



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, July 24, 2013

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 5:37 p.m. on Wednesday, July 24, 2013. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present. Student Trustee Maureira was also present.

#### STAFF PRESENT

Bill Scroggins, President/CEO; Irene Malmgren, Vice President, Instruction; Mike Gregoryk, Vice President, Administrative Services, and Audrey Yamagata-Noji, Vice President, Student Services.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

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

1. **Conference with Legal Counsel – Existing Litigation, per Government Code Section 54956.9(a)** (three cases)
2. **Conference with Labor Negotiators James Czaja, Vice President, Human Resources; and Bill Scroggins, President & CEO, per California Government Code Section 54957.6.**  
Faculty Association; CSEA, Chapter 262; and CSEA, Chapter 651
3. **Public Employee Performance Evaluation**  
President & CEO

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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.*

### 3. PUBLIC SESSION

The public meeting reconvened at 6:32 p.m. The Pledge of Allegiance was led by Dr. Terri Long, Dean of Instructional Services.

### 4. STUDENT TRUSTEE OATH OF OFFICE

President Scroggins administered the Oath of Office to Karina Maureira and welcomed her to the Board as the Student Trustee.

### 5. INTRODUCTIONS

- The following newly appointed staff members were introduced:
  - Classified Employee  
**Jamil Homs**i, Custodian (Custodial Services) (present)
  - Management Employee  
**Irene Malmgren**, Vice President, Instruction (present)
- The following newly promoted staff member was introduced:
  - Classified Employee  
**Samson Lam**, Lead Electrician (Facilities Planning and Management) (absent)

### 6. RECOGNITION

Reeshan Cooray, Director of Risk Services, from the Alliance of Schools for Cooperative Insurance Programs (ASCIP) presented a check in the amount of \$10,000 to **Karen Saldana**, Director of Risk Management, on behalf of the College, for its ongoing commitment to make the District a safer environment for students, staff, and the public. Vice President Mike Gregoryk commended both Karen and Risk Management Specialist **Beth Quinlan**, who were instrumental in earning this award.

### 7. APPROVAL OF MINUTES

It was moved by Trustee Chen Haggerty, seconded by Trustee Hall, and passed to approve the minutes of the regular meeting of June 26, 2013. Student Trustee concurred.

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

- Regarding item No. 1: None.
- Regarding item No. 2: None.
- Regarding item No. 3: None.

### 9. PUBLIC COMMUNICATION

None.

## 10. REPORTS

Reports by the following constituency leaders were given and are posted on the College website with these minutes:

- **Ahmad Azawi**, Past President, Associated Students (no written report)
- **May Ochoa**, President, Associated Students (no written report)
- **Eric Kaljumagi**, President, Academic Senate
- **Deejay Santiago**, President, Classified Senate
- **Jennifer Galbraith**, President, Faculty Association
- **Laura Martinez**, President, CSEA 262
- **Johnny Jauregui**, President, CSEA 651 (no written report)
- **Bill Lambert**, Executive Director, Mt. SAC Foundation

## 11. BOARD COMMUNICATION

- Trustee Baca read the following reminder: “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.”
- Trustee Baca recognized and welcomed **Marlen Garcia**, Baldwin Park Councilmember, for attending this meeting.
- All Board members shared the following comments:
  - They welcomed **Karina Maureira** as the new Student Trustee.
  - They welcomed **May Ochoa** as the new Associated Students President.
  - They welcomed new and promoted employees **Jamil Homsy**, **Irene Malmgren**, and **Samson Lam**.
  - They congratulated **Karen Saldana** for her efforts that led to the awarding of a \$10,000 check to Mt. SAC from ASCIP.
- Trustee Maureira reported the following:
  - She said she was honored to be serving on the Board of Trustees representing the students of Mt. SAC.
- Trustee Chyr reported the following:
  - He had no events to report.
- Trustee Hall reported the following:
  - He congratulated those who worked on securing the Bond.
  - He will be attending the Legislative Update Breakfast this Friday, at Pacific Palms, where Senator Ed Hernandez will be attending.
  - On the front page of today’s Tribune, there was an article stating that there is a \$236M shortfall for Redevelopment.
  - He said that he’s looking forward to participating in Puttin’ on the Hits, March 7-8, 2014.

- Trustee Bader reported the following:
  - She talked about what a wonderful College for Kids Program Mt. SAC offers.
- Trustee Chen Haggerty reported the following:
  - She had no events to report.
- Trustee Baca reported the following:
  - He congratulated Mt. SAC on being awarded the Title V – Developing Hispanic-Serving Institutions Grant.
  - He congratulated Trustee Hall for his work with the San Gabriel Valley Alliance and the bar-b-que that he hosted last week at Mt. SAC, where over a 100 members attended including six legislators.

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

- He welcomed **Karina Maureira** as the new Student Trustee.
- He welcomed **May Ochoa**, the new Associated Students President.
- He welcomed new and promoted employees **Jamil Homs**, **Samson Lam**, and **Irene Malmgren**.
- He congratulated **Karen Saldana** for her efforts that led to the awarding of a \$10,000 check to Mt. SAC from ASCIP.
- He mentioned that he, **Karen Saldana**, and **Bill Rawlings** met with a CalPERS representative **Doug McKeever**, in Sacramento, to discuss the Wellness Program and the Affordable Care Act. He indicated that CalPERS is conducting studies to expand the program, and that Mt. SAC may be a model for the program. He said it was a very productive meeting.
- Next week, he will be attending the CCLC “Commission on the Future (Part 2)” meeting in Sacramento. They’ll be looking at the initial report that the CCLC put together, with particular interest in how the League can assist with K-12 partnerships, Student Success, the Adult Education initiative, and staff development opportunities. He mentioned that **Meghan Chen**, Dean of Library and Learning Resources, has been appointed to the committee, as well.
- He commended and thanked **Bill Eastham**, Director, Technical Services, and his staff for all the hard work setting up the temporary meeting room for this meeting, and for doing it again next month, while the Boardroom is being renovated to accommodate two additional Board members.
- He’s holding annual one-on-one year-end meetings with all the mid-level managers across campus and thanked them for taking time out of their busy schedules to meet with him.
- He announced the award of a Title V - Developing Hispanic-Serving Institutions Grant entitled “Building Pathways of Persistence and Completion.” It’s a five-year grant for \$3,248,423, which is a major advance for Mt. SAC, and he thanked Grant Director **Adrienne Price** and her team who wrote the application.

He introduced **Mike Gregoryk**, Vice President, Administrative Services, and asked him to give an update on the Measure RR Bond Sale/Refunding.

First, Mr. Gregoryk wanted to clear up some confusion about the Redevelopment money. Even though the newspapers are reporting a \$236 million shortfall for Redevelopment, he said that Mt. SAC will be backfilled with approximately \$190 million. So, the news isn't all bad.

Mr. Gregoryk indicated that Mt. SAC has been very successful in the sale of Measure RR bonds this week. He said that the assessed valuation of homes in our District will be going up 3.65%, which means that the rate to the homeowner will be \$23.32 per \$100K of assessed value, putting us below the promised threshold of \$25.00 per \$100K of assessed value.

Mr. Gregoryk said that Mt. SAC will be receiving \$144 million in new money, which will pay off the Bond Anticipation Note. He said that Mt. SAC's debt service ratio is 2.65X. Dr. Scroggins said that it's partly due to maintaining our Bond Rating and cash flow, in part because of our Board Policy to maintain 10% reserves.

Mr. Gregoryk's report is posted on the College website with these minutes.

### 13. INFORMATIONAL REPORT

- **Dr. Audrey Yamagata-Noji**, Vice President, Student Services; and **Patricia Montoya**, Assistant Director of Admissions and Records, presented a report on the International Students Program. Ms. Montoya, who is also the lead administrator of the International Students Program, introduced her team: **Staci Lee**, **Martin Escarcega**, and **Lorena Molina**.

There's a steady increase of international students, and there are plans to continue to grow the program. She discussed the areas of improvement to make this successful, and this will happen without enhancing the staff. A short video was shown that included testimonials from current and former students, in several languages. These videos are on the College's website.

It was asked if there's any persistence comparison to other students data, and Dr. Yamagata-Noji said that we're not there yet, but it's one of their goals.

It was also asked what the status of housing is for these students. Ms. Montoya indicated that very few students have an issue with housing; most of them stay with either family or friends. For the few students without housing plans, they are referred to the Student Life office, which has a listing of available housing and are worked with very closely.

International students and local students are given the same priority to register for classes.

It was asked if there is a tracking mechanism for international students. Dr. Yamagata-Noji indicated that an employee will be added to perform this function.

Dr. Baca commended the appearance of the website and the insurance plan for these students. Dr. Yamagata-Noji thanked the Information Technology Department and the Marketing and Communication Department for their assistance with the website.

Dr. Yamagata-Noji's report is posted on the College website with these minutes.

## **14. CONSENT AGENDA**

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

### **PRESIDENT'S OFFICE**

1. Approval of a license agreement renewal with CLARUS Corporation to produce e-brochures.

### **ADMINISTRATIVE SERVICES**

2. Approval of the Appropriation Transfers and Budget Revisions Summary.
3. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
4. Approval of a two-year agreement with Vicenti, Lloyd & Stutzman LLP for auditing services through June 30, 2015.
5. Approval of Resolution No. 12-15 – Signature Changes to Existing Bank Accounts.
6. This item was pulled and acted upon separately (see paragraph No.15).
7. Approval to purchase furniture for the Facilities Building from two manufacturers, CMAS and US Communities.
8. Approval to purchase fuel from the Los Angeles County Office of Education contracts with Falcon Fuels, Inc.
9. Approval of pre-payment of charges for video streaming services to Livestream for the 2013-14 fiscal year.
10. Approval of the Adobe Enterprise License Agreement effective August 1, 2013, through July 31, 2016.
11. Approval of a service agreement with PeopleAdmin, Inc.
12. Approval to reject a Claim Against the District by Student Number Ending in 9585 and that Administrative Services is instructed to notify the claimant of the rejection in accordance with Government Code Sections 910 through 915.4.
13. Approval to reduce retention from 10% to 5% for the following Bid:
  - Bid No. 2833 Child Development Center Mechanical/HVAC Package – Comfort Conditioning Co., Inc. (Contractor).
14. Consideration of approval of contracts to provide Lease/Leaseback construction services for the Athletics Complex project, the Classroom Door Hardware Improvements project, and the Audio Visual Systems Improvements project.

15. This item was pulled and acted upon separately (see paragraph No.16).
16. This item was pulled and acted upon separately (see paragraph No.17).
17. Approval of the following Change Orders:
  - Bid No. 2827 Child Development Center – Doja, Inc. (Grading Contractor) – Change Order No. 6.
  - Bid No. 2830 Child Development Center – Liberty Mutual/Safeco (General Contractor) – Change Order No. 7.
  - Bid No. 2834 Child Development Center – Tri-Power Electric (Electrical Contractor) – Change Order No. 7.
  - Bid No. 2897 Agricultural Sciences Building Landscape – Harry H. Joh Construction, Inc. (General Contractor) – Change Order No. 6.
18. Approval of the following Contract Amendments:
  - Child Development Center – TOMIT Consulting, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 2.
  - Aircraft Technology Building Fire Alarm Upgrade – FBA Engineering (Professional Design and Consulting Services Consultant) – Amendment No. 2.
  - Food Services Building – Marlene Imirzian & Associates Architects (Professional Design and Consulting Services Consultant) – Amendment No. 1.
  - Administration Building Remodel – P2S Engineering, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 1.
19. Approval of the following Completion Notice:
  - Bid No. 2911 Astronomy Telescope Dome Addition, GDL Best Contractors, Inc. (Contractor)

## **HUMAN RESOURCES**

20. Approval of Personnel Transactions, dated July 24, 2013.
21. Approval of a contract with Shaw HR Consulting, Inc. for Fair Employment Housing Act/Americans with Disabilities Act (FEHA/ADA) Reasonable Accommodation Services, for the period July 1, 2013, through June 30, 2014.
22. Approval of a contract for investigative services with Norm A. Traub & Associates, Inc., for the period July 1, 2013, through June 30, 2014.

23. Approval of a contract for investigative services with The Titan Group, for the period July 1, 2013, through June 30, 2014.

**INSTRUCTION and STUDENT SERVICES**

24. Approval of modified courses to be effective with the 2013-14 academic year.
25. Approval of activities and acceptance of funds for the Basic Skills Grant.
26. Approval for the Men's Water Polo team to participate in a tournament at the Naval Academy in Annapolis, MD, September 5-8, 2013.
27. Approval of an agreement with ArbiterSports RefPay to pay sports officials.
28. Approval of a contract with Dr. Thomas Bryan to perform health screenings and for coverage at the football games.
29. Approval of a contract with Cole-Schaefer Ambulance Service for coverage at all home football games for the 2013 football season.
30. Approval to accept funds for two Child Development Center contracts with the California Department of Education, Child Development Division.
31. Approval of additions and changes for the Continuing Education Division.
32. Approval of activities and acceptance of funds for the Child Development Workforce Initiative Grant.
33. This item was pulled and acted upon separately (see paragraph No.18).
34. Approval of an affiliation agreement with California Hospital Medical Center for Nursing students.
35. Approval of the destruction of instructor roll books and other associated class records that have been imaged, for various terms from fall 2008 through spring 2010.
36. This item was pulled and acted upon separately (see paragraph No.19).
37. Approval of Associated Students Expenditure Funding 2013-14.

**15. CONSENT ITEM NO. 6 – APPROVAL OF RENEWAL CONTRACTS WITH CAPITAL PROTECTION AND EVENT GUARD SERVICES TO PROVIDE CROWD MANAGEMENT SERVICES FOR THE 2013-14 FISCAL YEAR.**

It was moved by Trustee Bader and seconded by Trustee Hall to approve this item.

Trustee Bader was concerned about the contractor renewal fees for this year compared to last year. She suggested that, in the future, she would like to see the comparison included in the backup.

Motion passed. Student Trustee concurred.

**16. CONSENT ITEM NO. 15 – APPROVAL OF SUBMITTAL OF THE FINAL PROJECT PROPOSAL FOR THE TECHNOLOGY BUILDING.**

It was moved by Trustee Hall and seconded by Trustee Chyr to approve this item.

Trustee Hall asked if this new building is going up in the exact same location as the current building. Mr. Gregoryk said that it will be built on a different site, and it is more cost-effective to build a new building.

Motion passed. Student Trustee concurred.

**17. CONSENT ITEM NO. 16 – APPROVAL OF AGREEMENTS TO PROVIDE PROFESSIONAL DESIGN AND CONSULTING SERVICES WITH GETINGE SIGNATURE SERVICES FOR THE ANNUAL STERILIZER AND STEAM GENERATOR MAINTENANCE PROJECT; AND WITH STEVEN FADER ARCHITECTS FOR THE PERFORMING ARTS COMPLEX CLOSE-OUT PROJECT.**

It was moved by Trustee Hall and seconded by Trustee Bader to approve this item.

Trustee Hall asked what the Performing Arts Close-Out represents, and Mr. Gregoryk said that it was discovered on the Chancellor's list as never being completed, so it is now being done.

Motion passed. Student Trustee concurred.

**18. CONSENT ITEM NO. 33 – APPROVAL OF AN AFFILIATION AGREEMENT WITH CHINO VALLEY INDEPENDENT FIRE DISTRICT TRAINING CENTER STATION 61 FOR USE OF THEIR FACILITY FOR MT. SAC'S FIRE ACADEMY STUDENTS.**

It was moved by Trustee Hall and seconded by Trustee Chyr to approve this item.

Trustee Hall wanted everyone to be aware of the fact that Assemblyman **Curt Hagman** was instrumental in securing this location, which is a new facility. Mr. Gregoryk said that Technology & Health Dean **Sarah Daum** and Fire Technology Professor **Steve Shull** spent a lot of time on making this happen, and we owe a great deal of gratitude to Assemblyman Hagman.

Motion passed. Student Trustee concurred.

**19. CONSENT ITEM NO. 36 – APPROVAL OF THE ASSOCIATED STUDENTS PROPOSED BUDGET FOR FISCAL YEAR 2013-14.**

It was moved by Trustee Bader and seconded by Trustee Hall to approve this item.

**Ahmad Azawi**, former Associated Students President, and **May Ochoa**, newly elected Associated Students President, presented the Associated Students Proposed Budget for Fiscal Year 2013-14. **Mr. Gregoryk** congratulated the students for doing a great job in staying within their budget, which makes the process much easier.

It was asked how it is determined how much money needs to be expended. Mr. Gregoryk said that whatever is collected in 2012-13 is the budget for 2013-14. There were questions regarding the calculations, and Mr. Gregoryk said that unspent funds are carried over from the previous year, which probably accounts for the confusion.

It was asked about the substantial increase in the Associated Students President's Hospitality. Mr. Azawi indicated that the Associated Students initiated a food bank, and those expenses will be come out of the hospitality account.

Trustee Hall congratulated the Associated Students for funding \$62K in scholarships.

Mr. Azawi said that, at the beginning of his term as Associated Students President, there was a disconnect; but, since then, that disconnect turned into a bridge, for which he is thankful.

Motion passed. Student Trustee concurred.

## **20. CLOSED SESSION**

The Board adjourned to Closed Session to continue discussion on the following item:

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

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

None.

## **22. ADJOURNMENT**

The meeting adjourned at 9:45 p.m.

WTS:dl

**Academic Senate Report  
To the Board of Trustees  
24 July 2013**

Full Senate Activity

None – the Senate will next meet on 29 August.

Resolution 13-X1 Follow-up

On 13 June the Academic Senate Executive Board, noting the need to take action prior to fall, adopted Resolution 13-X1 which approves the recommendations of the Captioning Task Force and the Field Trip Task Force. This approval is subject to review by the full Senate. We continue to work with the administration on these issues, which include proposed revisions to AP 4300 (Field Trips and Excursions) and (4350 Student Travel Guidelines).

Goal Setting

The Academic Senate exists to advise the Board of Trustees on “academic and professional matters.” A goal and priority setting retreat for the coming academic year is currently planned for 22 August. The Senate President extends an invitation to the Board members to suggest any academic & professional matters that the Senate might discuss this year. Board members may contact the Senate President at x5436 or through email to [ekaljumagi@mtsac.edu](mailto:ekaljumagi@mtsac.edu).

Flex Day

The professional development “Flex Day” for the 2013-14 academic year is scheduled for Friday, 23 August from 8:15 – 3:00. The day will consist of a general convocation session attended by all full-time faculty, two breakout sessions, and department (or division) meetings. This year, sixteen different breakout sessions will be available to faculty on topics as diverse as undergraduate research, providing student feedback, discrimination, and captioning. The Senate wishes to thank the many people who work to put on Flex Day.

ASCCC Professional Development

Dan Smith, the Academic Senate Vice President, and Jeff Archibald, the Academic Senate Secretary, attended the Academic Senate for California Community Colleges’ Leadership Institute, which was held June 13 – 15 in Sacramento. They attended sessions on laws and regulations, budget planning, interacting with the State Academic Senate, and challenges to higher education. Past president Michelle Grimes-Hillman also attended as she is continuing as a State Senate Executive Board member.

Michelle Grimes-Hillman, our Academic Senate Curriculum Liaison, Michelle Sampat, the Asst. Curriculum Liaison, and Vice President Dan Smith attended the Academic Senate for California Community Colleges’ Curriculum Institute, which was held July 11 – 13 in Anaheim. They attended a wide variety of sessions, including ones dealing with college catalogs, associate degrees for transfer, the use of data to guide curriculum, and repeatability.

Respectfully submitted,  
Eric Kaljumägi  
President, Academic Senate



## MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE

REPORT TO THE BOARD OF TRUSTEES  
WEDNESDAY JULY 24, 2013

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1. Classified Senate met on Thursday July 18<sup>th</sup>. At this meeting we discussed:
  - a. 2013 – 2014 Classified Senate goals
    - i. Senate will be focusing their efforts on hosting more events for classified employees and also explore new ways of fundraising for the Classified Scholarship.
  - b. Classified Scholarship
  - c. Upcoming events
    - i. October 2013 and February 2014 social events for classified employees
    - ii. Classified Recognition Ceremony: May 21, 2014
    - iii. Pint Challenge Blood Drive: May 27, 2014
  - d. Senate Membership
    - i. I would like to welcome the newest classified employees to Senate:
      1. Beth Quinlan
      2. Tonya Bennitt
  - e. Next meeting is scheduled for Thursday August 8th at 1:00 pm in Founders Hall
2. Classified Professional Development Committee (CPDC) updates
  - a. New Employee Welcome: Monday August 19<sup>th</sup>
  - b. Classified Fall Opening Meeting: Wednesday August 21<sup>st</sup>
3. On behalf of Classified Senate, I would like to extend a warm welcome and congratulations to the newly appointed classified employees.

Respectfully Submitted by,  
Deejay R. Santiago, Ed.D.  
President, Classified Senate



**Faculty Association Report  
To the Board of Trustees  
July 24, 2013**

1. Negotiations

The Faculty Association is pleased to announce that we have completed negotiations with the District. Ratification ballots have been mailed to members' homes and are due back Friday, August 9<sup>th</sup>. The Faculty Association would like to thank the District team Dr. Ginny Burley (lead), Dr. Terri Long (lead 2), Rosa Royce and Jemma Blake-Judd (shadow). Additionally thank you to the FA team, Jennifer Galbraith (lead), Paul Sharpe, Luisa Howell, and Lance Heard (shadow). Faculty response has been mixed with respect to the tentative agreements. The faculty do not like the idea of the increase to benefits possibly becoming one-time.

2. CTA Presidents Conference

Faculty Association Vice President Lance Heard is currently in San Jose at the CTA Presidents' Conference. He will return the end of this week with information on the new leadership of CCA and an understanding of how it will work with CTA. Due to personal commitments President Jennifer Galbraith was unable to attend.

3. Puttin' on the Hits 2014

The FA's annual scholarship fundraiser is scheduled for March 7<sup>th</sup> and 8<sup>th</sup>. The theme for the show will be "Everything Old is New Again". An email survey will be sent to all former performers asking about their interest in performing and ideas for numbers.

Respectfully submitted by,  
Jennifer Galbraith, Faculty Association President



AFL-CIO

CSEA Chapter 262  
2013 Executive Board

**Laura Martinez**  
President  
[president@csea262.org](mailto:president@csea262.org)  
Ext. 5813

**Cason Smith**  
1<sup>st</sup> Vice President  
[vp1@csea262.org](mailto:vp1@csea262.org)  
Ext. 4678

**Hawk Yao**  
2<sup>nd</sup> Vice President  
[Vp2@csea262.org](mailto:Vp2@csea262.org)  
Ext. 5522

**Sandra Bollier**  
Secretary  
[secretary@csea262.org](mailto:secretary@csea262.org)  
Ext. 5976

**Elizabeth Jauregui**  
Treasurer  
[treasurer@csea262.org](mailto:treasurer@csea262.org)  
Ext. 5342

**Linda Tackett**  
Chief Job Steward  
[chiefsteward@csea262.org](mailto:chiefsteward@csea262.org)  
Ext. 5532

**Rondell Schroeder**  
Site Representative Coordinator  
[siterep@csea262.org](mailto:siterep@csea262.org)  
Ext. 8000

**Tamieka Hunter**  
Chapter Public Relations Officer  
[cpro@csea262.org](mailto:cpro@csea262.org)  
Ext. 6487

**Bill Rawlings**  
Past President  
[pastpresident@csea262.org](mailto:pastpresident@csea262.org)  
Ext. 6602

*"To improve the lives of  
our members, students,  
and community."*

July 24, 2013

On behalf of Chapter 262 I would like to welcome Dr. Malmgren to Mt. SAC. I look forward to working with you on the Accreditation Leadership Ad Hoc Group. Congratulations and welcome to Student Trustee Karina Maureira, A.S. President May Ochoa. I am certain the upcoming year will be filled with wonderful learning opportunities.

As a reminder, CSEA 262 will be going to our Annual Conference this weekend. I will report on the highlights of the conference at the August Board meeting.

We will continue negotiations tomorrow and remain hopeful that it will be our last negotiations session. I'd like to reiterate our appreciation to Dr. Scroggins for the efficiency and mutual respect developed in our latest round of negotiations. We look forward to continuing this positive working relationship with James on our full Successor Agreement.

Respectfully submitted,

Laura Martinez, President  
CSEA Chapter 262



## **Foundation Report to Board of Trustees July 24, 2013**

There are some organizational changes coming in the Foundation. We're making some adjustments to staff responsibilities and utilizing campus resources so that more of our focus can be on Fundraising and Outreach. I'll have more information about that for you next month but I want to share an example of the kind of cross campus collaboration I'm referring to.

My team recently met with CB, Jill Dolan and John Lewallen to talk about our outreach calendar and to discuss how we can tap into their creative talents to help us with a chunk of the design work that we do. This arrangement will allow my teams to focus more on other priorities. I want to thank CB and his team for their involvement and enthusiasm.

I also want to talk a bit about some upcoming activities:

- Tomorrow we have a '76 Alum coming back to campus for the first time since he graduated. We've set up a day of activities for him to really see how the college has grown over the years. I've gotten tremendous support from a number of different areas and Mr. Klotz is going to have a really special day because of it.
- On Friday we're celebrating Mt. SAC Night at Quakes Stadium. I couldn't be more pleased with the response we've gotten. More than 150 people have registered to attend the picnic and the game. Our students will be singing the national anthem, Pres. Scroggins will throw out the first pitch—it is going to great fun!
  - On a related note, I want to thank Melissa Berkley for the excellent work she did in helping us create a couple of fun promotional videos for the event. Check out the Alumni Association FB page to see what I'm talking about.

Submitted by Bill Lambert, Executive Director, Mt. SAC Foundation

# MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT

Measure R and Measure RR General Obligation Bonds  
Post Restructuring



July 24, 2013

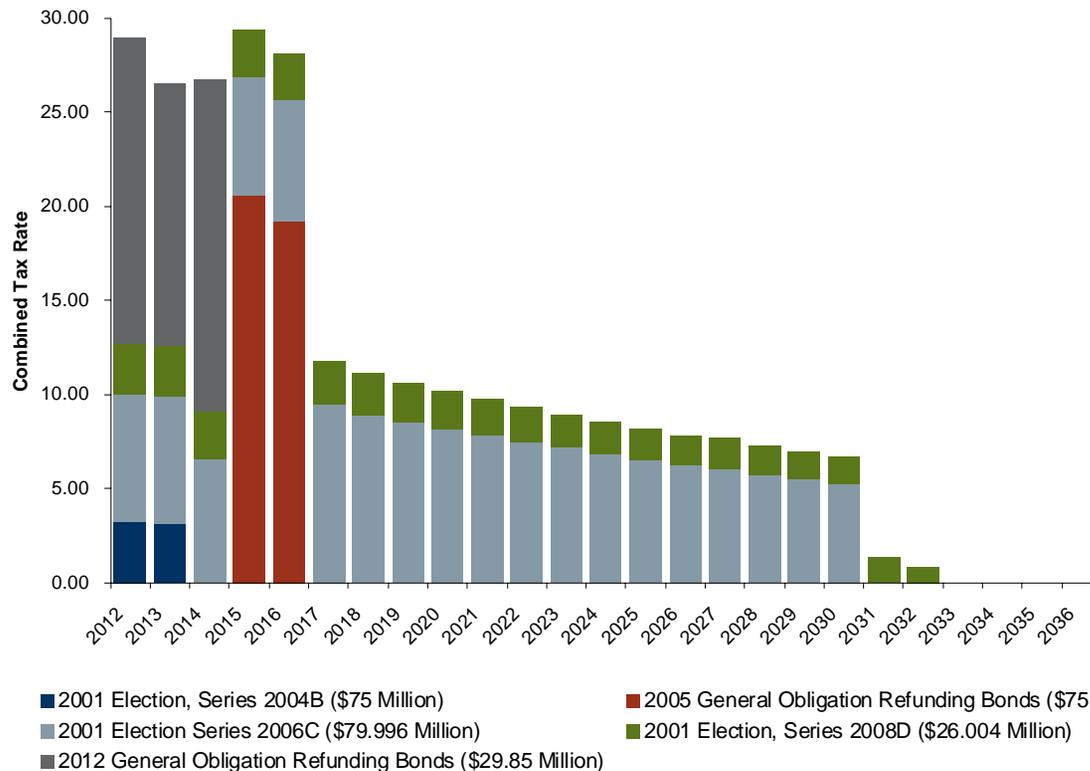


RBC Capital Markets®

# Measure R and Measure RR Tax Rate Analysis

- The maximum legal tax rate for the 2001 Election (Measure R) and 2008 Election (Measure RR) general obligation bonds is \$25.00 per \$100,000 AV
- Due to the declines in AV, the District tax rate in fiscal year 2012-13 was \$28.96
- The table below shows the projected tax rates for the District's outstanding general obligation bonds

**Mt. San Antonio Community College District  
Outstanding Measure R and RR General Obligation Bonds Tax Rate Analysis  
Tax Rate per \$100,000 of AV**



Assumed AV Growth Rates	
Year	Growth Rate
2011-12	1.58%*
2012-13	1.41%*
2013-14	2.00%
2014-15	3.00%
2015-16	3.50%
2016-17	4.00%
Thereafter	4.50%

\* Actual

# Summary of Restructuring

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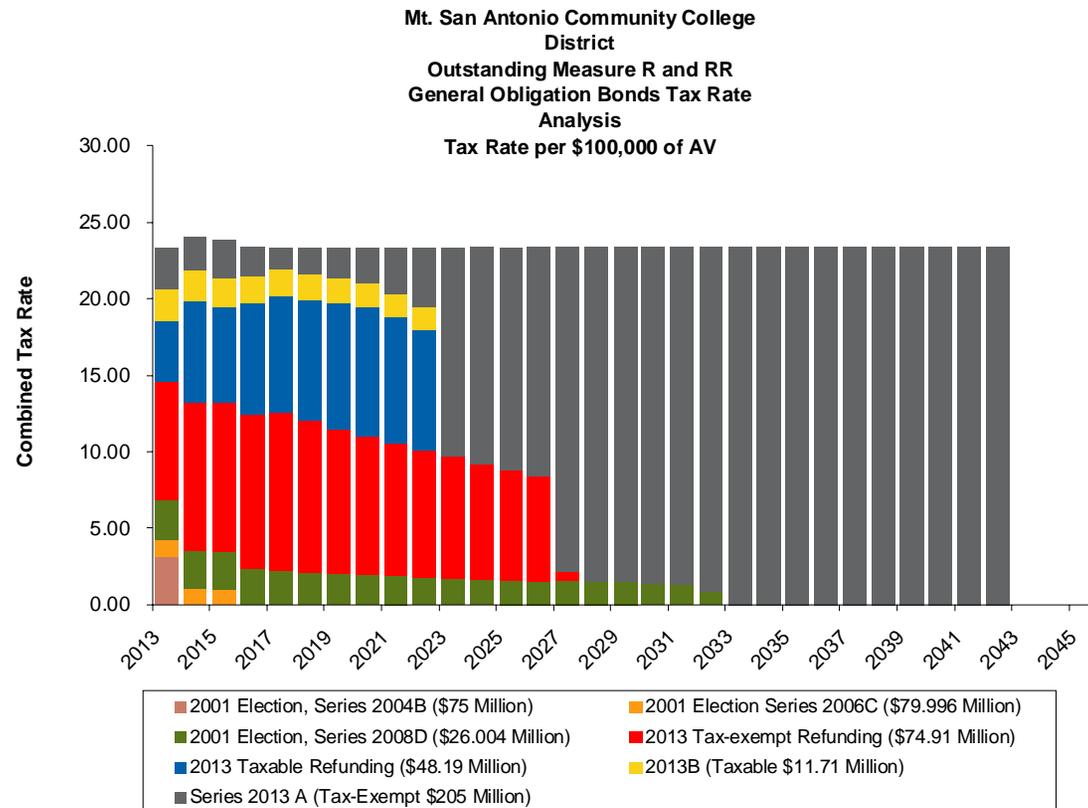
- \$205.59 million Series 2013A (Final Maturity 2043)
  - Portion of the \$65.00 million BAN Take-out
  - \$144.82 million New Money Issuance
  - Coupons: 2.00%-7.00%; Total Debt Service Ratio: 3.49X
- \$11.71 Series 2013B (Final Maturity 2023)
  - Portion of the \$65.00 million BAN Take-out
  - Coupons: 0.71%-4.10%; Total Debt Service Ratio: 1.19X
- \$74.91 million 2013 GO Refunding Series A (Final Maturity 2028)
  - Refunding 2006C bonds maturing in 2017 through 2031
  - Interest Cost: 2.00%-5.00%; Total Debt Service Ratio: 1.45X
- \$48.19 million 2013 GO Refunding Series B (Final Maturity 2023)
  - Refunding 2012 Taxable GO bonds maturing in 2014 and 2015
  - Refunding 2005 GO Refunding bonds maturing in 2016 and 2017
  - Interest Cost: 0.71%-4.10%; Total Debt Service Ratio: 1.23X
- Total Combined
  - Coupons: 0.71%-7.00%; Total Debt Service Ratio: 2.64X

# Post-Restructuring

- The 2013 Restructuring:
  - The 2013 Taxable refunding will amortize principal into years 2014-2023
  - The 2013 Tax-Exempt refunding will amortize principal into years 2014-2028
- Due to AV growth that is higher than projected (3.65% vs. 2.00%) the 2013-14 projected final assessed value is \$23.32 per \$100,000 of assessed value
- Leaving room for the remaining \$135.7 million in authorization

Assumed AV Growth Rates	
Year	Growth Rate
2011-12	1.58%*
2012-13	1.41%*
2013-14	3.65%*
2014-15	3.00%
2015-16	3.50%
2016-17	4.00%
Thereafter	4.50%

\* Actual. For 2013-14 actual AV will be finalized in August 2013



# RBC Contacts



RBC Capital Markets®

**Rod Carter**  
**Managing Director**  
Municipal Finance

RBC Capital Markets, LLC  
777 S. Figueroa Street, #850  
Los Angeles, CA 90017

Phone (213) 362-4133  
Fax (213) 362-4110  
roderick.carter@rbccm.com



RBC Capital Markets®

**Karma Pemba**  
**Associate**  
Municipal Finance

RBC Capital Markets, LLC  
777 S. Figueroa Street, #850  
Los Angeles, CA 90017

Phone (213) 362-4143  
Fax (213) 362-4110  
karma.pemba@rbccm.com



**Robert Barna**  
**Senior Vice President**

De La Rosa & Co.  
10866 Wilshire Blvd., Suite 1650  
Los Angeles, CA 90024

Phone (310) 207-1975  
Fax (310) 207-1995  
rbarna@ejdelarosa.com



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# International Students Development Plan *Update*



**Mt. San Antonio College  
Board of Trustees Meeting  
July 24, 2013**

# International Student Enrollment Update

- Since 2008-09, the enrollment trend is upwards, and has not declined in this five year period. We experienced a **20%** increase from 2011-12 to 2012-13 (112 students).
  - 2008-09 = 466
  - 2009-10 = 519
  - 2010-11 = 535
  - 2011-12 = 551
  - 2012-13 = 643 (*estimated*)
- A total of 172 new international students have been admitted for the Fall 2013 semester

## New International Students – Five Year History

	2008-09	2009-10	2010-11	2011-12	2012-13
Applied	357	292	363	326	358
Admitted	266	241	289	255	301
Enrolled	215	187	231	192	232
YIELD (Applied to Admitted)	74.5%	82.5%	79.6%	78.2%	84.0%
NET (Admitted to Enrolled)	80.8%	77.6%	79.9%	75.3%	77.0%

# International Student Development Plan Goals

- Establish Pre-arrival Follow Through Services and Arrival Services
- Enhanced Efficiency in Tracking and Reporting (SEVIS; fsaATLAS)
- Establish an International Students Office
- Establish Fee-Based Language Institute
- Improve Outreach and Marketing
- Modify Student Insurance Requirement
- International Student Advisory Committee
- Initiate an International Students Week
- Support Academic Excellence



# Pre-Arrival Follow Through Services and Arrival Services

- An International Students Handbook has been developed that is provided to students to assist them upon their arrival to the U.S.
  - Handbook includes information on lodging, transportation, grocery stores and general living essentials (banking, post office, hospitals, etc.)





# Enhanced Efficiency

Implementation of the fsaATLAS database to enable batch processing/reporting and specialized portal and capabilities to submit applications and materials online are still in the development stage.



# International Student Center

The Center was opened in Fall 2012 and serves as a place where international students can feel at home and connect with fellow students. The center offers a variety of services:

- Study Area
- Computer Stations for student use
- Sign-ups for workshops and field trips
- Resource Library
- Information from bus passes to local restaurants and markets



# International Student Activities 2012-2013

A variety of academic, cultural, and social activities were offered throughout the year.

- Orientations (6)
- Welcome Reception
- Workshops: Scholarship Information, Applying for Graduation, Transferring, “How To ....”
- University Tours: UCLA, USC
- Cultural Experiences: California Science Center, Museum of Tolerance, Mission Inn
- Sociology and Philosophy Department Harvest Festival joint event
- Recognition Ceremony

# ELI - English Language Institute

- Student Services and Continuing Education are developing a proposal to offer a non-credit, fee-based English Language Institute.
- The I-17 application form (Petition for Approval of School Attendance by Nonimmigrant Students) will be submitted in August.
- The ELI will serve students needing to enhance their English language skills prior to enrolling in a college credit instructional program
- Anticipated opening Summer 2014

# International Students Webpage

[www.mtsac.edu/international/index.html](http://www.mtsac.edu/international/index.html)

- The new International Student Webpage was launched in the Fall 2013 semester with the assistance of Marketing and Communications and IT.
- The webpage consists of a variety of Student Testimonials provided by current students speaking in their native language. The site is also translatable into various languages.
- New and current students can obtain information on applying as an international student, support services, campus life and international program activities.



# Student Insurance

- To better protect our students, the College has initiated a mandatory coverage through a contract with Student Insurance effective Fall 2013.
- All students are required to purchase this medical insurance.
  - \$1,434.00 annual premium; \$717.00 semi annual premium
- Key Benefits:
  - Maximum benefit of \$500,000 per policy year
  - Waived or reimbursed copay with Mt. SAC Student Health Center referral
  - Catastrophic coverage: air flight and medical transport for student and family member to return home

# International Student Advisory Committee

- The operational International Student Advisory Committee was formed in the 2012-13 year.
- The Committee discusses issues such as improving the acclimation of international students to U.S. higher education, studies student profiles, and makes recommendations for student programs and services.
- Committee members include faculty appointment by Academic Senate, International Student Counselors, Admissions and Records staff, management, and a student representative.



## Committee Accomplishments:

- Developed a proposed Learning Committee targeted for new students. Clusters would consist of a Counseling class, American Language class, and a major course (Business).
- Discussions held regarding international students and traditions, cultural expectations, classroom behaviors (not participating, not seeking help).



# IEW: International Education Week

November 11-15, 2013

International Education Week is an opportunity to celebrate the benefits of international education worldwide. This joint initiative of the U.S. Department of State and the U.S. Department of Education is part of our efforts to promote programs that prepare Americans for a global environment and attract future leaders from abroad to study, learn, and exchange experiences in the United States. A committee has begun planning this event for Fall 2013.



# Academic Excellence

Our international students are excelling academically

- 42 students have a perfect 4.0 GPA
- 98 students have a 3.5 GPA
- 26% of all students are on the President's List (3.5 or higher GPA)

