



# MT. SAN ANTONIO COLLEGE

## SPECIAL MEETING OF THE BOARD OF TRUSTEES

Saturday, February 22, 2014

8:30 a.m. - Public Session

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

### 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** (8:30 a.m.)

### 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. Public comment on agenda items from anyone completing a card will be heard prior to the Board's vote on the item. Comments are limited to no more than three minutes per person.

### 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 RELATIONS

1. Consideration of approval of Personnel Transactions. (See backup packet Page 1.)

## **DISCUSSION ITEMS**

**No action will be taken on items listed. All items are being provided to the Board of Trustees for discussion and information only.**

Note: Below are estimated presentation times. The schedule will allow for discussion and breaks.

**1. FISCAL UPDATE (30 minutes)**

Rosa Royce, Associate Vice President, Fiscal Services

**2. EMERGENCY PREPAREDNESS (15 minutes)**

Karen Saldana, Director, Safety and Risk Management

**3. ADULT EDUCATION AB 86 PARTNERSHIPS (10 minutes)**

Irene Malmgren, Vice President, Instruction

**4. FOUNDATION UPDATE (20 minutes)**

Bill Lambert, Executive Director, Development and the Mt. SAC Foundation

**RECESS FOR BREAK (10:00 a.m.)**

**CALL TO ORDER (10:15 a.m.)**

**5. FACILITIES PLANNING (45 minutes)**

Gary Nellesen, Director, Facilities Planning & Management

- a. Water Use Efficiency
- b. Solar Power Generation Station
- c. Student Housing Site Options

**6. EQUAL EMPLOYMENT OPPORTUNITY (EEO) PLAN REVISIONS (60 minutes)**

James Czaja, Vice President, Human Resources; and Laura Schulkind, Partner, Liebert Cassidy Whitmore

**RECESS FOR LUNCH (12:00 p.m.)**

**CALL TO ORDER (12:45 p.m.)**

**7. FACILITIES PLANNING (90 minutes)**

Gary Nellesen, Director, Facilities Planning & Management

- a. Budgets
- b. Timelines
- c. Transitions
- d. Maps
- e. Long-Term Plans

**8. BOARD SELF-EVALUATION AND PRIORITY SETTING (30 minutes)**

Board Discussion

## ADJOURNMENT

Future Board Meetings:      March 19, 2014  
   April 9, 2014  
   May 14, 2014  
   June 25, 2014

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 Denise Lindholm, Executive Assistant to the President and Board of Trustees, 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  
MT. SAN ANTONIO COLLEGE**

**DATE:** February 22, 2014

**CONSENT**

**SUBJECT** Personnel Transactions

**MANAGEMENT EMPLOYMENT**

**New Hires**

Name: Hoover, Cynthia  
 Position: Director, Human Resources Operations & Employee Services      New: No  
 Department: Human Resources  
 Range/Step: M-17, Step 3      Salary: \$129,204.00/annual  
 Job FTE: 1.00/12 months  
 Effective: 3/10/14

Name: Stacey Gutierrez  
 Position: Manager, Professional Development & Employee Engagement      New: Yes  
 Department: Human Resources  
 Range/Step: M-13, Step 1      Salary: \$105,288.00/annual  
 Job FTE: 1.00/12 months  
 Effective: TBD Pending DOJ Clearance

Prepared by: Human Resources Staff

Reviewed by: James Czaja

Recommended by: Bill Scroggins

Agenda Item: Consent #1