



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, July 23, 2014

**6:00 p.m. - Open and Adjourn to 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 Legal Counsel - Pending Litigation (one case)**
- **Conference with Legal Counsel - Potential Litigation (two cases)**

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.

- **Conference with Labor Negotiators Terri Long, Dean, Instructional Services; and James Czaja, Vice President, Human Resources, per California Government Code Section 54957.6.**
Faculty Association, CSEA, Chapter 262, and CSEA, Chapter 651.
- **Public Employee Performance Evaluation**
President & CEO

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

ADMINISTER OATH OF OFFICE TO STUDENT TRUSTEE

- Paola Mendoza

REPORTING OF ACTION TAKEN IN CLOSED SESSION

INTRODUCTIONS AND RECOGNITION

- **Introduction of the following newly appointed and promoted employees:**

Classified Employees (Newly Appointed)

- **Jacob Avila**, Custodian (Custodial Services)
- **Meng Lail**, Test Administration Clerk (Assessment and Matriculation)
- **Selene Lopez**, Foods Laboratory Technician (Business Division)
- **Brandi Melton**, Student Services Program Specialist (DSP&S)
- **Matthew Naas**, Laboratory Technician (Natural Sciences)
- **Yvette Suarez**, Test Administration Clerk (Assessment and Matriculation)

Classified Employee (Promotion)

- **Jack Tayag**, Lead Custodian (Custodial Services)

Management Employees (Newly Appointed)

- **Francisco Dorame**, Associate Dean, Counseling (Counseling)

Management Employee (Promoted)

- **Matthew Judd**, Dean, Natural Sciences (Natural Sciences)

- **Recognition:**

- Award a Certificate of Service to the following retiring staff member:
 - **Karen Pilling**, Benefits Specialist, Human Resources, 13 years of service

APPROVAL OF MINUTES

- Approval of minutes of the regular meeting of June 25, 2014. (See backup packet Pages 1 through 13.)

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
2. Academic Senate
3. Classified Senate
4. Faculty Association
5. CSEA 262
6. CSEA 651
7. Mt. SAC Foundation
8. 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.

9. President's Report – Bill Scroggins, President & CEO
10. Informational Report – Financial Aid, Scholarships, and Veterans, prepared by Chau Dao, Director, Financial Aid. (See backup packet Pages 14 and 15.)

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.

ADMINISTRATIVE SERVICES

1. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet Pages 16 through 21.)
2. 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 Page 22.)
3. Consideration of approval to re-issue stale-dated warrants, per Education Code 85270. (See backup packet Page 23.)
4. Consideration of approval to increase the liability limit to \$700,000 for the College's Fine Arts Insurance Coverage with Huntington T. Block Insurance Agency, for an upcoming exhibition and for the period August 1, 2014, through October 31, 2014. (See backup packet Page 24.)
5. Consideration of approval of an agreement to provide professional design and consulting services with P2S Engineering, Inc. for professional engineering consulting services for the Agricultural Sciences Complex Close-Out. (See backup packet Page 25.)
6. Consideration of approval of the following Bid. (See backup packet Page 26.)
 - Bid No. 2975 Digital Networked Radio Broadcast Consoles
7. Consideration of approval of the following Contract Amendments. (See backup packet Pages 27 and 28.)
 - Contract Annual Fire Sprinkler Inspection – First Fire Systems - Amendment No. 1
 - Contract Construction Support – Helix Environmental - Amendment No. 2
8. Consideration of approval of the following Completion Notice:
 - Bid No. 2830 Child Development Center – General Construction, Safeco Insurance Company of America (Contractor)

HUMAN RESOURCES

9. Consideration of approval of Personnel Transactions. (See backup packet Pages 29 through 42.)

INSTRUCTION

10. Consideration of approval of acceptance of Carl D. Perkins Grant funds and Career and Technical Education activities for the 2014-15 academic year. (See backup packet Pages 43 and 44.)
11. Consideration of approval of Basic Skills Grant funds and activities for the 2014-15 academic year. (See backup packet Page 45.)
12. Consideration of approval of a contract with the California Department of Education, Child Development Division, for Child Development Center activities and acceptance of funds for the 2014-15 academic year. (See backup packet Page 46.)
13. Consideration of approval of additions and changes for the Continuing Education Division. (See backup packet Page 47.)
14. Consideration of approval of Mt. SAC Workforce Training Center activities for the 2014-15 academic year. (See backup packet Page 48.)
15. Consideration of approval of Workforce Training Center offerings for the 2014-15 academic year. (See backup packet Pages 49 through 51.)
16. Consideration of approval of the Kinesiology, Athletics, and Dance Division expenditure funding for the 2014-15 academic year. (See backup packet Page 52.)
17. Consideration of approval of a contract agreement with Pacific Palms Hotel and Conference Center and authorization of advance payment. (See backup packet Page 53.)
18. Consideration of approval of travel for two faculty members and 19 members of the Men's Water Polo team to attend a tournament at the Naval Academy in Annapolis, Maryland. (See backup packet Page 54.)
19. Consideration of approval of a physician contract for health screenings and required attendance at football games for academic year 2014-15. (See backup packet Page 55.)
20. Consideration of approval of an ambulance contract for the Mt. SAC 2014 football season. (See backup packet Page 56.)
21. Consideration of approval of contract agreement with ArbiterSports RefPay for 2014-15. (See backup packet Page 57.)
22. Consideration of approval for the attendance of faculty and the Pep Squad team to travel to Nevada for training camp. (See backup packet Page 58.)
23. Consideration of approval of the accreditation training expenditures for the 2014-15 academic year. (See backup packet Page 59.)

PRESIDENT'S OFFICE

24. Consideration of approval of a license agreement renewal with CLARUS Corporation to produce e-brochures. (See backup packet Page 60.)

STUDENT SERVICES

25. Consideration of approval to accept funds and approve purchases and expenditures for the Student Support Services Grant. (See backup packet Pages 61 and 62.)
26. Consideration of approval of a contract with Student Insurance to provide the opportunity for international students to purchase health insurance. (See backup packet Pages 63 and 64.)

ACTION ITEMS

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

1. Consideration of approval of Year-One-of-Three Negotiation Agreement Between the District and CSEA, Chapter 262 for 2014-17 [PLACEHOLDER]. (See backup packet Page 65.)
2. Consideration of approval of Year-One-of-Three Negotiation Agreement Between the District and CSEA, Chapter 651 for 2014-17 [PLACEHOLDER]. (See backup packet Page 66.)
3. Consideration of approval of Year-One-of-Three Negotiation Agreement Between the District and Faculty Association for 2014-17 [PLACEHOLDER]. (See backup packet Page 67.)

ADJOURNMENT

Future Board Meetings

August 13, 2014
September 10, 2014
October 8, 2014

Upcoming Events

- July 25, 2014 **One World One Sky: Big Bird's Adventure**, 4:30 p.m., Planetarium
Tales of the Maya Skies, 6:00 and 7:30 p.m., Planetarium
- July 26, 2014 **Secret of the Cardboard Rocket**, 4:30 p.m., Planetarium
Astronaut, 6:00 and 7:30 p.m., Planetarium
- August 1, 2014 **Secret of the Cardboard Rocket**, 4:30 p.m., Planetarium
Star Tales, 6:00 and 7:30 p.m., Planetarium
- August 2, 2014 **One World One Sky: Big Bird's Adventure**, 4:30 p.m., Planetarium
Back to the Moon for Good, 6:00 and 7:30 p.m., Planetarium
- August 6, 2014 **New Student Welcome**, 10:00 a.m.-1:00 p.m., Building 13, Room 1770
- August 8, 2014 **Telescope Night**, 9:00 p.m., Building 60

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**

July 23, 2014





MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, June 25, 2014

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Chyr at 6:02 p.m. on Wednesday, March 19, 2014. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos, and Student Trustee Maureira were 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.

1. PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

2. CLOSED SESSION

The Board adjourned to Closed Session at 6:03 p.m. to discuss the following item:

- **Conference with Labor Negotiators James Czaja, Vice President, Human Resources; and Terri Long, Dean, Instructional Services; per California Government Code Section 54957.6.**

Faculty Association; CSEA, Chapter 262; and CSEA, Chapter 651

3. PUBLIC SESSION

The public meeting reconvened at 6:40 p.m., and the Pledge of Allegiance was led by Trustee David Hall.

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.

MOMENT OF SILENCE

- A moment of silence was observed in memory of retired employee **Maxine Brown**, who passed away on April 25, 2014. Maxine was a 43-year resident of Claremont and was active in the community since the late 1970s, working at Wheeler Steffen Garrison Realty, a PFA Member at Our Lady of the Assumption (OLA) School, and a volunteer with Children's Home Society. Maxine began working with the Human Resources Department at Mt. San Antonio College in the 1980s and retired in 2003. After retiring, Maxine became active with the Inland Hospice Economy Shop and would never miss working the ticket booth at OLA's annual Fiesta. Maxine loved playing cards and was active in three Bridge groups, and she always cheered for her grandchildren playing sports. Maxine is survived by her son Kevin and daughter-in-law Wendy; her daughter Cathy, son-in-law John; and her two grandchildren McKenna and John. Maxine will be missed by all who ever knew or worked with her.
- A moment of silence was observed in memory of former Mt. SAC Relays Director, **Dan Shrum**, who passed away May 30, after a long battle with a number of health issues. Dan was the third Mt. SAC Relays Director, serving in that position from 1988 through 1996. He will be remembered for his quick smile, sincerity, and his gift of making people feel like one of his lifelong friends, from the moment you met him. His nine-year tenure at the helm of the Mt. SAC Relays could be best summarized as a period of great friendships, congeniality, and fun. Dan knew everyone in the sport at the time, and everyone in the sport had a fondness for him. Dan served the track and field community in many ways including serving as the USA Track and Field Southern California Association President, U. S. Olympic Sports Festival Chairman, 1984 Olympic Games Volunteer, and as Mt. SAC Relays Games Committee Chairperson. He is survived by his son Christopher Shrum, daughter-in-law Lis Lundgren Shrum, daughter Kelly Shrum, grandchildren Kaylin and Kory Peterson, sister Kathy Benson, and brother-in-law Larry Benson. Dan will be missed by all.

4. REPORTING OUT OF ACTION TAKEN IN CLOSED SESSION

- None.

5. INTRODUCTIONS

The following newly appointed and promoted employees were introduced:

Classified Employees (Newly Appointed)

- **Nancy Bagnoli**, Secretary (Instruction) (present)
- **Huu Bui**, Tutorial Services Specialist (EOPS/CARE/CalWORKs) (present)
- **Jacqueline Garcia**, Clerical Specialist (Facilities Planning and Management) (absent)
- **Gabrielle Garcia Untz**, Project/Program Coordinator (Disabled Student Programs and Services) (present)

Classified Employee (Promotion)

- **William Johnson**, Lead Grounds Equipment Operator (Grounds) (absent)

Management Employees (Newly Appointed)

- **Caryn Cowin**, Construction Project Manager (Facilities Planning and Management) (present)
- **Stephanie Pulcifer**, Construction Project Manager (Facilities Planning and Management) (present)

Management Employee (Promoted)

- **Teresa Patterson**, Purchasing Manager (Fiscal Services) (present)

6. RECOGNITIONS

- Under the direction of Professors **Robert Rogus** and **Linda Rogus**, the Flying Team was recognized for winning the Top Two-Year School Trophy at the National SAFECON (Safety and Flight Evaluation Conference), the national air meet hosted by Ohio State University. Two hundred seventy-five competitors from 28 colleges competed in precision flight events and aviation academic testing during the weeklong national competition. Over ninety colleges and universities compete nationwide during Regional SAFECON competitions. The top 30 colleges and universities receive an invitation to the National SAFECON. This is Mt. SAC's ninth Top U. S. Community College award at the National SAFECON.
- Mt. SAC Forensics Team and Coaches **Jeff Archibald**, **Daniel Cantrell**, and **Roger Willis-Raymondo** were recognized for their back-to-back National Championships at the Phi Rho Pi Tournament. Mt. SAC students won a total of 21 individual medals including seven gold medals and five silver medals. Student **Matthew Schaupp** was recognized as the top speaker in Parliamentary Debate out of 154 competitors. Student **Barrett Tate** finished as the fifth place overall speaker in the entire tournament out of more than 300 students competing. This is the team's ninth Phi Rho Pi victory; it's the third in the past four years, and the thirteenth time in the past 20 years Mt. SAC has finished as the top-ranked community college in Forensics. Attending this meeting were team members **Chidinma Agu**, **Naseem Akramian**, **Conny Chege**, **Matthew Covalt**, **Anthony Garcia**, **Christian Green**, **Joshua Hartwell**, **Sowmya Murthy**, **Jasmine Paek**, **Jonathan Roach**, **Jendi Samai**, **Matthew Schaupp**, and **Barrett Tate**.
- **Karina Maureira** was recognized for her year of service to the students of Mt. SAC by serving as their representative on the Board of Trustees.

7. APPROVAL OF MINUTES

- It was moved by Trustee Baca, seconded by Trustee Hall, and passed to approve the minutes of the regular meeting of May 25, 2014. Student Trustee concurred.

8. PUBLIC COMMUNICATION

Following are comments made by the public regarding several subject, as follows:

1. **Mary Su** (cap enrollment - suggested opening a satellite campus to relieve the congestion on the main campus)
2. **Linda Hiti** (cap enrollment due to crime in the area)

3. **Dennis Chen** (shared statistics on crime in the area)
4. **Mansfield Collins** (cap enrollment due to the effect on the community)
5. **David Chen** [cap enrollment and re-think parking structure - attended a meeting on June 17 with Trustee Hall and President Scroggins at the City of Walnut regarding the parking structure. 1) The community wasn't informed of the College's intent to build a parking structure until a couple of months ago; 2) Evacuation would be a nightmare; and 3) Suggested to change the location of parking structure to Parking Lot J]
6. **Amy Nasr** (parking structure construction may cause damage to their homes, so please move to another site)
7. **Phillip Bennett** (parking structure – move to Parking Lot J or where the stadium now stands)
8. **Danny Pasquil** (parking structure – due process rights were violated – move parking structure to a more suitable location)
9. **Ellie Anzur** [cap enrollment and parking structure – 1) Auto congestion will increase; 2) Pollution will increase; 3) Cap enrollment; 4) Who is benefiting from Mt. SAC's growth?]
10. **Richard Michael** (cap enrollment – he urged Walnut citizens to put pressure on the Board of Trustees)
11. **Nam Huynh** (parking structure – his home was burglarized two years ago, and crime has increased, in general)

9. REPORTS

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

- **Dan Smith**, President, Academic Senate
- **Deejay Santiago**, President, Classified Senate
- **Lance Heard**, President, Faculty Association
- **Bill Lambert**, Executive Director, Mt. SAC Foundation

10. BOARD COMMUNICATION

A. Trustee Chyr 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 Nancy Bagnoli, Huu Bui, Jacqueline Garcia, Gabrielle Garcia Untz, William Johnson, Caryn Cowin, Stephanie Pulcifer, and Teresa Patterson.
- They congratulated the Flying Team, the Forensics Team, and Student Trustee Karina Maureira.
- They attended Commencement and commented on what a great ceremony it is each year.

C. Trustee Hall reported the following:

- He attended a parking structure meeting at the City of Walnut, where residents from Timberline also attended.
- He attended the San Gabriel Valley Regional Chamber of Commerce Installation Dinner, where Mike Gregoryk was honored as the president for the past year, and John Shu was installed as the new president. Dr. Hall is now on the executive board, as well. He congratulated Mr. Gregoryk for stepping in when the previous president left unexpectedly.

D. Trustee Baca reported the following:

- He attended the Students and Educators of Distinction Ceremony.
- He gave the commencement address at Cerritos College.
- He attended the Memorial Day Observance at Rose Hills.
- He attended the Faculty Retirement Luncheon.
- He attended the Pomona USD Scholarship Luncheon.
- He attended the Mt. SAC Foundation Golf Tournament Fund-raiser.
- He attended the Diamond Bar Chinese Banquet.
- He attended Clarence Brown's retirement party.
- He attended the Mt. SAC Scholarship Awards Celebration.
- He attended the Mt. SAC's Transfer Celebration.
- He attended the Pomona Chamber of Commerce Installation Dinner, where Jill Dolan was installed as the incoming president.
- He attended the Online Conference in San Diego.
- He attended the San Gabriel Valley High School all-star baseball game at Masmanian Field.

E. Trustee Santos reported the following:

- She appreciated the community comments.
- She attended nine graduation/end-of-year events.
- She attended the Students and Educators of Distinction Ceremony.
- She attended the Classys Award Ceremony.
- She attended the ACES Transfer Celebration.
- She attended the Arise Celebration.
- She attended the Fire Academy Graduation.
- She attended the Veterans Ceremony.
- She attended the Pomona USD Scholarship Luncheon.
- She attended Mt. SAC's Transfer Celebration.

- She attended the Los Angeles Schools Trustee Association (LACSTA) Election Meeting with ABCs of Bonds Panel, where Linda Wah (Pasadena City College) was elected as the new president. Trustee Santos will remain the voting delegate from Mt. SAC.
- She attended the West Covina Memorial Day Ceremony.
- She was the speaker at the West Covina Kiwanis Breakfast, on the topic of Mt. SAC.
- She attended the Irwindale Library Grand Opening.
- She attended the Leadership Summit at Marymount University.

F. Trustee Chen Haggerty reported the following:

- She attended the Classified Employees Appreciation Luncheon.
- She attended the International Students Recognition Ceremony.
- She attended the Faculty Retirement/Tenure Tea.
- She attended the Diamond Bar Chinese/American Association Annual Gala.
- She attended the Arise Ceremony.
- She attended the Faculty Association Scholarship Ceremony.
- She visited the Farmers' Market at Mt. SAC.
- She thanked DeeJay Santiago for his service on the Classified Senate.

G. Trustee Hidalgo reported the following:

- He attended the Mt. SAC Foundation Golf Tournament Fund-raiser.
- He attended the Transfer Achievement Ceremony.
- He attended the Nursing Pinning Ceremony.
- He attended the Faculty Association Scholarship Luncheon.

H. Trustee Bader reported the following:

- She attended the International Students Recognition Ceremony.
- She attended Pomona USD Scholarship Luncheon.
- She attended the Classys Awards Ceremony.
- She attended the Honors Program Dessert-by-Starlight event.
- She attended the Pomona Chamber of Commerce Installation Dinner.
- She thanked Mike Gregory for representing Mt. SAC so well by stepping in as the new president of the San Gabriel Valley Regional Chamber of Commerce when the previous president left unexpectedly.

I. Student Trustee Maureira reported the following:

- She attended the Faculty Association Scholarship Luncheon.
- She attended the Students and Educators of Distinction Ceremony.
- She attended the Honors Transfer Ceremony.

- She said that it's been an honor serving on the Board and an honor attending Mt. SAC. She said that she's sad to be leaving and will be attending Berkeley to study pre-law.
- She said that Mt. SAC will always be her home; she will always be a Mountie at heart.

J. Trustee Chyr reported the following:

- He congratulated Dr. Audrey Yamagata-Noji for winning the prestigious Dr. John W. Rice Award for Excellence in Community Colleges.
- He will be attending a July 4 parade in Hacienda Heights, and he thanked Trustee Hall for providing the vehicles each year.
- Regarding the public communication earlier in the meeting, he said that sometimes the subject matter is difficult to hear, but it's important to listen and give the public a forum to talk.

11. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed new and promoted employees Nancy Bagnoli, Huu Bui, Jacqueline Garcia, Gabrielle Garcia Untz, William Johnson, Caryn Cowin, Stephanie Pulcifer, and Teresa Patterson.
- He congratulated the Flying Team, the Forensics Team, and Karina Maureira.
- He thanked Student Trustee Maureira and DeeJay Santiago for their service during the past year.
- He visited Mt. SAC's hangar at Bracket Field and said that there's a need to provide a better facility at the field for the flying team.
- President Scroggins asked Mike Gregoryk, Vice President, Administrative Services, along with Rosa Royce, Associate Vice President, Fiscal Services, to present the 2014-15 Tentative Budget.

For 2014-15, the College's total estimated revenue adds up to \$140,021,436, while the total estimated expenditures total \$152,158,558, resulting in a structural deficit of \$12,137,122.

Question: Is there any chance for any backfill on the property tax shortfall?

Answer: For the K-12 districts, it's automatic; higher education has to beg.

Question: Is there any talk about districts that have over 10% reserves being swept into a coffer?

Answer: Yes, for the K-12 districts, but not for us. It will go into a rainy-day fund and will need to be approved by the voters as a ballot proposition.

Question: Are we really going to end up with a structural deficit at \$12M?

Answer: No, the Budget Committee has taken an active role in assessing the deficit. A lot of vacancies could lead to a balanced budget or a positive variance.

A copy of Mr. Gregoryk's/Ms. Royce's presentation is posted on the College's website with these minutes. A copy of the 2014-15 Tentative Budget may be obtained by contacting the Fiscal Services Department.

12. Dr. Lisa Rodriguez, Director, Title V Grant, presented a report on Title V: Building Pathways to Persistence and Completion.

Dr. Rodriguez's report is posted on the College's website with these minutes.

13. CONSENT CALENDAR

The following correction was made to the Consent Calendar:

- Consent #29 (Page 99) – Personnel Transactions – For Dale Vickers, the salary should read “**\$153,560.00.**”

It was moved by Trustee Hall, seconded by Trustee Baca, and passed to approve 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 Resolution No. 13-04 – Signature Changes to Existing Bank Accounts.
4. Approval of the Tentative Budget for the 2014-15 Fiscal Year.
5. This item was pulled from the agenda and acted upon separately (see Paragraph No. 14).
6. Approval of the re-issuance of stale-dated warrants, as listed.
7. Approval of Aircraft Repair Services with Nostalgia Airways, Inc. dba NAI Aircraft Services for Fiscal Year 2014-15.
8. Approval for the Annual Advertisements for Goods and Services for Fiscal Year 2014-15.
9. Approval of the sale of Miscellaneous Surplus Items for Fiscal Year 2014-15.
10. Approval of the renewal of the College's Student Accident and Athletic Insurance Coverage with Student Insurance Company for the period of July 1, 2014, through July 1, 2015.
11. Approval of the renewal of the College's Fine Arts Insurance Coverage with Huntington T. Block Insurance Agency for the period July 1, 2014, through July 1, 2015.
12. Approval of the renewal of the College's Aviation Insurance Policy with Falcon Insurance Agency of California, Inc. for the period of July 1, 2014, through July 1, 2015.
13. Approval of the General Liability and Property Coverage Renewal with ASCIP for the period July 1, 2014, through July 1, 2015.

14. Approval to declassify and destroy documents which are classified as Class 3 Records, per Article 2, Sections 16023 through 16028, of Title 5, California Administrative Code.
15. Approval to purchase Hewlett-Packard Network Equipment using the current competitive bid or government contract which results in the lowest price for the College.
16. Approval of an agreement with the Consolidated Fire Protection District of Los Angeles County for the use of Mt. San Antonio College as an Incident Command Support Camp Facility.
17. Approval of a three-year agreement with the Los Angeles County Office of Education (LACOE) for network services and support.
18. Approval of the renewal of a one-year agreement with Capital Protection to provide crowd management services.
19. Consideration of approval of a three-year contract with OmniUpdate, Inc. for the College's web content management system for the www.mtsac.edu website. (See backup packet Page 62.)
20. Approval of a contract with IBM Services for emergency technical services that are currently not covered under IBM maintenance, for the 2014-15 fiscal year.
21. Approval of pre-construction services using the Lease/Leaseback Construction Delivery Method for the Building 12 Counseling Remodel – Formerly the Agricultural Sciences Complex.
22. Approval of contracts with Tilden Coil Constructors using the Lease/Leaseback Construction Delivery Method for the Food Services Building and the Building 12 Counseling Remodel – Formerly the Agricultural Sciences Complex.
23. Consideration of approval to purchase Phase II Furniture for the Design Technology Center First-Floor Lobby, Second-Floor Open Area, and Radio Lab. (See backup packet Pages 68 and 69.)
24. Approval of agreements to provide professional design and consulting services with Sid Lindmark, AICP for construction support for the 2012 Facilities Master Plan Update, Steven Fader Architects to prepare construction documentation for Jamba Juice Building Modifications, and with HMC Architects to provide professional architectural and engineering services for the Central Plant South project.
25. Approval of the purchase of digital-networked radio broadcast consoles for the following Bid:
 - Bid No. 2975 Digital Networked Radio Broadcast Consoles – Broadcast Supply Worldwide, Tacoma, Washington

26. Approval of the purchase of audio-visual control systems and equipment for the following Bid:
 - Bid No. 2976 Audio-Visual Control Systems and Equipment – Centerpoint Communications, Placentia, California (CA), as listed in Section 1; Golden Star Technology, Cerritos, CA, as listed in Sections 2, 5, 7, 9, 10, 11, and 12; Spinitar, La Mirada, CA, as listed in Section 3; and Comp View, Inc., Beaverton, Oregon, as listed in Sections 4, 6, 8, and 13.

27. Approval of the following Contract Amendments:
 - Contract Annual Fire Sprinkler Inspection – GNA-Brook Fire Protection - Amendment No. 1.
 - Contract Athletics Complex East – Design and Construction Services – HMC Architects - Amendment No. 1.
 - Contract Food Services Building – Professional Design Services for a Storm Water Pollution Prevention Plan – Marlene Imirzian & Associates - Amendment No. 2.
 - Contract Student Life Center Improvements – Professional Architectural and Engineering Services – Steven Fader Architects - Amendment No. 1.

28. Approval of the following Proposed Gifts and Donations to the College:
 - Pete Jankowski – 1995 Ford F-250 Pickup Truck, VIN: 2FIHF25G8SCA54645, valued by donor at \$1,500, to be used in the Mt. SAC Fire Technology program. Twenty-year-old truck with low miles, good shape; will require age-related repairs of approximately \$100/year.

HUMAN RESOURCES

29. Approval of Personnel Transactions.
30. Approval of a contract for Employee Assistance Service for Education (EASE) with the Los Angeles County Office of Education.
31. 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, 2014, through June 30, 2015.
32. Approval of a contract for Investigative Services with Norm A. Traub & Associates, Inc., for the period July 1, 2014, through June 30, 2015.
33. Approval of a contract for Investigative Services with The Titan Group, for the period July 1, 2014, through June 30, 2015.

INSTRUCTION

34. Approval of additions and changes in the Continuing Education Division.
35. Approval of Community Services program offerings for the 2014-15 academic year.

36. Approval of the Continuing Education Division's revenue-generated account expenditures.
37. Approval of the advance payment for the purchase of a Sensenich propeller for the Aeronautics Program.
38. Approval of contractors to perform physical exams for the Health Science faculty.
39. Approval of a Memorandum of Understanding with the East San Gabriel Valley Regional Occupational Program Youth Career Connect Grant.
40. Ratify attendance of students and faculty to attend the Health Occupations Students of America National Leadership Conference.
41. Approval of the advance payment for fuel for the Aeronautics Program.
42. Approval of program fees for students in the Technology and Health Division.
43. Approval of two sabbatical leaves for Spring 2015 and Fall 2015.
44. Ratify costs associated with the Honors Program Recognition Celebration.
45. Approval for students and faculty to attend the USA Track & Field Junior Outdoor Championships and National Championships.
46. Approval of modified courses and new and modified certificates and degrees effective with the 2014-15 academic year.
47. Approval of the Child Development Center Agency Annual Report (provided to the Board under separate cover).
48. Approval of an agreement with Controltec Systems.
49. Approval of expenditure funding for the 2014-15 academic year for the Child Development Center.
50. Approval of vendors for the Children's Meal Program for the Child Development Center.
51. Approval of a license modification for the Child Development Center for the 2014-15 academic year.
52. Approval of a contract with Sodexo American, LLC, Food Services for the Child Development Center.
53. Approval of a contract with eXist Designs, Inc. for the Center of Excellence's CTE Hub Grant.
54. Approval of the Center of Excellence's 2013-14 grant extension and 2014-15 grant renewal.

55. Approval for acceptance of funds from the California Community Colleges Chancellor's Office for the Assessment, Remediation, and Retention for Associate Degree Nursing Programs Grant.
56. Approval for acceptance of funds from the Los Angeles Universal Preschool for the Child Development Workforce Initiative Grant. (See backup packet Pages 145 and 146.)
57. Consideration of approval of acceptance of funds from the California Community Colleges Chancellor's Office for the Enrollment Growth for Associate Degree Nursing Programs Grant.

PRESIDENT'S OFFICE

58. Approval of the revised 2014-15 meeting calendar for the Mt. San Antonio College Board of Trustees.

STUDENT SERVICES

59. Approval of Student Services Expenditure Funding 2014-15.
60. Approval of Associated Students Expenditure Funding 2014-15.
61. Approval of a contract with The Princeton Review-Led Classroom Course Agreement for the Upward Bound Program.

Motion unanimously carried. Student Trustee concurred.

14. CONSENT ITEM #5 - ANNUAL INVESTMENT POLICY STATEMENT

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

Trustee Bader remarked that the College is not required to have this item on the agenda; however, it's appreciated that it's included each year.

Motion unanimously carried. Student Trustee concurred.

15. CONSENT ITEM #44 - COSTS ASSOCIATED WITH THE HONORS PROGRAM RECOGNITION CELEBRATION

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

Trustee Bader remarked that the date for the recognition celebration had passed, and she said she hopes that, in the future, the Board will see requests for approvals before the event.

Motion unanimously carried. Student Trustee concurred.

16. CONSENT ITEM #58 – REVISED 2014-15 MEETING CALENDAR FOR THE MT. SAN ANTONIO COLLEGE BOARD OF TRUSTEES

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

Trustee Santos said that she may have jury service in downtown Los Angeles and may be late for the August Board meeting, if she's called to serve.

Motion unanimously carried. Student Trustee concurred.

14. ACTION ITEM #1 – PROPOSED REVISIONS TO BOARD POLICY 2716 – POLITICAL ACTIVITY

It was moved by Trustee Chen Haggerty and seconded by Trustee Bader to approve this item. Motion unanimously carried. Student Trustee concurred.

15. ACTION ITEM #2 – PROPOSED REVISIONS TO BOARD POLICY 7340 - LEAVES

It was moved by Trustee Hall and seconded by Trustee Chen Haggerty to approve this item. Motion unanimously carried. Student Trustee concurred.

16. DISCUSSION ITEM – BOARD CONFERENCE AND TRAVEL

Trustee Hidalgo said that there was no longer a reason to discuss this item; that his questions had been answered by Dr. Scroggins.

17. ADJOURNMENT

The meeting adjourned at 9:19 p.m.

WTS:dl

**Financial Aid, Scholarships, and Veterans
Prepared by Chau Dao, Director, Financial Aid**

Program Totals:

	2013-14	2012-13	2011-12	2010-11
FAFSA Applications	46,189	44,950	40,576	34,717
Federal Pell Grant	12,910 \$42,155,953	12,613 \$41,028,921	12,247 \$39,710,831	11,022 \$36,334,126
FSEOG Grant	1,471 \$408,800	1,074 \$620,805	1,746 \$749,964	1,169 \$679,428
Federal Direct Loans	452 \$1,599,812	503 \$2,296,713	730 \$2,233,712	570 \$1,650,441
Federal Work-Study	171 \$392,286	289 \$563,089	213 \$537,124	187 \$492,117
BOG Fee Waivers	26,027 \$22,122,950	24,161 \$19,486,497	21,886 \$14,013,117	20,445 \$9,731,605
Cal Grant	2,376 \$3,346,511	1,991 \$2,117,440	1,608 \$1,903,460	1,466 \$1,750,727
Chafee Grant (Foster Youth)	36 \$147,500	40 \$137,459	38 \$154,414	25 \$103,509
Scholarships	4,939 \$406,533	3,861 \$397,040	4,226 \$593,587	5,358 \$469,255
Veteran Benefits	769	808	878	848

Aggregate Totals for 2013-14:

- Federal Grant: \$42,564,753 (2.19% increase from prior year)
- State Grant: \$3,346,511 (58% increase from prior year)
- BOG Fee Waivers: \$22,122,950 (13.52% increase from prior year)

Annual Community Events:

Cash for College: One day a year, we open up our campus to prospective families to provide one-on-one assistance with completing financial aid applications; FAFSA, California Dream Act, and BOG Fee Waiver; received assistance from High School Outreach, IT, DSP&S, Library and Learning Resources, and entire Student Services division due to high participation. This is a partnership with Congressional leaders from surrounding districts, and in attendance were Congresswoman Gloria Negrete McLeod (35th District), Assembly Member Freddie Rodriguez (52nd District), Senator Norma J. Torres (32nd District), and Senator Dr. Ed Hernandez, O.D (24th District). We

also received planning assistance from Senator Bob Huff's (29th District) staff. Five Hundred six high school students were served, representing 56 high schools, with the most in attendance: La Puente, South Hills, and Walnut.

Informational Workshops: Staff conducts informational workshops internally in classrooms and at various campus events to ensure accurate information is received. Topics can be as technical as Satisfactory Academic Progress and the Appeal Process to how to create a winning essay for scholarship. Or, topics can be general in nature such as Financial Aid 101 and Financial Aid for Study Abroad. Staff also goes out into the community to provide Financial Aid 101 and FAFSA Hands-On workshops to our district high schools; each year, we are inundated with requests. For 2013-14, we served 2,064 students in 66 workshops on campus and 3,817 community members in 26 workshops off campus.

Scholarship Competition/Ceremony: We coordinate and administer \$400K in scholarships annually including external and internal awards (coordination with the Foundation).

Veterans: Veterans' Appreciation Day on Veterans' Day, connecting student veterans and staff and administrators who served our country. We honor and celebrate our student veterans and community veteran members with a "Wall of Honor," highlighting individual profiles. We remember our fallen heroes each year on Memorial Day. We recognize and appreciate our student veterans at the end of each academic year with a "Veterans Recognition Night"; we highlight our outgoing student Veterans – an opportunity to hear the path they set for their future. We will have our first Learning Community for Veterans in fall 2014, and our Student Services Specialist, Veterans is in place to assist with more programs and services in 2014-15.

Program Challenges: Each aid year brings new rules and regulations we have to implement. For 2013-14, we continue to track and help students understand the Pell Lifetime Limit as more students reached this six-year limit in the second year of implementation. We provided targeted communication to students with usage levels at 400% or more to inform them of their options, especially if they plan to transfer. We trained the Career and Transfer staff on this rule and the impact on students to ensure affected students are getting the same message. Financial aid specialists met with affected students one on one to explain the different options each student can take.

New for 2014-15 will be the 150% Subsidized Loan Limitation for new borrowers; loan subsidy will be limited to 150% of the student's program of study. In general, a Mt. SAC student completing an AA degree has two years to complete goals. The student will be eligible to receive loan subsidy for three years. If the student continues with the same program after the three years, their loan subsidy will be lost. What this means for the student: she/he is responsible for interest on the loan:

- with continued enrollment;
- with change of program of study that is same length or less;
- transfers to another school with program of study that is same length or less; and
- goes into grace or forbearance.

We urge you to join us, together with the voices of the California Association of Financial Aid Administrators and the National Association of Financial Aid Administrators, asking Congress to bring back Ability to Benefit (ATB) that has greatly impacted returning adult students at community colleges. This will allow those without a high school diploma to qualify for federal financial aid with a passing score on the ATB test or successful completion of six college units without financial aid.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>July 23, 2014</u>	CONSENT
SUBJECT:	<u>Appropriation Transfers and Budget Revisions Summary</u>	

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 5/22/14 - 6/20/14

Unrestricted General Fund - 11 and 13

From:

<u>Budget Classification</u>	<u>Amount</u>
4000 Supplies/Materials	\$ 13,683
7000 Other Outgo	46,696
7950 Unassigned Fund Balance	41,287
Total	\$ 101,666

To:

<u>Budget Classification</u>	<u>Amount</u>
1000 Academic Salaries	\$ 2,296
2000 Classified/Other Nonacademic Salaries	33,779

Prepared by: Rosa M. Royce Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #1

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 23, 2014

3000	Employee Benefits	\$	389
5000	Other Operating Expenses/Services		38,852
6000	Capital Outlay		26,350
Total		\$	101,666

Restricted General Fund - 17

From:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	95,899
3000	Employee Benefits		17,263
4000	Supplies/Materials		76,283
Total		\$	189,445

To:

<u>Budget Classification</u>			<u>Amount</u>
1000	Academic Salaries	\$	14,982
5000	Other Operating Expenses/Services		20,257
6000	Capital Outlay		138,294
7000	Other Outgo		15,912
Total		\$	189,445

Child Development Fund - 33

From:

<u>Budget Classification</u>			<u>Amount</u>
7920	Restricted Fund Balance	\$	2,739
7940	Assigned Fund Balance		44,928
Total		\$	47,667

To:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	28,227
3000	Employee Benefits		1,701
5000	Other Operating Expenses/Services		17,739
Total		\$	47,667

Health Services Fund - 39

From:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	101
Total		\$	101

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 23, 2014

To:			
	<u>Budget Classification</u>		<u>Amount</u>
4000	Supplies/Materials	\$	101
Total		\$	101

Capital Outlay Projects Fund - 41

From:			
	<u>Budget Classification</u>		<u>Amount</u>
6000	Capital Outlay	\$	152,987
Total		\$	152,987

To:			
	<u>Budget Classification</u>		<u>Amount</u>
7000	Other Outgo	\$	152,987
Total		\$	152,987

Bond Construction Fund No. 2 - 45

From:			
	<u>Budget Classification</u>		<u>Amount</u>
7920	Restricted Fund Balance	\$	312,641
Total		\$	312,641

To:			
	<u>Budget Classification</u>		<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	293,690
3000	Employee Benefits		18,951
Total		\$	312,641

Associated Students Trust Fund - 71

From:			
	<u>Budget Classification</u>		<u>Amount</u>
4000	Supplies/Materials	\$	2,600
Total		\$	2,600

To:			
	<u>Budget Classification</u>		<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	633
3000	Employee Benefits		43
5000	Other Operating Expenses/Services		1,924
Total		\$	2,600

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 23, 2014

BUDGET REVISIONS
For the period 5/22/14 - 6/20/14

Unrestricted General Fund - 13

Revenue:

<u>Budget Classification</u>	<u>Amount</u>
883900 Center of Excellence - Labor Market	\$ 17,500
Technical Assistance to Modesto Junior College	
884021 Athletics Program	(1,380)
887200 Community Services, Academies and Camps	906
887200 Community Services, Tutoring/Study Skills	1,924
887200 Community Services, Personal Development	606
887200 Community Services, Real Estate/Appraisal	247
888500 Bursar's office - Duplicate ID Fees, Non-Credit Students	820
889000 Custodial - Recycling	2,575
889000 Self-Insured Retention Trust	40,441
889005 Natural Sciences Division	856
889006 Phi Theta Kappa	(425)

**Former Auxiliary Trust Accounts, transactions from April 25, 2014
to June 9, 2014**

882000 Continuing Education Division Programs	25
882001 Agricultural Club Council	200
884000 Agricultural Club Council	1,077
884000 Art Alliance	14
884001 Music - Choral Program	623
884006 Library Division	1,653
884008 Box Office, Ticket Sales	3,410
884009 Box Office, Sales-Concessions	187
884023 Championship Events	14,171
884024 Mountaineer Advertising	2,600
888500 Pep Squad Program	8,286
888500 Flight Training Program	26,773
888500 Communication Department Program	750
889004 Chemistry Program	91
889005 Aquatics Program	21,910
889005 American Readers Theater Program	2,270
889005 Track and Field Program	500
889005 Championship Events	194
889005 Mt. SAC Speakers Program	260
889005 Art Alliance	6
Total	\$ 149,070

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 23, 2014

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	37,690
3000	Employee Benefits		1,809
4000	Supplies/Materials		24,548
5000	Other Operating Expenses/Services		93,172
6000	Capital Outlay		6,485
7950	Unassigned Fund Balance		(14,634)
Total		\$	149,070

Restricted General Fund - 17

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
862904	2013-14 Equal Employment Opportunity	\$	(544)
862903	2013-14 BFAP		18,319
Total		\$	17,775

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	18,319
5000	Other Operating Expenses/Services	\$	(544)
Total		\$	17,775

Health Services Fund - 39

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
889000	Smoking Fees	\$	297
Total		\$	297

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
4000	Supplies/Materials	\$	297
Total		\$	297

Capital Outlay Projects Fund - 41

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
898001	2013-14 Energy Projects-District	\$	(49,388)
Total		\$	(49,388)

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 23, 2014

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
6000 Capital Outlay	\$ <u>(49,388)</u>
Total	\$ (49,388)

RECOMMENDATION

It is recommended that the Board of Trustees approve the appropriation transfers within the Unrestricted General Fund (\$101,666), Restricted General Fund (\$189,445), Child Development Fund (\$47,667), Health Services Fund (\$101), Capital Outlay Projects Fund (\$152,987), Bond Construction Fund No. 2 (\$312,641) and Associated Students Trust Fund (\$2,600) 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 (\$149,070), Restricted General Fund (\$17,775), Health Services Fund (\$297) and Capital Outlay Projects Fund (-\$49,388) pursuant to the California Code of Regulations, Title 5, Section 58308.

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>July 23, 2014</u>	CONSENT
SUBJECT: <u>Independent Contractors</u>	

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:

Provider	Area/Department	Service/ Assignment	Date(s)	Amount Not to Exceed
Foldesi, Robert	Human Resources - Professional & Organizational Development (POD)	Trainer, Principles of Executive Leadership	9/18/14	\$400
Lindy, David	Instruction - Workforce Innovation Partnerships Grant	Trainer, OSHA 10 for Industrial Design Engineering and other Technology students	6/17/14– 6/18/14	\$1,500
Scott, Dr. Jack Alan	Human Resources - Professional & Organizational Development (POD)	Trainer, Principles of Executive Leadership	8/28/14	\$1,000
Vanderlip, David	Administrative Services - Technical Services	Tune and maintain Steinway piano	7/1/14– 6/30/15	\$2,500

Funding Sources

Restricted General Fund – Instruction – Workforce Innovation Partnerships Grant.
 Unrestricted General Fund – Administrative Services – Technical Services, Human Resources – Professional & Organizational Development (POD).

RECOMMENDATION

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

Prepared by: Rosa M. Royce Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #2

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE		
DATE: <u>July 23, 2014</u>		CONSENT
SUBJECT: <u>Re-issuance of Stale-Dated Warrants</u>		

BACKGROUND

Board approval is required to re-issue 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

The following payees have requested the re-issuance of their respective warrants:

<u>Warrant No.</u>	<u>Original Issued</u>	<u>Payee</u>	<u>Amount</u>
07069635	9/8/10	Michael A Gonzales	\$197.00
07132356	8/22/11	Jaime R Rancour	\$268.25

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the re-issuance of the above listed warrants.

Prepared by: <u>Rosa M. Royce</u>	Reviewed by: <u>Michael D. Gregoryk</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #3</u>

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

DATE: July 23, 2014

CONSENT

SUBJECT: Fine Arts Insurance – Coverage Change Endorsement

BACKGROUND

Mt. San Antonio College recently renewed the insurance policy for its museum collection and temporarily loaned art items for exhibitions held in the Art Gallery. The Risk Management office recently received notice of an upcoming exhibition in the Art Gallery in which the value of the loaned art items will exceed the amount of coverage provided in the current policy. Therefore, the District requested a proposal from its current insurance provider to increase the coverage for this event.

ANALYSIS AND FISCAL IMPACT

The Art Gallery will receive artwork from various artists beginning on August 25, 2014, for an upcoming exhibition that is scheduled from September 18, 2014, through October 16, 2014. The total value of the art collection for this event is estimated to be \$700,000. The current museum collection and temporary loan policy has property coverage limits of \$300,000. The College requested a proposal for additional insurance for this event from Huntington T. Block Insurance Agency, Inc., the College’s current broker. An endorsement to the current policy will be issued for the period August 1, 2014, through October 31, 2014, for this event with coverage limits of liability of up to \$700,000 in any one partial or total loss. The additional premium for this insurance endorsement is \$684.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the purchase of the fine arts insurance policy endorsement with increased limits of liability to \$700,000 for the upcoming exhibition and the additional payment of \$684 to Huntington T. Block Insurance Agency, Inc., as presented.

Prepared by: Karen A. Saldana

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #4

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>July 23, 2014</u>	CONSENT
SUBJECT: <u>Professional Design and Consulting Services</u>	

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 is presented for approval:

	Consultant:	P2S Engineering, Inc.	
	Project:	Agricultural Sciences Complex Close Out	
Item	Description:	Amount	
	Professional engineering consulting services for re-commissioning of the Agricultural Sciences Complex mechanical system.	\$19,300.00	
	Contract Amount:		\$19,300.00

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

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

Prepared by: <u>Gary L. Nellesen</u>	Reviewed by: <u>Michael D. Gregoryk</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #5</u>

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

DATE: July 23, 2014

CONSENT

SUBJECT: Purchase of Digital Networked Radio Broadcast Consoles (Bid No. 2975)

BACKGROUND

On June 25, 2014, the Board of Trustees approved the purchase of radio lab equipment from Broadcast Supply Worldwide, located in Tacoma, Washington, for \$99,202.28, including tax and shipping.

ANALYSIS AND FISCAL IMPACT

After obtaining approval for this purchase, it was discovered that the sales tax and estimated travel expenses for the onsite commissioning and training were not included in the costs previously submitted to the Board for approval. Therefore, approval is requested for the purchase of digital networked radio broadcast consoles from Broadcast Supply Worldwide at the revised cost of \$107,597.08, including tax and shipping plus travel-related expenses for the estimated amount of \$1,500.00.

Revised Bid Summary

Company Name/Location	Total Bid Amount	Estimated Travel Expenses
Broadcast Supply Worldwide, Tacoma, WA	\$107,597.08	\$1,500.00
CEI Sales LLC, Newington, VA	\$111,515.27	\$1,575.00
Wheatstone Corporation, New Bern, NC	\$125,549.31	\$1,500.00

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the purchase of Digital Networked Radio Broadcast Consoles (Bid No. 2975) for the revised amount, as presented.

Prepared by: Teresa Patterson/William Eastham

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #6

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

DATE: July 23, 2014

CONSENT

SUBJECT: Professional Design and Consulting Services (Contract Amendments)

BACKGROUND

In order to commence design on construction and renovation projects and to provide for the ongoing maintenance for college facilities, it is necessary to retain the services of qualified professionals.

ANALYSIS AND FISCAL IMPACT

The following contract amendments are presented for approval:

#1	Consultant:	First Fire Systems	No.	1
	Project:	Annual Fire Sprinkler Inspection		
Item	Description:	Amount		
	Addition of the four new Child Development Center Buildings and the Facilities Planning and Management Building to the remaining three-year annual fire alarm monitoring contract. Fixed fee for three-year term:	\$1,632.00		
	Total	\$1,632.00		
	Original Contract Amount		\$27,416.00	
	Net Change by Previous Amendments		\$0.00	
	Net Sum Prior to This Amendment		\$27,416.00	
	Amount of Amendment No. 1		\$1,632.00	
	New Contract Sum		\$29,048.00	
	Percentage of Change to Contract, to Date		5.95%	

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #7

SUBJECT: Professional Design and Consulting Services (Contract Amendments)

DATE: July 23, 2014

#2	Consultant:	Helix Environmental	No.	2
	Project:	Construction Support		
Item	Description:	Amount		
	Additional professional biological consulting services necessary to complete the environmental permitting and development of the West Parcel including the Clean Water Act permit and stream bed alteration agreement.	\$8,300.00		
	Total	\$8,300.00		
	Original Contract Amount	\$51,500.00		
	Net Change by Previous Amendments	\$13,400.00		
	Net Sum Prior to This Amendment	\$64,900.00		
	Amount of Amendment No. 2	\$8,300.00		
	New Contract Sum	\$73,200.00		
	Percentage of Change to Contract, to Date	42.14%		

Funding Sources

#1 – Unrestricted General Fund.

#2 – Measure RR Bond (Series A) funds.

RECOMMENDATION

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

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

DATE: July 23, 2014

CONSENT

SUBJECT Personnel Transactions

CLASSIFIED EMPLOYMENT

***Salaries subject to change**

Permanent New Hires

Name: Anonuevo, Edwin
 Position: Computer Facilities Assistant New: No
 Department: Information Technology
 Range/Step: A-79, Step 3 Salary: \$2,008.02/month*
 Job FTE: 0.475/12 months
 Effective: 7/24/14

Name: Delacruz, Nimrod
 Position: Computer Facilities Assistant New: No
 Department: Information Technology
 Range/Step: A-79, Step 1 Salary: \$1,821.35/month*
 Job FTE: 0.475/12 months
 Effective: 7/24/14

Name: Garcia, Hector
 Position: Training and Applications Specialist New: No
 Department: Information Technology
 Range/Step: A-105, Step 2 Salary: \$5,214.87/month*
 Job FTE: 1.00/12 months
 Effective: 7/24/14

Change of Assignment

Name: Gutierrez, Veronica
 Position: Admissions and Records Clerk II
 Department: Admissions and Records
 Range/Step: A-69, Step 6 Salary: \$4,430.25/month*
 Job FTE: 1.00/12 months
 Effective: 7/24/14
 Remarks: Changed from 0.475 Job FTE

Prepared by: Human Resources Staff

Reviewed by: James Czaja

Recommended by: Bill Scroggins

Agenda Item: Consent #9

SUBJECT: Personnel Transactions

DATE: July 23, 2014

Out-of-Class Assignment

Name: Aguirre, Glenda
From: Clerical Specialist
To: Benefits Specialist
Department: Human Resources
Range/Step: A-88, Step 1 Salary: \$4,193.64/month*
Effective: 7/24/14
End Date: 12/31/14

Retirement

Karen Pilling, Benefits Specialist, Human Resources, effective 7/25/14

ACADEMIC EMPLOYMENT

***Salaries subject to change**

Permanent New Hires

Name: Childress, Scot
Position: Professor, Mathematics New: No
Department: Mathematics, Computer Science
Column/Step III-4 Salary: \$74,596.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14

Name: Huynh, Huy
Position: Professor, Television New: No
Department: Commercial and Entertainment Arts
Column/Step III-1 Salary: \$64,940.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14 to 6/30/15
Remarks: One year temporary

Name: Wood, Amy
Position: Professor, Business Law and Paralegal Studies New: No
Department: Business Administration
Column/Step III-9 Salary: \$90,802.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14

SUBJECT: Personnel Transactions

DATE: July 23, 2014

Initial Salary Placement Adjustments

Name: Arntson, Roxan
 Position: Professor, Communication (Forensics)
 Department: Communication
 Column/Step: I-6 Salary: \$72,985.00/annual*
 Job FTE: 1.00/10 months
 Effective: 8/25/14
 Remarks: Initially placed on Column I, Step 1

Name: Danson, Erin
 Position: Professor, English
 Department: English, Literature and Journalism
 Column/Step: I-9 Salary: \$82,621.00/annual*
 Job FTE: 1.00/10 months
 Effective: 8/25/14
 Remarks: Initially placed on Column I, Step 1

Name: Hooper, Jaime
 Position: Professor, Nursing
 Department: Nursing
 Column/Step: III-9 Salary: \$90,802.00/annual*
 Job FTE: 1.00/10 months
 Effective: 8/25/14
 Remarks: Initially placed on Column I, Step 1

Name: Kordich, Jason
 Position: Professor, English
 Department: English, Literature and Journalism
 Column/Step: II-7 Salary: \$80,256.00/annual*
 Job FTE: 1.00/10 months
 Effective: 8/25/14
 Remarks: Initially placed on Column I, Step 1

Name: Miho, Yoshiko
 Position: Professor, English as a Second Language
 Department: English as a Second Language
 Column/Step: I-7 Salary: \$76,239.00/annual*
 Job FTE: 1.00/10 months
 Effective: 8/25/14
 Remarks: Initially placed on Column I, Step 1

SUBJECT: Personnel Transactions

DATE: July 23, 2014

Initial Salary Placement Adjustments (continued)

Name: Rojas, Rubilena
Position: Professor, Kinesiology (Women's Head Softball Coach)
Department: Kinesiology, Athletics and Dance
Column/Step: I-7 Salary: \$76,239.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14
Remarks: Initially placed on Column I, Step 1

Name: Takahashi, Shelley
Position: Professor, Industrial Design
Department: Architecture and Engineering Design Technology
Column/Step: I-8 Salary: \$79,430.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14
Remarks: Initially placed on Column I, Step 1

Name: Thankamushy, Sreekanth
Position: Professor, Animation
Department: Commercial and Entertainment Arts
Column/Step: III-9 Salary: \$90,802.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14
Remarks: Initially placed on Column I, Step 1

Name: Whitmore, Gregory
Position: Professor, Music and Band Director
Department: Music
Column/Step: I-9 Salary: \$82,621.00/annual*
Job FTE: 1.00/10 months
Effective: 8/25/14
Remarks: Initially placed on Column I, Step 1

Correction to 30-Year Service Increments, 2014-15, previously approved 6/23/14

\$318/month for faculty upon completion of 30 years of service

Name: Bartman, Sydney
Department: English, Literature, and Journalism
Remarks: Correction to hire date; not eligible for service increment for 2014-15

SUBJECT: Personnel Transactions

DATE: July 23, 2014

Banking Leave of Absence with Pay

<u>Faculty Name</u>	<u>Department</u>	<u>Number of LHEs</u>	<u>Semester</u>
McGowan, Richard	Continuing Education	15	Spring 2015

Salary Advancements for Full-time Faculty Column Crossover, 2014-15

Coursework and/or Degree earned

Name:	Pascoe, Virginia	
Position:	Professor, Biological Sciences	
Department:	Biological Sciences	
Column/Step	III-12	Salary: \$100,437.00/annual*
Job FTE:	1.00/10 months	
Effective:	8/25/14	
Remarks:	Advancement from Column II, Step 11	

Name:	Quinn, Barbara	
Position:	Counselor	
Department:	DSP&S	
Column/Step	III-12	Salary: \$111,915.51/annual*
Job FTE:	1.00/11 months	
Effective:	7/1/14	
Remarks:	Advancement from Column II, Step 11	

Resignation

Jason Chevalier, Professor, Music, effective 6/18/14

Retirement

Patricia Bower, Professor, Learning Assistance, effective 6/30/14

Teresa Faraone, Professor, Consumer and Design Technologies, effective 2/19/15

Faculty Intern

Joseph Komrosky, Philosophy, effective 8/25/14–12/14/14

Student Interns

Jean Oh, EOPS, California State University, Los Angeles, effective 8/25/14–12/12/14

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**MANAGEMENT EMPLOYMENT*****Salaries subject to change****Permanent New Hires**

Name: Hernandez, Guadalupe
 Position: Assistant Director, Child Development New: No
 Department: Child Development Center
 Range/Step: M-6, Step 1 Salary: \$71,736.00/annual*
 Job FTE: 1.00/12 months
 Effective: 7/24/14

Name: Mai, Uyen
 Position: Director, Marketing & Communication New: No
 Department: Marketing and Communication
 Range/Step: M-19, Step 1 Salary: \$134,088.00/annual*
 Job FTE: 1.00/12 months
 Effective: 8/1/14

TEMPORARY EMPLOYMENT**Substitute Employees**

NAME	TITLE	RATIONALE	DEPARTMENT	PAY RATE	HIRE DATE
Azul, Amy	Tutorial Services Spec.	Vacancy	The Writing Ctr.	24.19	07/01/14-12/31/14
Garcia, Pedro	Custodian	Pool	Custodial Svcs.	17.42	06/11/14-06/30/14
Garcia, Pedro	Custodian	Pool	Custodial Svcs.	17.42	07/01/14-06/30/15
Homsi, Bishara	Custodian	Vacancy	Custodial Svcs.	17.42	07/01/14-06/30/15
Tarin, Freddie	Grounds Equipment Operator	Leave	Grounds	18.30	07/01/14-03/01/15
Wilson, Trenton	Lab. Tech. Phys. Sci. & Eng.	Leave	Physics	22.12	06/16/14-06/30/14
Wilson, Trenton	Lab. Tech. Phys. Sci. & Eng.	Leave	Physics	22.12	07/01/14-12/31/14
Visosky, Mary	Clerical Specialist	Vacancy	Natural Sciences	20.03	07/01/14-12/31/14

Hourly Non-Academic Employees

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Alvarez, Jessica	Outreach Specialist	High School Outreach	12.50	07/01/14-12/31/14
Arellano, Edward	Administrative Aide	Student Services	12.76	07/08/14-12/31/14
Burnett, Elizabeth	Student Intern	Counseling	15.00	07/01/14-07/30/14
Calvillo, Jennifer	Instructional Aide	Child Development Ctr.	9.00	07/01/14-08/22/14
Carrasco, Diane	Clerk Typist III	Adult Basic Education	10.87	07/01/14-07/03/14
Castro, Michelle	Clerk Typist III	Adult Basic Education	10.87	07/01/14-07/11/14
Cervantes, Alethea	Activity Aide	Continuing Education	9.00	07/01/14-07/30/14
Cervantes, Angelica	Activity Aide	Continuing Education	9.00	07/01/14-07/30/14
Cole, John	Model	Fine Arts	21.00	07/01/14-06/30/15

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Hourly Non-Academic Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Cortes, Yesenia	Instructional Aide	Child Development Ctr.	9.00	07/01/14-08/22/14
Del Real, Javier	Learning Assistant	Tutorial Services	13.00	07/01/14-08/03/14
Devai, Trace	Model	Fine Arts	21.00	07/01/14-06/30/15
Diaz, Alisha	Study Skills Asst. II	Adult Basic Education	11.32	07/01/14-08/31/14
Escobar, Josue	Clerk Typist III	Adult Basic Education	10.27	07/01/14-07/11/14
Estrada, Karla	Instructional Aide	Child Development Ctr.	9.00	07/01/14-06/30/15
Fernandez, Saundra	Career & Transfer Aide	Career & Transfer Svcs.	10.00	07/01/14-12/20/14
Figueroa, Yanira	Instructional Aide	Child Development Ctr.	9.00	07/01/14-06/30/15
Fuentes, Jeannette	Activity Aide	Continuing Education	9.00	07/01/14-07/30/14
Garcia, Mary	Administrative Aide	CalWORKs	12.76	07/01/14-12/19/14
Gulmesoff, Jim	Model	Fine Arts	21.00	07/01/14-06/30/15
Hanlon, Lisa	Cashier III	Bursar's Office	10.00	07/01/14-12/30/14
Hartnett, Catherine	Secretarial Aide	Adult Basic Education	11.88	07/01/14-07/31/14
Hayward, Jason	Student Intern	Counseling	15.00	07/01/14-08/24/14
Herbert, Breanna	Activity Aide	Continuing Education	9.00	07/01/14-07/30/14
Hernandez, Paul	Model	Fine Arts	21.00	07/01/14-06/30/15
Huang, Christy	Instructional Aide	Child Development Ctr.	8.00	03/20/14-06/30/14
Jimenez, Steven Michael	Activity Aide	Continuing Education	9.00	07/01/14-08/30/14
Liu, Kelvin	Study Skills Asst. III	Adult Basic Education	12.48	02/24/14-06/30/14
Lopez, Veronica	Career & Transfer Aide	Career & Transfer Svcs.	10.00	07/01/14-12/20/14
Malmgren, Stephanie	Administrative Aide	Student Services	12.76	07/01/14-12/31/14
Mancino, Raymond	Model	Fine Arts	21.00	07/01/14-06/30/15
Martinez, Yvette	Activity Aide	Continuing Education	9.00	07/01/14-07/30/14
McDonald, Melissa	Admissions & Records Aide	Admissions & Records	10.87	07/01/14-02/20/15
Montenegro Corral, Cesar	Outreach Specialist	High School Outreach	12.50	07/01/14-12/31/14
Mustafa, Jawariyah	Instructional Aide	Child Development Ctr.	9.00	07/01/14-06/30/15
Peshkepia, Raquel	Lab Assistant	HCRC	13.27	07/01/14-12/20/14
Ramey, Anthony	Model	Fine Arts	21.00	07/01/14-06/30/15
Soto, Sylvia	Administrative Aide	CalWORKs	12.76	07/01/14-12/19/14
Suh, Claire	Study Skills Asst. I	Learning Asst. Ctr.	10.27	08/22/14-02/12/15
Uy, Kristel	Administrative Aide	DSP&S	12.76	07/24/14-02/20/15
WorriLOW, Lynn	Model	Fine Arts	21.00	07/01/14-06/30/15
Zahn, Lauren	Secretarial Aide	Adult Basic Education	11.88	08/01/14-08/30/14

Professional Expert Employees – Extended Assignments

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Altrees, Jacob	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Benson, Andrew	Aquatics Assistant II	Kinesiology, Ath. & Dance	11.00	06/19/14-06/30/14
Bowles, Mackenze	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Brunsdon, Camille	Aquatics Assistant VII	Kinesiology, Ath. & Dance	16.00	06/16/14-06/30/14
Caines, Ryan	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Campos, Charles	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Campos, Charles	Aquatics Assistant III	Continuing Education	12.00	07/01/14-08/30/14
Cardona, Fernando	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Professional Expert Employees – Extended Assignments** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Castro Jr., Jorge	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Castro Jr., Jorge	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Castro, Candice	Teaching Aide	Adult Basic Education	13.27	06/23/14-06/30/14
Castro, Candice	Teaching Aide	Adult Basic Education	13.27	07/01/14-07/31/14
Cavanaugh, Sean	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Cavanaugh, Sean	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Chen, Christopher	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Chen, Christopher	Aquatics Assistant III	Continuing Education	12.00	07/01/14-08/30/14
Clancy, Aaron	Aquatics Assistant IV	Continuing Education	13.00	06/01/14-06/30/14
Clancy, Aaron	Aquatics Assistant IV	Continuing Education	13.00	07/01/14-08/30/14
Clancy, Kyle	Aquatics Assistant II	Continuing Education	11.00	06/11/14-06/30/14
Clancy, Kyle	Aquatics Assistant II	Continuing Education	11.00	07/01/14-08/30/14
Corral, Benjamin	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Dave, Mala	Teaching Aide	Adult Basic Education	13.27	07/01/14-06/30/15
De Leon-Ramos, Melly	Early Child Dev. Master Tchr.	Child Development Ctr.	13.27	07/01/14-06/30/15
Donaldson, Christopher	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Donaldson, Christopher	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Egan, Melissa	Health Promotion Specialist	Student Health Services	24.00	07/01/14-06/30/15
Espinoza, Juan	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Espinoza, Juan	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Estevez, Nicholas	Aquatics Assistant V	Continuing Education	14.00	06/01/14-06/30/14
Estevez, Nicholas	Aquatics Assistant V	Continuing Education	14.00	07/01/14-08/13/14
Feng, Susan	Aquatics Assistant II	Continuing Education	11.00	06/01/14-06/30/14
Feng, Susan	Aquatics Assistant II	Continuing Education	11.00	07/01/14-08/30/14
Fuentes, Alejandro	Event Supervisor II	Tech. Svcs./Event Serv.	13.75	07/01/14-06/30/15
Gallegos, Ashley	Project Coordinator	Facilities Planning & Mgt.	35.00	07/01/14-06/30/15
Garro, Jennifer	Real Time Captioner III	DSP&S	30.00	07/01/14-06/30/15
Gehr, Patricia	Licensed Clinical Psych.	Student Health Services	48.83	07/01/14-06/30/15
Gilbreath, Fern	Interpreter IV	Admissions & Records	41.00	06/13/14-06/14/14
Gilmore, Patiste	Project Coordinator	Research & Inst. Effect.	35.00	07/01/14-06/30/14
Gonzales, Rachelle	Aquatics Assistant II	Continuing Education	11.00	06/01/14-06/30/14
Gonzales, Rachelle	Aquatics Assistant II	Continuing Education	11.00	07/01/14-08/30/14
Gonzalez, Amanda	Project/Program Aide	Student Health Services	19.76	07/01/14-06/30/15
Han, Sharon	Aquatics Assistant III	Continuing Education	12.00	06/01/14/06/30/14
Han, Sharon	Aquatics Assistant III	Continuing Education	12.00	07/01/14-08/30/14
Hanna, Bryant	Aquatics Assistant IV	Continuing Education	13.00	06/01/14-06/30/14
Hanna, Bryant	Aquatics Assistant IV	Continuing Education	13.00	07/01/14-08/30/14
Hansen, Erin	Project Program Aide	Adult Basic Education	19.76	07/01/14-06/30/15
Hu, Christine	Aquatics Assistant II	Continuing Education	11.00	06/01/14-06/30/14
Hu, Christine	Aquatics Assistant II	Continuing Education	11.00	07/01/14-08/30/14
Hunter, Devin	Aquatics Assistant V	Continuing Education	14.00	06/01/14-06/30/14
Hunter, Devin	Aquatics Assistant V	Continuing Education	14.00	07/01/14-08/30/14
Incavo, Kathleen	Real Time Captioner V	DSP&S	43.00	07/01/14-06/30/15
Joven, Michael	Aquatics Assistant V	Continuing Education	14.00	06/01/14-06/30/14

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Professional Expert Employees – Extended Assignments** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Lepp, Jodi	Aqua. Smr. Swim Prog. Coord.	Kinesiology, Ath. & Dance	24.00	05/01/14-05/31/14
Lepp, Jodi	Aqua. Smr. Swim Prog. Coord.	Kinesiology, Ath. & Dance	24.00	06/19/14-06/30/14
Lepp, Samantha	Aquatics Assistant V	Continuing Education	14.00	06/01/14-06/30/14
Maddox, Joseph	Aquatics Assistant III	Kinesiology, Ath. & Dance	12.00	06/19/14-06/30/14
Maddox, Joseph	Aquatics Assistant III	Kinesiology, Ath. & Dance	12.00	07/01/14-08/31/14
Maldonado-Greenlee, Lianne	Project Administrator	Adult Basic Education	60.00	07/01/14-06/30/15
Matyas, David	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Matyas, David	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Mawhinney, Thomas	Project Manager	Facilities Planning & Mgt.	55.00	07/01/14-06/30/15
Padilla, E. Horacio	Interpreter IV	Admissions & Records	41.00	06/13/14-06/14/14
Paliwoda, Megan	Aquatics Assistant V	Continuing Education	14.00	06/01/14-06/30/14
Peek, Corbett	Physician	Student Health Services	61.67	07/01/14-06/30/15
Phan, Nicole	Aquatics Assistant IV	Continuing Education	13.00	06/01/14-06/30/14
Poon, Emmett	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Pryor, Melissa	Aquatics Assistant IV	Kinesiology, Ath. & Dance	13.00	06/19/14-06/30/14
Pyle, Wanda	Project Administrator	Continuing Education	60.00	06/12/14-06/30/14
Ruh, Campbell	Aquatics Assistant II	Continuing Education	11.00	06/01/14-06/30/14
Ruh, Campbell	Aquatics Assistant II	Continuing Education	11.00	07/01/14-08/30/14
Ruh, Lani	Project Supervisor II	Continuing Education	16.64	06/01/14-06/30/14
Ruh, Lani	Project Supervisor II	Continuing Education	16.64	07/01/14-08/30/14
Silverberg, Jason	Aquatics Assistant IV	Continuing Education	13.00	06/01/14-06/30/14
Stump, Olivia	Aquatics Assistant VII	Continuing Education	16.00	06/01/14-06/30/14
Swafford, Kristen	Aquatics Assistant IV	Continuing Education	13.00	06/01/14-06/30/14
Tan, Katy	Project/Program Aide	Child Development Ctr.	19.76	07/01/14-06/30/15
Tapia, Robert	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Tapia, Robert	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Tinson, Kiser	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Tolentino, Florencio	EMS Licensing Exam. III	Medical Services	25.00	07/01/14-06/30/15
Tom Hoon, Rory	Project Coordinator	Adult Basic Education	35.00	07/01/14-06/30/15
Tromble, Emily	Interpreter I	DSP&S	25.00	07/01/14-06/30/15
Tseng, Wen-Feng	Not-for-Credit Instructor I	Upward Bound	35.00	06/09/14-06/30/14
Tseng, Wen-Feng	Not-for-Credit Instructor I	Upward Bound	35.00	07/01/14-07/30/14
Vega, Gilbert	Health Promotion Specialist	Fire Technology	24.00	07/01/14-06/30/15
Velotta, Keith	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Verzola, Elijah	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Verzola, Elijah	Aquatics Assistant III	Continuing Education	12.00	07/01/14-08/30/14
Villa, Alexander	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Villa, Alfonso	Program Supervisor II	Adult Basic Education	16.64	07/01/14-06/30/15
Viloria, Donald	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Williams, Brandi	Interpreter V	DSP&S	48.00	07/01/14-06/30/15
Williams, Gloria	Interpreter I	DSP&S	25.00	07/01/14-06/30/15
Winters, Mitchell	Aquatics Assistant III	Continuing Education	12.00	06/01/14-06/30/14
Winters, Mitchell	Aquatics Assistant III	Continuing Education	12.00	07/01/14-08/30/14
Wolfe, Jonathan	Paramedic Specialist	Medical Services	15.60	07/01/14-06/30/15
Wong, Allison	Real Time Captioner IV	DSP&S	35.00	07/01/14-06/30/15

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Professional Expert Employees – Extended Assignments** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Wong, Martin	Teaching Aide	Adult Basic Education	13.27	07/01/14-06/30/15
Yancey, Andre	Lecturer-Fire Technology	Fire Technology	37.26	07/01/14-06/30/15
Yeo, Cody	Aquatics Assistant IV	Kinesiology, Ath. & Dance	13.00	06/19/14-06/30/14
Yeo, Cody	Aquatics Assistant IV	Kinesiology	13.00	07/01/14-08/31/14
York, Douglas	Teaching Aide	Adult Basic Education	13.27	07/01/14-06/30/15
Yusi, Laarnianne	Technical Expert I	Nursing	35.00	07/01/14-06/30/15

Student Employees

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Abarca Lugo, Amairani	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Abulashin, Delia	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Abu-lashin, Olivia	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Acosta, Alondra	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Aden, Saxon	Student Assistant III	Admissions & Records	10.00	06/13/14-06/14/14
Aguilar, Jamie	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Alonso Rangel, Ginger	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Alvarado Ascenio, Hector	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Alvarez-Zuniga, Dolores	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Amy, Andrea	Student Assistant III	Child Development Ctr.	10.00	06/21/14-06/30/14
Arreola, Eric	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Arteaga, Martin	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Azabache, Brianna	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Azabache, Samantha	Student Assistant II	The Writing Center	8.75	06/10/14-06/30/14
Blanco, Oliver	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Brennan, Gail	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Buenrostro, David	Student Assistant I	Continuing Education	8.00	06/01/14-06/30/14
Buenrostro, Elena	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Burdett, Rita	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Camacho, Gabriel	Student Assistant III	Information Technology	10.50	07/01/14-08/22/14
Campos, Belinda	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Cantu, Martin	Student Assistant III	Tutorial Services	10.50	07/01/14-08/03/14
Cardenas, Anna	Student Assistant IV	EOPS/CARE/CalWORKs	11.25	06/24/14-06/30/14
Cardenas, Anna	Student Assistant IV	EOPS/CARE/CalWORKs	11.25	07/01/14-08/22/14
Cardona, Leonard	Student Assistant V	Information Technology	12.50	07/01/14-08/22/14
Carmona, DeAnna	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Carrillo, Cinthia	Student Assistant I	Child Development Ctr.	9.00	07/01/14-08/24/14
Carrillo, Elsa	Student Assistant IV	Adult Basic Education	11.25	07/01/14-08/22/14
Carrillo, Michelle	Student Assistant II	Assessment & Matric.	9.75	07/01/14-08/22/14
Carrillo, Virginia	Student Assistant I	Child Development Ctr.	9.00	07/01/14-08/24/14
Carrillo, Zuleima	Student Assistant I	Child Development Ctr.	9.00	07/01/14-08/24/14
Castro, Christian	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Cerda, Janette	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Cervantes, Alexa	Student Assistant II	Admissions & Records	9.75	07/01/14-08/22/14
Cetina, Joshua	Student Assistant II	Human Resources	9.75	07/01/14-08/22/14

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Chang, Jamie	Student Assistant I	Technical Services	9.00	07/01/14-08/24/14
Charrette, Chelsea	Student Assistant I	Child Development Ctr.	9.00	07/01/14-08/24/14
Chavez, Danelle	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Chien, Yi-Ching	Student Assistant I	Admissions & Records	9.00	07/01/14-08/24/14
Choe, Gyuhyun	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Choi, Erik	Student Assistant I	Counseling	9.00	07/01/14-08/22/14
Chun, Dason	Student Assistant I	Admissions & Records	9.00	07/01/14-08/24/14
Corbin, Khalil	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Correa, Neftali	Student Assistant IV	Information Technology	11.25	07/01/14-08/22/14
Cortes, Edgar	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Cortez, David	Student Assistant V	Tutorial Services	12.50	07/01/14-08/03/14
Cortez, Robert	Student Assistant III	Tutorial Services	10.50	07/01/14-08/03/14
Costales, Jeffrey	Student Assistant III	Bridge Program	10.50	07/01/14-08/24/14
Co-Untian, Xyrine	Student Assistant III	Tutorial Services	10.00	06/23/14-06/30/14
Covarrubias, Christian	Student Assistant I	Technical Services	9.00	07/01/14-08/24/14
Covarrubias, Susana	Student Assistant II	Assessment & Matric.	9.75	07/01/14-08/22/14
Cruz-Nguyen, Jennifer	Student Assistant IV	Adult Basic Education	11.25	07/01/14-08/22/14
Cui, Jian	Student Assistant III	Tutorial Services	10.50	07/01/14-08/03/14
Culross, LeeAnn	Student Assistant II	Admissions & Records	9.75	07/01/14-08/22/14
Dashiell, Raymone	Student Assistant I	Continuing Education	8.00	06/01/14-06/30/14
Dashiell, Raymone	Student Assistant I	Continuing Education	9.00	07/01/14-07/30/14
Davis, Brandon	Student Assistant III	DSP&S	10.50	07/01/14-08/22/14
De Leon, David	Student Assistant II	Admissions & Records	9.75	07/01/14-08/22/14
De Lira, Rebecca	Student Assistant I	Child Development Ctr.	9.00	07/01/14-08/24/14
Delgado, Nicole	Student Assistant II	Assessment & Matric.	9.75	07/01/14-08/22/14
DeMascio, Dylan	Student Assistant III	Tutorial Services	10.50	07/01/14-08/03/14
Diaz, Jessica	Student Assistant II	Continuing Education	8.75	06/15/14-06/30/14
Diaz, Jessica	Student Assistant II	Continuing Education	9.75	07/01/14-08/23/14
Diaz, Oscar	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Divens, Dianne	Student Assistant V	Bursar's Office	12.50	07/01/14-08/24/14
Du, Hao	Student Assistant III	Tutorial Services	10.50	07/01/14-08/03/14
Dunncliff, Jake	Student Assistant II	Admissions & Records	8.75	06/13/14-06/14/14
Dunphy, Alyssa	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Duong, Hung	Student Assistant II	Tutorial Services	9.75	07/01/14-08/03/14
Durazo, Daniel	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Dy, Adrian	Student Assistant II	Admissions & Records	8.75	06/13/14-06/14/14
Dy, Adrian	Student Assistant III	DSP&S	10.50	07/01/14-08/22/14
Enriquez, Joey	Student Assistant I	Technical Services	9.00	07/01/14-08/24/14
Eras, Megan	Student Assistant II	Tutorial Services	9.75	07/01/14-08/03/14
Escobedo, Bianca	Student Assistant III	Theater	10.50	07/01/14-08/24/14
Esparza, Steven	Student Assistant II	Admissions & Records	9.75	07/01/14-08/22/14
Esqueda, Angelica	Student Assistant I	Child Development Ctr.	9.00	07/01/14-08/24/14
Estephan, Diane	Student Assistant II	Tutorial Services	9.75	07/01/14-08/03/14
Estrada, Christina	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Estrada, Nancy	Student Assistant II	Bridge Program	9.75	07/01/14-08/24/14

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Hunter, Allissa	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Jara, Liliacna	Student Assistant III	Tutorial Services	10.00	06/23/14-06/30/14
Jarquín, Belicia	Student Assistant I	Continuing Education	8.00	06/01/14-06/30/14
Jauregui, Laura	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Jimenez, Alicia	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Jimenez, Aliza	Student Assistant II	Human Resources	9.75	07/01/14-08/22/14
Johnson, Manna	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Jurado, Eric	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Khandroo, Katja	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Kirchgraber, Amanda	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Kuffel, Dielle	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
LaFavre, Sheila	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Lau, Jocelyn	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Lau, Lawrence	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Lengson, Jillianne	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Lizarraga, Luis	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Loauza, Shawn	Student Assistant IV	Adult Basic Education	11.25	06/01/14-06/30/14
Lopez, Blanca	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Lopez, Vanessa	Student Assistant III	DSP&S	10.50	07/01/14-08/22/14
Luna, Yvette	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Maldonado, Mariana	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Manco, Lisa	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Mares, Natalie	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Martinez, Alejandra	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Martinez, Alejandra	Student Assistant I	Child Development Ctr.	8.00	06/21/14-06/30/14
Medina, Alejandra	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Mejia Valadez, Balvina	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Melgoza, Valerie	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Meloserdoff, Melody	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Mendivil, Christie	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Mesko, Amy	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Millan, Maria	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Miranda, Andres	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Moreno, Hannah	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Morkos, Christina	Student Assistant II	Tutorial Services	9.75	07/01/14-08/03/14
Munoz, Lizzette	Student Assistant II	Child Development Ctr.	9.75	07/01/14-08/24/14
Murillo, Alexis	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Nava, Celestino	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Nelson, Kelly	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Ngo, Chau	Student Assistant IV	EOPS/CARE/CALWORKS	11.25	06/24/14-06/30/14
Noguera, Jenelle	Student Asisistant I	DSP&S	8.00	06/02/14-06/13/14
Ogg, Katy	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Pantoja, Eric	Student Assistant IV	Tutorial Services	11.25	07/01/14-08/03/14
Paredes, Celina	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Perez, Gina	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Perez, Kristiana	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Perez, Yazmin	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Perlas, Flordeliza	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Pfaffenberger, Roxanne	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Pham, Tuan	Student Assistant V	Tutorial Services	12.50	07/01/14-08/03/14
Pike, Nathan	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Prisk, Jessica	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Puente, Stephanie	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Quinteros, Monica	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Ramirez, Ashley	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Ramirez, Brenda	Student Assistant II	Admissions & Records	9.75	07/01/14-08/22/14
Ramirez, Liliana	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Ramos, Angelic	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Requeno, Carlos	Student Assistant V	Information Technology	12.50	07/01/14-08/22/14
Reyes, Richard	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Rivera, Brittney	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Rodriguez, Christa	Student Assistant I	Technical Services	9.00	07/01/14-08/24/14
Rodriguez, Natalie	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Rodriquez, Jennifer	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Rodriquez, Lubby	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Rojas Perez, Jessica	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Romeo, Beatrice	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Romero, Jerri	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Romero, Jessica	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Ruiz, Alejandro	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Saenz, Ana	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Sagaste, Victoria	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Sandoval, Frida	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Sandoval, Irma	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Sands, Nichol	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Serrano, Jael	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Sherwood, Alexis	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Siezar, Yahoska	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Smith, Ashley	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Soken, Kristina	Student Assistant III	Career Placement	10.00	06/09/14-06/30/14
Solis, Erika	Student Assistant II	Human Resources	9.75	07/01/14-08/22/14
Stickley, Alison	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Su, Serena	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Sun, Rebecca	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Taylor, Monique	Student Assistant III	Counseling	10.00	06/16/14-06/30/14
Torres, Julia	Student Assistant I	Child Development Ctr.	8.00	06/21/14-06/30/14
Trenho, Joseph	Student Assistant III	Tutorial Services	10.00	06/23/14-06/30/14
Valdes, Lillian	Student Assistant I	Child Development Ctr.	8.00	06/21/14-06/30/14
Valenzuela, Andrea	Student Assistant III	Tutorial Services	10.00	06/23/14-06/30/14
Valladares, Destina	Student Assistant II	Admissions & Records	8.75	06/13/14-06/14/14

SUBJECT: Personnel Transactions**DATE:** July 23, 2014**Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Valladares, Dunia	Student Assistant II	Admissions & Records	8.75	06/13/14-06/14/14
Vargas, Stacy	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Vasquez, Jessica	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Villa, Gilbert	Student Assistant I	Bursar's Office	8.00	06/09/14-06/30/14
Villagracia, Jessica	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Viloa, Samanta	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
West, Brittany	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Wood, Michelle	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Yanez, Frank	Student Assistant I	DSP&S	8.00	06/02/14-06/30/14
Ybarra III, Johnny	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Yu, Kenneth	Student Assistant III	Continuing Education	10.50	07/01/14-07/30/14
Zabaleta, Jacqueline	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Zamora, Aneecia	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14
Zavala, Hilda	Student Assistant I	DSP&S	8.00	06/02/14-06/13/14

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

DATE: July 23, 2014

CONSENT

SUBJECT: Activities and Acceptance of Funds: Carl D. Perkins Career and
Technical Education (CTE) Act of 2006 (Perkins IV) Title 1C Grant; and
CTE Transitions

BACKGROUND

Mt. San Antonio College developed a local plan and submitted an application to the California Community Colleges Chancellor's Office for funding through a federal grant provided by the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV). An allocation of \$924,902 for the 2014-15 academic year will fund activities that will lead to program improvement for Career and Technical Education (CTE) programs. In addition, an allocation of \$43,269 for the 2014-15 academic year will fund articulation with secondary programs and continue outreach with partnering districts and Regional Occupational Programs (ROP).

The key aspects of the Act are to:

- provide quality career technical education to students - including special populations - to enter the workforce or continue their education;
- provide technology and equipment upgrades to maintain program currency;
- strengthen the general education content in CTE courses;
- improve the persistence and completion rates of non-traditional and economically disadvantaged students in career technical education programs; and
- provide outreach to secondary, proprietary, industry, and community partners.

CTE Transitions funding is provided to assist campuses with Tech Prep-related work after the elimination of these funds at the Federal level. The Tech Prep Consortium was formed in 1992 with a business education focus and is comprised of ten unified school districts, three ROPs, and Mt. San Antonio College. The College Articulation with secondary programs has grown to include 28 agencies and 53 schools.

ANALYSIS AND FISCAL IMPACT

Mt. San Antonio College proposes to perform the following activities in order to meet the purpose of the grant:

- strengthen the technical skills of students participating in CTE programs through the integration of general education with career and technical education;
- link CTE programs at the secondary and postsecondary levels;
- provide students with strong experience and understanding of all aspects of an industry through work-based learning;

Prepared by: Joumana McGowan

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #10

SUBJECT: Activities and Acceptance of Funds: Carl D. Perkins Career and Technical Education (CTE) Act of 2006 (Perkins IV) Title 1C Grant; and CTE Transitions

DATE: July 23, 2014

- develop, improve, or expand the use of technology in CTE programs to maintain currency;
- provide professional development to CTE faculty, counselors, and administrators;
- develop and implement evaluations of CTE programs;
- provide activities to support special populations and economically disadvantaged students in CTE programs including marketing and outreach materials;
- promote industry partnerships and functional CTE advisory committees which may require facilities, marketing and advertising, and catering and other food items, not to exceed \$8,500.00 annually;
- validate current and develop new articulation agreements by conducting articulation workshops;
- provide workshop refreshments, not to exceed \$600;
- participate in Statewide Career Pathways initiative by utilizing Articulation Templates;
- continue to provide articulation resources via web page;
- continue outreach efforts such as campus visits to promote the College and articulation; and
- transport students to campus for outreach activities and articulation exams, if needed, and not to exceed \$4,100.

There is no impact to the Unrestricted General Fund.

Activities planned for the 2014-15 academic year are coordinated through the Instruction Office. The budget includes funding for:

- curriculum development and improved instructional delivery;
- new equipment and technology purchases;
- student support structures and student services;
- professional development;
- partnership development;
- accountability, assessment, and evaluation; and
- administration (5%).

Funding Sources

Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) Title 1C Grant and CTE Transitions funding as set aside from the State Carl D. Perkins allocation.

RECOMMENDATION

It is recommended that the Board of Trustees accepts the grant funds when awarded and approves the activities, as presented.

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

DATE: July 23, 2014

CONSENT

SUBJECT: Acceptance of Basic Skills Grant Funds and Activities

BACKGROUND

Mt. San Antonio College has submitted a local plan for acceptance of funds through the Basic Skills Grant to the California Community Colleges Chancellor's Office. These grant fund activities support development of the basic skills programs and services in alignment with identified categories associated with the statewide Basic Skills Initiative.

ANALYSIS AND FISCAL IMPACT

Mt. San Antonio College has completed a self-assessment of its programs and activities serving ESL/basic skills students. The College will submit an action and expenditure plan for funds received to the Chancellor's Office.

Expenditures for food, beverages, promotional, and marketing endeavors related to the basic skills-funded programs and activities are not to exceed \$35,000 for academic year 2014-15.

Funding Source

California Community Colleges Chancellor's Office, Basic Skills Grant.

RECOMMENDATION

It is recommended that the Board of Trustees approves the acceptance of funds and activities for the Basic Skills Grant, as presented.

Prepared by: Terri S. Long

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #11

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>July 23, 2014</u>	CONSENT
SUBJECT: <u>Child Development Center Activities and Acceptance of Funds for 2014-15</u>	

BACKGROUND

The Mt. San Antonio College Child Development Center has received contracts from the California Department of Education, Child Development Division. Contract numbers CCTR-4108 and CSPP-4212 provide funding for general childcare and development programs.

ANALYSIS AND FISCAL IMPACT

Contract number CCTR-3109 provides funding of \$283,064. Contract number CSPP-4212 provides \$262,006 in funding. The contract period for both is July 1, 2014, through June 30, 2015.

Program operations will be carried out with Grant funds. Matching funds are not required.

Funding Source

California Department of Education, Child Development Division.

RECOMMENDATION

It is recommended that the Board of Trustees approves the contract with the California Department of Education, Child Development Division, for Child Development Center activities and acceptance of funds for 2014-15.

Prepared by: Tamika Addison/Joumanna McGowan Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #12

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

DATE: July 23, 2014 **CONSENT**

SUBJECT: Continuing Education Division Additions and Changes

BACKGROUND

The Continuing Education Division presents a wide variety of programs and courses each semester.

ANALYSIS AND FISCAL IMPACT

1. Adult Basic Education - Changes

Course Title/Program	From	To
High School Summer School Program Diamond Bar High School Coordinator: Rodriguez, Julian	\$6,000	\$4,000

2. Contract/Agreement Renewal

Contract	Amount
City of San Dimas Swim and Racquet Club – Older Adult Program August 25, 2014–June 5, 2015 (Pool Rental: 354 hours @ \$30/hour)	\$10,620

Funding Source

Unrestricted General Fund.

RECOMMENDATION

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

Prepared by: Donna Burns Reviewed by: Irene M. Malmgren
 Recommended by: Bill Scroggins Agenda Item: Consent #13

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>July 23, 2014</u>	CONSENT
SUBJECT: <u>Workforce Training Center Activities</u>	

BACKGROUND

The Mt. SAC Workforce Training Center through the Continuing Education Division has a revenue-generated account that supports training and marketing efforts to promote Workforce Training activities. The Center holds events throughout the year such as lunch-and-learn training sessions, guest speaker series, and chamber event presentations.

ANALYSIS AND FISCAL IMPACT

Authorization is requested to provide food, non-alcoholic beverages, small incentives and promotional items, and speaker honoraria, as appropriate, to these events, not to exceed \$10,000 for the 2014-15 academic year. Some expenditures may require advance payment and/or deposit.

Funding Source

Revenue-Generated Account.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Mt. SAC Workforce Training Center revenue-generated account activities for the 2014-15 academic year, as presented.

Prepared by: Donna Burns Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #14

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

DATE: July 23, 2014

CONSENT

SUBJECT: Workforce Training Center Offerings

BACKGROUND

Mt. SAC's Workforce Training Center provides customized performance-based training, assessment, and consulting services on a fee or contract basis designed to assist business, industry, and other organizations to improve the quality of their products and services and to increase their competitiveness within domestic and international markets. Mt. SAC specializes in creating training packages that respond to organizational needs, working with local Chambers of Commerce and the San Gabriel Valley Economic Partnership to broaden its outreach. Training classes are designed to be delivered in a short-term workshop/seminar format to introduce or enhance concepts and skills used in business and industry.

The intended market for these sessions is small- to medium-size companies in need of affordable employee training solutions.

ANALYSIS AND FISCAL IMPACT

Title	Presenters	Fee
Effective Managing of Leaves of Absence in California	Aguilar, Allen Bailey, Beverly Calhoun, Tom Culliver, Katherine Figuroa, Juvencio Jahelka, Tamara Levy, Martin Perez, Raul Quintero, David Tran, Diana Presenters listed above will be assigned to workshops, as needed, and will be paid 40% of all registration fees.	\$40-\$120
Human Resources Compliance Audit		(Fee is predicated upon hours of instruction)
Skills for Dealing with Conflict in the Workplace		
Performance Evaluations: Legalities, Preparation, Meeting, and Corrective Action		
Lean Office Fundamentals: 5S, Reduce Waste, and Process Flow Basics		
Diversity in the Workplace		
Emotional Intelligence in the Workplace		
Supervisory Role: Responsibilities, Expectations, Communication, and Delegation		
Harassment Prevention SB 1285		
Strategic Planning Through SWOT Analysis		
Developing Organizational Values and Value Statements		
Assessing Staffing Needs, Interviewing, and Evaluating Candidates		

Prepared by: Donna Burns

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #15

SUBJECT: Workforce Training Center Offerings**DATE:** July 23, 2014

Title	Presenters	Fee
A Guide to Managing Organizational Change		
Teams and Team Leadership: Team Building, Motivation, and Goal Setting		
The Affordable Care Act: The Law Explained in Simple Terms		
<u>Mastering the Field of Human Resources</u> <ul style="list-style-type: none"> • Part 1: Wage and Hour Laws • Part 2: Employment Laws and Leaves of Absence • Part 3: Proper Hiring Practices and On-Boarding 		
<u>How to Start Your Own Business</u> <ul style="list-style-type: none"> • Part 1: Know What You're Getting Yourself Into • Part 2: Putting Your Ideas on Paper and Developing an Impactful, Realistic, and Necessary Business Plan • Part 3: Legal Documents Needed to Make Your Company the "Real Thing" 		
Leveraging Technology – Run Your Business with Low or No Cost Using the Latest Technology for Business		
Social Media & Marketing – The Best Ways to Use Social Media to Get Results		
Website Principles – Make Your Website Do What You Want It To		
<u>Become More Efficient in Your Office</u> <ul style="list-style-type: none"> • Using Microsoft Outlook to Its Full Potential • Microsoft Excel to Make Your Job Easier (Beginner) • Microsoft Excel to Make Your Job Easier (Intermediate) • Functions of Microsoft Word • PowerPoint for Impressive Presentations 		
<u>The Effective Manager</u> <ul style="list-style-type: none"> • Managing Time and Work-Life Balance • Managing People and Leading Them to Success • Managing Yourself Before You Can Manage Others 		
How to Create and Conduct a Formal Disciplinary Discussion		

SUBJECT: Workforce Training Center Offerings

DATE: July 23, 2014

Title	Presenters	Fee
Coaching to Improve Performance		
How to Build a Salary Structure and Merit Pay System		
Cal-OSHA and IIPP Basics		

Funding Source

Workforce Training Center – Student Registration Fees.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Workforce Training Center offerings, as presented.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>July 23, 2014</u>	CONSENT
SUBJECT:	<u>Athletics Expenditure Funding for 2014-15</u>	

BACKGROUND

The Kinesiology, Athletics, and Dance Division and programs sponsor and lead many special events and activities throughout the year. Authorization is requested to expend funds for specific items related to the completion of these efforts such as promotional items, special supplies, recognition items, food, and non-alcoholic beverages. Specific departments and programs include Athletics Administration and staff, Athletic Training, Baseball, Men's Basketball, Women's Basketball, Men's Cross Country, Women's Cross Country, Football, Women's Golf, Pep Squad, Men's Soccer, Women's Soccer, Softball, Men's Swimming, Women's Swimming, Men's Tennis, Women's Tennis, Men's Track & Field, Women's Track & Field, Women's Volleyball, Men's Water Polo, Women's Water Polo, and Wrestling.

ANALYSIS AND FISCAL IMPACT

The Kinesiology, Athletics, and Dance Division is requesting approval, in concert with established guidelines and limitations, for the expenditure of funds for the purpose of various special events and those related costs. The events relate to meetings, training, staff development, advisory committees, and student recognition.

Funding Source

Unrestricted General Fund and fund-raising.

RECOMMENDATION

It is recommended that the Board of Trustees approves the expenditure of the Kinesiology, Athletics, and Division funds for costs associated with various special events for the 2014-15 academic year.

Prepared by: <u>Joe Jennum</u>	Reviewed by: <u>Irene Malmgren</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #16</u>

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

DATE: July 23, 2014

CONSENT

SUBJECT: Contract Agreement with Pacific Palms Hotel & Conference Center

BACKGROUND

The Kinesiology, Athletics, and Dance Division will be hosting an Athletics Hall of Fame Dinner at Pacific Palms Hotel & Conference Center on February 7, 2015. The College will be inducting eight new members into the Mt. SAC Athletics Hall of Fame. This will be the fifth class joining the 42 inductees from the previous three events. Mt. SAC has countless athletes, coaches, and supporters who have a place of honor within this group and should be recognized as a contributor to the success of Mt. SAC Athletics and to others. The eight inductees are all worthy of this award.

ANALYSIS AND FISCAL IMPACT

The Athletics Hall of Fame event will be funded through the Athletics Program income-generating account, sponsorships, and from individuals attending. The event will be at a cost of \$65 per person, with a current attendance cap of 250, and the ability to add more is optional. Pacific Palms will provide the meal and facility at the cost stated. Authorization is requested to enter into a contract with Pacific Palms Hotel & Conference Center for facilities and equipment rental, audiovisual needs, and catering not to exceed \$15,000. Authorization is also requested to make an advance payment (deposit) in the amount of \$2,400.

Funding Source

Athletics Program Revenue Generating-Account, Sponsorships, and Dinner Guests.

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Pacific Palms & Conference Center and authorizes advance payment, as presented.

Prepared by: Joe Jennum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #17

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

DATE: July 23, 2014

CONSENT

SUBJECT: Faculty Members and Men's Water Polo Team to Attend Tournament
at the Naval Academy in Annapolis, Maryland

BACKGROUND

Authorization is requested for Head Coach Mark Ruh, Assistant Coach Mike Rieben, and 19 members of the Mt. SAC Men's Water Polo Team to participate in a tournament at the Naval Academy in Annapolis, Maryland. This trip will provide an opportunity for the College's student-athletes to be seen by other University coaches from the east coast, where Water Polo is also played competitively. The travel dates of the trip are September 4-7, 2014.

ANALYSIS AND FISCAL IMPACT

The estimated cost of the trip is \$7,000, and all costs will be covered through fund-raising activities.

Funding Source

Aquatics Fund-raising account (\$7,000).

RECOMMENDATION

It is recommended that the Board of Trustees approves travel for two faculty members and 19 members of the Men's Water Polo team to attend this tournament, as presented.

Prepared by: Joe Jennum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #18

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

DATE: July 23, 2014

CONSENT

SUBJECT: Physician Contract for Health Screenings and Required Attendance at
Football Games for Academic Year 2014-15

BACKGROUND

As mandated by the California Community College Athletic Association and the Southern California Football Conference, Mt. San Antonio College is required to have a physician present at all football games. Dr. Thomas Bryan will provide this mandated coverage for the 2014-15 academic year. Dr. Bryan will also provide health screenings to the College's new athletes throughout the academic year.

ANALYSIS AND FISCAL IMPACT

This agreement will be effective July 24, 2014, through June 30, 2015, and shall not exceed \$13,000.

Funding Sources

District Athletics Fund (\$11,250).
Championship Events (\$1,750).

RECOMMENDATION

It is recommended that the Board of Trustees approves this agreement with Dr. Bryan, as presented.

Prepared by: Joe Jennum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #19

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>July 23, 2014</u>	CONSENT
SUBJECT: <u>Ambulance Contract for Mt. SAC's 2014 Football Season</u>	

BACKGROUND

As mandated by the California Community College Athletics Association and the Southern California Football Association, Mt. San Antonio College is required to have an ambulance present at home football games. Mt. San Antonio College will be using Cole-Schaefer Ambulance Service for coverage at all five College home football games for the 2014 season as well as any playoff games that may be played at Mt. San Antonio College.

ANALYSIS AND FISCAL IMPACT

The cost shall not exceed \$3,000, and the agreement will be effective August 25-December 31, 2014.

Funding Sources

Unrestricted General Fund (\$1,800).
Championship Events (\$1,200).

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Cole-Schaefer Ambulance Service for the 2014 Football Season, as presented.

Prepared by: Joe Jennum Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #20

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

DATE: July 23, 2013

CONSENT

SUBJECT: Contract Agreement with ArbiterSports RefPay for 2014-15

BACKGROUND

Authorization is requested for the Kinesiology, Athletics, and Dance Division to continue the 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. Officials from Athletic and Special Events are paid through RefPay.

ANALYSIS AND FISCAL IMPACT

The integration of RefPay and ArbiterSports will allow for officials to be paid in a timely and accurate fashion, eliminating the need for printing checks and the problems that arise from lost checks. Money is prepaid into the account and officials are paid after they have completed their assignment. Amount not to exceed \$95,000 for the academic year.

Funding Sources

- Unrestricted General Fund (\$30,000).
- Cross Country Invite budget (\$15,000).
- Mt. SAC Relays budget (\$15,000).
- Athletics Fund-raising (\$21,000).
- Aquatics Fund-raising (\$7,000).
- Men's Basketball Fund-raising (\$2,500).
- Women's Basketball Fund-raising (\$2,500).
- Track Fund-raising (\$2,000).

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with ArbiterSports RefPay, as presented.

Prepared by: Joe Jennum

Reviewed by: Irene M. Malmgren

Recommended by: William Scroggins

Agenda Item: Consent #21

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>July 23, 2014</u>	CONSENT
SUBJECT:	<u>Faculty Members and Pep Squad Team to Travel to Nevada for Training Camp</u>	

BACKGROUND

Authorization is requested for three faculty members and 50 students who are members of the Pep Squad to attend the National Cheerleaders Association (NCA) & National Dance Association (NDA) Collegiate Cheer and Dance Camp in Henderson, Nevada. This opportunity will allow the College's student athletes greater exposure to National Collegiate Athletic Association recruiting, potential scholarships, and a nationally recognized level of competition. Travel dates are July 27-29, 2014.

ANALYSIS AND FISCAL IMPACT

The estimated cost of travel is \$17,000. All costs will be covered through fund-raising activities.

Funding Source

- Pep Squad Fund-raising Account \$3,000.
- Pep Squad Revenue-Generating Account \$15,000.

RECOMMENDATION

It is recommended that the Board of Trustees approves the attendance of 50 students and three faculty members to attend the NCA and NDA Camp, as presented

Prepared by: _____	Joe Jennum	Reviewed by: _____	Irene M. Malmgren
Recommended by: _____	Bill Scroggins	Agenda Item: _____	Consent #22

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

DATE: July 23, 2014

CONSENT

SUBJECT: Accreditation Training Expenditures

BACKGROUND

The next Accreditation visit is scheduled for fall 2016, under the new Accreditation Standards released by the Accrediting Commission for Community and Junior Colleges (ACCJC) in June 2014. The College has a newly formed Accreditation Steering Committee comprised of all constituency groups. As part of this new Committee process, the Committee would like to offer structured training sessions for participants to learn more about accreditation and be active members of teams.

ANALYSIS AND FISCAL IMPACT

In order to provide training opportunities, there is a need for expenditures for food, beverages, promotional, and marketing endeavors related to accreditation programs and activities, not to exceed \$7,000 for academic year 2014-15.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the accreditation training expenditures for the 2014-15 academic year, as presented.

Prepared by: Barbara McNeice-Stallard

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #23

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>July 23, 2014</u>	CONSENT
SUBJECT:	<u>Agreement Renewal with CLARUS Corporation for e-Brochure</u>	

BACKGROUND

Mt. San Antonio College proposes to renew its license agreement with CLARUS Corporation for use of its Instant Info “e-brochure” software product and Web server, for another year. This will enable the College to continue providing current and perspective students with vital information about its many Career & Technical Education (CTE) programs as well as the many student support services.

The College has just completed its second pilot year utilizing the Instant Info software program, which has enabled nearly 3,000 current and prospective students to create and download their own program brochures on demand. The software’s tracking data shows that students have explored the full inventory of CTE program offerings with Nursing, EMT, Accounting/Business, Child Development, Aeronautics, Animal Sciences, Vet Tech, Hospitality, Fire Tech, Fashion Design, and Law Enforcement being among the most popular. Students have also downloaded matriculation and support service information including financial aid, career/transfer services, Bridge, veterans, CARE, EOPS, Aspire, Arise, ACES, and the Bridge programs. Inquiries were not only local but from all parts of the state and world including Indonesia, Venezuela, Singapore, and Germany.

The Instant Info software has also helped deans and department heads track which of their programs interest students most and least and has provided valuable student profile and demographic data as well as e-mail addresses of inquirers to foster follow-up communication.

ANALYSIS AND FISCAL IMPACT

Economically, Instant Info has proven to be of great value for the College. The annual fee for the service is \$7,500, which has saved the College over \$36,000 in design and printing costs to produce printed brochures for 80 CTE programs. Additionally, the software contains a content management tool that allows staff to update information easily and in a timely manner.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves a one-year renewal of its license agreement with CLARUS Corporation for the Instant Info software, effective August 1, 2014.

Prepared by: Clarence Brown

Recommended by: Bill Scroggins

Agenda Item: Consent #24

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

DATE: July 23, 2014

CONSENT

SUBJECT: Student Support Services Grant: Acceptance of Funds and Approval of Purchases and Expenditures

BACKGROUND

Mt. San Antonio College received notification of continued funding for a grant titled "Student Support Services," funded by the U.S. Department of Education. Known as the ACES Program (Achieving in College, Ensuring Success), this continuing project will serve at least 140 low-income, first-generation, and/or disabled college students per year over a five-year grant period. The ultimate goal is to increase the college retention, graduation, and transfer rates of participants. This goal will be achieved through the delivery of academic counseling, academic support through tutoring and guided study groups, basic skills development, financial aid and scholarship assistance, assessment and intervention activities, financial literacy activities, enrollment assistance, personal counseling, peer advising, professional mentoring, a devoted academic resource center and computer lab, priority registration for course enrollment, transfer assistance and field trips, career planning, cultural enrichment activities, family support activities, and leadership development.

ANALYSIS AND FISCAL IMPACT

This grant award notification is for the final year of funding (\$213,180) of a five-year award. Reapplication for the grant will occur later this year for new awards beginning September 1, 2015.

The performance period for this grant is September 1, 2010, through August 31, 2015. The budget period for the final year of this grant is September 1, 2014, through August 31, 2015.

The funding agency has approved the expenditure of grant funds to support the following: counseling, classified, and student personnel; employee benefits; travel and professional development for grant personnel; student travel; instructional and non-instructional supplies and materials; computers, software and other technology; food supplies and/or catering; student support (e.g., book purchases, transfer college/university application fees); contractual services; printing/marketing; promotional items; and other grant-related costs.

As part of the grant activities, project staff will conduct program orientations, recognition ceremonies, leadership development programs, university campus tours, and other events. Authorization is requested to purchase food and/or catering services for these meetings, not to exceed \$2,500 per event.

Prepared by: Adrienne J. Price

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #25

SUBJECT: Student Support Services Grant: Acceptance of Funds and Approval of Purchases and Expenditures

DATE: July 23, 2014

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

Funding Source

U.S. Department of Education.

RECOMMENDATION

It is recommended that the Board of Trustees accepts the Student Support Services grant funds and approves the purchases and expenditures, as defined above.

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

DATE: July 23, 2014

CONSENT

SUBJECT: Contract with Student Insurance for Health Insurance for International Students

BACKGROUND

As a condition of their acceptance to Mt. San Antonio College, international F-1 Visa students must provide proof of financial ability which includes the ability to pay for tuition, fees, living expenses, expenses of dependents (if any), any other designated or unforeseen expenses to cover an academic year of 12 months. Students must also show proof of medical insurance. Authorization is requested to contract with Student Insurance to provide health insurance coverage for the College's international students. With approval of this agreement, all F-1 International Students would be required to purchase their health insurance through Student Insurance to be eligible for admission to Mt. San Antonio College.

ANALYSIS AND FISCAL IMPACT

The College first contracted with Student Insurance a year ago and found the services favorable and cost effective. Over half of Mt. SAC's international students purchased student insurance. A recent survey of other community colleges determined that the large majority of colleges still require their international students to purchase their health insurance through whatever contract the college has in place with an insurance provider. Many colleges have experienced rate increases for 2014-15; but, Student Insurance offers the best comprehensive package for international students.

Student Insurance also has the distinction of being the only authorized insurance provider for the Community College League of California (CCLC).

The Student Accident and Sickness Insurance plan is for the period August 4, 2014, through August 3, 2015, and includes the following coverage limits:

International Student Accident and Sickness Coverage	
Maximum Benefit (student)	Unlimited
Maximum Benefit (dependent)	Unlimited
Deductible (student)	\$ 0 (per policy year)
Deductible (dependent)	\$ 0 (per policy year)
Doctor Office Visit	\$15 co-pay
Doctor Office Consultation	\$15 co-pay
Hospital Room and Board, Miscellaneous	100% of Preferred Allowance
Preventive Care Services	100% of Preferred Allowance when services are received from a preferred provider
X-Ray and Laboratory Services	100% of Preferred Allowance

Prepared by: Patricia Montoya

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #26

SUBJECT: Contract with Student Insurance for Health Insurance for International Students

DATE: July 23, 2014

Prescriptions	\$10 co-pay for Tier 1 (generic), \$30 for Tier 2, and \$50 for Tier 3
Ambulance Service	Usual and customary charges
Acupuncture	\$100 PA, \$350 max
Annual Premium for Student if paid by the student, directly to Student Insurance	\$2,132.00

In addition to the above benefits, Student Insurance offers Mental/Substance Abuse, Medical Evacuation, and Repatriation.

The contract with Student Insurance will be renewed annually. International students will be responsible for applying online and paying the premium directly to Student Insurance.

Funding Source

Student-paid premiums.

RECOMMENDATION

It is recommended that the Board of Trustees approves a contract with Student Insurance for health insurance for international students for the period of August 4, 2014, through August 3, 2015.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>July 23, 2014</u>	ACTION
SUBJECT:	<u>Year-One-of-Three Negotiated Agreement Between the District and CSEA, Chapter 262 for 2014-17 [PLACEHOLDER]</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 January 9, 2014. The parties met for 20 sessions from January 9, 2014, through July 14, 2014.

ANALYSIS AND FISCAL IMPACT

The District is currently wrapping up negotiations with CSEA, Chapter 262. The details of tentative agreements will be provided to the Board at its meeting on July 23, 2014.

Funding Source

Unrestricted and Restricted General Funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Year-One-of-Three Negotiated Agreement between the Mt. San Antonio Community College District and CSEA, Chapter 262 for the period July 1, 2014, through June 30, 2017.

Recommended by:	<u>Bill Scroggins</u>	Reviewed by:	<u>James P. Czaja</u>
		Agenda Item:	<u>Action #1</u>

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>July 23, 2014</u>	ACTION
SUBJECT:	<u>Year-One-of-Three Negotiated Agreement Between the District and CSEA, Chapter 651 for 2014-17 [PLACEHOLDER]</u>	

BACKGROUND

The collaborative bargaining sessions between CSEA, Chapter 651 and the Mt. San Antonio Community College District (District) for a master agreement began on January 8, 2014. The parties met for 16 sessions from January 9, 2014, through July 9, 2014.

ANALYSIS AND FISCAL IMPACT

The District is currently wrapping up negotiations with CSEA, Chapter 651. The details of tentative agreements will follow be provided to the Board at its meeting on July 23, 2014.

Funding Source

Unrestricted and Restricted General Funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Year-One-of-Three Negotiated Agreement between the Mt. San Antonio Community College District and CSEA, Chapter 651 for the period July 1, 2014, through June 30, 2017.

Recommended by:	<u>Bill Scroggins</u>	Reviewed by:	<u>James P. Czaja</u>
		Agenda Item:	<u>Action #2</u>

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

DATE: July 23, 2014

ACTION

SUBJECT: Year-One-of-Three Negotiated Agreement Between the District and Faculty Association for 2014-17 [PLACEHOLDER]

BACKGROUND

The current negotiated agreement between Mt. San Antonio Community College (District) and the Faculty Association expires on June 30, 2014. The parties have negotiated year one of a three-year contract. The Faculty Association brought the tentative agreements before its membership and achieved ratification.

ANALYSIS AND FISCAL IMPACT

The District and the Faculty Association used the traditional approach to negotiations, distributing written proposals and counter proposals on each major item and then securing a tentative agreement. Both parties ensured that negotiations remained focused on what impact each item would have on students, educational programs, and student outcomes. Both parties achieved the desired outcomes.

The summary of the items tentatively agreed upon by both parties will be presented to the Board at its meeting on July 23, 2014.

Funding Source

Unrestricted and Restricted General Funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Year-One-of-Three Agreement between the Faculty Association and the District for 2014-17, effective July 1, 2014.

Recommended by: Bill Scroggins Reviewed by: James P. Czaja
Agenda Item: Action #3