 2897 (AGRICULTURAL SCIENCES BUILDING LANDSCAPE PROJECT)**

It was moved by Trustee Chyr, seconded by Trustee Baca, to approve awarding of Bid No. 2897 – Agricultural Sciences Building Landscape project to Harry H. Joh Construction, Inc., in the amount of \$423,250. Motion unanimously carried. Student Trustee concurred.

**23. TENTATIVE AGREEMENTS BETWEEN CSEA, CHAPTER 262 AND THE DISTRICT ON ARTICLE 7: SALARIES AND ARTICLE 8: HEALTH AND WELFARE**

It was moved by Trustee Baca, seconded by Trustee Chyr, to approve the Tentative Agreements Between CSEA, Chapter 262 and the District on Article 7: Salaries and Article 8: Health and Welfare. Motion unanimously carried. Student Trustee did not concur.

**24. ADJOURNMENT**

Trustee Bader adjourned the meeting in honor of Pomona Police Chief Joe Romero, who passed away last week. Chief Romero started at age 14 as an Explorer Scout in the Pomona Police Department and, after finishing high school, he worked himself up the ladder to Police Chief. He was born and raised in Pomona, and he was very loyal to the city. He was very active in the city as a Rotarian and, last year, he was Rotarian of the Year. He was the President of the Pomona Optimist Club and the Vice President of the Boys' and Girls' Club of Pomona. He was very interested in youth. Trustee Bader adjourned the meeting in Joe Romero's honor.

The meeting adjourned at 8:57 p.m.

WTS:dl