



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 25, 2012

**6:00 p.m. Closed Session**

**6:30 p.m. Public Session**

**Founders Hall, 1100 North Grand Avenue  
Walnut, CA 91789**

**Welcome** to a meeting of the Mt. San Antonio College Board of Trustees. If you wish to address the Board for any reason, please fill out one of the cards available on the table and give it to the Board Secretary. Those requesting to speak on an agenda item will be called upon at the time the item is under consideration. Anyone wishing to speak to items not on the agenda will be called upon under the "Communication" section. *Comments are limited to no more than three minutes per person.*

## AGENDA

*From time-to-time writings that are public records which are related to open session items on an agenda for a regular meeting may be distributed to Trustees after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the Office of the President located in Founders Hall between the hours of 7:30 a.m. and 4:30 p.m.*

**CALL TO ORDER (6:00 p.m.)**

## PUBLIC COMMUNICATION

**At this time, the Board of Trustees will listen to communication from the public on any Closed Session agenda item. Comments are limited to no more than three minutes per person.**

## CLOSED SESSION

- **Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6**  
Faculty Association and CSEA, Chapter 651
- **Title 5, California Code of Regulations, Sections 59328-59338: Appeal from Administrative Determination of Discrimination Complaint**

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*The Board reserves the right to modify the order of business in the manner it deems appropriate.*

*Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Board shall reserve time after the public meeting to continue discussion.*

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

### **MOMENT OF SILENCE**

Observe a moment of silence in memory of retired football coach Mal Eaton. Mal's name is synonymous with Mt. SAC Football. Mal became head football coach in 1971 after coaching at Avenal, Bonita, and West Covina High Schools. He was also an instructor in the Physical Education Department and served as Athletic Director for eight years. Among Mal's many accomplishments and honors are five coach-of-the-year awards, 18 championship teams, and more than 250 coaching victories. What you can't measure is the impression he left on the thousands of youths he coached throughout the years. Mal retired in 1987, and he passed away April 14.

### **INTRODUCTIONS AND RECOGNITION**

- **Introduction of the following newly appointed staff:**

Classified Employees

Hugo Aguilera, Learning Resources Computer Technician (Online Learning Support Center)

Lisa DiDonato, Ed. Research Assessment Analyst (Research & Institutional Effectiveness)

Kriscelle Mendoza, Laboratory Technician II (Biological Sciences)

Jose Pena, Staff Nurse (Student Health Services)

Deborah Stalkos, Coordinator, Special Projects (Technology & Health Division)

James Stevenson, Coordinator, Special Projects (Technology & Health Division)

- **Recognition**

- Awarding of a Certificate of Service to the following retiring classified staff members:

- Virginia Macias, Auxiliary Services Accountant, 18 years of service
- Sandra Streeter, Auxiliary Services Administrative Secretary, 23 years of service

### **APPROVAL OF MINUTES**

Approval of minutes of the regular meeting of March 28, 2012. (See backup packet pages 1 through 19.)

### **REPORTING OF ACTION TAKEN IN CLOSED SESSION**

## **PUBLIC COMMUNICATION**

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda. Under provisions of the Brown Act, the Board is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to no more than three minutes per person.

## **REPORTS**

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

1. Associated Students Report
2. Senates
  - A. Academic Senate
  - B. Classified Senate
3. Employee Groups
  - A. Faculty Association
  - B. CSEA Units
  - C. Other Unrepresented Groups

## **BOARD COMMUNICATION**

At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.

4. President – Bill Scroggins, President/CEO
  - Redistricting Update
  - Responses to March Public Comments
5. Informational Report – Information Technology Update, prepared by Vic Belinski, Chief Technology Officer. (See backup packet page 20.)

## CONSENT CALENDAR

All matters listed under **Consent Calendar** are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests a specific item be removed from the Consent Calendar for discussion and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar.

### HUMAN RESOURCES

1. Consideration of approval of Personnel Transactions dated April 25, 2012. (See backup packet pages 21 through 30.)

### INSTRUCTION and STUDENT SERVICES

2. Consideration of approval of new courses for the 2012-13 academic year. (See backup packet page 31.)
3. Consideration of approval of the 2013-14 Academic Calendar. (See backup packet pages 32 and 33.)
4. Consideration of approval for Aeronautics students to participate in the National Intercollegiate Flying Association SAFECON 2012 in Salina, KS. (See backup packet page 34.)
5. Consideration of approval of subcontracts with Rio Hondo College and Chaffey College for the Health Care Sector and Other High Growth and Emerging Industries Building Automation Grant. (See backup packet page 35.)
6. Consideration of approval of contracts with JW Marriott and Hilton Worldwide for the CyberWatch West Grant. (See backup packet page 36.)
7. Consideration of approval of a contract between the Center of Excellence and Los Angeles Mission College. (See backup packet page 37.)
8. Consideration of approval of a contract amendment with ArbiterSports/RefPay. (See backup packet page 38.)
9. Consideration of approval of additions and changes in the Continuing Education Division. (See backup packet pages 39 and 40.)
10. Consideration of approval of a contract with In-N-Out Burger, in the amount of \$2,541, to provide catering during the Associated Students' Athletics Fair to be held on June 5, 2012. (See backup packet page 41.)
11. Consideration of approval of an honorarium to the U. S. Green Building Council, Inland Empire Chapter, Inc., for panelist Eric Corey Freed to participate in the Earth Day Panel discussion on April 26, 2012. (See backup packet page 42.)

12. Consideration of approval of a contract with University of Redlands' Campus Events for the Upward Bound Summer Residential Program. (See backup packet page 43.)
13. Consideration of approval of a contract with The Princeton Review-Led Classroom Course Agreement for the Upward Bound Summer Residential Program. (See backup packet page 44.)

## **ADMINISTRATIVE SERVICES**

14. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 45 through 50.)
15. Consideration of approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. (See backup packet pages 51 and 52.)
16. Consideration of approval to reissue a stale-dated payroll warrant to Cristi Lin Ricker in the amount of \$201.64. (See backup packet page 53.)
17. Consideration of approval of contracts to provide temporary staffing services with Accounting Principals and Accountemps on an as-needed basis in support of Fiscal Services operations. (See backup packet page 54.)
18. Consideration of approval of an agreement with Blackboard Inc. for Connect, an electronic voice, mail, and text messaging system, from July 1, 2012, to June 30, 2015. (See backup packet page 55.)
19. Consideration of approval of contracts to provide professional design and consulting services with Cambridge West Partnership, LLC for the Master Planning – 5-Year Construction Plan and Space Inventory project. (See backup packet page 56.)
20. Consideration of approval to reduce retention from 10% to 5% for ACH Mechanical Contractors, Inc. for the Physical Education Program Building Remodel (Mechanical Contractor) (Bid No. 2864). (See backup packet page 57.)
21. Consideration of approval of the following Bid:
  - Bid No. 2906 Kitchen Equipment for the Culinary Arts Program. (See backup packet page 58.)
22. Consideration of approval/ratification for the following Change Orders:
  - Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 14. (See backup packet pages 59 through 61.)
  - Bid No. 2851 Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 7. (See backup packet pages 61 and 62.)

- Bid No. 2857 Administration Building Remodel – Empyrean Plumbing, Inc. (Plumbing Contractor) – Change Order No. 3. (See backup packet pages 63 and 64.)
- Bid No. 2858 Administration Building Remodel – DSG Corporation (Heating & Ventilation Contractor) – Change Order No. 3. (See backup packet pages 64 and 65.)
- Bid No. 2856 Administration Building Remodel – Hoover Flooring Co. (Flooring Contractor) – Change Order No. 4. (See backup packet page 65.)
- Bid No. 2859 Administration Building Remodel – Rancho Pacific Electric (Electrical Contractor) – Change Order No. 12. (See backup packet pages 66 and 67.)
- Bid No. 2861 Physical Education Program Building Renovation – HMI Construction (General Contractor) – Change Order No. 6. (See backup packet pages 68 through 70.)
- Bid No. 2862 Physical Education Program Building Renovation – Empyrean Plumbing, Inc. (Plumbing Contractor) – Change Order No. 3. (See backup packet pages 70 and 71.)

23. Consideration of ratification of the following Contract Amendment:

- Contract Agricultural Sciences Complex – Partial Construction Phase Services – Hill Partnership, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 5. (See backup packet page 72.)

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

- Los Angeles County Fire Department – Self-contained respiratory system for training (each unit contains one bottle, one mask, and one harness), valued by donor at \$200 per unit, to be used by the Technology & Health Division.
- Ashley Stanley – Hampshire Ewe, Born February 2, 2007, WB 717 (ear tag), valued by donor at \$200, to be used by the Natural Sciences Division.
- Hamilton Sunstrand Power Systems – Hamilton-Sunstrand Auxiliary Power Unit (Model No. APS500C11), undisclosed value by donor, to be used by the Technology & Health Division.

## ACTION ITEMS

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

1. Consideration of approval of the following Bid:
  - Bid No. 2901 Purchase of Server and Enterprise Storage System – Sirius Computer Solutions (Contractor). (See backup packet page 73.)
2. Consideration of approval of a Meet-and-Confer Agreement between the District and Confidential and Supervisory Employees for 2011-12. (See backup packet page 74.)
3. Consideration of approval of a Meet-and Confer-Agreement between the District and Management Employees for 2011-12. (See backup packet page 75.)
4. Consideration of approval of a Three-Year Negotiated Agreement between the District and CSEA, Chapter 262 for 2011-14. (See backup packet pages 76 through 79.)
5. Annual review of Board Policy 2015 – Student Member. (See backup packet pages 80 and 81.)

## ADJOURNMENT

**Future Board Meetings:** May 23, 2012  
June 27, 2012  
July 25, 2012

### **Upcoming Events:**

April 27-28, 2012	<b>Wonders of the Universe</b> – 7:00 and 8:30 p.m., Randall Planetarium
May 2, 2012	<b>Spring Career Fair</b> – 9:30 a.m.-1:30 p.m., Miracle Mile
May 4, 2012	<b>Jazz Band Concert</b> – 8:00 p.m., Clarke Theater
May 10, 2012	<b>EOPS/CARE/CalWORKs Student Recognition Ceremony</b> – 5:00-7:00 p.m., Founders Hall
May 10-June 7, 2012	<b>64<sup>th</sup> Annual Student Art Exhibition</b> – TU-TH, 11:00 a.m.-2:00 p.m.; and TU evenings, 5:00-7:30 p.m., Art Gallery
May 11, 2012	<b>Wind Ensemble and Symphonic Band Spring Concert</b> – 8:00 p.m., Clarke Theater
May 12, 2012	<b>Dr. Debbie Borch Discovery Day (An Exploration in Science)</b> – 8:00 a.m.-12:00 p.m., Multiple Locations
May 18-20, 2012	<b>Spring Dance Concert</b> – May 18-19, 8:00 p.m.; May 20, 3:00 p.m., Clarke Theater

- May 19, 2012                    **Seniors' Day** – 9:00 a.m.-2:00 p.m., Gym 3  
**Students and Educators of Distinction** – 11:00 a.m.-3:30 p.m., Royal Vista Country Club  
**Music Department Student Showcase** – 8:00 p.m., Feddersen Recital Hall
- May 20, 2012                    **Mt. SAC Foundation Joins the 2012 Pasadena Marathon** – Contact Foundation Office for further information
- May 21, 2012                    **Classified School Employee Week – Classified Luncheon** – 11:30 a.m. and 1:00 p.m. Seatings, Student Life Center Stage Area
- May 23, 2012                    **Classified Recognition Ceremony** – 9:30 a.m., Clarke Theater  
**Memorial Day Campus Celebration** – 12:00-12:30 p.m., Building 26 Quad Area
- May 24, 2012                    **International Students Program Recognition Ceremony** – 4:00-6:00 p.m., Founders Hall  
**Upward Bound Student Recognition Ceremony** – 6:00-8:00 p.m., Student Life Center Stage Area

**Upcoming Sports Events:**

- April 26, 2012                    **Baseball vs. Cerritos** – 2:30 p.m., Baseball Field

It is the intention of Mt. San Antonio College to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the President's Office, 1100 North Grand Avenue, Walnut, CA 91789, 909.274.4250, 7:30 a.m. to 4:30 p.m., Monday-Friday, at least 48 hours prior to the meeting.

**BOARD OF TRUSTEES**

**BACKUP INFORMATION PACKET  
FOR  
REGULAR MEETING**

**April 25, 2012**





# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 28, 2012

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 5:30 p.m. on Wednesday, March 28, 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:

- **Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6**  
Faculty Association and CSEA, Chapter 651
- **Conference with Legal Counsel – Pending Litigation pursuant to Government Code Section 54956.9(a) – ADR Case No. 11-3878-RSM**
- **Conference with Legal Counsel - Anticipated Litigation pursuant to Government Code Section 54956.9 – Termination of Contract/Takeover Agreement (one case)**

#### 3. RECEPTION FOR TENURED FACULTY (6:00 p.m., Dining Hall)

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*The Board reserves the right to modify the order of business in the manner it deems appropriate.*

*Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Board shall reserve time after the public meeting to continue discussion.*

#### 4. PUBLIC SESSION

The public meeting reconvened at 6:38 p.m. The Pledge of Allegiance was led by Trustee Bruno Hernandez.

#### 5. MOMENT OF SILENCE

A moment of silence was observed in memory of retired professor Loyce (Louie) Gossage. Professor Gossage joined the College in 1957 as a Mathematics instructor, and he retired 29 years later, in 1986. During his tenure at Mt. SAC, for a time he was the Business Mathematics Department Chair. He passed away on February 17.

#### 6. INTRODUCTIONS AND RECOGNITION

- The following newly appointed classified staff member was introduced to the Board:

Supervisory

Eric Turner, Supervisor, Web and Portal Services (Information Technology)

- Trustee Bader congratulated the **Women's Basketball Team**, under the leadership of Coach Brian Crichlow, for winning the State Championship. A picture was taken of the team and the Board members.
- Trustee Bader congratulated Laurie Covarrubias for being selected to the 2012 Phi Theta Kappa All-California Academic First Team and Hirbod Rahimi for being selected to the 2012 Phi Theta Kappa All-California Academic Third Team. Laura is majoring in Biological Anthropology, and Hirbod is majoring in Neuroscience. They both thanked Mt. SAC professors and staff. President Scroggins gave special recognition to Professor Carolyn Kuykendall for all her hard work.
- Trustee Bader presented Certificates of Service to Susan Ybarra, Auxiliary Services Book Assistant, for 33 years of service; and to Jean Pierce, Auxiliary Services Administrative Secretary, for 26 years of service. Teresa McGraw, Auxiliary Services Book Assistant, 11 years of service; and Carmen Sandoval, Auxiliary Services Food Services Supervisor, 14 years of service were not present. Their certificates will be mailed.
- Trustee Bader congratulated all professors who received tenure at last month's Board meeting.
- Trustee Bader congratulated Clarence Brown, Director of Marketing and Public Affairs, and his team for winning two Paragon Awards at the National Council for Marketing and Public Relations National Conference, notably the Gold Paragon for best feature writing (story developed by Mike Taylor and Clarence Brown); and the Silver Paragon for best fundraising campaign (Climb Higher/Osher Matching Scholarship Campaign).

#### 7. APPROVAL OF MINUTES

- It was moved by Trustee Chen Haggerty, seconded by Trustee Hall, and passed unanimously to approve the minutes of the regular meeting of January 25, 2012 (Addendum).
- It was moved by Trustee Baca, seconded by Trustee Hall, and passed unanimously to approve the minutes of the regular meeting of February 22, 2012.

- Trustee Bader indicated that there is a correction to the March 2-3, 2012, Board Study Session Minutes, as follows:

“Motion was made by Trustee Chyr and seconded by Trustee Hall for non-approval of the agenda item regarding non-funding of sabbatical applications for 2012-13.

Trustee Chyr indicated, after the motion was made, that he would be in favor of approving two of the applications.

Trustee Baca moved to amend the motion, seconded by Trustee Chen Haggerty, and passed unanimously to disapprove six applications and approve two applications and direct Administration to work with Faculty to develop a sabbatical plan to address the others.”

It was moved by Trustee Chen Haggerty, seconded by Trustee Hall, and passed unanimously to approve the minutes of the special meeting of March 2-3, 2012, as corrected.

## **8. REPORTING OF ACTION TAKEN IN CLOSED SESSION**

- The Board voted unanimously to approve a settlement agreement and mutual release between and among California Boring Inc., Tri-Power Electric Inc., Old Republic Surety Company, International Fidelity Insurance Company, and Mt. San Antonio College in the amount of zero dollars paid by Mt. San Antonio College to any and all parties. In addition, Tri-Power Electric will perform certain high voltage electrical work valued at over \$110,000 for the Child Development Center project at an estimated savings of \$50,000 to the College.
- The Board voted unanimously to approve a takeover agreement between Safeco Insurance Company of America and Mt. San Antonio College for the completion of the General Building Contractor’s work remaining after the termination of Great West Contractors, Inc. on the Child Development Center project.

## **9. PUBLIC COMMUNICATION**

- Pat Bower and Barbara Gonzales presented the Board with an invitation to the Developmental Education Conference entitled “Parachutes & Ladders XI: Heart and Soul of the Classroom,” to be held at Mt. SAC on May 4, 2012. The keynote speaker will be Jeff Duncan-Andrade, Associate Professor of Raza Studies and Education Administration and Interdisciplinary Studies at San Francisco State University.

Ms. Bower and Ms. Gonzales also presented their opinion on the California Community College Student Success Task Force Recommendations. They encouraged the Board of Trustees to join them to support continued local control by Boards of Trustees and to keep the spirit of the Master Plan for Higher Education to provide access to all students.

- Steve Shapiro and Ernie Gregoire talked about the Cheetah track team not being permitted to train at Mt. SAC any longer and stated that, unless there’s a legal reason, they request that their contract be renewed.
- Destiney Davis, Devin Thompson, Shantelle Fall, and Crystal Brown spoke about the low morale and sexual harassment issues on the Women’s Track Team.
- Guadalupe de la Cruz, Matt Foresta, Jose de Luna, Albert Chang, Nabhan Kamal, Hira Rizvi, Nora Azzawi, and Jose Jimenez spoke against the proposed increase in student parking fees. They all mentioned that, due to the increase in tuition fees, they feel it sends a bad message to students to increase parking fees at this time.

## 10. REPORTS

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

- Mr. Mendoza presented the following regarding Inspiring Women: Today, family members, faculty, and students gathered to celebrate women's empowerment and their personal and professional development. For the past eight years, Inspiring Women has taken on the task of honoring those who, despite their hardships, continue to inspire us in multiple ways. The event was coordinated by Leslie Hennings, Edwin Romero, Ana Tafoya-Diaz, and Maryann Tolano-Leveque. In addition, he thanked President Bill Scroggins, Fred Chyr, and Audrey Yamagata-Noji for attending today's luncheon.
- Mr. Mendoza also mentioned that, on April 18, 2012, the Associated Students will be sponsoring the annual Culture Fair. The purpose of this event is to celebrate Mt. SAC's student body diversity and the cultural wealth that it brings to the College. The Inter-Club Council has encouraged all of its 50 active clubs to participate in this event. Winners will be awarded monetary prizes. He encouraged everyone to attend.
- Regarding the proposed Student Parking Fee Increase, he reported that, on March 23, 2012, the Student Senate welcomed and heard from Michael Montoya, Assistant Director of Public Safety, who presented a proposal that would call for a \$10 increase in parking fees for Fall and Spring semesters. Governor Brown's proposed 2012-13 budget plan to include a \$304M cut in State financial aid to college students already presents a threat to the educational safety of thousands of students throughout the state of California; thus, ongoing cutbacks in higher education followed by immediate fee increases hinder the educational opportunities of the College's student population. If this fee is approved, Mt. SAC students will suffer from another additional monetary increase to an already existing problem. Therefore, he requested that the Board of Trustees oppose any additional increases in student parking fees.

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

- Mr. Kaljumagi congratulated all the tenured faculty.
- He also reported that the full Senate met for the first time this semester on March 8 and opened nominations for its officers and senators-at-large. The officer elections are scheduled for April 5. During the meeting, the Senate voted to approve changes to the Outstanding Awards program. They also voted to recommend modifications to AP 7122 – Recruitment and Hiring – Management, which is now awaiting the District's response.
- On March 22, the Senate was addressed by Dr. Scroggins, who also took the time to answer a variety of questions. A much revised AP 2410 – Process for Revision of Administrative Procedures and Board Policies was recommended by the Senate, and they are now awaiting the District's response. The Senate also referred two proposals to committee. AP 3720 – Use of Technology and Information Resources was proposed to be amended with new material on social media that many senators found overly restrictive. It has been returned to the Information Technology Advisory Committee. AP 5055 – Enrollment Priorities was proposed to allow military veterans lifetime "Category 1" priority enrollment, although the legal requirement is only that veterans maintain priority enrollment for the four years following discharge. Many

senators are concerned that, over time, this benefit would overly impact non-veteran students. It has been returned to the Student Preparation and Success Council.

- Mr. Kaljumagi reported that a day of voluntary professional development activities was held on February 24, and at least 46 faculty attended. Topics included Equal Opportunity training, an overview of the MoodleRooms Learning Management System, the CalSTRS retirement system, and basic skills support in the classroom. He thanked Lance Heard, Richard McGowen, and the members of the Flex Day Task Force for organizing an interesting and informative event.
- He reported that the ASCCC Spring Plenary will be held April 19-21 in the San Francisco area. Officially attending, on behalf of the Senate, are Dan Smith and himself. Professor Smith will serve as their voting delegate, and the Senate will hold a special meeting on April 12 to review the proposed State resolutions.

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

- Ms. Nairne-Proulx congratulated the new hire, Auxiliary Services retirees, and tenured faculty.
- She reported that the full senate has not had an opportunity to meet since the beginning of the semester; however, through phone calls and e-mails, she has the following to report:
- In regards to the Community College Classified Employee of the Year Award Program, sponsored by the Chancellor's Office, they were unsuccessful in obtaining a nominee this year.
- Next week, they will be sending out the notifications to the classified employees to apply for the Classified Professional Growth Scholarship. The scholarship will be awarded at the "Classys," which will be held soon.
- The Senate has scheduled a turnaround trip to Stateline for May 5, 2012.
- The Senate is now accepting nominations for their 2<sup>nd</sup> Annual Classified Excellence Awards. They will be giving out ten awards, ranging from "Best Attitude" to "Commitment to Student Service." Nominations can be submitted by managers, faculty, and other classified colleagues, and the deadline is April 20.
- Virginia Macias, Past President, is retiring, and she will be missed.

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

- Ms. Galbraith congratulated all faculty that have been granted tenure this year. The Faculty Association will also be honoring those newly tenured faculty that are Faculty Association members along with retiring members at their annual Retirement Tenure Tea held this year on May 29.
- The Faculty Associated received information from the State regarding the history of Mt. SAC's reserves. Ms. Galbraith distributed an analysis of the past eight years of Mt. SAC's Budget History, comparing the Adopted Budget to the Actual Budget. The Faculty Associated is appreciative of the Board for its fiscal responsibility; but, there are concerns that the reserves have continued to grow.
- Ms. Galbraith thanked Trustees Baca, Bader, and Hall for their great performances this year in Puttin' on the Hits 2012. She also thanked Trustees, Chyr, Baca, Hall, and Chen Haggerty, President Scroggins, Vice Presidents Loria, Yamagata-Noji,

Burley, and Gregoryk for their generous donations to the Faculty Association Student Achievement Fund.

- The Faculty Association still has the concerns expressed at previous Board meeting regarding going to a seven-member Board. The consultant has presented two plans, A5 and B5 that, according to them, meet the requirements of the CVRA and the VRA. These plans both have a five-member Board. One of the concerns in going to a seven-member Board is the fact that it will be harder to reach a consensus on issues. The ACCJC cites Board misbehavior as one of the main reasons for sanctioning schools in the accreditation process. Having a seven-member Board will provide a greater opportunity for disharmony amongst Board members.

E. Rosa Asencio, CSEA Chapter 262 2<sup>nd</sup> Vice President, reported the following:

- Ms. Asencio said that, members of the CSEA Executive Board will be attending the Area G Leadership Institute at Cal Poly Pomona - Kellogg West Conference Center the following weekend.
- The Executive Board has nominated a CSEA chapter member for the annual Unsung Hero Award. The Unsung Hero Award is given to a CSEA member who has made an outstanding contribution to the Chapter over the past year. The nominee will receive their award at the Member Recognition Banquet, in April. Once the nominee is notified, they will make a formal announcement; but, for now, the name is a well-guarded secret.
- The Chapter will hold an informational meeting on April 4, 2012, and a Ratification meeting on April 5, 2012, to vote on newly negotiated contract items. Due to the number of items to be discussed and the complexity of the Tentative Agreements, additional time was needed to process the information and to ensure all members understood the items. Ms. Asencio thanked Vice President Loria for allowing additional release time so their members could attend both meetings.
- CSEA is working with Professional Development to organize a Classified Conference, to be held in May. This year's theme is Togetherness, Rejuvenation, Energy, Appreciation, Trust, and Success - T.R.E.A.T.S. They plan to have a keynote speaker and breakout sessions for the attendees, and they will keep the Board informed as the planning progresses and once all items have been finalized.

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

- None.

## 11. BOARD COMMUNICATION

- All Board members shared the following comments:
  - Board members welcomed the new employee.
  - Board members congratulated the Women's Basketball Team for capturing the State Championship.
  - Board members congratulated Laurie Covarrubias for being selected to the 2012 Phi Theta Kappa All-California Academic First Team and Hirbod Rahimi for being selected to the 2012 Phi Theta Kappa All-California Academic Third Team.
  - Board members congratulated the newly tenured faculty members.
  - Board members congratulated the Auxiliary Services retirees.

- Board members congratulated Clarence Brown and his team for winning yet another Paragon Award.
- Student Trustee Hernandez reported that they're trying to fill the gap between Mt. SAC and other colleges since they withdrew from the California Community College Student Senate. They're working on other ways for their voices to be heard. Associated Students is figuring out their budget and how they can strengthen their message. Next fall, they have access to approximately \$36,000 that they can use exclusively for lobbying, and he intends to be successful since this is his last semester at Mt. SAC.

- Trustee Baca congratulated all who were involved in Puttin' on the Hits.

Dr. Baca encouraged everyone to attend both the Youth Days and the Mt. SAC Relays.

Trustee Baca encouraged everyone to attend the Kepler Scholarship fund-raiser dinner on April 12 at Cal Poly's Kellogg West.

- Trustee Chyr talked about the Inspiring Women luncheon that he attended today and what a worthwhile event it is every year. He commended the women that were recognized.
- Trustee Hall talked about the fun he had participating in Puttin' on the Hits and what a team-building experience it is for the College. He looks forward to receiving the DVD of the event. He thanked everyone who was involved.

Dr. Hall congratulated Dr. Scroggins for the successful Board Study Session held on March 2-3, 2012, at DeVry University. A lot was accomplished at the two-day meeting.

Trustee Hall talked about the San Gabriel Valley Civic Alliance, on which he is Vice Chairman, and the event that was held at Mt. SAC last Friday. The topic was regarding financing K-14 education in the state of California, and there were about 50 people who attended. Dr. Hall thanked everyone who was involved in putting on the event, especially Mike Gregoryk, who gave a presentation on Community College Funding. He also thanked Matt Judd and Larry Redinger for giving tours of the laboratories and Administration building facilities.

Dr. Hall also talked favorably about Dr. Scroggins' presentation to the Industry Manufacturers Council, reaching out to the community to let them know Mt. SAC is doing, what its needs are, and how the budget is affecting the College.

Trustee Hall talked about sitting on the Auxiliary Board of Directors as an ex-officio member, and he congratulated the Auxiliary Services retirees, who will be taking away a wealth of knowledge with them.

The issues that were brought up tonight during the Public Comment session will be addressed by the Board.

- Trustee Chen Haggerty also commented on the Board Study Session and said it was very useful and productive.

She just finished a five-day accreditation team site visit to City College of San Francisco and thanked everyone who was involved. It gave her great appreciation for Mt. SAC's employees who were involved in last year's accreditation.

- Trustee Bader talked about what fun and hard work it is to be involved in Puttin' on the Hits, but it was a worthwhile and rewarding event, and she appreciates everyone's involvement.

President Bader will be attending the Kepler Scholarship fund-raiser dinner on April 12 at Cal Poly's Kellogg West.

Trustee Bader talked about the history of how the LA84 Foundation was created. She informed everyone that, during the 1984 Olympics, Peter Uberoff ran it with private money and, with the money left over, it was put into a trust to provide track meets for students each year, for the past 27 years. She will also be attending the Mt. SAC Relays.

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

- President Scroggins talked about how we're fortunate to be in a business about people. What we do helps people to have a better life, and what we do for them comes back to us and enriches our lives. It isn't easy; but, that's okay because, when he sees the outstanding employees that Mt. SAC hires and the accomplishments of its students, it makes it all worthwhile. We draw the best, and we challenge them to be the best.
- He also talked to both of the Honors students. They are so excited about what their lives are like now, and it's because of Mt. SAC.
- President Scroggins also mentioned that, at the Women's Inspiration Luncheon today, he was moved by the stories of both the recipients and their presenters. He said that Mt. SAC is transformational, and it's wonderful to be a part of that.
- President Scroggins talked about the successes of Mt. SAC because of its employees, programs, and students. Sometimes, it's what goes on behind the scenes that make Mt. SAC such a wonderful place to work and to attend school.
- He congratulated the Women's Basketball Team for winning the State Championship.
- He talked about attending the Code Blue simulation in the nursing program and how much he was impressed.
- President Scroggins will be visiting faculty members' classrooms, and will take some time go visit all of them.
- President Scroggins is going to set up an hour every Tuesday so students can come in and talk with the President. That will be held at noon
- He talked about a best practices example from the State Audit Report, citing Mt. SAC for having an exemplary emergency notification process. He commended Mark DiMaggio, Director of Public Safety, who is the best of the best, and he continues to put Mt. SAC in front. He mentioned that the parking fee is what pays for the staff that keeps us safe and keeps this an accessible environment. We don't waste money; we're best because we use it well.
- Dr. Scroggins also mentioned that, after three years, we have finally received the DSA approval for the Astronomy Dome.
- Dr. Scroggins mentioned the Foundation Golf Tournament on June 1, and we already have some major sponsors.
- President Scroggins reported on the Student Success on Enrollment Priority Workgroup, on which he is a member. Nothing that is being proposed in the revision, as he's seen it, will change our local authority to properly express what we think the priorities should be for our students to enter our classes. It's a good group, and what's being proposed will be good and appropriate for Mt. SAC. Mt. SAC is considered one of the best colleges for our excellence and our distinction, so our voice is listened to as we enter these

discussions. The good work that is done here gives us the reputation and the influence to be sure that others can learn from our success.

### 13. BOARD INFORMATIONAL REPORT

- Board members were provided with a report on Spring Enrollment, prepared by George Bradshaw, Dean of Enrollment Management.
- The Unduplicated Credit Enrollment has declined 2,678 student (or 10%) from Spring 2009 to Spring of 2012.
- The enrollment decrease from 2011 to 2012 is largely due to a reduction of about 400 full-time students.
- 15,003 (or 56%) of the enrolled credit-only students reside in the Mt. SAC District boundaries.
- The highest concentration of students reside in Pomona (2,927); West Covina (2,281); and La Puente (2,036).
- In 2012, the total number of part-time students has increased by 140 from 2011; with a decrease in full-time students of 403 from last Spring; resulting in a 4.11% decline in full-time students.
- In 2012, the average full-time student course load went from 12.52 units to 13.54, an increase of just over 1 unit from the Spring 2011 levels.
- There was an overall downward trend in class offerings for three out of the last four years and a sharp decrease of over 240 classes from last year's offerings.
- There has been a steady decline in the number of full-time students due to the elimination of course sections. From Spring 2009 to Spring 2012, there were 8.2% less courses.
- Trustee Chyr asked if a forecast for Fall 2012 was being developed. Mr. Bradshaw said that the President, the Vice President of Instruction, and others will have that conversation. President Scroggins stated that we're not planning on making any additional course section cuts. We're working on primarily prioritization reallocation within the sections that we have now.
- Trustee Chyr mentioned that, at the Board Study Session, a preliminary International Students Plan was presented, and he asked if a comprehensive plan is being developed that would detail the ramifications of this plan in terms of cost, all the support services, the added staff, to take care of the International students, and implications it might have for domestic students. Dr. Scroggins said that the next evolution of the plan will be in this week's Cabinet notes; but, it won't have as much information as what Trustee Chyr has mentioned, and it won't be available until the end of the Spring Semester. Trustee Chyr would like to review the report, if approved, before it's rolled out.

### 14. CONSENT AGENDA

- Trustee Bader indicated that there was a change on tonight's Personnel Transactions. On Page 48 of the Agenda, the title "Banking Leave of Absence with Pay" was inadvertently left out right after "ACADEMIC EMPLOYMENT."
- Trustee Bader asked that items #s 4, 26, and 35 be pulled from the Consent Agenda for discussion.

- It was moved by Student Trustee Hernandez, seconded by Trustee Baca, and passed unanimously to approve or ratify the following items:

### **PRESIDENT'S OFFICE**

1. Approval of the 2012-13 meeting calendar for the Mt. San Antonio College Board of Trustees.

### **HUMAN RESOURCES**

2. Approval of Personnel Transactions dated March 28, 2012.
3. Approval of a contract for Employee Assistance Service for Education with the Los Angeles County Office of Education.

### **INSTRUCTION and STUDENT SERVICES**

4. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 15.
5. Approval for the Vocal Jazz Ensemble Frontline to attend and participate in the events at the Reno Jazz Festival April 26-29, 2012.
6. Approval for two Forensics students and faculty member Daniel Cantrell to attend the 3<sup>rd</sup> Annual China Open Debate Championships in Shanghai, China, May 25-27, 2012.
7. Approval for an Honors student, faculty advisor, and director to attend the Phi Theta Kappa International Convention in Nashville, TN, April 11-15, 2012.
8. Approval 2011-12 Athletic Special Events Activities for the Mt. SAC Relays.
9. Approval of an affiliation agreement with the San Bernardino County Fire Department for students in the Paramedic Program.
10. Approval of three contracts with the Center of Excellence.
11. Approval of activities and a contract amendment for the Promoting STEM Research to College Freshmen and Sophomores grant.
12. Approval of a contract with the California State University Dominguez Hills Foundation for the CyberWatch West grant.
13. Approval of acceptance of funds and approval of activities for the LA84 Foundation/Mt. SAC Relays Youth Days grant.
14. Approval of additions and changes in the Continuing Education Division.
15. Approval of the Continuing Education Summer High School Program.
16. Approval for Fashion Program students and faculty member Teresa Faraone to attend the exhibit "The Fashion World of Jean Paul Gaultier: From the Sidewalk to the Catwalk," in San Francisco on May 18, 2012.

17. Approval to prepay deposits for Natural Sciences Division field trips.
18. Approval of a contract with the League of Women Voters of East San Gabriel Valley to monitor the Student Body General Elections campus voting stations for the period April 23-26, 2012, at a cost of \$800.
19. Approval of a contract with Magic Jump Rentals, Inc., in the amount of \$490, to provide carnival equipment for the Associated Students' Athletics Fair to be held on June 5, 2012.

#### **ADMINISTRATIVE SERVICES**

20. Approval of the Appropriation Transfers and Budget Revisions Summary.
21. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
22. Approval of a contract with Mandate Resource Services, LLC for State-mandated cost claim preparation services.
23. Approval of a contract with CS & Associates, Inc. to administer the College's Labor Compliance Program.
24. Approval of contract renewals with Student Transportation of America and Coach America to provide student transportation to athletic events, field trips, and continuing education programs.
25. Approval of contracts with Millennium Better Security, Inc., Capital Protection, and Event Guard Services to provide crowd management services for various large public events held at Mt. SAC.
26. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 16.
27. Approval of an agreement with 3C Business Solutions, Inc. to provide custom on-site technical training for a variety of software packages.
28. Approval of an amendment with Metro PCS for their cell site lease.
29. Approval of an agreement with Thee Christmas Tree Company.
30. Approval to purchase furniture for the Design Technology Center, from various manufacturers, for Lecture Classrooms, Computer Labs, Drafting Labs, and Animation Classrooms.
31. Approval to purchase furniture for the Design Technology Center Animation Laboratory Workstations.
32. Approval of contracts to provide professional design and consulting services with H2 Environmental Consulting Services, Inc. for the Agricultural Sciences Complex and with Psomas for the Campus Clarifier and Great Trap Permitting project.

33. Approval to reduce retention from 10% to 5% for Construction Electric, Inc. for the Physical Education Program Building Renovation (Electrical Contractor).
34. Approval of Maintenance Agreements with Diversified Thermal Services for the Annual Air Conditioning Preventative Maintenance Agreement for the Data Center project; and for the Annual TES McQuay Chiller Maintenance and Services Agreement for the Central Plant project.
35. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 17.
36. Ratification of the following Contract Amendment:
  - Contract                      Child Development Center – tBP Architects (Professional Design and Consulting Services Consultant) – Amendment No. 11.
37. Approval of the following Proposed Gifts and Donations to the College:
  - Thomas Lindgren – Fossil Collection, valued by donor at \$600, to be used by the Natural Sciences Division.
  - Tina Clippinger – Gems/Minerals/Fossils, valued by donor at \$2,600, to be used by the Natural Sciences Division.

Motion unanimously carried. Student Trustee concurred.

**15. NEW COURSES FOR THE 2012-13 ACADEMIC YEAR**

Dr. Scroggins removed six courses from the list, as they have not been approved by the Academic Senate. They were: AHIS 8 – History of Medieval Art and Architecture; AHIS 14 – Rome: The Ancient City; AHIS 15 – Culture and Art of Pompeii; IDE 130 – Shop Processes; IDE 150 – Design Foundations; and IDE 210 – Advanced Media.

It was moved by Trustee Hall, seconded by Student Trustee Hernandez, to approve this item. Motion unanimously carried.

**16. INCREASE PARKING FEES, EFFECTIVE JUNE 25, 2012, THE START OF SUMMER INTERSESSION**

Trustee Baca asked for additional input on why the parking fees are being increased at this time, when we're facing additional fees at the State level. Mark DiMaggio, Director of Public Safety, reported that the parking lots are drastically deteriorating and lines have faded. At this time, there is not enough money to cover the extensive repairs. Student Trustee Hernandez spoke to the hardship that this would cause students and suggested that the money be taken out of the reserves to pay for repairs. Trustee Bader suggested that this item be tabled, and to look at other areas from which to find the funds. Gary Nellesen, Director of Facilities Planning & Management, explained the process and costs involved in maintaining parking lots and the fact that there are not ongoing funds to cover these costs. Trustee Baca asked if there's an alternative solution other than to increase student parking fees. Trustee Hall would like further explanation on exactly how and when the additional fees will be used. Trustee Chen Haggerty agreed. Therefore, until other alternatives have been considered, this item will be pulled indefinitely.

It was moved by Student Trustee Hernandez, seconded by Trustee Chen Haggerty, to oppose this item. Motion was unanimously opposed.

## 17. CHANGE ORDERS

Regarding the Administration Building Remodel (Bid No. 2855), Trustee Chyr commented on the 31% overage due to change orders, which is significant. He asked about Bovis's (Lend Lease's) role in the change orders. Gary Nellesen, Director of Facilities Planning & Management mentioned that the project will still come in under the original budget. He also said that, in his opinion, Lend Lease didn't do a good job on this project. He believes that Lend Lease fell short when Mt. SAC rewrote its contract in 2008. He believes that, because their fee was based on cost, when the bids came in much lower than anticipated, their fee was reduced. So, he believes they pulled some of their staff off the job and spread themselves too thin in order to keep from losing any more money than they were already experiencing. Mt. SAC's contract with them will end on December 31, 2012; however, they will be off campus by the end of June 2012.

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

- Emergency Resolution No. 11-07      Child Development Center – Unlimited Environmental (Abatement Contractor) – Change Order No. 1.
- Bid No. 2844      Design Technology Center – Evans Brothers, Inc. (Site Prep & Site Utility Relocation Contractor) – Change Order No. 5.
- Bid No. 2853      Design Technology Center – Brewster Electric (Electrical Contractor) – Change Order No. 14.
- Bid No. 2852      Design Technology Center (Unilateral Change Order) – West Tech Mechanical (HVAC Contractor) – Change Order No. 5.
- Bid No. 2855      Administration Building Remodel – Angeles Contractor (General Contractor) – Change Order No. 13.
- Bid No. 2858      Administration Building Remodel – DSG Corporation (Heating & Ventilation Contractor) – Change Order No. 2.
- Bid No. 2859      Administration Building Remodel – Rancho Pacific Electric Inc. (Electrical Contractor) – Change Order No. 11.

Unanimously passed. Student Trustee concurred.

## 18. 2012 ELECTION FOR CCCT BOARD OF DIRECTORS

Trustee Bader recommended that the Board cast votes for Janet Chaniot (Mendocino-Lake CCD), Angela Acosta-Salazar (Rio Hondo CCD), Doug Otto (Long Beach CCD), Manny Ontiveros (North Orange County CCD), Ann H. Ransford (Glendale CCD), Bernard "Bee Jay" Jones (Allan Hancock Joint CCD), Marcia Zableckis (Barstow CCD), and Chris Stampolis (West Valley-Mission CCD).

It was moved by Trustee Baca, seconded by Trustee Hall, to cast votes for the following candidates for the 2012 CCCT Board of Directors:

Janet Chaniot, Mendocino-Lake CCD  
Angela Acosta-Salazar, Rio Hondo CCD  
Doug Otto, Long Beach CCD  
Manny Ontiveros, North Orange County CCD  
Ann H. Ransford, Glendale CCD  
Bernard "Bee Jay" Jones, Allan Hancock Joint CCD  
Marcia Zableckis, Barstow CCD  
Chris Stampolis, West Valley-Mission CCD

Motion carried 4-0. Trustees Chyr and Hernandez abstained.

## **19. REDISTRICTING PLAN MAP OPTION FOR TRUSTEE ELECTIONS**

Paul Mitchell, from Redistricting Partners, was at the meeting to address any questions regarding background information or the various map options. He reminded the Board that he's been working with the District for a year regarding this issue.

Mr. Mitchell talked about the original options that he presented to the Board and also about the additional maps that were drawn as a result of conversations or questions from the President and Board members. He found that some of the options they were looking at jeopardized the ability to create one of the majority-minority seats in the southern part of the District, which would be the Asian majority-minority seat, and, specifically, each time they tried to draw a district line that would separate Pomona and Diamond Bar, it would dilute the voting power of the Asian community, whether it was drawn in a five-member plan or a seven-member plan.

Mr. Mitchell indicated that B7 is the option that's been more of the discussion point for the past several months.

Trustee Baca asked if B7 is the one that is most compliant. Mr. Mitchell said that there are different versions of what is considered compliant. In order to be compliant, there should be single districts or trustee areas, five or seven of them, where individual trustees are elected from that trustee area. One needs to be cognizant of the need to draw majority-minority districts because racially polarized voting is evident in the Mt. SAC District; also, to be consistent in balancing with traditional redistricting principles, such as maintaining city boundaries, school boundaries, etc. He has not found any issues with either A7 or B7, in terms of their compliance with the law. It's only with the D options that they found problems with compliance of the law because it would dilute the Asian vote. An example is the potential splitting of the city of Walnut: If you're maintaining districts that still have the right balance in terms of ethnicities of those remaining districts, splitting Walnut does not become a compliant or not-compliant issue; it becomes a choice. The most refined plan is B7.

Mr. Mitchell reiterated that the additional maps were created as a result of trying to answer some of the questions that were posed to him. In all the seven-member map versions, they were able to create multiple Latino seats and one Asian majority-minority seat. In total, B7 and A7 are able to create four Latino majority-minority seats and one Asian majority-minority seat. That's the most they were able to create, no matter how they drew the lines.

At this time, while the control room was preparing to project Mr. Mitchell's map options, Trustee Bader allowed the two requests for public comment to be heard, as follows:

Bill Robinson, a resident of West Covina, addressed the Board regarding the at-large process that Mt. SAC has always used when electing Trustees, and he commended the

Board for finally addressing the more democratic process of representing the Hispanic and Asian populations, with a seven-member Board.

John Mendoza, a resident of Pomona, addressed the Board regarding a petition he filed, and it was accepted. He talked about if the Board decides to go with a five-member Board, then a hearing will be held addressing the issue. He suggested that the Board vote on a seven-member Board and get on with it.

Paul Mitchell spoke regarding various maps and indicated that there are additional maps. He also indicated that the seven-person Board would be in compliance with the California Voter Rights Act.

Trustee Bader reminded everyone that this exercise is being done to comply with the California and the Federal Voting Rights Acts. The redistricting principles that have been followed by the consultant include criteria of relatively equal size (people, not citizens); contiguous (the districts should not hop or jump); maintain communities of interest; follow city, county, and local government lines; keep districts compact; appearance and function; and preserve voter choices, which are incumbents. In other words, trustees who have been elected by the people should not be erased or taken away without cause. Mr. Mitchell added the importance of stability for the Board and, often times, a redistricting plan that does draw incumbents out of their district is seen as being a potential sign that there was some political mischief happening in the redrawing of the lines. Trustee Bader reiterated that all of these things had to be taken into consideration when drawing the lines, and Mr. Mitchell has done so with many opportunities and different plans for the Board to review. Trustee Bader also stated that the Board first heard about this in January 2011; that the District would be hiring a consultant and complying with the California and the Federal Voting Rights Acts. So, the Board has been studying this for quite a long time, trying to make sure they're doing the right thing, trying to do their due diligence, listen to all the presentations, and working quite hard on this – just to try to recap what they've been doing.

Trustee Chyr stated that the six-criteria redistricting principles document was one that Mr. Mitchell had provided to the Board; so, he asked why the agenda item only cited four of the criteria – and wondered if a couple of them were combined. What's missing are, "follow city, county, and local government lines," and "preserve voter choices," which is incumbents. He had asked before why that criterion was not placed in the agenda and asked if they were not being considered. Mr. Mitchell explained that there are a number of additional criteria that could have been included, such as using the census and working with the voting districts as a potential way of drawing lines as traditional redistricting criteria.

Trustee Baca asked Mr. Mitchell how many districts he's representing. Mr. Mitchell said that he's working with upwards of 25-28. Trustee Baca asked Mr. Mitchell what he is consistently finding in terms of the criteria, and Mr. Mitchell said that there are some things that are very consistent, and focus on population equality, if required, and are absolutely consistent. Districts being contiguous is absolutely consistent; although, there are some variations of how contiguous. Sometimes things aren't necessarily functionally contiguous, like the Los Angeles City Council lines, in some places might go through an area that's unpopulated, like a golf course, to connect two areas that aren't functionally contiguous. Using city lines was very important in the Citrus Community College redistricting; it was not very important in other community colleges where they were looking more at drawing lines around the school district. So, all of these things are looked at when applying lines; but, in some areas, they will place a much stronger preference on one criterion more than another, and it's really diverse around the state as to how they apply these principles and where they focus. Mr. Mitchell's team has done redistricting for L. A. Unified School District, water boards, K-12s, community colleges, hospital boards, a parks district, and each of them is

unique and they look to different things to help them draw their lines, as long as they're staying within the framework of redistricting and not violating any of the other laws.

Trustee Baca asked Mr. Mitchell if, when drawing the lines for the Mt. SAC redistricting, he used consistency as related to others he's done. Mr. Mitchell responded that one of the criteria he used was population equality using the traditional 5% variation as what was being considered safe harbor for line drawing. Looking at school districts and cities were probably the primary criteria used in drawing the lines for Mt. SAC, and it's the primary criteria used just about everywhere in the community college world.

Trustee Baca asked Mr. Mitchell if he would be able to defend the proposals that he's made, and Mr. Mitchell answered, "Yes." Trustee Baca asked Mr. Mitchell, in his opinion, which of these options would be the easiest to defend in terms of compliance with the California Voter Rights Act. Mr. Mitchell said the easiest one to lose would be one that isn't contiguous because it's so black and white. He cited an example of a water district that had three areas that were not touching. Population equality is also very black and white because it's sheer math. When you get into issues like compactness, they have seen some districts be drawn that have very non-compact shapes that could be justified on following city lines or school district lines. Those non-compact shapes are harder to attack in a lawsuit, because one man's compact district is not the same as another man's compact district. That's the kind of a measurement that's up to interpretation.

Trustee Chyr expressed concern about the legality of the proposed redistricting plan favored by the majority of the board members, Option B7. He did not speak against a seven-member redistricting proposal, but in opposition to having trustee residences as the driving factor in drawing new trustee areas and other potential discriminatory plans which could invite litigation.

Trustee Chyr stated that each of the proposed areas in the plans favored by most of the trustees were crafted to specifically protect current trustees, even at the expense of key state and court criteria set for redistricting (i.e., communities of interest and following city boundaries). Trustee Chyr noted Mr. Mitchell's statement that school districts and cities were used as primary considerations in mapping Mr. SAC. Mr. Chyr challenged that statement, stating that Plan B7 specifically did not use those criteria. He cited an example of how Pomona, a large Latino city, and Diamond Bar, a majority Asian community, were carved up to accommodate two trustees residing in northern Pomona and northern Diamond Bar. The notion presented by Mr. Mitchell that, by keeping Diamond Bar intact as a city would somehow dilute the voting power of the Asian community, seemed puzzling to Mr. Chyr. He also stated that school districts were broken up in B7 (i.e., Walnut, Pomona, Bonita, Rowland, Hacienda-La Puente, West Covina, and other unified school districts) to accommodate trustee residences. Mr. Chyr stated that city boundaries and school districts were ignored to ensure two trustees were in safe re-electable areas and not forced to compete with each other in subsequent elections. Mr. Chyr continued that other areas were also designed based primarily on trustee residences. Trustee Chyr noted this was a clear violation of the State Constitution Article XXI, Section (2) e, which he quoted, "The place of residence of any incumbent or political candidate shall not be considered in the creation of a map." The constitutional law was cited in a memo sent to the Board by the redistricting consultant.

Trustee Chyr asked Mr. Mitchell if we're violating the State Constitution and inviting litigation, and Mr. Mitchell answered, "No." The redistricting that they've been doing around the state has consistently looked at the stability of the board. As an example, recently with LAUSD, in a room packed full of attorneys, they went through the redistricting process and explicitly looked at where incumbents lived, and that was a very important part of the redistricting process. To the other extreme, the City of San Jose has a mention in their

charter that they cannot draw a district that draws an incumbent out. Those rules are not operative to local government in redistricting.

Trustee Baca stated that he thought Mr. Mitchell has provided the Board with many alternatives, and he's most interested in the one that most maximizes the Voter Rights Act, B7; so, he made a motion that they move to accept Option B7.

Trustee Bader asked if there was a second to that motion.

Trustee Hall made a point that he wants to make sure exactly what is being referenced. Therefore, Option B7 was projected again for clarification.

Trustee Chyr indicated that he had many more questions.

Trustee Bader stated that a second to the motion should be made, and then discussion could take place afterwards.

Trustee Chyr interjected that he would like to continue his comments. He added that, according to a presentation made in December 2011 to the California School Boards Association by Fagen, Friedman & Fulfroost, a law firm with significant experience in representing community colleges and district remapping, "voting districts shall not be drawn for the purpose of favoring or discriminating against an incumbent..." Also, the law firm's presentation stated the redistricting process needs to include public comment, public information sessions, a draft plan (not options) presented to the public before final Board consideration, and hold public information sessions where minorities are invited to make comments. Trustee Chyr stated that this Board hasn't done this.

Trustee Baca asked Mr. Mitchell if he had had other districts that moved in this direction, and Mr. Mitchell said that they've advised districts, repeatedly, that it's important to have this be done in an open and transparent way, with public meetings over a period of time. This clearly has been a plan that has been presented to the District in a public meeting for a long time, and we've had people come to the Board meetings aware of the process, and even media attention of it; so, he wouldn't have any concern with the amount of public input. There's no requirement that we have community forums on a redistricting plan.

Trustee Bader said that she would be more comfortable if a second to the motion that is on the floor to adopt Plan B7 be made, and then discussion could take place.

Trustee Hall seconded the motion.

Trustee Chyr also mentioned the issue of "packing" which is a state violation. The term describes compressing large blocks of minorities into a district "where they constitute an excessive majority" to ensure that another minority area could not be formed. He asked Mr. Mitchell if he was familiar with the word "packing."

Mr. Mitchell responded that "packing and cracking" are two opposite ways that can be used to disenfranchise a minority community in redistricting, and these are practices that have been done in the past, so courts are very sensitive to them. As an example, he mentioned that, in a middle of a city, you have a very dense Latino population. To crack it would be to draw the district like a pizza, with each slice going in and taking 12% of the Latino population and diluting their voting strength, and that would be "cracking." Packing would be doing the opposite; it would be drawing a circle around that community and saying, 'congratulations, you get one seat,' and depriving them of the opportunity to have any influence over the remaining seats. The ideal is, if you have a community like that to draw the lines in a way that the minority community can be influential and, in the federal context, that means 50% of as many districts as possible. So, often times, there will be a redistricting plan that has 70% Latino in one district and 40% in the adjacent district. The 70% district will be unpacked, moving some of the Latinos into the 40% district, creating two

districts that are ideally 55% Latino. That's the "cracked/packed" kind of situation that he tries to avoid ever happening in the redistricting process, and there are no lines in B7 that would be considered "cracking" or "packing."

Trustee Chyr suggested that B7 is a case where "packing" was done. He argued that another Latino area could have been formed due to "packing" in the proposed Baldwin Park area. He noted that the Baldwin Park area had a 68% Latino majority, and the adjacent area on the eastern border had a 34% Latino minority. By redrawing the lines and still protecting communities of interests, 16% of the 68% Latinos could have been repositioned to the adjacent area, which would have met the minimum 50% threshold for both areas and, therefore, forming another Latino majority area. Instead of five, there would be four Latino majorities. Mr. Chyr cited state law, which requires forming a new minority group area, "whenever possible," and the B7 plan appeared to be a clear violation. He stated that the plan packed districts to protect trustee residences. Trustee Chyr referred to court rulings along with California State and constitutional law which specifically prohibited such practices; thus, potentially leading to non-compliance, which could invalidate the redistricting plan and subject Mt. SAC to costly lawsuits.

Trustee Baca said that B7, irrespective of where incumbents live, is the map that has been reviewed by the Board and maximizes the Voter Rights Act. Mr. Mitchell said it maximizes the opportunity for those communities of interest which creates four majority-minority districts, which are Latino, and one majority-minority district, which is Asian.

Trustee Baca amended his motion to adopt B7, and have the appropriate independent legal review (a second opinion) of it and then move it on for approval to the State Chancellor's Office.

Dr. Scroggins mentioned that the next step would be a resolution that would send this forward to the Board of Governors, which would be another action item to be brought before the Board before going forward with B7.

Trustee Hall seconded the motion to adopt Option B7, with the stipulation that the appropriate independent legal review of experts in this field be retained.

Trustee Hall indicated that there are a lot of reasons to go with a seven-member Board versus a five-member Board. He thinks there is great merit for having at-large elections because it forced trustees to represent the overall interest of the District and not just some portion of the District. It incentivized them to be a part of Baldwin Park, to be a part of La Puente, to be a part of Pomona, to know the District at-large, so that, when issues came before this board, they would have that overall perspective, and he believes the success of Mt. SAC since 1946 has continuously demonstrated that that rounded, comprehensive view of the District and its interests have served this District very well. But, obviously, once the California Voter Rights Act was passed, and it passed through all the court issues and it was judged as the law of the State of California, it is what it is. Someone else has rendered a different opinion than his own. So, in moving forward with that, he would choose a seven-member board over a five-member board in order to be more involved in the K-12 schools. He said there are some significant valid reasons why seven trustees will better serve the interest of this District, which is his preference.

Trustee Chen Haggerty commented that the whole reason the District is going through this exercise is because the Voter Rights Act is basically seeking to maximize the number of majority-minority and the ethnic influence. Otherwise, we would continue doing what we've always done. In looking at B7, it's the best option that will maximize the most focus of racial composition of the Voter Rights Act, and has no consideration of city and school district lines. It creates four majority-minority Latino seats, with the fifth seat being majority-minority Asian, which pretty much represents Mt. SAC's student population. The lines of B7 just

happen to coincide with where the incumbent Board members reside. It doesn't mean the lines were drawn based on where they reside. She also agrees that a legal opinion should be sought before moving forward.

Trustee Chyr stated that B7 puts the interest of the incumbent Board members before the voters' interest.

Trustee Baca asked Mr. Mitchell if B7 maximizes the Voter Rights Act, and Mr. Mitchell said, "Yes, it does."

Trustee Bader said that change is always difficult; but, the Board really has gone through a process and even had special meetings because Trustee Chyr had questions. She mentioned that Trustee Chyr even had a meeting with the President and with the consultant to answer any questions.

Trustee Chyr responded by saying the questions were never fully answered, and it was set up for failure.

Trustee Bader reiterated that there was a motion to adopt Option B7, and it was seconded. Motion carried 4-1. Trustee Chyr opposed. Student Trustee concurred.

**20. PAYMENT TO JUDY CHEN HAGGERTY OF HER BOARD MEETING COMPENSATION FOR FEBRUARY 2012**

By consensus, this item was passed.

**21. ADJOURNMENT**

The meeting adjourned at 10:30 p.m.

WTS:dl

**Mt. San Antonio College  
Board Informational Report  
Information Technology  
April 25, 2012**

Technology at Mt. San Antonio College has evolved at a rapid pace in the last few years. Critical new technologies are being embraced, strategic technology planning is active, and aggressive technology investment is appropriately focused on student support and college goals.

Mt. SAC has a vibrant and state-of-the-art technology foundation which allows us to implement critical and emerging technologies in a rapid and productive fashion. The foundation for this success is the unified IT vision to implement and integrate technology platform components including Banner, Oracle, Portal, Web, server and desktop virtualization, and mobile applications. Facilitating and protecting these technology components is a secure, high-speed network including sophisticated internet connectivity.

The following is a short list of project outcomes defining how technology strategic planning has achieved these targets in a very narrow timeframe:

- Board approved Banner acquisition and implementation – July 2006;
- Banner live for Fiscal and Human Resources modules – January 2008;
- Banner live for Payroll module – March 2009;
- Portal and Banner Web live for Mt. SAC community – January 2009;
- Banner live for Student and Financial Aid modules – January 2009;
- Banner fully in use by Students and Faculty – Summer 2009'
- Pilot desktop visualization project in Business Division – Spring 2012; and
- Smartphone App (mountieApp) – Fall 2012

All members of the Mt. SAC community must be commended for their commitment and ongoing efforts to support technology initiatives. This starts with the Board of Trustees for their thoughtful and supportive actions of these efforts. It also includes the dedicated staff throughout the College that continues to work hard at implementing and utilizing new technology. Embracing rapid change requires enormous and ongoing efforts by all.

In these difficult times, IT is a campus partner in ensuring the ongoing success of the College. These efforts include effective project prioritization and budget management. We have leveraged technology to supply significant six-figure savings for Mt. SAC while effectively utilizing and growing staff skills for the future.

Clearly, challenges still abound for Mt. SAC in terms of technology, budget, and meeting the needs of students. IT is recruiting a few key positions; but, recent hires have shown that Mt. SAC does attract the classified and management 'star employees' needed to advance campus technology innovation for all of our constituents.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Personnel Transactions

**CLASSIFIED EMPLOYMENT**

**Permanent New Hires**

Name: Flores, Ruben  
 Position: Horticulture Production Assistant      New: No  
 Department: Agricultural Sciences  
 Salary/Range/Step: B-51, Step 1  
 Job FTE: 0.475/12 months  
 Effective: 4/26/12

Name: Trujillo, Ruben  
 Position: ESL Instructional Support Assistant      New: No  
 Department: ESL  
 Salary/Range/Step: A-45, Step 1  
 Job FTE: 0.475/12 months  
 Effective: 4/26/12

**Promotion**

Name: Aparicio, Erika  
 From: Clerical Specialist      New: No  
 To: Human Resources Technician  
 Salary/Range/Step: C-59, Step 3  
 Job FTE: 1.00/12 months  
 Department: Human Resources  
 Effective: 4/26/12

**Temporary Additional Assignment**

Name: Estrada, Christina  
 To: Additional Assignment of  
 Student Services Outreach Specialist  
 Department: High School Outreach  
 Effective: 04/26/2012  
 End Date: 06/30/2012  
 Remarks: Change in Job FTE from 0.475 to 0.950

Prepared by: Human Resources Staff

Reviewed by: Annette Loria

Recommended by: Bill Scroggins

Agenda Item: Consent #1

**SUBJECT:** Personnel Transactions

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**DATE:** April 25, 2012

**Temporary Additional Assignment** (continued)

Name: Miranda, Sandy  
To: Additional Assignment of  
Student Services Outreach Specialist  
Department: High School Outreach  
Effective: 04/26/2012  
End Date: 06/30/2012  
Remarks: Change in Job FTE from 0.475 to 0.950

**Temporary Change of Assignment**

Name: Chatarpaul, Rajwattie  
Position: Receptionist/Clerical Assistant  
Department: CalWORKs  
Effective Date: 5/1/2012  
End Date: 6/30/2012  
Remarks: Change in Job FTE from 0.475 to 0.750

**Temporary Out-of-Class Assignment**

Name: Bollier, Sandra  
From: Financial Aid Specialist  
To: Project/Program Coordinator  
Department: Financial Aid  
Effective: 11/1/2011  
End Date: 12/31/2011

Name: Cerda, Manuel  
From: Financial Aid Systems Programmer  
To: Senior Systems Programmer  
Department: Financial Aid  
Effective: 11/1/2011  
End Date: 12/31/2011

**SUBJECT:** Personnel Transactions

---

**DATE:** April 25, 2012

### **CONFIDENTIAL EMPLOYMENT**

#### **Promotion**

Name: Martinez, Kerry  
 From: Executive Assistant  
 To: Executive Assistant II  
 Salary/Range/Step: C-85, Step 5  
 Job FTE: 1.00/12 months  
 Department: Administrative Services  
 Effective: 4/26/12  
 New: No

### **TEMPORARY EMPLOYMENT**

#### **Substitute Employees**

Per employment list (see Page 4).

#### **Hourly Non-Academic Employees**

Per employment list (see Pages 5 and 6).

#### **Professional Experts Employees**

Per employment list (see Pages 6 and 7).

#### **Student Employees**

Per employment list (see Pages 7 through 10).

### **ACADEMIC EMPLOYMENT**

#### **Banking Leave of Absence with Pay**

<u>Faculty Name</u>	<u>Department</u>	<u>Number of LHEs</u>	<u>Semester</u>
Burnes, Fatemeh	Fine Arts	6	Fall 2012
Louie, Charis	Psychology, Education	3	Spring 2012
Nguyen, Kim-Leiloni	Biological Sciences	9	Fall 2012
Whalen, Margaret	Eng, Lit, Journalism	3	Spring 2012

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Approval of Payment for Work Experience Instructor/Coordinator – Spring 2012**

Payment for the following faculty members at 0.1 LHE per student enrolled in the Work Experience courses, according to the District Faculty Agreement, Article 10, Workload.

<u>Instructor</u>	<u>Number of Students</u>	<u>Amount</u>
Ito, Bill	14	\$1,786.18
McIntyre-Fitzgerald, Claudine	7	\$ 924.33
Paulin, Andrew	12	\$1,479.17
Ramirez, Jesus	26	\$3,433.25

**Resignation**

Barr, Dustin, Professor, Music, effective 06/15/12

**Change in Coaching Stipends**

Department	From	To	Amount
Track and Field Assistant (M)	Gilbert, Jeffrey	Walter, Kenneth	\$4,000

**MANAGEMENT****Promotion**

Name: Cuenza-Uvas, Aida  
 Position: Director, AANAPISI Grant New: Yes  
 Department: Student Services  
 Salary/Range/Step: M-9, Step 1  
 Job FTE: 1.000/12 months  
 Effective: 4/26/12

**TEMPORARY EMPLOYMENT****Substitute Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Camacho, Diana	Library Technician III	Library	21.56	03/12/12-06/30/12
Juarez, Kimberly	Library Technician I	Library	16.48	03/12/12-06/30/12
LaCrue, Dominic	Custodian	Custodial Services	16.65	04/01/12-06/30/12
Lopez-Sanchez, Lisbet	Executive Assistant II	Administrative Services	30.47	03/29/12-05/04/12
Quinlan, Beth	Secretary	Administrative Services	21.57	03/03/12-05/04/12

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Hourly Non-Academic Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Avila, Xochitl	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Avila, Xochitl	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Ayass, Khaoula	Instructional Aide	Child Development Center	8.00	02/27/12-06/30/12
Baltazar, Jesse	Tutor IV	Upward Bound	11.75	06/01/12-06/30/12
Baltazar, Jesse	Tutor IV	Upward Bound	11.75	07/01/12-08/31/12
Beard, Brenda	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Beard, Brenda	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Blumenfeld, Patricia	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Blumenfeld, Patricia	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Cabrera, Jorge	Tutor IV	Upward Bound	11.75	06/18/12-06/30/12
Cabrera, Jorge	Tutor IV	Upward Bound	11.75	07/01/12-08/31/12
Campbell, Kathleen	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Campbell, Kathleen	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Corona, Monica	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Corona, Monica	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Dominguez, Maria	Computer Lab Asst II	Architectural	10.08	04/26/12-06/30/12
Fabian, Blanca	Instructional Aide	Child Development Center	8.00	02/27/12-06/30/12
Ferrer, Liliana	Tutor IV	Upward Bound	11.75	06/01/12-06/30/12
Ferrer, Liliana	Tutor IV	Upward Bound	11.75	07/01/12-08/31/12
Franklin, Anita	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Franklin, Anita	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Garcia, Elsie	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Garcia, Elsie	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Grant, Veronica	Clerk Typist III	Journalism	10.87	02/27/12-06/18/12
Heredia, Jessica	Instructional Aide	Child Development Center	8.00	02/27/12-06/30/12
Holoman, Regina	Instructional Aide	Child Development Center	8.00	02/27/12-06/30/12
Hoyos, Eliza	Tutor IV	Upward Bound	11.75	03/01/12-05/11/12
Juarez, Kaylee	Tutor IV	Upward Bound	11.75	06/01/12-06/30/12
Juarez, Kaylee	Tutor IV	Upward Bound	11.75	07/01/12-08/31/12
Lee, Cathy	Clerk Typist III	Adult Basic Education	10.87	06/18/12-06/30/12
Lee, Cathy	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Lopez, Lorena	Instructional Aide	Child Development Center	8.00	02/27/12-06/30/12
Magana, Jessica	Tutor IV	Upward Bound	11.75	03/01/12-06/30/12
Magana, Jessica	Tutor IV	Upward Bound	11.75	07/01/12-08/31/12
Marquez, Monica	Clerk Typist III	Adult Basic Education	10.87	06/18/12-06/30/12
Marquez, Monica	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Mejia Montoya, Victor	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Mejia Montoya, Victor	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Miranda, Cynthia	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Miranda, Cynthia	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Nomura, Frances	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Nomura, Frances	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
O'Connell, Jean	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
O'Connell, Jean	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
O'Grady, Kelly	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Hourly Non-Academic Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
O'Grady, Kelly	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Perez, Angelica	Instructional Aide	Child Development Ctr.	8.00	02/27/12-06/30/12
Ramirez, Beda	Clerk Typist III	Adult Basic Education	10.87	06/18/12-06/30/12
Ramirez, Beda	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Rodriguez, Dominique	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Rodriguez, Dominique	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Ruiz, Maria	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Ruiz, Maria	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Rule, Lucinda	Instructional Aide	Child Development Ctr.	8.00	02/27/12-06/30/12
Sanchez-Cantu, Carmen	Instructional Aide	Child Development Ctr.	8.00	02/27/12-06/30/12
Sinopoli, Deborah	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Sinopoli, Deborah	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Sit, Ngai	Study Skills Assistant III	Tutorial Services	12.48	02/24/12-06/17/12
Steen, Allison	Instructional Aide	Child Development Ctr.	8.00	02/27/12-06/30/12
Tenorio, Sandra	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Tenorio, Sandra	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Torres, Irma	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Torres, Irma	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Trevino, Art	Clerk Typist III	Adult Basic Education	10.87	06/11/12-06/30/12
Trevino, Art	Clerk Typist III	Adult Basic Education	10.87	07/01/12-07/31/12
Vasquez, Ruby	Instructional Aide	Child Development Ctr.	8.00	02/27/12-06/30/12
Wang, Jialun	Study Skills Assistant II	Tutorial Services	11.32	04/26/12-06/30/12

**Professional Expert Employees - New Assignments**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Moreno, Diana	Program Supervisor	Adult Basic Education	12.48	06/18/12-06/30/12
Moreno, Diana	Program Supervisor I	Adult Basic Education	12.48	07/01/12-07/31/12
Reyes, Heather	Program Supervisor I	Adult Basic Education	12.48	06/11/12-06/30/12
Reyes, Heather	Program Supervisor I	Adult Basic Education	12.48	07/01/12-07/31/12
Rodriguez, Raul	Business Advisor I	Financial Aid	26.00	04/26/12-06/30/12
Rodriguez, Ricardo	Program Supervisor I	Adult Basic Education	12.48	06/18/12-06/30/12
Rodriguez, Ricardo	Program Supervisor I	Adult Basic Education	12.48	07/01/12-07/31/12
Romero, Robert	Program Supervisor I	Adult Basic Education	12.48	06/11/12-06/30/12
Romero, Robert	Program Supervisor I	Adult Basic Education	12.48	07/01/12-07/31/12

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Professional Expert Employees - Extended Assignments**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Freeman, Criss	Sports Publicist	Kinesiology & Athletics	16.00	01/01/12-06/30/12
Henkins, Kathryn	Project/Program Aide	Teacher's Prep. Inst.	19.76	02/27/12-06/18/12
Jenkins, Tina	Interpreter V	Sign Language	45.00	02/27/12-06/18/12
Olivas, Daisy	Registered Nurse II	Student Health Services	31.83	03/23/12-06/30/12
Palais, David	Project Manager	Information Technology	55.00	02/01/12-06/30/12
Ramirez, Mirssa	EMT Proctor	Medical Services	12.48	03/30/12-06/30/12
Scheerer, Brenda	Project/Program Aide	Business	19.76	03/01/12-06/30/12
Shanahan, Maggie	Aquatics Assistant III	Continuing Education	12.00	03/29/12-06/30/12
Soto, Maria	Technical Expert II	Nursing	45.00	03/21/12-06/22/12
Valdez, John	Not-for-Credit Instructor I	Basic Skills	35.00	03/12/12-06/17/12
Vickers, Jason	Project Coordinator	Center of Excellence	35.00	03/26/12-06/30/12
Vickers, Jason	Project Coordinator	Research & Inst. Dev.	35.00	03/29/12-06/30/12
Walter, Kenneth	Technical Expert I	Kinesiology & Athletics	35.00	03/23/12-05/25/12
Williams, Dekita	Sports Publicist	Kinesiology & Athletics	16.00	01/01/12-06/30/12
Zumaeta, Jose	Athletic Injury Spec I	Kinesiology & Athletics	22.00	01/01/12-06/30/12

**Student Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Aguilera, Nathaniel	Student Assistant III	Engineer. Design Tech.	10.00	03/19/12-06/30/12
Attrill, Christina	Student Assistant I	Child Development Center	8.00	02/27/12-06/30/12
Balsiger, Joel	Student Assistant V	Agricultural Sciences	12.50	02/26/12-06/30/12
Bausa, Jerad	Student Assistant IV	Teacher Prep Institute	11.25	02/01/12-06/30/12
Beck, Weston	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Blake, Dianna	Student Assistant III	Humanities & Soc. Sci.	10.00	03/19/12-06/18/12
Branch, Jerred	Student Assistant V	Agricultural Sciences	12.50	03/08/12-06/30/12
Briceño, Monica	Student Assistant IV	Teacher Prep Institute	11.25	02/01/12-06/30/12
Briggs, Charles	Student Assistant V	Tutorial Services	12.50	02/27/12-06/30/12
Bruce, Katharine	Student Assistant I	Child Development Center	8.00	02/27/12-06/30/12
Brunson, Naomi	Student Assistant I	Agricultural Sciences	8.00	02/27/12-06/30/12
Bui, Tuan	Student Assistant V	Tutorial Services	12.50	02/27/12-06/30/12
Cervantes, Jaime	Student Assistant IV	Upward Bound	11.25	01/03/12-02/24/12
Chavarin, Yvonne	Student Assistant II	Biological Sciences	8.75	02/27/12-06/30/12
Chavez, Kevin	Student Assistant II	Tutorial Services	8.75	02/27/12-06/30/12
Chen, Tzu-Pu	Student Assistant II	Tutorial Services	8.75	02/27/12-06/30/12
Clift, Joseph	Student Assistant IV	Tutorial Services	11.25	03/09/12-06/17/12
Co Untian, Zire	Student Assistant II	DSPS	8.75	03/26/12-06/30/12
Correa, Antonio	Student Assistant III	Radio Broadcasting	10.00	03/13/12-06/30/12
Cosio, Christopher	Student Assistant IV	Tutorial Services	11.25	02/27/12-06/17/12
Crespin, Richard	Student Assistant IV	Technical Services	11.25	03/27/12-06/30/12
Crespin, Richard	Student Assistant III	Commercial & Ent. Arts	10.00	03/20/12-06/29/12
Dang, Ahn Jeff	Student Assistant III	Tutorial Services	10.00	03/16/12-06/17/12
Dang, Jefferson	Student Assistant II	Biological Sciences	8.75	03/06/12-06/30/12
Decoste, Robert	Student Assistant III	Music	10.00	02/27/12-06/15/12
Del Real, Javier	Student Assistant II	Tutorial Services	8.75	02/27/12-06/30/12

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
DeLeon-Huizar, Cynthia	Student Assistant II	Admissions & Records	8.75	02/27/12-06/30/12
Deskin, Shannon	Student Assistant III	Agricultural Sciences	10.00	03/13/12-06/30/12
Dhillon, Amir	Student Assistant II	DSPS	8.75	03/14/12-06/30/12
Doo, Ammar	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Ecarma, Michelle	Student Assistant I	ESL	8.00	03/19/12-06/30/12
Eccles, Samantha	Student Assistant III	Agricultural Sciences	10.00	03/13/12-06/30/12
Edwards, Brian	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Elkins, Nicholas	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Espinoza, Emma	Student Assistant I	DSPS	8.00	03/09/12-03/30/12
Estrada, Isaac	Student Assistant II	Tutorial Services	8.75	02/27/12-06/30/12
Ewing, Taylor	Student Assistant IV	Aeronautics	11.25	03/27/12-06/30/12
Garcia, Krystal	Student Assistant IV	The Writing Center	11.25	03/06/12-06/30/12
Garciaconde, Martha	Student Assistant I	Academic Senate	8.00	02/27/12-06/30/12
Garrido, Olivia	Student Assistant I	Child Development Center	8.00	03/12/12-06/30/12
Gonzales, Jeremy	Student Assistant III	Engineering Design Tech.	10.00	03/19/12-06/30/12
Gonzalez, Amanda	Student Assistant V	Student Health Services	12.50	02/27/12-06/30/12
Hadikusumo, Katherine	Student Assistant III	Tutorial Services	10.00	03/09/12-06/17/12
Hagemann, Norman	Student Assistant III	Agricultural Sciences	10.00	03/12/12-06/30/12
Hernandez, Hugo	Student Assistant III	Engineering Design Tech.	10.00	03/09/12-06/30/12
Ho, Ying Hsing	Student Assistant V	Tutorial Services	12.50	02/27/12-06/17/12
Horowitz, Leah	Student Assistant V	Electronics	12.50	03/13/12-06/30/12
Houston, Terrance	Student Assistant III	Counseling	10.00	03/01/12-06/30/12
Huang, Andrew	Student Assistant III	Architecture	10.00	03/19/12-06/30/12
Huerta, Anthony	Student Assistant III	Agricultural Sciences	10.00	03/13/12-06/30/12
Hunter, Alexander	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Huynh, Stephanie	Student Assistant III	Tutorial Services	10.00	02/27/12-06/30/12
Irianto, Igor	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Isago, Jessica	Student Assistant III	Fashion Merchandising	10.00	03/01/12-06/30/12
Jacobs, Beatriz	Student Assistant IV	Teacher Prep Institute	11.25	02/01/12-06/30/12
Juarez, Yesenia	Student Assistant II	Child Development Center	8.75	02/27/12-06/30/12
Juarez, Yesenia	Student Assistant III	Child Development Center	10.00	02/27/12-06/30/12
Kim, Hang	Student Assistant V	Tutorial Services	12.50	02/27/12-06/30/12
Kim, Sewan	Student Assistant II	Biological Sciences	8.75	03/06/12-06/30/12
Kim, Sewan	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Kroner, Desiree	Student Assistant III	Tutorial Services	10.00	03/09/12-06/17/12
Kuo, Chia	Student Assistant III	Biological Sciences	10.00	03/19/12-06/15/12
Kuo, Chia	Student Assistant II	Biological Sciences	8.75	03/20/12-06/15/12
Lam, Chi Man	Student Assistant III	Architectural Design	10.00	03/19/12-06/15/12
Lee, Ai-Chiang	Student Assistant II	Tutorial Services	8.75	03/14/12-06/30/12
Lennear, Claudia	Student Assistant V	Tutorial Services	12.50	03/21/12-06/30/12
Lessmueller, Stephanie	Student Assistant III	Business	10.00	03/08/12-06/30/12
Leyva, Alisha	Student Assistant III	Agricultural Sciences	10.00	03/01/12-06/30/12
Lin, Jack	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Liu, Yue	Student Assistant III	Tutorial Services	10.00	03/16/12-06/17/12
Lopez, Melissa	Student Assistant III	Bridge	10.00	04/01/12-06/30/12

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Lopez, Steven	Student Assistant III	Technical Services	10.00	02/27/12-06/30/12
Lopez, Steven	Student Assistant III	Bridge	10.00	04/01/12-06/30/12
Loya, Ruby	Student Assistant II	Public Safety	8.75	02/17/12-06/30/12
Lukich, Alexander	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Manansala, Rafael	Student Assistant II	Tutorial Services	8.75	03/20/12-06/30/12
Martinez, Andrew	Student Assistant II	Technical Services	8.75	03/01/12-06/30/12
Martinez, Arely	Student Assistant II	The Writing Center	8.75	03/13/12-06/30/12
Martinez, Irene	Student Assistant III	Child Development Center	10.00	02/27/12-06/30/12
Martinez, Irene	Student Assistant II	Child Development Center	8.75	02/27/12-06/30/12
McCarthy, Tara	Student Assistant II	Biological Sciences	8.75	04/14/12-06/30/12
Medina, Kathryn	Student Assistant III	Music	10.00	02/28/12-06/15/12
Menard, Daniel	Student Assistant III	Architectural Design	10.00	03/19/12-06/30/12
Mendez, Yvonne	Student Assistant V	EOPS/CARE/CalWorks	12.50	03/01/12-06/30/12
Mercado, Leticia	Student Assistant III	Child Development Center	10.00	02/27/12-06/30/12
Montes, Daniel	Student Assistant I	DSPS	8.00	04/06/12-06/15/12
Nandee, Brian	Student Assistant V	Family & Consumer Sciences	12.50	02/25/12-06/30/12
Nguyen, James	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
Nguyen, Matthew	Student Assistant II	Math, Computer Sciences	8.75	03/01/12-06/15/12
Noriega, Edward	Student Assistant III	Tutorial Services	10.00	02/27/12-06/17/12
O'Brien, Samantha	Student Assistant V	Aeronautics	12.50	03/27/12-06/30/12
Obst, Amanda	Student Assistant IV	Research & Inst. Effectiv.	11.25	03/21/12-06/30/12
Osorio, Pedro	Student Assistant V	Agricultural Sciences	12.50	03/26/12-06/30/12
Pang, Bonnie	Student Assistant V	Theater	12.50	02/27/12-06/29/12
Pasillas, Marissa	Student Assistant V	Medical Services	12.50	03/30/12-06/30/12
Perez, Christopher	Student Assistant III	Tutorial Services	10.00	03/16/12-06/07/12
Perez, Rosemary	Student Assistant II	Child Development Center	8.75	04/01/12-06/30/12
Powers, Randy	Student Assistant II	Earth Sci. & Astronomy	8.75	03/01/12-06/30/12
Rice, Cristy	Student Assistant II	Anthropology	8.75	03/12/12-06/30/12
Rice, Cristy	Student Assistant II	Biological Sciences	8.75	03/04/12-06/15/12
Rodriguez, Marco	Student Assistant IV	Fine Arts	11.25	03/12/12-06/29/12
Rodriguez, Paulina	Student Assistant II	Counseling	8.75	03/26/12-06/29/12
Rogoff, Samantha	Student Assistant IV	Tutorial Services	11.25	02/27/12-06/17/12
Rosales, Crystal	Student Assistant III	Bridge	10.00	04/01/12-06/30/12
Rosas, Laura	Student Assistant IV	Teacher Prep Institute	11.25	02/01/12-06/30/12
Salgado, Lillian	Student Assistant IV	Child Development Center	11.25	02/27/12-06/30/12
Salgado, Lillian	Student Assistant II	Child Development Center	8.75	02/27/12-06/30/12
Shearer, Lindsay	Student Assistant III	Music	10.00	02/28/12-06/15/12
Silvestre, Sarah	Student Assistant III	Tutorial Services	10.00	03/16/12-06/17/12
Soemardy, Citradewi	Student Assistant III	Tutorial Services	10.00	03/16/12-06/17/12
Solis, Robyn	Student Assistant II	Biological Sciences	8.75	03/28/12-06/30/12
Sommers, Christina	Student Assistant II	Biological Sciences	8.75	03/12/12-06/30/12
Sommers, Christina	Student Assistant III	Biological Sciences	10.00	02/27/12-06/15/12
Staggs, Denise	Student Assistant I	Child Development Center	8.00	02/27/12-06/30/12
Thompson, Chelsea	Student Assistant V	Commercial Art	12.50	03/02/12-06/30/12
Torres, Angel	Student Assistant IV	Teacher Prep Institute	11.25	02/01/12-06/30/12

**SUBJECT:** Personnel Transactions**DATE:** April 25, 2012**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Valenzuela, Andrea	Student Assistant II	Math	8.75	03/01/12-06/15/12
Villegas, Eva	Student Assistant V	Adult Basic Education	12.50	03/12/12-06/30/12
Walker, Brian	Student Assistant II	Physics	8.75	02/01/12-06/30/12
Williamson, Sean	Student Assistant III	Counseling	10.00	02/27/12-06/30/12
Wilson, Jamela	Student Assistant II	Technical Services	8.75	03/24/12-06/30/12
Wittenberg, Erin	Student Assistant I	ESL	8.00	03/12/12-06/30/12
Wu, Mary	Student Assistant II	Tutorial Services	8.75	04/03/12-06/30/12
Wu, Josephine	Student Assistant IV	Teacher Prep. Institute	11.25	02/01/12-06/30/12
Ybanez, Richard	Student Assistant II	Biological Sciences	8.75	03/14/12-06/30/12
Yeh, Jeffrey	Student Assistant III	Aeronautics	10.00	03/27/12-06/30/12
Zaldivar, Leo	Student Assistant III	Technical Services	10.00	03/03/12-06/30/12

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** New Courses for the 2012-13 Academic Year

**BACKGROUND**

The following courses have been developed to reflect changes within disciplines, to provide additional general education options, to meet industry requirements and advisory committee recommendations, and to respond to student needs:

<u>Course</u>	<u>Course Title</u>
AHIS 8	History of Medieval Art and Architecture
AHIS 14	Rome: The Ancient City
AHIS 15	Culture and Art of Pompeii
IDE 130	Shop Processes
IDE 150	Design Foundations
IDE 210	Advanced Media

**ANALYSIS AND FISCAL IMPACT**

Courses were developed by College departments and divisions. Documentation has been thoroughly reviewed by the Educational Design Committee and approved by the Curriculum and Instruction Council and the Academic Senate.

Each course taught at Mt. San Antonio College has various costs depending upon the instructor of record (hourly versus full-time), lecture-lab equivalency, and class size limits. The number of sections offered in a given semester by a division or department is variable and part of the total College enrollment management process. Every effort is made to offer courses in a cost-effective manner through prudent enrollment management.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the above courses to be effective in the 2012-13 academic year.

Prepared by: Terri S. Long

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #2

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>April 25, 2012</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<u>Academic Calendar 2013-14</u>	

**BACKGROUND**

The proposed Academic Calendar for 2013-14 has been reviewed and endorsed by the Faculty Association, per the collective bargaining agreement.

**ANALYSIS AND FISCAL IMPACT**

1. The Fall 2013 semester is scheduled from August 26-December 15, 2013, and the Spring 2014 semester is scheduled from February 24-June 15, 2014. Flex/Staff development days are August 23, 2013, and February 21, 2014; they are considered part of the academic year for faculty.
2. Winter Intersession will run from January 6-February 16, 2014. Summer Intersession 2014 will run from June 23-August 3, 2014.
3. The calendar recommendation for 2013-14 meets all legal requirements including mandated holidays and minimum days of instruction.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the proposed calendar for 2013-14, with the understanding that any additional holidays are subject to the negotiations process.

Prepared by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #3

**SUBJECT:** Academic Calendar 2013-14**DATE:** April 25, 2012

**MT. SAN ANTONIO COLLEGE  
ACADEMIC CALENDAR 2013-14**

**Fall Semester - 2013**

<u>Date</u>	<u>Day</u>	<u>Description</u>
August 25	Friday	Flex/Staff Development Day
August 26	Monday	Fall Semester Begins
September 2	Monday	Holiday – Labor Day
November 11	Monday	Holiday – Veterans Day
November 21–24	Thursday-Sunday	Holidays – Thanksgiving Recess
December 9–15	Monday-Sunday	Final Examinations
December 15	Sunday	Fall Semester Ends

December 24–January 1	Monday-Tuesday	Winter Recess – Campus Closed (tentative)
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**Winter Intersession - 2014**

<u>Date</u>	<u>Day</u>	<u>Description</u>
January 6	Monday	Winter Intersession Begins
January 20	Monday	Holiday – Martin Luther King, Jr. Day
February 14	Friday	Holiday – Presidents' Day
February 16	Sunday	Winter Intersession Ends

February 17	Monday	Holiday – Presidents' Day
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**Spring Semester - 2014**

<u>Date</u>	<u>Day</u>	<u>Description</u>
February 21	Friday	Flex/Staff Development Day
February 24	Monday	Spring Semester Begins
March 31	Friday	Holiday - Cesar Chavez Day
May 26	Monday	Holiday – Memorial Day
June 9-15	Monday-Sunday	Final Examinations
June 13	Friday	Commencement
June 15	Sunday	Spring Semester Ends

**Summer Intersession - 2014**

<u>Date</u>	<u>Day</u>	<u>Description</u>
June 23	Monday	Summer Intersession Begins
August 3	Sunday	Summer Intersession Ends

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Aeronautics Students to Participate in the National Intercollegiate  
Flying Association SAFECON 2012 in Salina, KS

**BACKGROUND**

The Mt. San Antonio College Flying Team requests permission to participate in the National Intercollegiate Flying Association Safety and Flight Evaluation Conference (SAFECON), hosted by Kansas State University, in Salina, KS. Ten students will be attending with faculty members Linda Rogus, Robert Rogus, and David Todd. Travel dates are May 10-20, 2012.

**ANALYSIS AND FISCAL IMPACT**

The anticipated cost of the competition is \$29,973.

**Funding Sources**

Unrestricted District Fund, Stars of Excellence, Associated Students, student contributions, and fund-raising.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Flying Team's participation in the National Intercollegiate Flying Association SAFECON 2012.

Prepared by: Sarah Daum

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #4

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Health Care Sector and Other High Growth and Emerging Industries –  
Building Automation Grant: Contracts with Rio Hondo College and  
Chaffey College

**BACKGROUND**

Mt. San Antonio College currently has a grant funded by the U. S. Department of Labor. Mt. SAC leads this project in collaboration with Rio Hondo College, Chaffey College, LA Works, Los Angeles Urban League-Pomona, and a variety of employers. The project focuses on Building Automation Systems, an emerging “green” sub-sector within the broader industry of Heating/Air Conditioning and Refrigeration. This project has implemented a 37.5-unit certificate program, supplemented by intensive case management and support services, to move displaced, unemployed, and low-wage incumbent workers into these high-growth, high-wage occupations. As part of the grant activities, permission is requested to amend existing contracts with Rio Hondo Community College District and Chaffey Community College District.

**ANALYSIS AND FISCAL IMPACT**

The College will amend an existing subcontract with Rio Hondo Community College District to collaborate on the development and implementation of an industry-recognized certificate in Building Automation, serve on the grant’s advisory committee, and participate in grant activities. The amendment adds \$55,889 to the existing subcontract, for a new total of \$286,264. The amended subcontract period is August 1, 2010, through February 28, 2013.

The College will amend an existing subcontract with Chaffey Community College District to collaborate on the development and implementation of an industry-recognized certificate in Building Automation, offer dedicated sections of “DC Variable Speed Drives” and “AC Variable Speed Drives” for participating students, serve on the grant’s advisory committee, and participate in grant activities. The amendment adds \$25,722 to the existing subcontract, for a new total of \$208,444. The amended subcontract period is June 1, 2010, through February 28, 2013.

Activities will be carried out with grant funds. The project will not impact the College budget.

**Funding Source**

U. S. Department of Labor.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract amendments, as defined above.

Prepared by: Adrienne J. Price Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins Agenda Item: Consent #5

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>April 25, 2012</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<u>CyberWatch West Grant: Contracts with JW Marriott and Hilton</u> <u>Worldwide</u>	

**BACKGROUND**

Mt. San Antonio College currently has an Advanced Technological Education Regional Center grant titled "CyberWatch West," funded by the National Science Foundation. The overarching goal of the collaborative project – which also includes California State Polytechnic University, Pomona; California State University (CSU), Dominguez Hills; CSU San Bernardino; and Whatcom Community College – is to strengthen and build an information security workforce and produce a greater number of highly qualified information assurance professionals in the Western United States. To accomplish this goal, CyberWatch West will concentrate on four major areas: (1) student development, (2) curriculum development/revision/dissemination, (3) faculty development, and (4) outreach and partnership development. As part of the grant activities, permission is requested to enter into contracts for facilities and equipment rental, setup fees, and catering services.

**ANALYSIS AND FISCAL IMPACT**

The grant will sponsor a retreat for partner institutions July 10-12, 2012. The event will take place at the JW Marriott Desert Springs Resort & Spa in Palm Desert. Permission is requested to enter into contract with JW Marriott for facilities and equipment rental, setup, and catering, not to exceed \$6,000.

The grant will sponsor a professional development event for regional colleges and universities May 31-June 1, 2012. The event will take place at the DoubleTree by Hilton Ontario Airport in Ontario. Permission is requested to enter into contract with Hilton Worldwide for facilities and equipment rental, setup, and catering, not to exceed \$3,500.

Activities will be carried out with grant funds. The project will not impact the College budget.

**Funding Source**

National Science Foundation.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contracts, as defined above.

Prepared by: _____	Adrienne J. Price	Reviewed by: _____	Virginia R. Burley
Recommended by: _____	Bill Scroggins	Agenda Item: _____	Consent #6

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Contract Between the Center of Excellence and Los Angeles Mission College

**BACKGROUND**

The Center of Excellence (COE) is funded by the California Community Colleges Economic and Workforce Development Program to conduct environmental scanning. In addition, upon request, the COE provides customized reports to other colleges in the region, for a fee.

Los Angeles Mission College requests the following research project:

- Conduct research to analyze and present top industries and top occupations in Los Angeles Mission College's service area and in Los Angeles County;
- A gap analysis for each existing program, comparing the number of completers to the number of job openings, at the college level and at the county level;
- A database of employers located in Los Angeles Mission College's service area; and
- GIS maps.

**ANALYSIS AND FISCAL IMPACT**

The Center of Excellence will conduct the research and provide a report to Los Angeles Mission College. The contract runs April 26, 2012, through June 8, 2012.

The cost of the research project will not exceed \$10,840.

There is no cost to the District.

**Funding Source**

Los Angeles Mission College.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract between the Center of Excellence and Los Angeles Mission College, as presented.

Prepared by: Joumana McGowan/Audrey Reille

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #7

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Contract Amendment with ArbiterSports/RefPay

**BACKGROUND**

At the July 25, 2011, Board of Trustees meeting, the College received approval to enter into an agreement with ArbiterSports/RefPay to pay sports officials. RefPay is designed to allow the Division to electronically pay officials assigned through the ArbiterSports Assigning System. This service has proven to be so beneficial that authority to add payments to officials for special events, including the Mt. SAC Relays, is now being requested.

**ANALYSIS AND FISCAL IMPACT**

The integration of RefPay and ArbiterSports allows officials to be paid in a much quicker and more accurate fashion, eliminating the need for printing checks as well as the problems that can arise from lost checks. The College is seeking to expand the use of ArbiterSports/RefPay to include paying officials for special events (Cross Country Invitational and Mt SAC Relays). An additional \$22,000 is requested to pay the 80-100 officials for special events. This action will increase the agreement to a level not to exceed \$52,000. This addendum will be effective April 14-June 30, 2012.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratifies this contract amendment with ArbiterSports/RefPay, as presented.

Prepared by: Joseph E. Jennum

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #8

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Continuing Education Division

**BACKGROUND**

Continuing Education presents a variety of offerings.

**ANALYSIS AND FISCAL IMPACT**

<b>Community Services Program – Classes/Programs – Schedule Additions:</b>			
<b>Course Title/Program</b>	<b>Presenter</b>	<b>Remuneration</b>	<b>Fee</b>
College for Kids - Summer Program: Program Coordinator	San Gabriel Valley YMCA	\$2,700 Session 1 <u>only</u>	<u>All Classes</u>  Session I: \$140/class
College for Kids Classes	Alexander, Priscilla Casillas-Sanchez, Hilda Tat-Chung, Kathy Hy, Linda Madrigal, Yahaira Pasa, Paul Pena, Kathleen Pena, Oscar Proctor, Michael "Andy" Rivera, Edith Janet	OR  \$5,400 (if also needed for Session II)  10 or more students \$30/hr. 9 or fewer students \$20/hr.	Session II: \$148/class
Swim Programs for Summer: Group and Private Lessons Coordinator: Supervisor:	Ruh, Mark Rieben, Mike	Fee for Service: \$4,000 \$6,500	Group \$50-\$60 Private \$60-\$78
Master Swimming	Boehle, Louis	50%	\$120
Open Lap Swim	Boehle, Louis Lepp, Jodi Rieben, Mike Iwata, David	\$21/hr.	\$110
Session Swim Cards		-0-	\$20-\$60

Prepared by: Donna Burns

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #9

**SUBJECT:** Continuing Education Division

**DATE:** April 25, 2012

<b>Adult Basic Education Summer High School Classes/Programs – Additions or Changes:</b>			
<b>High School Site</b>	<b>Site Coordinator Name</b>	<b>Change in Pay</b>	
		<b>From</b>	<b>To</b>
Walnut High School	Jones, Reuben	\$6,000	\$5,000
Baldwin Park High School	Egans, Shana	\$6,000	\$5,000
Walnut High School Additional Coordinator:	Dibell, Marta	n/a	\$1,000

Funding Source

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Continuing Education additions and changes, as presented.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Contract with In-N-Out Burger

**BACKGROUND**

Each year, the Associated Students honors the accomplishments of Mt. SAC athletic teams at its annual Athletics Fair. The fair is scheduled for June 5, 2012, 11:00 a.m. - 2:00 p.m. As with years past, one aspect of the event has been to serve In-N-Out burgers to student participants. The Associated Students is requesting that the Board of Trustees approves a contract with In-N-Out Burger to cater the annual Athletics Fair. A competitive quote was obtained from Sodexo; but, the brand name and visibility of the In-N-Out burgers have become a traditional part of the annual Athletics Fair. Hamburgers will be served to students who have paid the \$11 Student Activities Fee on a first-come, first-served basis.

**ANALYSIS AND FISCAL IMPACT**

The contract cost with In-N-Out Burger is \$2,541 to serve 550 hamburgers from their self-contained cookout truck.

**Funding Source**

Associated Students.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract with In-N-Out Burger.

Prepared by: Maryann Tolano-Leveque

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #10

<b>BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>April 25, 2012</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>Honorarium to the U. S. Green Building Council, Inland Empire Chapter, Inc.</u>	

**BACKGROUND**

The Lyceum Speaker Series, the Geography and Political Science Department, and Associated Students are hosting an Earth Day Panel Discussion on April 26, 2012. Organic architect, Eric Corey Freed, of the U. S. Green Building Council, has been invited to serve as a panelist. Approval of an honorarium to the U. S. Green Building Council, Inland Empire Chapter, Inc. is requested for the services of Eric Corey Freed to serve as a panelist.

**ANALYSIS AND FISCAL IMPACT**

The cost of the honorarium is \$300.

Funding Source

Associated Students.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the honorarium to the U. S. Green Building Council, Inland Empire Chapter, Inc.

Prepared by: Maryann Tolano-Leveque

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #11

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Contract with University of Redlands' Campus Events for the Upward Bound Summer Residential Program

**BACKGROUND**

Mt. San Antonio College's Upward Bound Program is requesting approval of a contract with University of Redlands' Campus Events for its upcoming Summer Residential Program to be held July 8 through August 3, 2012, at the University of Redlands. The Summer Residential Program is designed to give students a glimpse of what college life is like by giving them a chance to live in the resident halls, have roommates, and attend classes in university facilities, and it is part of the required grant activities. The purpose of the Upward Bound grant is to provide low-income and potential first-generation college students with instruction, services, and activities that will enable them to stay in school, graduate from high school, and successfully enter and graduate from postsecondary education.

**ANALYSIS AND FISCAL IMPACT**

The Summer Residential Program will host fifty students and eight staff. Estimated costs will not exceed \$56,000 and will cover the cost of the use of classroom facilities, food, and lodging for fifty students and eight staff.

**Funding Source**

U. S. Department of Education, Upward Bound grant.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract with University of Redlands' Campus Events for the Upward Bound Summer Residential Program.

Prepared by: Juan Carlos Astorga

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #12

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Contract With The Princeton Review-Led Classroom Course Agreement  
for the Upward Bound Summer Residential Program

**BACKGROUND**

Mt. San Antonio College Upward Bound Program is requesting approval of a contract with The Princeton Review for instructional services in teaching a Scholastic Aptitude Test (SAT) course during its upcoming Summer Residential Program to be held July 8 through August 3, 2012, at the University of Redlands. The purpose of the Upward Bound grant is to provide low-income and potential first-generation college students with instruction, services, and activities that will enable them to stay in school, graduate from high school, and successfully enter and graduate from postsecondary education.

**ANALYSIS AND FISCAL IMPACT**

Mt. San Antonio College will enter into a contract with The Princeton Review in an amount not to exceed \$7,500. The contract will provide funds for the following:

- twenty-four hours of instruction in preparing for the SAT;
- copies of the following book for each class participant: The Princeton Review's SAT course manual version 4.0;
- three full length SAT practice exams (4.5 hours in duration); and
- access to The Princeton Review's Online Student Center.

**Funding Source**

U. S. Department of Education, Upward Bound grant.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract with The Princeton Review-Led Classroom Course Agreement for the Upward Bound Summer Residential program.

Prepared by: Juan Carlos Astorga

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #13

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Appropriation Transfers and Budget Revisions Summary

**BACKGROUND**

While all departments attempt to project their expenditures accurately, situations occur that make it necessary to submit appropriation transfers and budget revisions. Many times, an amount is budgeted, but the specific areas of expenditures are not determined until a later date. In these cases, the funds are then revised to the specific accounts.

**ANALYSIS AND FISCAL IMPACT**

Pursuant to the California Code of Regulations, Title 5, Sections 58307 and 58308, transfers of funds from the fund balance to any expenditure classification or between expenditure classifications and budget revisions can be made at any time with approval of the Board of Trustees. Any transfer from the fund balance to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees.

**Funding Source**

**APPROPRIATION TRANSFERS  
For the period 03/12/12 - 04/05/12**

**Unrestricted General Fund - 11 and 13**

From:

<u>Budget Classification</u>	<u>Amount</u>
4000 Supplies/Materials	\$ 45,400
5000 Other Operating Expenses/Services	344,442
7950 Unassigned Fund Balance	727,940
<b>Total</b>	<b>\$ 1,117,782</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
1000 Academic Salaries	\$ 10,886
2000 Classified/Other Nonacademic Salaries	357,874
3000 Employee Benefits	153,854

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #14

**SUBJECT:** Appropriation Transfers and Budget Revisions Summary

**DATE:** April 25, 2012

6000	Capital Outlay	\$	595,118
7000	Other Outgo		50
<b>Total</b>		<b>\$</b>	<b>1,117,782</b>

**Restricted General Fund - 17**

From:

<u>Budget Classification</u>	<u>Amount</u>
5000 Other Operating Expenses/Services	\$ 7,509
6000 Capital Outlay	910
<b>Total</b>	<b>\$ 8,419</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
1000 Academic Salaries	\$ 4,455
2000 Classified/Other Nonacademic Salaries	2,045
3000 Employee Benefits	22
4000 Supplies/Materials	1,897
<b>Total</b>	<b>\$ 8,419</b>

**Child Development Fund - 33**

From:

<u>Budget Classification</u>	<u>Amount</u>
2000 Classified/Other Nonacademic Salaries	\$ 884
<b>Total</b>	<b>\$ 884</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
3000 Employee Benefits	\$ 884
<b>Total</b>	<b>\$ 884</b>

**Farm Operations Fund - 34**

From:

<u>Budget Classification</u>	<u>Amount</u>
7940 Assigned Fund Balance	\$ 7,800
<b>Total</b>	<b>\$ 7,800</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
4000 Supplies/Materials	\$ 7,800
<b>Total</b>	<b>\$ 7,800</b>

**SUBJECT:** Appropriation Transfers and Budget Revisions Summary

**DATE:** April 25, 2012

**Bond Construction Fund - 42**

From:

<u>Budget Classification</u>	<u>Amount</u>
7920 Restricted Fund Balance	\$ 140,059
<b>Total</b>	<b>\$ 140,059</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
6000 Capital Outlay	\$ 140,059
<b>Total</b>	<b>\$ 140,059</b>

**Capital Outlay Projects/Redevelopment Fund - 43**

From:

<u>Budget Classification</u>	<u>Amount</u>
7920 Restricted Fund Balance	\$ 756
<b>Total</b>	<b>\$ 756</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
5000 Other Operating Expenses/Services	\$ 756
<b>Total</b>	<b>\$ 756</b>

**BAN Construction Fund - 44**

From:

<u>Budget Classification</u>	<u>Amount</u>
6000 Capital Outlay	\$ 305,000
7920 Restricted Fund Balance	350,000
<b>Total</b>	<b>\$ 655,000</b>

To:

<u>Budget Classification</u>	<u>Amount</u>
5000 Other Operating Expenses/Services	\$ 655,000
<b>Total</b>	<b>\$ 655,000</b>

**Associated Students Trust Fund - 71**

From:

<u>Budget Classification</u>	<u>Amount</u>
4000 Supplies/Materials	\$ 1,500
7920 Restricted Fund Balance	7,806
<b>Total</b>	<b>\$ 9,306</b>

**SUBJECT:** Appropriation Transfers and Budget Revisions Summary

**DATE:** April 25, 2012

To:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	3,169
3000	Employee Benefits		1,587
5000	Other Operating Expenses/Services		1,500
6000	Capital Outlay		<u>3,050</u>
<b>Total</b>		<b>\$</b>	<b><u>9,306</u></b>

**BUDGET REVISIONS**  
For the period 03/12/12 - 04/05/12

**Unrestricted General Fund - 11 and 13**

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
883100	All Americas, Inc.-Contract #1112-005	\$	3,600
884007	Planetarium-Sales		2,679
887730	Commercial Art-Print Fees		90
887730	Fine Arts-Clay Fees		4,014
887750	Floral Design-Material Fees		9,000
888545	Paramedic Exam Fees		1,944
889000	Custodial-Recycling		3,041
889000	2011-12 Fashion Symposium		9,100
891001	Settlement-Reimbursement for shredder damage		2,849
891002	District Revenue-Sales of Equipment/Supplies		19,540
898001	2011 Cross Country Invitational-Parking Fees		13,586
898001	2012 Mt. SAC Relays-Parking Fees		<u>4,500</u>
<b>Total</b>		<b>\$</b>	<b><u>73,943</u></b>

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	960
3000	Employee Benefits		71
4000	Supplies/Materials		18,149
5000	Other Operating Expenses/Services		11,609
6000	Capital Outlay		23,614
7950	Unassigned Fund Balance		<u>19,540</u>
<b>Total</b>		<b>\$</b>	<b><u>73,943</u></b>

**SUBJECT:** Appropriation Transfers and Budget Revisions Summary

**DATE:** April 25, 2012

**Restricted General Fund - 17**

Revenue:

<u>Budget Classification</u>		<u>Amount</u>
819000	Jet Propulsion Laboratory	\$ 6,050
862904	2011-12 Equal Employment Opportunity	12,516
865900	2011-12 Center of Excellence-CTE Hub	150,000
865900	2011-12 CTE Community Collaborative Project- Bus Transportation	2,500
<b>Total</b>		<b>\$ 171,066</b>

Expenditures:

<u>Budget Classification</u>		<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$ 108,529
3000	Employee Benefits	21,097
4000	Supplies/Materials	4,205
5000	Other Operating Expenses/Services	37,235
<b>Total</b>		<b>\$ 171,066</b>

**Student Financial Aid Trust Fund - 74**

Revenue:

<u>Budget Classification</u>		<u>Amount</u>
862900	2010-11 CAL Grant C	\$ 8,136
862900	2010-11 CAL Grant B	72,840
<b>Total</b>		<b>\$ 80,976</b>

Expenditures:

<u>Budget Classification</u>		<u>Amount</u>
7000	Other Outgo	\$ 80,976
<b>Total</b>		<b>\$ 80,976</b>

**Scholarship and Loan Trust Fund - 75**

Revenue:

<u>Budget Classification</u>		<u>Amount</u>
898001	Student Life Mark Minor Memorial	\$ 50
<b>Total</b>		<b>\$ 50</b>

Expenditures:

<u>Budget Classification</u>		<u>Amount</u>
7000	Other Outgo	\$ 50
<b>Total</b>		<b>\$ 50</b>

**SUBJECT:** Appropriation Transfers and Budget Revisions Summary

**DATE:** April 25, 2012

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the appropriation transfers within the Unrestricted General Fund (\$1,117,782), Restricted General Fund (\$8,419), Child Development Fund (\$884), Farm Operations Fund (\$7,800), Bond Construction Fund (\$140,059), Capital Outlay Projects/Redevelopment Fund (\$756), BAN Construction Fund (\$655,000), and Associated Students Trust Fund (\$9,306) pursuant to the California Code of Regulations, Title 5, Section 58307.

Further authorization is requested to approve the budget revisions and allow expenditures within the Unrestricted General Fund (\$73,943), Restricted General Fund (\$171,066), Student Financial Aid Trust Fund (\$80,976), and Scholarship and Loan Trust Fund (\$50) pursuant to the California Code of Regulations, Title 5, Section 58308.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Independent Contractors

**BACKGROUND**

Approval of Independent Contractors.

**ANALYSIS AND FISCAL IMPACT**

Periodically, there is a need to hire independent contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. Following is a list of independent contractors for Board approval:

<b>Provider</b>	<b>Area/Department</b>	<b>Service/ Assignment</b>	<b>Date(s)</b>	<b>Amount Not to Exceed</b>
DJ Contreras	Student Services – Student Life, Associated Students	Disc Jockey, Cinco De Mayo event	5/2/12	\$100
Sheila Dufresne	Instruction – CyberWatch West grant	Develop marketing strategy and materials, plan events, and prepare reports (amendment to existing contract)	7/1/12-9/30/12	\$15,000
Sheila Dufresne	Instruction – Regional Information Systems Security Center grant	Develop marketing materials, plan events, and prepare reports	5/1/12-9/30/12	\$24,000
Guadalupe Garcia	Student Services – Student Life, Associated Students	Speaker, Paralegal Society Immigration workshop	4/28/12	\$100
Joel Golbin	Instruction – Family and Consumer Science (FCS), Discipline/Industry Collaborative Grant	Electrical Services, Fashion Symposium	4/1/12-5/1/12	\$1,250
Nancy Hahn	Instruction – Family and Consumer Science (FCS), Discipline/Industry Collaborative Grant	Speaker, “What’s Your Big Idea?” entrepreneurship workshop	5/16/12	\$500

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #15

**SUBJECT:** Independent Contractors**DATE:** April 25, 2012

<b>Provider</b>	<b>Area/Department</b>	<b>Service/ Assignment</b>	<b>Date(s)</b>	<b>Amount Not to Exceed</b>
Sachin Kalbag	Student Services – Student Life, Associated Students	Panelist, Earth Day panel discussion, as part of the Lyceum Speaker Series	4/26/12	\$300
Claudia Mendoza	Instruction – Family and Consumer Science (FCS), Discipline/Industry Collaborative Grant	Speaker, “What’s Your Big Idea?” entrepreneurship workshop	5/16/12	\$500
John Sener	Instruction – CyberWatch West grant	External Evaluator	4/15/12-9/30/12	\$15,000
Gonzalo Vasquez	Instruction – Family and Consumer Science (FCS), Discipline/Industry Collaborative Grant	Speaker, “What’s Your Big Idea?” entrepreneurship workshop	5/16/12	\$500
Alexander Wysocki	Instruction – Family and Consumer Science (FCS), Discipline/Industry Collaborative Grant	Videographer, Documentation of FCS student development events	4/15/12-6/30/12	\$2,000

**Funding Sources**

Restricted General Fund – Instruction.  
 Unrestricted General Fund – Student Services.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the list of Independent Contractors, as presented.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Reissuance of Stale-Dated Payroll Warrant

**BACKGROUND**

Board approval is required to reissue any warrant that has not been cashed within two and a half years from the original issue date, per Education Code 85270.

**ANALYSIS AND FISCAL IMPACT**

Cristi Lin Ricker requests reissuance of Payroll Warrant No. 6213121, originally issued to her on April 30, 2005, in the amount of \$201.64.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the reissuance of Payroll Warrant No. 6213121, in the amount of \$201.64.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #16

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>April 25, 2012</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<u>Contracts to Provide Temporary Staffing Services – Accounting</u> <u>Principals and Accountemps</u>	

**BACKGROUND**

The College seeks to contract with two firms that can provide temporary staffing services on an as-needed basis in support of its fiscal operation needs.

**ANALYSIS AND FISCAL IMPACT**

California Education Code §88003 (b)(7) "...allows for personal services contracting when the services needed are of such urgent, temporary, or occasional nature that the delay incumbent in their implementation under community college district's regular or ordinary hiring process would frustrate their very purpose." As a result of staff on medical leave and vacancies, the Fiscal Services department has an urgent temporary need to supplement its staffing to respond to fiscal demands within the next months. The two world's largest specialized firms in accounting and finance professionals have been identified as qualified to provide temporary staffing services on an as-needed basis: Accountemps, a division of Robert Half International, Inc., and Accounting Principals, Inc. (formerly Ajilon Finance). Fiscal Services has used both firms with excellent results. These firms serve well-known reputable schools and non-profit organizations such as University of La Verne, Claremont Graduate School, California State University, City of Hope, and Kaiser Permanente.

The term for each of these contracts would be for up to five years, as allowed under Education Code §17596, renewable annually at the College's option. The hourly billing rates for the positions are in the range of \$23 to \$33 per hour. These are reasonable rates, within current market conditions, and comparable to in-house salary schedules.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the award of contracts to Accountemps and Accounting Principals to provide temporary staffing services on an as-needed basis in support of Fiscal Services operations.

Prepared by:	<u>Linda M. Baldwin</u>	Reviewed by:	<u>Michael D. Gregoryk</u>
Recommended by:	<u>Bill Scroggins</u>	Agenda Item:	<u>Consent #17</u>

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Agreement with Blackboard Inc. for Connect

**BACKGROUND**

On March 24, 2010, the Board approved an agreement with Blackboard Inc. for Connect, an electronic voice, mail, and text messaging system. The Connect system is used during an emergency to notify the campus community and provide instructions. If there is no emergency, the system is tested bi-annually.

**ANALYSIS AND FISCAL IMPACT**

The original agreement indicated an annual fixed cost of \$65,500. Information Technology and Risk Management renegotiated the agreement from a fixed cost to a per-registered-user cost of \$1. As of March 2012, there were 9,841 registered users. Blackboard Inc. will certify the user count annually on July 1.

Employees and students can register for the Connect system at any time through the myportal.mtsac.edu website. Inactive users are removed from the Connect system annually.

Information Technology included the savings from renegotiating this contract on the Status Quo Budget Reduction form.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the agreement with Blackboard Inc. from July 1, 2012, to June 30, 2015, at the annual rate of \$1 per registered user, not to exceed \$15,000.

Prepared by: Victor A. Belinski/Karen A. Saldana

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #18

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Professional Design and Consulting Services

**BACKGROUND**

In order to commence design on construction and renovation projects, it is necessary to retain the services of qualified professionals.

**ANALYSIS AND FISCAL IMPACT**

The following contracts are presented for approval:

	<b>Consultant:</b>	Cambridge West Partnership, LLC	
	<b>Project:</b>	Master Planning – 5-Year Construction Plan and Space Inventory	
<b>Item</b>	<b>Description:</b>	<b>Amount</b>	
	Professional consulting services to prepare the 5-Year Construction Plan and Facility Space Inventory for submittal to the State Chancellor's Office for 2012. Services are provided for a fixed fee.	\$39,000.00	
	Contract Amount		\$39,000.00

**Funding Source**

Measure RR Bond Anticipation Note funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract, as presented.

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #19

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Reduce Retention for ACH Mechanical Contractors, Inc., Physical  
Education Building Remodel – Mechanical (Bid No. 2864)

**BACKGROUND**

On March 24, 2010, the Board of Trustees awarded to ACH Mechanical Contractors, Inc., the Physical Education Building – Mechanical package (Bid No. 2864). The work for this project is 94% complete, and ACH Mechanical Contractors, Inc. is requesting that the payment retention being held by the College be reduced from 10% to 5% of the total contract amount.

**ANALYSIS AND FISCAL IMPACT**

Public Contract Code Section 9203 requires that the College withhold not less than 5% of the contract price until final completion and acceptance of a project, and allows the College to make full payments at any time after 50% of the work has been completed, conditional upon satisfactory progress being made. ACH Mechanical Contractors, Inc.'s work to date has been performed satisfactorily, and the current retention amount already collected represents more than 5% of the contract amount.

There is no financial impact to the Measure R Bond budget.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves reducing to 5% the retention for ACH Mechanical Contractors, Inc. on their contract for the Physical Education Building – Mechanical package (Bid No. 2864).

Prepared by: Thomas G. Meikle

Reviewed by: Linda M. Baldwin/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #20

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Purchase and Installation of Kitchen Equipment for the Culinary Arts  
Program (Bid No. 2906)

**BACKGROUND**

This project is for the complete renovation of the kitchen for the Business Division Culinary Arts Program. The current facility is outdated and presents a number of code compliance issues. This necessitates a complete renovation to bring the Culinary Arts Program into the 21<sup>st</sup> century. The work will include purchase and installation of new state-of-the-art kitchen equipment including hoods, counters, stoves, microwaves, and new fire suppression systems, most of which will be reused in the new Business & Computer Technology facility.

**ANALYSIS AND FISCAL IMPACT**

Twenty-four notices inviting bids were sent out with only one bid received from R. W. Smith & Co., located in Costa Mesa, for the amount of \$275,466.

**Funding Source**

2010-11 Redevelopment funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves award of the Purchase and Installation of Kitchen Equipment for the Culinary Arts Program (Bid No. 2906) to R. W. Smith & Co., as presented.

Prepared by: Thomas G. Meikle

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #21

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Design Technology Center (Change Orders)

**BACKGROUND**

Design Technology Center (Change Orders).

As of March 1, 2012, Change Orders for the Design Technology Center project totaled \$1,383,351.37, or 8.67% of all contracts. Changes totaling 4.01% of all contracts were owner-requested changes, 2.87% were required by the Architect, 0.65% was required to update Campus Standards, 0.74% was to address unforeseen conditions, and 0.40% was for Division of the State Architect, updated code requirements, and other miscellaneous changes.

**ANALYSIS AND FISCAL IMPACT**

The following changes are necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

<b>Bid No.</b>	2849	<b>Contractor:</b>	RC Construction (General Contractor)	<b>CO No.</b>	14
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
1	Revise door hardware at Door 301G to allow equipment to be moved into the Assembly Space per the user's request. <i>Owner-directed change-added scope.</i>			\$17,058.00	0 days
2	Add access panels at the added water line shutoff valves to allow for water line isolation. <i>Owner-directed change-added scope.</i>			\$293.00	0 days
3	Provide tackable wall panels and crit rail in Rooms 244 and 245 per the new casework that was added. <i>Owner-directed change-added scope.</i>			\$9,874.97	0 days
	Total			\$27,225.97	0 days
	Original Contract Amount			\$4,998,000.00	
	Net Change by Previous Change Orders			\$601,677.62	
	Net Sum Prior to This Change Order			\$5,599,677.62	
	Amount of Change Order No. 14			\$27,225.97	
	New Contract Sum			\$5,626,903.59	
	Percentage of Change to Contract, to Date			12.58%	

Prepared by: Gary L. Nellesen

Reviewed by: Thomas G. Meikle/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #22

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** April 25, 2012

The following Change Orders have previously been approved by the Board of Trustees:

<b>Design Technology Center</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2849 RC Construction (General Contractor)</b>
Contract Amount		\$2,707,000.00		
C. O. No. 1	July 2010	\$1,464.72	0.59%	Pump for rain water and relocate fence.
C. O. No. 2	August 2010	\$1,684.69	1.00%	Increase wall thickness; Insulation at roof cricket for mechanical unit.
C. O. No. 3	December 2010	\$27,666.00	0.55%	Roofing and rubber tile flooring.
C. O. No. 4	January 2011	\$37,232.00	0.74%	Metal wall panels and revised floor finishes.
C. O. No. 5	April 2011	\$33,221.73	0.66%	Metal stud furring wall; Change out wood doors to 100% FSC; Concrete work; Revise corridor ceiling heights; Duct chase at upper roof; Framing changes at wheelchair lift; 1,200-gallon water tank; Install plywood sheathing.
C. O. No. 6	May 2011	\$65,889.48	1.32%	Fire alarm system and column furring; Revise drinking fountain; Revise wall framing; Change opening of doors; Automatic door openers; Ductwork in Assembly Space; Add soffit.
C. O. No. 7	June 2011	\$79,375.30	1.59%	Architectural metal louvers.
C. O. No. 8	July 2011	\$163,884.10	3.28%	Marker boards; Revise room layouts; Metal stud framing; Anti-graffiti coating and glazing; Replace drywall with wonder board; Expansion joints; Revise door hardware.
C. O. No. 9	September 2011	\$19,883.33	0.40%	Revise metal stud framing in Assembly Space; Increase framing soffit; Box in tube steel; Backing for monitors in lobby; Demo and patch drywall.
C. O. No. 10	October 2011	\$83,329.56	1.67%	Revise floor finishes.

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** April 25, 2012

<b>Design Technology Center (cont.)</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2849 RC Construction (General Contractor)</b>
C. O. No. 11	November 2011	\$21,816.62	0.44%	Provide expansion joint at block wall; Traffic coating at balcony; Soffits in elevator machine room; Panels at stair landing; Modify ceiling height.
C. O. No. 12	December 2011	\$37,761.00	0.76%	Eliminate tackable wall panel; Composite panels at stair landing; Window roller shades; Time extension due to unforeseen abatement; Time extension due to weather; Relocate temporary fence; Provide additional SWPPP maintenance.
C. O. No. 13	February 2012	\$28,472.00	0.57%	Modify temporary fence; Air barrier at cement board siding; Paint colors Seg. C; Cement board siding on wall at Stair 1; Relocate smoke detectors; SWPPP maintenance; Access panels.

<b>Bid No.</b>	2851	<b>Contractor:</b>	HPL Mechanical (Plumbing Contractor)	<b>CO No.</b>	7
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Repair existing 4" gas line pipe broken during trenching activities; the gas line was found to be entangled with tree roots. <i>Architect/engineer requirements-unforeseen conditions.</i>		\$142.47	1 day	
2	Add a catch basin to the northeast side of the site to improve drainage along the retaining wall. <i>Architect/engineer requirements-additional details required.</i>		\$3,458.57	2 days	
3	Provide plumbing connections at the photography sinks and eyewash stations. The work was not included in any contractors' scope of work. <i>Miscellaneous change.</i>		\$4,066.48	2 days	
	Total		\$7,667.52	5 days	
	Original Contract Amount		\$807,937.00		
	Net Change by Previous Change Orders		\$40,265.24		
	Net Sum Prior to This Change Order		\$848,202.24		
	Amount of Change Order No. 7		\$7,667.52		
	New Contract Sum		\$855,869.76		
Percentage of Change to Contract, to Date			5.93%		

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** April 25, 2012

The following Change Orders have previously been approved by the Board of Trustees:

<b>Design Technology Center</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2851 HPL Mechanical (Plumbing Contractor)</b>
Contract Amount		\$807,937.00		
C. O. No. 1	August 2010	\$3,078.10	0.38%	Repair water line and install underground utilities for restrooms.
C. O. No. 2	December 2010	\$10,175.85	1.26%	Revise underground site utilities on west side.
C. O. No. 3	May 2011	\$5,861.66	0.73%	Additional photo processing sinks and revise size of the walk around sinks.
C. O. No. 4	August 2011	\$6,252.40	0.77%	Install condensation drain line and drywell.
C. O. No. 5	December 2011	\$11,267.81	1.39%	Install meters for LEED compliance.
C. O. No. 6	February 2012	\$3,629.42	0.45%	Install area drain and connect to catch basin.

### Funding Sources

State Capital Outlay and Measure R Bond funds.

### RECOMMENDATION

It is recommended that the Board of Trustees ratifies the Change Orders, as presented.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Administration Building Remodel (Change Orders)

**BACKGROUND**

Administration Building Remodel (Change Orders).

As of March 1, 2012, Change Orders for the Administration Building Remodel project totaled \$1,588,582.93, or 24.27% of all contracts. Changes totaling 13.73% of all contracts were owner-requested changes, 3.57% were required by the Architect, 1.50% were required to update Campus Standards, 3.10% were to address unforeseen conditions, and 2.37% were for Division of the State Architect, updated code requirements, and other miscellaneous changes.

**ANALYSIS AND FISCAL IMPACT**

The following changes are necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

<b>Bid No.</b>	2857	<b>Contractor:</b>	Empyrean Plumbing, Inc. (Plumbing Contractor)	<b>CO No.</b>	3
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Provide mass flow gas meters and a domestic water meter as part of the building management system. <i>Owner-directed change-Campus Standard.</i>		\$12,509.00	2 days	
2	Install trap primers and vents for the three floor sinks in the penthouse and one roof receptor and vent for the HVAC equipment; details not shown on original drawings. <i>Architect/engineer requirements-additional details required.</i>		\$6,975.00	0 days	
3	Install additional water lines for the hospitality and break rooms. The lines were not shown on original drawings. <i>Architect/engineer requirements-additional details required.</i>		\$3,124.00	1 day	
4	Incorporate Addenda 1-4 as part of the contract; this is a no-cost change order. <i>Miscellaneous change-administrative procedure.</i>		\$0.00	0 days	
5	Add calculation for thrust block per the Architect's Supplemental Instruction 08; this is a no-cost change order. <i>Miscellaneous change -additional details required.</i>		\$0.00	0 days	

Prepared by: Gary L. Nellesen

Reviewed by: Thomas G. Meikle/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #22

**SUBJECT:** Administration Building Remodel (Change Orders)**DATE:** April 25, 2012

<b>Bid No.</b>	2857 (cont.)	<b>Contractor:</b>	Empyrean Plumbing, Inc. (Plumbing Contractor)	<b>CO No.</b>	3
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
6	Provide correction for roof drain leader location and chase per the Architect's Supplemental Instruction 9R2. <i>Miscellaneous change-additional details required.</i>			\$0.00	0 days
	Total			\$22,608.00	3 days
	Original Contract Amount			\$239,485.00	
	Net Change by Previous Change Orders			\$48,514.00	
	Net Sum Prior to This Change Order			\$287,999.00	
	Amount of Change Order No. 3			\$22,608.00	
	New Contract Sum			\$310,607.00	
Percentage of Change to Contract, to Date				29.70%	

The following Change Orders have previously been approved by the Board of Trustees:

<b>Administration Building Remodel</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2857 Empyrean Plumbing, Inc. (Plumbing Contractor)</b>
Contract Amount		\$239,485.00		
C. O. No. 1	September 2010	\$19,830.00	8.28%	Remove and replace existing roof drain.
C. O. No. 2	January 2011	\$28,684.00	11.98%	Hand sink in print shop; Install new model floor service sink; Install gas line for print services; Safety drip pan beneath storm drain; Install roof receptor and vent.

<b>Bid No.</b>	2858	<b>Contractor:</b>	DSG Corporation (Heating and Ventilation Contractor)	<b>CO No.</b>	3
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
	Incorporate Addenda 1-4 as part of the contract; this is a no-cost change order. <i>Miscellaneous change-administrative procedure.</i>			\$0.00	0 days
	Total			\$0.00	0 days
	Original Contract Amount			\$901,500.00	
	Net Change by Previous Change Orders			\$123,751.89	
	Net Sum Prior to This Change Order			\$1,025,251.89	
	Amount of Change Order No. 3			\$0.00	
	New Contract Sum			\$1,025,251.89	
Percentage of Change to Contract, to Date				13.73%	

**SUBJECT:** Administration Building Remodel (Change Orders)

**DATE:** April 25, 2012

The following Change Orders have previously been approved by the Board of Trustees:

Administration Building Remodel	Date	Amount	%	Bid No. 2858 DSG Corporation (Heating & Ventilation Contractor)
Contract Amount		\$901,500.00		
C. O. No. 1	August 2011	\$35,936.61	3.99%	Temporary HVAC units.
C. O. No. 2	March 2012	\$87,815.28	13.73%	Deduct the HVAC allowance; Prepare chilled water lines for tie-in; Provide eleven meters; Install standalone HVAC system in the Print Shop; Modify the HVAC system due to layout changes; Provide four months of temporary cooling.

Bid No.	2856	Contractor:	Donald M. Hoover Company (Flooring Contractor)	CO No.	4
Item	Change and Justification:		Amount	Time	
	Incorporate Addenda 1-4 as part of the contract; this is a no-cost change order. <i>Miscellaneous change-administrative procedure.</i>		\$0.00	0 days	
	Total		\$0.00	0 days	
	Original Contract Amount			\$349,695.00	
	Net Change by Previous Change Orders			\$55,228.00	
	Net Sum Prior to This Change Order			\$404,923.00	
	Amount of Change Order No. 4			\$0.00	
	New Contract Sum			\$404,923.00	
Percentage of Change to Contract, to Date				15.79%	

The following Change Orders have previously been approved by the Board of Trustees:

Administration Building Remodel	Date	Amount	%	Bid No. 2856 Donald M. Hoover Company (Flooring Contractor)
Contract Amount		\$349,695.00		
C. O. No. 1	March 2011	\$33,135.00	9.48%	Concrete floor infill and patching; Carpet base.
C. O. No. 2	June 2011	\$10,503.00	12.48%	Change to ceramic wall tile finish.
C. O. No. 3	July 2011	\$11,590.00	15.79%	Provide concrete grinding and repairs at existing floor slab; Install tile surrounding door frames.

**SUBJECT:** Administration Building Remodel (Change Orders)**DATE:** April 25, 2012

<b>Bid No.</b>	2859	<b>Contractor:</b>	Rancho Pacific Electric (Electrical Contractor)	<b>CO No.</b>	12
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
1	Incorporate Addenda 1-4 as part of the contract; this is a no-cost change order. <i>Miscellaneous change-administrative procedure.</i>			\$0.00	0 days
2	Lower light fixture mounting height by one foot per the Architect's Supplemental Instruction 16, this is a no-cost change order. <i>Miscellaneous change-additional details required.</i>			\$0.00	0 days
3	Relocate power and data outlet at Room 111; credit for deleting the door at Room 111A, per Architect's Supplemental Instruction 27; this is a no-cost change order. <i>Miscellaneous change-additional details required.</i>			\$0.00	0 days
4	Provide correction for roof drain leader location and chase per the Architect's Supplemental Instruction 9R2. <i>Miscellaneous change-additional details required.</i>			\$0.00	0 days
	Total			\$0.00	0 days
	Original Contract Amount			\$1,667,700.00	
	Net Change by Previous Change Orders			\$437,006.99	
	Net Sum Prior to This Change Order			\$2,104,706.99	
	Amount of Change Order No. 12			\$0.00	
	New Contract Sum			\$2,104,706.99	
	Percentage of Change to Contract, to Date				26.20%

The following Change Orders have previously been approved by the Board of Trustees:

<b>Administration Building Remodel</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2859 Rancho Pacific Electric, Inc. (Electrical Contractor)</b>
Contract Amount		\$1,667,000.00		
C. O. No. 1	July 2010	\$103,488.00	6.21%	Relocate 12kv duct bank and install meters.
C. O. No. 2	September 2010	\$20,600.00	7.44%	Install 12kv conductor.
C. O. No. 3	October 2010	\$21,597.00	8.74%	Improve Penthouse lighting.
C. O. No. 4	January 2011	\$47,020.50	11.56%	Entrance canopy lighting and power.
C. O. No. 5	March 2011	\$48,959.00	14.49%	Power and data reconfiguration.
C. O. No. 6	April 2011	\$24,528.00	15.96%	Added power requirements due to space changes; Temporary power to AC units; Light fixture revisions.
C. O. No. 7	June 2011	\$91,640.00	21.46%	Added data and communication outlets for access control and equipment; Fiscal vault fit-out; Audiovisual equipment updates.

**SUBJECT:** Administration Building Remodel (Change Orders)

**DATE:** April 25, 2012

<b>Administration Building Remodel (cont.)</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2859 Rancho Pacific Electric, Inc. (Electrical Contractor)</b>
C. O. No. 8	September 2011	\$41,932.00	23.97%	Emergency power circuits for card readers; Power for energy management panels; Electrical line supports.
C. O. No. 9	December 2011	\$33,458.00	25.98%	Smaller project screen; Relocate power/data; Integrate motorized shades with audiovisual controls; Redundant fiber and copper connection.
C. O. No. 10	February 2012	\$11,812.17	26.69%	Projection screens; Electrical box relocation; Damaged cable; Live scan power and data; Print Shop devices; Elevator phone lines; Blank covers; Additional microphone in Room 216; Elevator power requirements; Room 208 light fixtures and dimmers; Relocate cable tray; Power for ceiling projectors; Light fixtures in Corridor 251.
C. O. No. 11	March 2012	<\$8,027.68>	26.20%	Repair data conduit at Room 133; Remove and replace damaged existing fixtures; Credit for devises for mass notification; Temporary power to support phone and data; Install two additional power outlets.

Funding Sources

State Capital Outlay and COPS funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratifies the Change Orders, as presented.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Physical Education Program Building Renovation (Change Orders)

**BACKGROUND**

Physical Education Program Building Renovation (Change Orders).

As of March 1, 2012, Change Orders for the Physical Education Program Building Renovation project totaled \$262,276.25, or 8.85% of all contracts. Changes totaling 2.84% of all contracts were owner-requested changes, 4.74% were required by the Architect, 0.13% was required to update Campus Standards, 0.03% was to address unforeseen conditions, and 1.11% were for Division of the State Architect, updated code requirements, and other miscellaneous changes.

**ANALYSIS AND FISCAL IMPACT**

The following changes are necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

<b>Bid No.</b>	2861	<b>Contractor:</b>	HMI Construction (General Contractor)	<b>CO No.</b>	6
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Remove additional concrete for the sewer tie-in for the floor drain in the utility closet; the point of connection was not correctly depicted on original drawings. <i>Architect/engineer requirement-additional details required.</i>		\$1,178.65	0 days	
2	Provide a credit for the unused carpet materials as the College revised Campus Standards. This work will be completed by a certified installer of the new materials. <i>Owner-directed change-miscellaneous change-contract price adjustment.</i>		<\$24,000.00>	0 days	
3	Provide a credit for unused drywall for the second side of the draft wall; it was determined to not be necessary by the architect. <i>Architect/engineer requirements-additional details required.</i>		<\$2,423.58>	0 days	
4	Install mirrors on the east wall of Room 105, per the owner's request. <i>Owner-directed change-design modification.</i>		\$0.00	0 days	
5	Relocate lockers, as needed, to meet specific department needs. <i>Owner-directed change-design modification.</i>		\$1,501.84	0 days	

Prepared by: Gary L. Nellesen

Reviewed by: Thomas G. Meikle/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #22

**SUBJECT:** Physical Education Program Building Renovation (Change Orders)

**DATE:** April 25, 2012

<b>Bid No.</b>	2861 (cont.)	<b>Contractor:</b>	HMI Construction (General Contractor)	<b>CO No.</b>	6
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
6	Install additional backing, as needed, to support wall-mounted fitness equipment. <i>Owner-directed change-additional scope.</i>			\$2,933.94	0 days
7	Replace six damaged siding panels. <i>Miscellaneous change-unforeseen conditions.</i>			\$5,093.19	0 days
8	Add 12 new lockers in Room 107 to fulfill the program requirements. <i>Owner-directed change-additional scope.</i>			\$11,731.02	0 days
9	Remove and reinstall the toilet partitions to allow for the flooring replacement. <i>Owner-directed change-additional scope.</i>			\$2,267.76	0 days
10	Construct enclosures for speakers and exit signs to maintain the fire rating. <i>Architect/engineer requirement-additional details required.</i>			\$1,611.56	0 days
11	Lower previously installed ceiling by 6" in Mechanical Room 150 to allow space for duct work. <i>Architect/engineer requirement-additional details required.</i>			\$755.92	0 days
	Total			\$650.30	0 days
	Original Contract Amount			\$1,883,000.00	
	Net Change by Previous Change Orders			\$168,449.14	
	Net Sum Prior to This Change Order			\$2,051,449.14	
	Amount of Change Order No. 6			\$650.30	
	New Contract Sum			\$2,052,099.44	
	Percentage of Change to Contract, to Date			8.98%	

The following Change Orders have previously been approved by the Board of Trustees:

<b>Physical Education Program Building Remodel</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2861 HMI Construction (General Contractor)</b>
Contract Amount		\$1,883,000.00		
C. O. No. 1	April 2011	\$14,580.49	0.77%	Over-excavate 12" of footing to expose firm soil bottom; Remove drywall and patch back at eight locations.
C. O. No. 2	June 2011	\$49,658.63	2.64%	Height of wall increase; Casework replacement; Framing in corridors; New chain-link fence line posts; Furr out wall for drinking fountain chiller; Demolish existing planters.

**SUBJECT:** Physical Education Program Building Renovation (Change Orders)

**DATE:** April 25, 2012

<b>Physical Education Program Building Remodel (cont.)</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2861 HMI Construction (General Contractor)</b>
C. O. No. 3	September 2011	\$12,796.27	0.68%	Additional column reinforcement and metal stiffeners.
C. O. No. 4	October 2011	\$61,204.04	3.25%	Install plate between stiffeners; Install insulation support framing and flatwork concrete.
C. O. No. 5	February 2012	\$30,209.71	1.60%	Toilet room accessories; Additional framing; Credit for ballet bars; Patio/sitting area; Patch/paint in restrooms; Relocate casework; Reseal existing ADA parking lot; Credit for two doors; Grade planter area.

<b>Bid No.</b>	2862	<b>Contractor:</b>	Empyrean Plumbing, Inc. (Plumbing Contractor)	<b>CO No.</b>	3
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Add drywells for the newly installed surface-mounted condensation line to avoid tripping hazard and prevent damage to the pipe. <i>Miscellaneous change.</i>		\$1,073.00	0 days	
2	Add water hammer arrestors to fast-closing valves. <i>Architect/engineer requirement-additional details required.</i>		\$1,012.12	0 days	
3	Rebuild the hot and cold water system piping over the existing restrooms; details not included on the original drawings. <i>Architect/engineer requirement-additional details required.</i>		\$8,861.00	0 days	
	Total		\$10,946.12	0 days	
	Original Contract Amount			\$194,316.00	
	Net Change by Previous Change Orders			\$21,024.55	
	Net Sum Prior to This Change Order			\$215,340.55	
	Amount of Change Order No. 3			\$10,946.12	
	New Contract Sum			\$226,286.67	
Percentage of Change to Contract, to Date				16.45%	

**SUBJECT:** Physical Education Program Building Renovation (Change Orders)

**DATE:** April 25, 2012

The following Change Orders have previously been approved by the Board of Trustees:

<b>Physical Education Program Building Remodel</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2862 Empyrean Plumbing, Inc. (Plumbing Contractor)</b>
Contract Amount		\$1934.316		
C. O. No. 1	April 2011	\$19,431.60	10.00%	Install trap primers; Connect downspouts to storm drain lines; Add isolation valves; Add exterior hose bib; Replace 2" water service pipe.
C. O. No. 2	October 2011	\$1,592.95	0.82%	Remove existing water heater.

Funding Source

Measure RR Bond Anticipation Note funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratifies the Change Orders, as presented.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**CONSENT**

**SUBJECT:** Professional Design and Consulting Services (Contract Amendment)

**BACKGROUND**

In order to commence design on construction and renovation projects, it is necessary to retain the services of qualified professionals.

**ANALYSIS AND FISCAL IMPACT**

The following contract amendment is presented for ratification:

	<b>Consultant:</b>	Hill Partnership, Inc.	<b>No.</b>	5
	<b>Project:</b>	Agricultural Sciences Complex – Partial Construction Phase Services		
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	
	Additional architectural services to assist in completing the partially constructed Agricultural Sciences Complex and related site improvements on Campus.		\$3,850.00	
	Total		\$3,850.00	
	Original Contract Amount		\$100,000.00	
	Net Change by Previous Amendments		\$58,311.00	
	Net Sum Prior to This Amendment		\$158,311.00	
	Amount of Amendment No. 5		\$3,850.00	
	New Contract Sum		\$162,161.00	

**Funding Source**

Measure RR Bond Anticipation Note funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratifies the Contract Amendment, as presented.

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #23

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**ACTION**

**SUBJECT:** Purchase of Server and Enterprise Storage System (Bid No. 2901)

**BACKGROUND**

The server that hosts the Banner production system is more than five years old and is experiencing system slowness and performance issues. Additionally, the College's data storage system is reaching end-of-life for maintenance and is running out of space. A new database server and storage system is needed to ensure faster system response time during robust processing periods such as registration. Bid No. 2901 was issued for the purchase of a server and enterprise storage system.

**ANALYSIS AND FISCAL IMPACT**

Bids were opened April 4, 2012. Eight Requests for Bids were sent out to qualified vendors, with one bid received. The bidder is Sirius Computer Solutions, located in Irvine, California, with a grand total bid amount of \$332,780.40, which includes a \$13,000.00 credit for trade-in equipment. Sirius Computer Solutions has successfully provided quality product and services to the College in the past. The bidder also provided optional pricing, as submitted below, and the College elected to accept option # 1:

**Option #1** – Vendor will provide credit for trade-in of old IBM server and storage system in the amount of \$13,000.00.

**Option #2** – Vendor will provide up to 16 hours of labor at \$200.00/hour to be exercised on an as-needed basis at the discretion of the IT Department.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves Bid No. 2901 and awards the contract to Sirius Computer Solutions for a total of \$332,780.40.

Prepared by: Victor A. Belinski

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Action #1

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**ACTION**

**SUBJECT** Meet-and-Confer Agreement Between the District and Confidential and Supervisory Employees for 2011-12

**BACKGROUND**

As a result of the Meet-and-Confer process, the District, Confidential, and Supervisory Employees reached an agreement, as follows:

- an ongoing increase to salaries of 2%, effective July 1, 2012, previously approved as a one-time 2% increase through June 30, 2012; and
- an annual increase in Health and Welfare Benefit allowance of \$302, effective April 2, 2012.

**ANALYSIS AND FISCAL IMPACT**

The cost of providing these agreements is \$2,457 (one-time) and \$60,052 (ongoing).

**Funding Sources**

Unrestricted General Fund - \$57,699.

Restricted General Fund - \$4,810.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Meet-and-Confer Agreement reached between the District and Confidential and Supervisory Employees for Fiscal Year 2011-12.

Prepared by: Annette Loria

Recommended by: Bill Scroggins

Agenda Item: Action #2

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**ACTION**

**SUBJECT** Meet-and-Confer Agreement Between the District and Management  
Employees for 2011-12

**BACKGROUND**

As a result of the Meet-and-Confer process, the District and Management Employees reached an agreement as follows:

- an ongoing increase to salaries of 2%, effective July 1, 2012, previously approved as a one-time 2% increase through June 30, 2012; and
- an annual increase in Health and Welfare Benefit allowance of \$302, effective April 2, 2012.

**ANALYSIS AND FISCAL IMPACT**

The cost of providing these agreements is \$6,462 (one-time) and \$246,283 (ongoing).

**Funding Sources**

Unrestricted General Fund - \$223,861.

Restricted General Fund - \$20,969.

Child Development Fund - \$4,391.

Health Services Fund - \$3,524.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Meet-and-Confer Agreement reached between the District and Management Employees for Fiscal Year 2011-12.

Prepared by: Annette Loria

Recommended by: Bill Scroggins

Agenda Item: Action #3

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>April 25, 2012</u>	<b>ACTION</b>
<b>SUBJECT</b>	<u>Three-Year Negotiated Agreement Between the District and CSEA, Chapter 262 for July 1, 2011, through June 30, 2014</u>	

**BACKGROUND**

The collaborative bargaining sessions between CSEA, Chapter 262 and the Mt. San Antonio Community College District (District) for a Master Agreement began on April 23, 2011. The parties met for 23 sessions from April 23, 2011, through February 15, 2012.

**ANALYSIS AND FISCAL IMPACT**

On February 8, 2012, the District and CSEA, Chapter 262 reached a Tentative Agreement on an on-schedule salary increase of two percent (2%) plus a \$302 annual increase of the District's contribution toward employee health and welfare benefits. This agreement was subsequently approved by the Board of Trustees on February 22, 2012.

On February 15, 2012, CSEA 262 and the District reached a Tentative Agreement on all remaining contract issues. A summary of the changes in the Master Agreement, which expired on June 30, 2011, is attached.

The District has analyzed the financial impact of this agreement on the current and subsequent fiscal years and is confident in the District's ability to maintain fiscal solvency. Evidence of this analysis was presented on the February 22, 2012, Board of Trustees meeting agenda.

**Funding Source**

Restricted and Unrestricted Funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Agreement between the Mt. San Antonio Community College District and CSEA, Chapter 262 for the period July 1, 2011, through June 30, 2014.

Prepared by: Annette Loria

Recommended by: Bill Scroggins

Agenda Item: Action #4

**SUBJECT:** Three-Year Negotiated Agreement Between the District and CSEA,  
Chapter 262 for July 1, 2011, through June 30, 2014

**DATE:** April 25, 2012

**2011–2014  
CSEA, CHAPTER 262 AND  
THE MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT  
SUMMARY OF TENTATIVE AGREEMENTS**

The Mt. San Antonio Community College District and CSEA, Chapter 262 reached a Tentative Agreement for the Master Contract that will be in effect from July 1, 2011, through June 30, 2014, which was ratified by the membership and if approved by the Board of Trustees. A summary of the issues agreed upon are as follows:

**Article 2: Terms of the Agreement**

Changed the effective dates of the agreement to July 1, 2011, through June 30, 2014.

**Article 4: Organizational Rights**

Additional language was agreed upon, defining CSEA 262's right to negotiate the work calendar for its unit members.

**Article 5: Management Rights – New Article**

Developed language delineating the District's right to direct, manage, and control District operations.

**Article 8: Salaries – (formerly Article 7)**

***Approved by the Board of Trustees February 22, 2012***

2011-12 Contract Year – A 2% on-schedule salary increase for fiscal year 2011-12, retroactive to July 1, 2011.

2012-13 Contract Year – Determined through re-openers.

2013-14 Contract Year – Determined through re-openers.

**Article 9: Health and Welfare Benefits (formerly Article 8)**

***Approved by the Board of Trustees February 22, 2012***

2011-12 Contract Year - \$9,563, retroactive to July 1, 2011.

2012-13 Contract Year – Determined through re-openers.

2013-14 Contract Year – Determined through re-openers.

**SUBJECT:** Three-Year Negotiated Agreement Between the District and CSEA,  
Chapter 262 for July 1, 2011, through June 30, 2014

**DATE:** April 25, 2012

**Article 10: Hours of Work and Related Matters (formerly Article 9)**

Clarified the process for permanent and temporary changes in assignment. Transferred language regarding “hours of work” from Article 7 for appropriate reference under Article 10.

**Article 11: Holidays (formerly Article 10)**

Clarified language regarding the right to negotiate the impact of scheduled holidays. Also clarified the process for earning and using floating holidays.

**Article 13: Leave of Absence and Related Matters (Formerly Article 12)**

Modified language regarding the process for reporting jury duty leave and military leave.

Updated language for use of sick leave and family illness leave consistent with the Family Medical Leave Act (FMLA).

Inserted Catastrophic Leave language from a memorandum of understanding dated May 20, 2011.

**Article 14: Transfers and Related Matters (Formerly Article 13)**

Clarified language regarding the process for involuntary and short-term transfers of assignment.

**Article 15: Personnel Files (Formerly Article 14)**

This section, originally contained references to “Personnel Files” and “Evaluations.” Given these are two separate and distinct matters, it was agreed to separate them into individual sections of the Agreement.

The language in Article 15: Personnel Files was updated to delineate the documents and information that may be placed in an official personnel file.

**Article 16: Evaluations (Formerly Article 14)**

This section was removed from Article 14 and established as a separate section in the Agreement. Clarified the language in Article 16: Evaluations regarding procedures and specific timelines.

**SUBJECT:** Three-Year Negotiated Agreement Between the District and CSEA,  
Chapter 262 for July 1, 2011, through June 30, 2014

**DATE:** April 25, 2012

**Article 17: Reclassification Procedures (Formerly Article 15)**

Established a reclassification process and developed procedures including timelines aligned with Education Code Section 88001(f).

**Article 19: Layoff (Formerly Article 17)**

Expanded the language in this Article to outline the process and specify timelines associated with a layoff for lack of work and/or lack of funds.

**Article 20: Personal/Professional Growth (Formerly Article 18)**

Inserted language allowing release time, with management approval, for participation in classes and/or workshops related to the unit member's job classification.

**Article 21: Health and Safety (Formerly Article 19)**

Modified the title of this Article from "Safety" to "Health and Safety." The language was also modified for compliance with State mandates regarding employee responsibilities during declared emergencies.

**Appendix G: Holidays for Classified Employees (Formerly Appendix E)**

Updated the Appendix to reflect Holidays for the 2012-13 Contract Year.

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** April 25, 2012

**ACTION**

**SUBJECT:** Annual Review of Board Policy 2015 - Student Member

**BACKGROUND**

It is the responsibility of the Board of Trustees to annually decide whether to grant the following privileges to the student member:

- The privilege to make and second motions;
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters;
- The privilege to receive compensation for meeting attendance up to the maximum prescribed in Education Code 72024;
- The privilege to serve a term commencing July 1; and
- The privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.

Currently, the Student Trustee is granted all of the above privileges with the exception of attending closed session.

**ANALYSIS AND FISCAL IMPACT**

Below is the current Board Policy.

The current budget includes compensation for the Student Trustee.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees reviews the current privileges granted to the Student Trustee and reaffirm existing policy or modify Board Policy 2015 - Student Member.

Recommended by: Bill Scroggins Agenda Item: Action #5

**SUBJECT:** Annual Review of Board Policy - 2015 Student Member

**DATE:** April 25, 2012

## **Chapter 2 – Board of Trustees**

### **BP 2015 Student Member**

Reference:

Education Code Section 72023.5

The Board of Trustees shall include one non-voting student member. The term of office shall be one year commencing July 1.

The student member shall be a resident of California at the time of the nomination, and during the term of service, and shall be enrolled in and maintain a minimum of five semester units in the College at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain a 2.0 cumulative grade point average (GPA) while serving as the Student Trustee.

The Student Trustee shall be chosen by the students enrolled in the College in accordance with Board approved procedures and criteria included in the Administrative Regulations and Procedures.

The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session).

On or before May 15 of each year, the Board of Trustees shall review the privileges afforded to the student member.

The Student Trustee is afforded the following privileges:

- The privilege to make and second motions;
- The privilege to receive compensation for meeting attendance; and
- The privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.

Adopted March 24, 2004

Revised July 23, 2008

Revised May 26, 2010