



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, November 20, 2013

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Baca at 6:33 p.m. on Wednesday, November 20, 2013. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present. Student Trustee Maureira was also present.

#### STAFF PRESENT

Bill Scroggins, President/CEO; James Czaja, Vice President, Human Resources; Mike Gregoryk, Vice President, Administrative Services; Irene Malmgren, Vice President, Instruction; and Audrey Yamagata-Noji, Vice President, Student Services, were present.

#### 1. FLAG SALUTE

The Pledge of Allegiance was led by Deejay Santiago, President, Classified Senate.

#### 2. INTRODUCTIONS

The following newly appointed staff members were introduced:

##### Classified Employees

- **Fernando Castellanos**, Grounds Equipment Operator (Facilities Planning and Management) (absent)
- **Kimberly Wilder**, Library Page (Library and Learning Resources) (present)

##### Management Employees

- **Stephen Brown**, Director, CalWORKS (CalWORKS) (present)
- **Lisa Rodriguez**, Director, Title V Grant (Instruction Office) (present)

---

*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.*

The following promoted staff members were introduced:

Classified Employee

- **Julie Hasslock**, Administrative Secretary (Business Division) (present)

Management Employee

- **Christopher Schroeder**, Manager, Network and Data Security (Information Technology) (present)

### 3. RECOGNITION

- **Laura Santos** and **Robert Hidalgo** were introduced and congratulated for being elected as Trustees at the General Election on November 5, 2013, to sit on the Mt. San Antonio College Board of Trustees and to serve for four years. Ms. Santos was elected to represent Trustee Area 3, and Mr. Hidalgo was elected to represent Trustee Area 4.
- **Judy Chen Haggerty** and **David Hall** were congratulated for being re-elected and will each serve another four-year term. Trustee Chen Haggerty will represent Trustee Area 6, and Trustee Hall will represent Trustee Area 2.
- The **Women's Water Polo Team** and **Coach Chris Jackson** were congratulated for finishing the 2013 campaign with an undefeated conference record and their second-ever South Coast Conference Championship (SCC). The Mounties finished the season with a perfect 11-0 conference record and a 19-9 overall record. The last time the Mounties won the SCC Women's Water Polo Championship was in 2000. Congratulations to Coach Jackson, his staff, and student athletes for a memorable season.

### 4. APPROVAL OF MINUTES

- A correction was made to the minutes of the regular meeting of September 11, 2013. Under the Consent Calendar, on Page 42, Consent #17, Personnel Transactions, "Retroactive Approval for Temporary Changes of Assignment," for Jennifer Galbraith and Karelyn Hoover, the effective dates should be changed (was "From 8/20/13"; should be "From: 8/12/13."
- It was moved by Trustee Bader, seconded by Trustee Chyr, and passed to approve the correction to the minutes of September 11, 2013. Student Trustee concurred.
- It was moved by Trustee Chen Haggerty, seconded by Trustee Hall, and passed to approve the minutes of the regular meeting of October 23, 2013. Student Trustee concurred.

### 5. PUBLIC COMMUNICATION

None.

## 6. REPORTS

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

- May Ochoa, President, Associated Students
- Eric Kaljumagi, President, Academic Senate
- DeeJay Santiago, President, Classified Senate
- Lance Heard, President, Faculty Association
- Laura Martinez, President, CSEA 262
- Bill Lambert, Executive Director, Mt. SAC Foundation

## 7. BOARD COMMUNICATION

A. 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.”

B. All Board members shared the following comments:

- They welcomed new and promoted employees Fernando Castellanos, Kimberly Wilder, Stephen Brown, Lisa Rodriguez, Julie Hasslock, and Christopher Schroeder.
- They congratulated Judy Chen Haggerty, David Hall, Laura Santos, and Robert Hidalgo for being elected to serve four-year terms on the Mt. SAC Board of Trustees.
- They congratulated Coach Jackson and the Women’s Water Polo Team for finishing the 2013 campaign with an undefeated conference record and second-ever South Coast Conference Championship.
- They wished everyone a happy Thanksgiving.

C. Trustee Chen Haggerty reported the following:

- She was in a California Lottery filming with Dr. Scroggins and Vice President Gregoryk on October 29.
- She attended the Rowland Heights Coordinating Council meeting on November 7 where she reported out on the election results.
- She attended an event sponsored by the Orange County National Women’s Political Caucus entitled “Breaking the Glass Ceiling” to honor one of her law school colleagues, a former mayor of Tustin.
- She was interviewed by a reporter for the *World Journal*, the largest Chinese newspaper in the United States, regarding Mt. SAC’s Culinary Program. She thanked the program’s staff for being so helpful as well as Dr. Joumana McGowan and Dr. Fawaz Al-Malood for obtaining needed information for the reporter. She shared the newspaper that had a Mt. SAC student’s photo.
- She will be attending the upcoming CCLC Conference.

D. Trustee Bader reported the following:

- She attended the Student Leadership Conference in Lake Arrowhead and, as always, enjoyed meeting with the students.

- She attended the Citizens Oversight Committee meeting and enjoyed the tour of the new Child Development Center (CDC). She commended Tamika Addison, Director of the CDC.
- She attended Alumni Day and congratulated Bill Lambert, Director of the Foundation, and his staff. She said that the alums had very nice things to say about Dr. Scroggins and the campus.
- She attended a Planetarium with her two grandsons show during Alumni Day.
- She congratulated Bill Rawlings for stepping in as the CSEA 262 President while Laura Martinez is on a temporary assignment.

E. Student Trustee Maureira reported the following:

- She attended the Student Leadership Conference in Lake Arrowhead and thanked the Board members who attended.
- She attended the Student Senate of California Community Colleges (CCC) conference and was very interested in the Veteran Completion program.
- She thanked Bill Lambert for letting her and the associated students be a part of Alumni Day. She actually led a tour of Founders Hall and said that the alums were very proud of Mt. SAC.
- She thanked the faculty and Board members for all their support.

F. Trustee Chyr reported the following:

- He recognized that the football team had a great year, even though they didn't go all the way.
- He thanked Dr. Hall for offering to buy the trophy for the Women's Water Polo Team.
- He encouraged everyone to attend the upcoming Wassail dinner and show.
- He welcomed Bill Rawlings, who will be sitting in for Laura Martinez.

G. Trustee Hall reported the following:

- He reiterated that he will buy a "team" trophy for the Women's Water Polo Team since the championship did not come with a trophy.
- He commended the football team for going as far as they did this year, and he wished them luck in the bowl game this weekend.
- He attended the Student Leadership Conference in Lake Arrowhead with Trustees Baca and Bader. He encouraged the Associated Students to invite the Board members to other meetings, as well.
- He said that he endorsed both Robert Hidalgo and Laura Santos and looks forward to them helping to get the message out to the community.
- He attended the Citizens Oversight Committee meeting and asked that the terming out members be called back to thank them for serving.
- He said that he might be portraying Fred Astaire in the next Puttin' on the Hits.

- He congratulated Trustee Baca for being re-elected as the President of the Board of Governors.

H. Trustee Baca reported the following:

- He enjoyed being a part of the Associated Students Leadership Conference in Lake Arrowhead and appreciated being put on the spot with questions from the students.
- He'll be attending the Community College League of California conference tomorrow and Friday.
- He's happy that the College is able to hire new faculty.
- He looks forward to possibly attending the Wassail.
- He'll be attending the Veterans Summit put on by the Chancellor's Office.
- He has heard time and time again that it's a privilege to work at Mt. SAC, where it strives to be perfect in all areas of operation, and he's proud to represent this College.

**8. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:**

- He welcomed new and promoted employees Fernando Castellanos, Kimberly Wilder, Stephen Brown, Lisa Rodriguez, Julie Hasslock, and Christopher Schroeder.
- He congratulated Judy Chen Haggerty, David Hall, Laura Santos, and Robert Hidalgo for being elected to serve four-year terms on the Mt. SAC Board of Trustees, and he looks forward to working with them.
- He congratulated Coach Jackson and the Women's Water Polo Team for finishing the 2013 campaign with an undefeated conference record and second-ever South Coast Conference Championship.
- He looks forward to working with Bill Rawlings while he fills in for Laura Martinez during her temporary assignment.
- He attended a follow-up accreditation meeting at College of the Redwoods. He said that, in the past two years, they went from being in a show-cause status to probation, and he hopes that, at the ACCJC meeting in January, they will be fully accredited.
- He shared that he will be chairing an accreditation team at Mendocino College, March 10-13, 2014.
- He described the reception plan for the four elected trustees (Judy Chen Haggerty, David Hall, Robert Hidalgo, and Laura Santos), which is to have a reception prior to the December Board meeting, and then be sworn in at the Board meeting to serve on the Mt. SAC Board of Trustees for the next four years.
- He reminded everyone that the next Board Study Session will take place on February 22, 2014, and the venue is still to be determined.

## 9. CONSENT CALENDAR

The following corrections were made to the Consent Calendar:

- Page 43, Consent #18 – “Personnel Transactions,” for Brenda Dial, the “To Job FTE:,” should read, “1.00/12 months.”
- Page 46 - Consent #18 – “Personnel Transactions,” for Marguerite Whitford, the “Range/Step:” should read “M-15, Step 1; Salary \$114,804.00.”
- Page 47 – Consent #18 – “Personnel Transactions,” under “Professional Expert Employees – New Assignments,” delete Eliza Hoyos Vences.

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

### ADMINISTRATIVE SERVICES

1. Approval of the Appropriation Transfers and Budget Revisions Summary.
2. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
3. Approval of Quarterly Investment Report ending September 30, 2013.
4. Approval of Quarterly Financial Status Report ending September 30, 2013.
5. Approval of the reissuance of a stale-dated warrant.
6. Approval of the renewal of an agreement with The Liquidation Company to conduct auctions for equipment and miscellaneous items that are deemed surplus and/or salvage.
7. Approval of an agreement with Vangent to provide data management and reporting services to meet the Taxpayer Relief Act (TRA) requirement to send a 1098T form to eligible students detailing the fees they paid to the College.
8. Approval of a change order to a contract that provides Lease/Leaseback construction services for the Facilities Plan Room Renovation and Addition project.
9. Approval of a contract to provide Lease/Leaseback construction services for the Agricultural Sciences Complex Corrective Measures project.
10. Approval of a contract with Quinn Power Systems for the Central Plant Generators Annual Maintenance Agreement project.
11. Approval of a contract with G2Solutions Incorporated to provide the College with a secured electronic connection with the Department of Justice to process fingerprint LiveScan for newly hired faculty, staff, and volunteers.
12. Approval of agreements to provide Professional Design and Consulting Services with Capitol Door for the Annual Fire Sprinkler Inspection; ALTA Environmental for the Annual Emissions Report; Helix Environmental Planning, Inc. for the Athletics Complex East and Construction Support; Facility Consulting Services, LLC for Project

Management Policies, Procedures, and Internal Control; Steven Fader Architects for the Student Life Center Improvements; and with Independent Roofing Consultants for Campus Roof Improvements – Various Buildings.

13. Ratification of the following Child Development Center Change Orders:
  - Bid No. 2831 Moore Flooring (Flooring Contractor) – Change Order No. 3.
  - Bid No. 2948 HCI Systems (Security Contractor) – Change Order No. 2.
14. Approval of the following Building 12 Renovation (formerly Agricultural Sciences) Change Order:
  - Bid No. 2936 Castlerock Environmental Inc. (Hazardous Materials Abatement Contractor) – Change Order No. 1.
15. Approval of the following Performing Arts Center Chiller Replacement Change Order:
  - Bid No. 2951 Liberty Climate Control, Inc. (HVAC Contractor) – Change Order No. 1.
16. Approval of the following Contract Amendments:
  - Contract Farm Area Drainage Survey - Andreasen Engineering, Inc. (Professional Structural Engineering Services) – Amendment No. 2. (See backup packet Pages \_\_ and \_\_.)
  - Contract Design Technology Center LEED Commissioning - P2S Engineering, Inc. (Professional Design and Consulting Services) – Amendment No. 1.
17. Approval of a contract with Stradling Yocca Carlson & Rauth for legal fees to represent Mt. SAC in an IRS audit for Bond Series 2001 Election, 2006 Series C, General Obligation Bonds.

## **HUMAN RESOURCES**

18. Approval of Personnel Transactions.
19. Approval of a contract extension for Classification and Compensation Study with Koff and Associates.

## **INSTRUCTION**

20. Approval of new and modified courses, modified certificates, and modified degrees to be effective with the 2014-15 academic year.
21. Approval for the Turf Team to attend the 10<sup>th</sup> Annual Student Challenge at the Sport Turf Managers Association's Annual Conference and Exhibition January 21-25, 2014, in San Antonio, TX.

22. Approval for the Pep Squad Team to compete at the National Cheerleaders Association and National Dance Association's Collegiate Cheer and Dance Championships April 8-13, 2014, in Daytona Beach, FL.
23. Approval for the Jazz Band to compete at the 2014 Reno Jazz Festival April 10-13, 2014.
24. Approval for the Vocal Jazz Ensemble "Frontline" to compete at the 2014 Reno Jazz Festival April 10-13, 2014.
25. Approval of an agreement with Park Inn by Radisson for the Chamber Singers' 20<sup>th</sup> Anniversary Celebration on Saturday, June 21, 2014.
26. Approval of an affiliation agreement with Inland Christian Home for students enrolled in the Psychiatric Technician program.
27. Approval of activities and acceptance of funds for the LA84 Foundation/Mt. SAC Relays Youth Days grant.
28. Approval of an agreement with In-N-Out Burger for the "Dr. Debbie Boroch Discovery Day: CSU Mt. SAC."
29. Approval of additions and changes for the Continuing Education Division.

Student Trustee concurred.

**10. ACTION ITEM #1 – APPROVAL TO CHANGE THE CURRENT BOARD MEETING DATES TO EITHER THE FIRST WEDNESDAY OF EACH MONTH OR THE SECOND WEDNESDAY OF EACH MONTH, THROUGH THE REMAINDER OF 2013-14.**

Trustee Chyr asked why the June 2014 meeting is the fourth Wednesday. Vice President Gregoryk said that it has to do with Budget deadlines. The June meeting date gives his operation plenty of time to present the Tentative Budget to the Board, and the September meeting date is when it is because an Adopted Budget must be approved by the Board prior to September 15 each year. Trustee Chyr supports the second week of the month, and he suggested that for July 2014, the meeting be the fourth week so that there won't be two meetings within two weeks. So, when the Board meeting dates are put together for approval for 2014-15, he wants that to be kept in mind.

It was pointed out that the first week of the month would conflict with a few major holidays. The majority of the trustees agreed that the second Wednesday of the month would work best.

Student Trustee Maureira pointed out that the second week in December would conflict with finals. It was explained that, by statutory requirements, the annual reorganization of the Board must take place within 15 days before the first Friday in December each year.

It was moved by Trustee Bader and seconded by Trustee Chen Haggerty to approve this item for Option 1 (second Wednesday of the month), as presented. Motion carried. Student Trustee concurred.

**11. ACTION ITEM #2 – APPROVAL TO USE THE COLLEGE’S WEST PARCEL SITE FOR SOLAR POWER GENERATION.**

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

Trustee Hall suggested that the Grand Avenue area would better be served as a retail zone. He doesn't think that the range of options has been considered for the use of this land. He doesn't challenge the number; he just wants to make sure that the Board is making the right decision regarding the use of that property. He wants an outside consultant to come in and give him an idea of a revenue stream if this property is used for retail. He wants a better understanding of how the rest of the Proposition 39 money is going to be used. He wanted to know where the 4.5% inflation number came from. He said that he would like to have feedback from the Walnut leaders regarding this decision, and he wants the new trustees to also have a vote. He said that it's crucial that the estimated energy savings be accurate. He talked to Andy McIntyre, who agreed that more information is needed.

Trustee Chyr agreed that tonight is not the time to make this decision; that, perhaps, the Board Study Session would be a place to discuss this. Dr. Scroggins said that, due to the parking structure schedule, we shouldn't postpone this too long, and he suggested that perhaps January would be the time.

Trustee Bader asked how big the Grand Avenue solar site is, and the answer was 11 acres, and the solar farm would take up all 11 acres. She asked about maybe moving the farm once the savings paid for the site. She was impressed with the savings from the dirt being moved instead of being purchased. She wasn't in favor of the carport option because of the timing. She also called attention to the fact that, the parking structure site would produce 1/6 of the energy compared to the Grand Avenue site.

Trustee Chen Haggerty said that she didn't think that Measure RR money could be used for this project, and Dr. Scroggins said that Mt. SAC's bond counsel said it could. She said that she's not ready to make a final decision and thinks that the two new trustees should also have a vote. She also wants to revisit the list of projects for Measure RR.

President Scroggins summarized the information that he believes the Board would like to see:

- a more in-depth study of the opportunity costs using a consultant who is familiar with retail options. He suggested preparing some scenarios;
- opportunities under consideration for Proposition 39, going forward;
- source of the estimate of the 4.5% inflation, and some suggested scenarios;
- know the positions of the City of Walnut leaders. (Trustee Hall said to wait until we have real options to present to them.); and
- be specific that the net cost item on the chart of \$6,250,000 is Measure RR money.

The motion was amended by Trustee Hall and seconded by Trustee Chyr to table this item until the enumerated items are ready for presentation to the Board. Motion carried. Student Trustee concurred.

**12. DISCUSSION ITEM #1 – PROPOSED REVISIONS TO BOARD POLICY 1200 – COLLEGE MISSION**

Revised Board Policy 1200 – College Mission was presented for first reading and discussion, and it will be brought back to the next meeting for approval.

**13. DISCUSSION ITEM #2 – PROPOSED REVISIONS TO BOARD POLICY 2010 – BOARD MEMBERSHIP**

Revised Board Policy 2010 – Board Membership was presented for first reading and discussion, and it will be brought back to the next meeting for approval.

**14. DISCUSSION ITEM #3 – PROPOSED REVISIONS TO BOARD POLICY 3500 – CAMPUS SAFETY**

Revised Board Policy 3500 – Campus Safety was presented for first reading and discussion, and it will be brought back to the next meeting for approval.

**15. DISCUSSION ITEM #4 – BOARD POLICY 3505 – EMERGENCY RESPONSE PLAN (NEW)**

New Board Policy 3505 – Emergency Response Plan was presented for first reading and discussion, and it will be brought back to the next meeting for approval.

**16. DISCUSSION ITEM #5 – PROPOSED REVISIONS TO BOARD POLICY 6750 – TRAFFIC AND PARKING REGULATIONS**

Revised Board Policy 6750 – Traffic and Parking Regulations was presented for first reading and discussion, and it will be brought back to the next meeting for approval.

**17. INFORMATION ITEM #1 – ADMINISTRATIVE PROCEDURE 4020 – PROGRAM AND CURRICULUM DEVELOPMENT**

The Board received, for information only, revised Administrative Procedure 4020 – Program and Curriculum Development.

**18. INFORMATION ITEM #2 – ADMINISTRATIVE PROCEDURE 4103 – WORK EXPERIENCE**

The Board received, for information only, revised Administrative Procedure 4103 – Work Experience.

**19. INFORMATION ITEM #3 – ADMINISTRATIVE PROCEDURE 4290 – STUDENT ACADEMIC HONESTY**

The Board received, for information only, revised Administrative Procedure 4290 – Student Academic Honesty.

**20. INFORMATION ITEM #4 – ADMINISTRATIVE PROCEDURE 4300 – FIELD TRIPS AND EXCURSIONS**

The Board received, for information only, revised Administrative Procedure 4300 – Field Trips and Excursions.

**21. INFORMATION ITEM #5 – ADMINISTRATIVE PROCEDURE 5075 – COURSE ADDS AND DROPS**

The Board received, for information only, revised Administrative Procedure 5075 – Course Adds and Drops.

**22. INFORMATION ITEM #6 – ADMINISTRATIVE PROCEDURE 6750 – TRAFFIC AND PARKING REGULATIONS**

The Board received, for information only, revised Administrative Procedure 6750 – Traffic and Parking Regulations.

**23. ADJOURNMENT**

The meeting adjourned at 8:35 p.m.

WTS:dl



**Alumni Day (November 15, 2013)**

Associated Students Officers participated in this year's first Alumni Day. A.S. Officers escorted our Mt. SAC Alumni to various tours. Thank Mr. Lambert for giving us the opportunity to participate in the event!

**Special Elections (November 18-21, 2013)**

Associated Students made three (3) changes to its constitution. In order for these changes to go into effect the student body must approve them via a special election, which is being held this week. Students are being asked to vote on the following changes:

1. Should the number of A.S. senators be reduced from 20 to 16 officers?
2. Should the Vice President of Business position be eliminated and combined with the Vice President of Activities?
3. Should first-time students be allowed to serve as officers of clubs?

And to answer one (1) survey question:

1. Should Mt. SAC have a college hour?

**Halloween Event (October 31, 2013)**

Three weeks ago A.S. hosted the Halloween costume contest in which clubs as well as students competed for the costume contest title. It was a successful event, seeing that A.S. encouraged contestants by dressing up in costumes. About 300 students were in attendance.

**Talent Show (November 8, 2013)**

A.S. hosted its annual Talent Show in building 9C. We had various performances ranging from dancers to a balancing act involving a latter. Some A.S. Officers performed an original dance routine. About 450 students were in attendance. On behalf of International Student Week, the Talent Show pre-show consisted of dance performances from Irish dancers to Polynesian dancers. Thank you Dr. Yamagata-Noji for attending the event. We hope you enjoyed it!

**Puttin' On The Hits**

About 16 Associated Students Officers will be performing in the next Puttin' On The Hits to the tune of "Bye, Bye, Bye" by N'SYNC.

**Recognitions**

A special thanks to Mr. Kaljumagi, Dr. Malmgren, Dr. Yamagata-Noji, Trustee Hall, Trustee Rosanne, and Trustee Manuel for coming to A.S. Fall Leadership Conference.

----- ▼ **UPCOMING EVENTS** ▼ -----

**Holiday Celebration (December 15, 2013)**

I would like to invite the Board to the Associated Students' annual Holiday Celebration. The celebration will be taking place in 9C Stage from 12:00 p.m.- 1:30 p.m. We typically serve anywhere from 300-400 students and will have student performances.

**Academic Senate Report  
To the Board of Trustees  
20 November 2013**

Full Senate Activity

The Senate has met twice since the last Board of Trustees meeting, not counting a special meeting on 31 October where we discussed the pending fall State Academic Senate resolutions.

On 24 October, the Senate approved our strategic objective plan for the year, and on 14 November we recommended the college adopt changes to AP 5011 (Admission and Concurrent Enrollment of High School and Other Young Students). The version of AP 5011 that the Senate will take to AMAC contains amendments that specify that this AP is intended primarily for 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students.

Also at this meeting we opened nominations for Vice President of the Academic Senate. I will be stepping down from the Senate presidency at the end of this semester after serving the Senate for five and a half years. Vice President Dan Smith will complete my term through June 2014.

Faculty Hiring

Sixty-four requests for new or replacement faculty positions were submitted this year. The Academic Senate Executive Board created a prioritized list of these positions at a special meeting on 25 October, and this list was then merged with the list from the Instruction Team at AMAC. I am pleased to report that thus far, Dr. Scroggins has authorized nine faculty hires in the disciplines of ESL, Counseling, Industrial Design, Agriculture (RVT), English, Commercial Art (Animation), Kinesiology (Softball), Communication, and Nursing. At this time, six faculty are known to be leaving the college by the end of the academic year.

It is our goal to have the approved positions will be "flown" as soon as possible in 2014 so as to reach the greatest number of qualified candidates.

Coordinator Positions Available

The Academic Senate has begun the process of seeking coordinators for Fall 2014. The available positions are Faculty Professional Development Coordinator, Honors Coordinator, Outcomes Faculty Coordinator, Study Abroad Coordinator, and Teacher Preparation Institute Coordinator. Letters-of-interest are due by 13 December 2013.

Fall Senate Plenary

The fall meeting of the State Academic Senate ran from 7 – 9 November in Irvine. Eric Kaljumägi, Dan Smith, Nima Berenji, Kristin Golden, and Angel Lujan officially attended on behalf of Mt. SAC with Professor Lujan serving as our voting delegate. Michelle Grimes-Hillman also attended in her role as a member of the statewide Executive Committee, and we were delighted to have VPI Irene Malmgren and Trustee Manuel Baca join us as well. A total of thirty-three resolutions were debated and voted upon during the plenary.

Respectfully submitted,  
Eric Kaljumägi  
President, Academic Senate



## **MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE**

**REPORT TO THE BOARD OF TRUSTEES  
WEDNESDAY NOVEMBER 20, 2013**

---

1. Classified Senate met on Thursday November 14th. At this meeting we discussed:
  - a. Classified Halloween Event
    - i. Founders Hall on Thursday October 31<sup>st</sup>
    - ii. 100 students/staff in attendance.
  - b. Classified Recognition Ceremony
    - i. Committee met on November 19<sup>th</sup>
    - ii. Next meeting December 10<sup>th</sup>
    - iii. The Classys will be on Wednesday May 21, 2014 in the Clarke Theater from 9:00 am – 11:00 am.
  - c. California Community Colleges Classified Senate (4CS) South Region Leadership Retreat
    - i. Friday January 10, 2014 at Mt. San Jacinto College
    - ii. President-Elect John Lewallen and I will be attending the retreat on behalf of Mt. SAC's Classified Senate
  - d. Classified Leadership Institute
    - i. Crowne Plaza in Ventura California
    - ii. June 19 – June 21, 2014
  - e. Senate Committee Representation
2. Next meeting is scheduled for Thursday December 12th at 1:00 pm in Founders Hall.
3. On behalf of Classified Senate, I would like to extend a warm welcome and congratulations to the newly appointed and promoted classified staff.

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



**Faculty Association Report  
To the Board of Trustees  
November 20, 2013**

1. Election

The FA is very happy with the results of the election. We are excited to welcome Robert Hidalgo and Laura Santos as the newest members of the Board of Trustees. As a former resident of district 4 I believe Robert Hidalgo will represent the needs of the community well and work to benefit the entire Mt. SAC region. I have been impressed by the passion Laura Santos has shown and we hope her passion translates into continued success with the new board.

2. Representative Council

At this month's Representative Council meeting the Council announced the results of the Vice-President's election; Eric Kaljumagi is the new FA VP. The council also approved a task force to provide recommendations for the commencement ceremony.

3. Sabbaticals

In twelve days sabbatical applications are due to be submitted to the Instruction Office. We sincerely hope that it is the board's intent and desire to approve the maximum number of sabbaticals allowable in the contract provided that the number of worthy applications reaches that level. This is certainly the desire of the faculty. I believe it will demonstrate to our members the support the college has to provide the best, most well informed and engaged teaching available to our students. I would like to applaud the board for being willing to keep this commitment to the faculty and to future graduates.

4. Special Event Dinner

We have extended an invitation to the Board of Trustees to attend a special dinner on December 9<sup>th</sup>. One goal is to develop and improve the relationship between the Faculty Association and Board members. I want to thank Trustees Bader, Hidalgo and Sanchez for accepting the invitation. I anticipate receiving additional R.S.V.P. from the other Trustees.

Respectfully submitted by,  
Lance Heard, Faculty Association President



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.”*

November 20, 2013

Good evening,

On behalf of Chapter 262 I would like to congratulate all of the Trustees, current and future, on their successful campaigns. I would also like to extend a welcome to Robert Hildago and Laura Santos. CSEA 262 looks forward to working with both of you in your new roles.

Nominations for the Executive Board positions of 1<sup>st</sup> Vice President, Secretary, Chief Job Steward, and Site Representative Coordinator officially closed at today's Chapter Meeting. Elections for these positions will be held at the December Chapter Meeting.

Pending your approval of the Personnel Transactions tonight, I have accepted a temporary out-of-class assignment as Irene's Executive Assistant. Her current Assistant will retire at the end of the year. I look forward to this opportunity to assist Irene until such time as a permanent replacement is hired. Due to the change in my assignment to a Confidential classification, I cannot serve as the Chapter 262 President. As a result, Past President Bill Rawlings will be the Chapter President in my temporary absence. I served as Bill's 1<sup>st</sup> Vice President and we share a very similar philosophy in our interaction with the District. I am very pleased he willingly agreed to take on this role.

Respectfully submitted,

Laura Martinez  
President  
CSEA Chapter 262



## **Foundation Report to the Board of Trustees November 20, 2013**

It is my pleasure to announce that our very first Mt. SAC Alumni Day is in the books! Last Friday we had 110 Alumni and guests back to campus. For many of them it was their first visit back since they were here as students. People had a great time and were impressed with how the college has changed over the years. Many thanks to all the people who helped make it possible. This is truly a team activity—to be successful at it takes assistance from all parts of campus. And we had it. So thank you. Special thanks to the work of the Foundation staff—they did a great job welcoming our guests back home!

A couple of names to mention:

- Phyllis Ann Fisher Dudley '48 was here the day Mt. SAC opened its doors in 1946. She was so excited to be back. It was plain to see that the college really holds a special place in her heart
- Jerry Wong '08: Jerry was a CIS major and is very appreciative of the education he got here at the college. Jerry sought me out to specifically ask about making a gift to support Mt. SAC

Another interesting Alumni activity took place over the weekend. Kim Harrison, who writes and produces the TV show *Criminal Minds*, was here on Saturday night for a viewing party of last week's episode of the show. 15 million households across America tuned in for her episode when it first aired last Wednesday night. Kim continues to add to what is a growing list of career accomplishments. She wants Mt. SAC to be a part of it all.

I also would like to mention that a group of us from the college went to visit the Athletic Hall of Fame facilities at both USC and UCLA. The purpose of the tours were to give us an idea of how these schools recognize, honor and capture the history of their highly successful athletic programs. It gave Joe and some of his team some great ideas about how we want to proceed with our Heritage Hall project.

The President and I had terrific meetings with the following people:

- Pete Reynolds '48—one of earliest and most generous alumni donors
- Bob Bell '72 and Parent 01—Bob came to campus to talk with us about the Heritage Hall project. His company, Universal Exhibits, designs visitor centers and museum spaces. His client list include three Presidential libraries
- Jim Randall at Allfast—the President presented Jim with a set of multi-year gift proposals today. We continue to make good progress advancing that hugely important relationship

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



**HR/Payroll Calendar  
2013-14**

**Option 1 - Second Week**

**December 2013**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**April 2014**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**January 2014**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
			29			

**May 2014**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**February 2014**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**June 2014**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**March 2014**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30			26			

**LEGEND**

	Board Items Due to Human Resources
	Board Items Due to the President's Office
	Board Meeting
	Payroll Production
	Pay Date



**HR/Payroll Calendar  
2013-14**

**Option 2 - Third Week**

**December 2013**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
			18		20	
22	23	24	25	26	27	28
29	30	31				

**April 2014**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**January 2014**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**May 2014**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**February 2014**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**June 2014**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**March 2014**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**LEGEND**

	Board Items Due to Human Resources
	Board Items Due to the President's Office
	Board Meeting
	Payroll Production
	Pay Date