



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, March 25, 2015

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Hall at 5:36 p.m. on Wednesday, March 25, 2015. Trustees, Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos, and Student Trustee Mendoza 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 were present.

#### 1. RECEPTION FOR TENURED FACULTY

Prior to the meeting, a reception was held to celebrate the newly tenured faculty.

#### 2. PUBLIC SESSION

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

#### 3. INTRODUCTIONS

The following employees were introduced:

##### Classified Employees (Newly Appointed)

- **Patiste Marcell Gilmore**, Research Assistant (Research and Institutional Effectiveness) (present)
- **Nicee Gonzalez**, Project/Program Specialist (Learning Assistant Center) (absent)
- **Amanda James**, Clerical Specialist (Counseling/High School Outreach Program) (absent)

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

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

#### Management Employees (Newly Appointed)

- **Richard Cortes**, Director, Career and Transfer Services (Counseling) (present)
- **Zolita Fisher**, Director, TRiO Programs (Counseling) (present)

#### Classified Employee (Newly Promoted)

- **Rondell Schroeder**, Senior Buyer (Purchasing) (present)
- **Recognitions:**
- The following professors who received tenure at last month's Board meeting were introduced:
  - **David Beydler**, Mathematics, Computer Sciences (present)
  - **Thomas Butler**, Fine Arts (absent)
  - **Daniel Cantrell**, Communication (present)
  - **Francisco Gomez**, English, Literature, Journalism (present)
  - **Corie Hernandez**, Mental Health (present)
  - **James Hutchinson**, Respiratory Therapy (present)
  - **Martin Jones-Ramey**, Business Administration (present)
  - **Tiffany Kuo**, Music (present)
  - **Stephen Lancaster**, Mathematics, Computer Sciences (present)
  - **Kenneth Miller**, Electronics (absent)
  - **David Mrofka**, Earth Sciences & Astronomy (present)
  - **Richard Myers**, English, Literature, Journalism (absent)
  - **Maya Padilla**, Agricultural Sciences (present)
  - **Robert Purcell**, Kinesiology, Athletics and Dance (absent)
  - **Aaron Salinger**, Foreign Languages (present)
  - **Niki Tran**, Consumer & Design Technologies (present)
  - **Shari Wasson**, Fine Arts (absent)
  - **Daniel Wheeler**, Learning Assistance (present)
- The following retiring employee was recognized for his years of service to Mt. SAC:
  - **Kent Taylor**, Laboratory Technician, Physical Science & Engineering (Natural Sciences), seven years of service. (absent)

Mr. Taylor's Certificate of Service will be mailed to his home.

#### **4. RECOGNITION**

- The Board recognized the extensive contributions of **Dr. Robert Nelson** in his volunteer role as Research Scientist, Earth Science and Astronomy. "Dr. Bob's" history of involvement with our programs dates back to 2010, when he was the keynote speaker at the Kepler Scholarship Event. He has been a supporter of the Earth Sciences & Astronomy programs and students ever since. He has volunteered his time to work with students on high-level research projects and has generously provided access to over \$250,000 worth of scientific equipment which has allowed the College to establish a research lab facility in Building 11.

Dr. Nelson volunteers his own time and recruits other scientists to assist Mt. SAC students in conducting advanced-level research projects for Independent Study classes, Research Competitions, and Conference papers. Many of our students have won monetary awards and scholarships as a result of the research they have conducted under “Dr. Bob’s” mentoring. Mt. SAC students have used these experiences to help secure admission to top four-year universities. Dr. Nelson deserves recognition for the positive impact he has had on our programs and students.

- The Board congratulated the Mt. SAC Turf Team for their outstanding performance at the recent Annual Student Challenge at the Sports Turf Managers Association's Annual Conference, held in Denver, Colorado, in February. This is a national competition for students pursuing sports turf management as a career. This year, Mt. SAC had nine students competing (two teams of four and an alternate). Although we were not able to defend our National Championship completely, we placed second and third. It pains us that Penn State took first, as we have been able to edge them out for several years now. The second-place team consisted of **Araceli Reza, Cody Chavez, Sean Mclaughlin,** and **Gretchen Heimlich.** The third-place team consisted of **Kayla Coveny, Oscar Del Real, Andrew Han,** and **Jessica Weber.** Our alternate, **Ashley Simpkins,** was allowed to participate on a team that only had three members (it happened to be Ohio State). They placed sixth among four-year schools. The Ohio State team attributed a great amount of their success to Ashley's contributions. Overall, it was a very successful competition for Mt. SAC students, and their coaches/professors **Brian Scott** and **Chaz Perea.** Mr. Scott was named Educator of the Year, the first time an educator from a two-year college was named.

## 5. APPROVAL OF MINUTES

It was moved by Trustee Baca and seconded by Trustee Bader to approve the minutes of the regular meeting of February 11, 2015. Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Absent: None. Student Trustee concurred.

## 6. REPORTING OF ACTION TAKEN IN CLOSED SESSION

None.

## 7. PUBLIC COMMUNICATION

None.

## 8. REPORTS

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

- **Chris Nguyen,** President, Associated Students
- **Dan Smith,** President, Academic Senate
- **Eric Kaljumagi,** President, Faculty Association
- **Bill Rawlings,** Acting President, CSEA 262 (no written report)
- **Johnny Jauregui,** President, CSEA 651 (no written report)
- **Bill Lambert,** Executive Director, Mt. SAC Foundation

## 9. BOARD COMMUNICATION

- A. Trustee Hall 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 and congratulated newly appointed and promoted employees Patiste Gilmore, Nicee Gonzalez, Amanda James, Richard Cortes, Zolita Fisher, and Rondell Schroeder.
  - They congratulated tenured faculty David Beydler, Thomas Butler, Daniel Cantrell, Francisco Gomez, Corie Hernandez, James Hutchinson, Martin Jones-Ramey, Tiffany Kuo, Stephen Lancaster, Kenneth Miller, David Mrofka, Richard Myers, Maya Padilla, Robert Purcell, Aaron Salinger, Niki Tran, Shari Wasson, and Daniel Wheeler.
- C. Student Trustee Mendoza reported the following:
- She is collaborating with Ideas Club, which is a political organization that advocates for legislation that empowers immigrant communities. They’re hosting a four-day event that will include workshops on Health Care, Dream Act Applications, and Attention Centers.
  - She’s working on a resolution that will voice support for the parking structure, which will help ease students’ top complaint on campus.
  - She’s working with the Dreamers Resource Center Coalition that advocates and encourages community colleges to provide resource centers for AB 45 students and dreamers.
- D. Trustee Santos reported the following:
- She attended several events on campus: Cash for College, Robotics, swim meets, and a lot of great basketball games.
  - She attended the Women’s State Championship basketball game.
- E. Trustee Hidalgo reported the following:
- He attended the Ladies State Championship basketball game.
  - He attended a Principal for a Day event today, where he advocated and promoted Mt. SAC.
  - He’s making a debut at Puttin’ on the Hits.
- F. Trustee Chen Haggerty reported the following:
- She’s going to attend the ACES Committee Planning meeting at the annual Trustees Conference, where they’re requesting a presentation from Mt. SAC.
  - She attended the Los Angeles County School Trustees Association meeting, where the keynote speaker was Assemblyman Chris Holden.
  - She attended the Cash for College event.
  - She is on an ACCJC accreditation project at Santa Rosa College, where she finds it much easier this time since her first project was City College of San Francisco.

- She'll be kicking off her first Rowland Community Education Forum with Rowland Unified School District's Board Member Judy Nieh. In attendance will be approximately 35 parents with 10-15 students, and the most requested topic is Financial Aid.
- She talked about a Chinese-born lawyer, Hong Yen Chang, who was denied by California and New York states his admission to the Bar because he was not a U.S. citizen. The Asian Pacific American Law Students Association at the University of California, Davis School of Law sought to have him admitted to the California Bar. Ultimately, he was admitted to the Bar and became the first lawyer of Chinese nationality in the United States.

G. Trustee Bader reported the following:

- She congratulated Dr. Nelson for all of his contributions to Mt. SAC and its students.
- She congratulated the Turf Team for their win, especially when they beat four-year colleges.
- She attended the Cash for College event.
- She reported that Pomona Valley Hospital has a new out-patient clinic that was dedicated, and she invited Jemma Blake-Judd to be her guest.
- She said that Jill Dolan recruited Mt. SAC employees Jim Jenkins and Mike Taylor to be judges for a music program at the last Rotary Club meeting.
- She will be attending the Cesar Chavez Breakfast on Friday morning.

H. Trustee Baca reported the following:

- He attended the Cash for College event.
- He talked about a transfer agreement with black-serving institutions. He said that a lot of four-year universities are going to be accepting our students at the junior level. Many of the federal judges trained at Historically Black Colleges and Universities.
- He was a judge for the San Gabriel Valley Spelling Bee contest.
- He will be attending the Academic Senate Plenary.
- He congratulated both the men's and women's basketball teams for getting as far as they did in the playoffs.
- He will be participating in Puttin' on the Hits.
- He encouraged everyone to attend the Kepler scholarship lecture on April 11.

I. Trustee Chyr reported the following:

- He attended the Cash for College event.
- He watched the Women's Basketball State Championship game on the internet.
- He will be attending the Joint Board Dinner on March 31.
- He will be attending Puttin' on the Hits.

J. Trustee Hall reported the following:

- President Scroggins was invited to a ceremony on March 4, at which Mt. SAC was given an award by the *Los Angeles Business Journal* for being the best community college in the Los Angeles region, for the second year in a row.
- He attended the L. A. County Sheriff Jim McDonald event in La Verne, and Sheriff McDonald had great accolades for Mt. SAC. Trustee Hall suggested that Sheriff McDonald be invited to Mt. SAC for a tour.
- He attended the San Gabriel Valley Regional Chamber of Commerce Prayer Breakfast, where Mt. SAC was one of the sponsors. He said that the nurse who was honored with the Hero's Award received her Associate's Degree from Mt. SAC.
- He was a judge for the local rotary club district 5,300 Four-Way Test speech contest.
- He was asked to recruit drummers for the Hacienda Heights Lunar Festival, and Jim Friessen, from Mt. SAC's Technical Services Department, recruited seven drummers for the evening's program.
- He was in Sacramento yesterday and had dinner with Assemblymember Ian Calderon, who mentioned that he was having breakfast today with Assemblymember Chris Holden; so, Trustee Hall gave Assemblymember Calderon Mt. SAC's resolution regarding the Pathways bill to give to Assemblymember Holden.
- While he was in Sacramento, he called former Mt. SAC Associated Students President, Rene Kouassi, who is now a budget analyst in the Department of Finance for the State of California and doing great at the State level.
- Tomorrow is the San Gabriel Valley Civic Alliance Awards Ceremony. Mike Eng will receive the Outstanding Educator award.
- He'll be attending the Cesar Chavez Breakfast on Friday.

## 10. CONSENT CALENDAR

The following changes were made to the Consent Calendar:

Page 43, Personnel Transactions – under Approval of Stipend, for Daniel Garcia, the dollar amount should read “**\$1,539.**”

Page 75 – New and Modified Courses and New Degree with the 2015-16 Academic Year – delete **New Degree – Kinesiology AA-T.**

Page 77 – Board of Trustees 2015-16 Regular Meeting Calendar – the November meeting date should read “**November 18, 2015.**”

It was moved by Trustee Bader and seconded by Trustee Chen Haggerty 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 the re-issuance of stale-dated warrants, as listed.

4. Approval of the Quarterly Investment Report ending December 31, 2014.
5. Approval of the Quarterly Financial Status Report ending December 31, 2014.
6. Approval of a five-year Tie-Down Agreement at Chino Airport with Threshold Aviation Group.
7. Approval of an agreement with Vicenti, Lloyd & Stutzman LLP to provide Internal Controls workshops.
8. Approval of the donation of six pottery wheels to Wallis Annenberg High School.
9. Approval to purchase furniture and equipment for the Technology Education Resource Center (TERC), Modular Buildings 18B/C.
10. Approval to reject a Claim Against the District by Employee Number Ending in 4954, and that Administrative Services is instructed to notify the claimant's legal counsel of the rejection in accordance with Government Code Sections 910 through 915.4.
11. Approval of the Final Reconciliation and Notice of Completion of a contract using the Lease/Leaseback Construction Delivery Method for Building 12 Counseling Remodel Project.
12. Approval of the Final Reconciliation and Notice of Completion of a contract using the Lease/Leaseback Construction Delivery Method for the Foundation Offices Project.
13. Approval of agreements to provide professional design and consulting services with ALTA Environmental for the Annual Emission Report; H2 Environmental for the Parking Structure Project; Pal ID Studio to reconfigure the Marketing and Research office spaces, the Information Technology and Public Safety renovations, and the Science Technology Engineering Math Center; Psomas for the Parking Structure Project; and EPT Design for miscellaneous landscape architectural services.
14. Approval of the Professional and Organizational Development (POD) Remodel for the following Bid.
  - Bid No. 3001                      GDL Best Contractors, Inc., Whittier, CA
15. Approval of the Non-Classroom Building 23 Renovation for the following Bid.
  - Bid No. 3091                      Harik Construction, Inc., Glendora, CA
16. Approval of the following Proposed Gifts and Donations to the College:
  - Bob Sherman – Ponytail Palm in whisky barrel – plant specimen for Horticulture classes, valued by donor at \$500, to be used in the Horticulture Department.

## **HUMAN RESOURCES**

17. Approval of Personnel Transactions.

## **INSTRUCTION**

18. Approval of additions and changes in Continuing Education Division.

19. Approval of a contract with OUTFRONT Media for their work with the Interior Design Program.
20. Approval of participation and travel of one Honors student and one faculty advisor to the National Conference on Undergraduate Research in Spokane, Washington.
21. Approval of a contract amendment with Pacific Palms Hotel and Conference Center for the Athletics Hall of Fame Dinner.
22. The item was pulled and acted upon separately (see paragraph No. 11).
23. Approval of a contract with Flash Results West for their work at the 2015 Mt. SAC Relays.
24. Approval of participation and travel of five Robotics Team members and one faculty member to Vex Robotics World Championship 2015 in Louisville, Kentucky.
25. Approval of participation and travel of Vocal Jazz Ensemble students, one faculty, and one staff member to Next Generation Jazz Festival in Monterey, California.
26. Approval of new and modified courses and modified degrees and certificates effective with the 2015-16 academic year.
27. Ratification of a contract with Kellogg West Conference Center and Lodge for Title V Faculty in the Career Technical Education Programs.

#### **PRESIDENT'S OFFICE**

28. Approval of the 2015-16 Meeting Calendar for the Mt. San Antonio College Board of Trustees.
29. Approval of a contract amendment with P & R Business Services.
30. Approval of a facility rental for the 2015 Scholarship Awards Ceremony.
31. Approval of a contract with KPS3 to perform Web Writing Services.

#### **STUDENT SERVICES**

32. Ratification of a contract with KyJay LLC for guest speaker, Diego Navarro, to provide a presentation and workshop.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

#### **11. CONSENT ITEM #22 - CONTRACT AMENDMENT WITH PACIFIC PALMS HOTEL AND CONFERENCE CENTER FOR THE 2015 MT. SAC RELAYS BANQUET**

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

Discussion: Trustee Baca indicated that Don Ruh, a retired Mt. SAC coach, has been appointed as a coach for the LA84 Youth Relays, and he said that it's a great event, where several thousand students participate.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**12. ACTION ITEM #1 – CLASSIFICATION AND COMPENSATION STUDY DESCRIPTIONS FOR CSEA, CHAPTER 262-REPRESENTED EMPLOYEES**

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

Changes were noted on this item and may be found on the College website with these minutes.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**13. ACTION ITEM #2 – CLASSIFICATION AND COMPENSATION STUDY AND RANGE PLACEMENT FOR CSEA, CHAPTER 262-REPRESENTED EMPLOYEES**

It was moved by Trustee Chen Haggerty and seconded by Trustee Hidalgo to approve this item.

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**14. ACTION ITEM #3 – CLASSIFICATION AND COMPENSATION STUDY AND RANGE PLACEMENT FOR CSEA, CHAPTER 651-REPRESENTED EMPLOYEES**

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

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**15. ACTION ITEM #4 – CLASSIFICATION AND COMPENSATION STUDY AND RANGE PLACEMENT FOR SUPERVISORY EMPLOYEES**

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

Changes were noted on this item and may be found on the College website with these minutes.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**16. ACTION ITEM #5 – CLASSIFICATION AND COMPENSATION STUDY AND RANGE PLACEMENT FOR CONFIDENTIAL EMPLOYEES**

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

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**17. ACTION ITEM #6 – CLASSIFICATION AND COMPENSATION STUDY AND RANGE PLACEMENT FOR MANAGEMENT EMPLOYEES**

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

Changes were noted on this item and may be found on the College website with these minutes.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**18. ACTION ITEM #7 – 2015 CCCT BOARD OF DIRECTORS ELECTION**

It was moved by Trustee Bader and seconded by Trustee Chen Haggerty to cast votes for the following six candidates for the 2015 CCCT Board of Directors:

1. Ann H. Ransford, Glendale CCD (incumbent)
2. Janet Chaniot, Mendocino-Lake CCD (incumbent)
3. Bernard "Bee Jay" Jones, Allan Hancock CCD (incumbent)
4. Janet Green, Riverside CCD
5. Doug Otto, Long Beach CCD (incumbent)
6. M. Tony Ontiveros, North Orange County CCD (incumbent)

Ayes: Baca, Bader, Chen Haggerty, Hall, Hidalgo, Santos; Noes: None; Abstained: Chyr. Student Trustee concurred.

**19. ACTION ITEM #8 – APPOINTMENT TO THE CITIZENS OVERSIGHT COMMITTEE**

It was moved by Trustee Baca and seconded by Trustee Bader to appoint Robert Carter as an At-Large Community Member to the Citizens Oversight Committee, effective March 26, 2015, through December 31, 2016.

Discussion: Trustee Hall received recommendations for Mr. Carter, who is a resident of Walnut and is an architect.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**20. ACTION ITEM #9 – RESOLUTION NO. 14-07 – MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CALLING UPON STATE LEGISLATORS TO APPROVE ASSEMBLY BILL 288, THE COLLEGE AND CAREER ACCESS PATHWAYS ACT (CCAP)**

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

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos; Noes: None; Abstained: None. Student Trustee concurred.

**21. DISCUSSION ITEM #1 – ANNUAL REVIEW OF BOARD POLICY 2015 – STUDENT MEMBER**

Discussion: This item will be brought back to the April meeting for action.

**22. INFORMATION ITEM #1 – CLASSIFICATION DESCRIPTIONS UPDATE FOR CSEA, CHAPTER 262**

The Board received for information the classification descriptions update for CSEA, Chapter 262. A change was noted on this item and may be found on the College website with these minutes.

**23. INFORMATION ITEM #2 – ADMINISTRATIVE PROCEDURE 3440 – SERVICE ANIMALS (NEW)**

The Board received for information new Administrative Procedure 3440 – Service Animals.

The following correction was made to Page 120 – under Analysis and Fiscal Impact, the paragraph should read, “**Administrative Procedure 3440 has gone through the governance process of the College and was approved by President’s Advisory Council and President’s Cabinet.**”

**24. ADJOURNMENT**

The meeting adjourned at 8:56 p.m.

WTS:dl



# Associated Students Report

*Presented by A.S. President Christopher Nguyen  
March 25, 2015*

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## **Inspiring Woman Luncheon**

In honor of National Women's History Month, four inspiring women of Mt. SAC were honored today at the Inspiring Women Luncheon: Glenda Bro, Diana Felix, Sabrina Short (student) and Drisana Zehfuss (student).

## **Join-A-Club Week**

During the second week of March, various clubs around campus were recruiting students for the spring semester. There was a substantial amount of participation this semester from the clubs.

## **A.S. Visibility**

During the first week of March, A.S. hosted A.S. Visibility for students to become more aware on what A.S. does for the campus. We gave snacks, information, and raffle prizes to students.

## **Student Representatives on College Committees**

All college committees have been appointed with student representation.

## **Scholarships**

Mt. SAC has opened the application for scholarships for this semester. I encourage many students to apply and obtain these scholarships. The application due date is April 22, 2015.

## **Senator Positions**

At the end of this week, A.S. will be choosing future senators for this semester. We will be filling 7 Senate positions.

## **Executive Board**

Executive Board applications have been submitted last Friday. During the second week of April, the applicants who have applied for executive board will campaign.

## **Advocacy & Policy Conference**

On March 1-2, 15 student leaders and two advisors attended the Advocacy & Policy Conference, hosted by the Faculty Association of California Community Colleges. In Sacramento, we advocated for Dual Enrollment and EOPS. While we were in Sacramento, we had the opportunity to meet with our local legislators to discuss the concerns of the community and college campus.

## **A.S. Budget**

Currently, AS is developing the 2015-2016 A.S. budget. The budget will be complete in the middle of April.

## -----▼ **UPCOMING EVENTS** ▼-----

### **Undocumented Week**

IDEAS, an advocacy group on campus, will be hosting issues and education about undocumented during the last week of March.

### **Blood Drive**

A.S. will be hosting a blood drive during the third week of April. This is a competition with Cal Poly Pomona. We highly encourage students, faculty members, and the board to donate blood!

### **Cultural Fair**

On April 29, various clubs on campus will represent a country. These clubs will do research on their countries and will host their club in front of 9C. We will also have performances and free food for those who paid the Student Activities fee.

## **Academic Senate Report to the Board of Trustees March 25, 2015**

### Newly-Tenured Faculty

On behalf of the Academic Senate I congratulate the 18 newly-tenured faculty. The great variety of teaching disciplines they represent demonstrate the wide range of instruction we offer our students.

### Full Senate Activity

The Senate has had its first two meetings of the year, and acted on the following proposals:

- EEO (Equal Employment Opportunity) Plan – Amended the plan to ensure gender-neutral language, and approved the plan unanimously
- Counseling Liaison Proposal – Approved a proposal to define, expand and systematize the current Counselor Liaison program.
- Spanish Language Placement Test Proposal - Approved a proposal to pilot a language placement test, starting with Spanish language students.
- Early Alert Task Force Recommendations - Approved the recommendations, which include modifying the current tutoring and counseling referrals system, piloting a campus-wide Early Alert program, raising awareness of the Early Alert program campus-wide, surveying faculty on an electronic gradebook option integrated with Banner, and funding a Faculty Interest Group (FIG) to discuss the local Early Alert program.
- Leadership Task Force Recommendations – Two of the task force's recommendations were approved: 1) have the Executive Board review data from four specified sources, and take any necessary recommendations dictated by the outcome; 2) take several steps to educate new and continuing Senators online and in person.
- Appointments were made to several committees and councils, including the Student Preparation and Success Council, Curriculum and Instruction Council, Faculty Professional Development Committee, Equivalency Committee, Campus Equity and Diversity Committee, and the Web Advisory Board.
- Nominations for Executive Board positions beginning in Fall 2015 opened at the March 19 meeting. The elections for Vice President, Secretary and three Directors will be held on April 23, while three Senator at Large positions will be decided upon May 7.

A special meeting on April 2 will consider the state Academic Senate resolutions, to be voted upon at the ASCCC Spring Plenary on April 9-11.

The following regular meeting on April 9 will consider several action items, including an amendment to the Outcomes Plan, and a revision to AP 4235 Credit by Exam revision.

### Flex Day

A day of voluntary professional development activities was held on February 20. Thirteen workshops were presented which addressed the myriad changes we expect in the next year, and the various ways in which faculty can help students. We express our thanks to the President's office and the Faculty Association for providing breakfast and lunch for the faculty. We also wish to thank the tireless work of Jeff Archibald, Beta Meyer, Bao-Chi Nguyen, Cynthia Anderson, Lyssette Trejo-Espinoza, Stacey Gutierrez, Brenda Dial, Maria Cardenas, Laura Martinez, Vickie Moneghan, Carol Nelson and Denise Lindholm in organizing Flex Day.

### Online Education Regional Meeting

The ASCCC (state Academic Senate) held its southern Online Education Regional Meeting last Saturday, March 21. Attendees heard presentations by several experts, including LeBaron Woodyard, Dolores Davison, John Freitas and more. We thank President Scroggins for sponsoring the conference locally, and enabling Mt. SAC to further demonstrate our college's commitment to furthering best practices statewide.

### Area C Meetings and Spring Plenary

Next Saturday several Mt. SAC representatives will attend the State Senate Area C meeting. Delegates will vet and edit resolutions for the statewide conference. The Spring State Senate Plenary will be held April 9-11 in Millbrae, CA. Luisa Howell, Michelle Sampat, Jeff Archibald, Michelle Grimes-Hillman, and I will be in attendance. Michelle Grimes-Hillman will be up for statewide office in the elections that will follow the resolutions vote.

The Academic Senate would like to thank President Scroggins for sponsoring a table in Mt. SAC's name at Senate Foundation fundraiser, the "Spring Fling." This will be held on the second night of the plenary.

Respectfully submitted,  
Dan Smith  
President, Academic Senate

**Faculty Association Report  
To the Board of Trustees  
25 March 2015**

1. Negotiations

The Faculty Association's initial proposals have been made on most items, including salary and benefits. We are still working on our initial proposals regarding a modest retirement incentive and improved starting salaries. We will take up the issue of department chair compensation and will review reassigned time positions in April.

2. Representative Council

The Faculty Association Representative Council held its first Spring meeting on Tuesday, March 10<sup>th</sup>. At this meeting the Representatives provided direction on the 2016-17 Academic Calendar and opened nominations for the 2015-16 FA Executive Board. Available positions this year are President (2 year term), Vice President (1 year term), Secretary (1 year term), three FT Directors (2 year term), one PT Director (2 year term), six PT Representatives at Large, and three Service Center One Directors (1 year term). The election will be held by mail in late April.

3. CCA Winter Conference

Eleven delegates attended the CCA Winter Conference on 20 – 22 February in San Diego and enjoyed workshops primarily focused on bargaining, but also involving topics like retirement planning, the State Budget, and gender equity. We are now planning to attend the CCA Spring Conference in April in Costa Mesa.

4. Puttin' on the Hits 2015

Puttin' on the Hits will be on 24 and 25 April. Please purchase tickets as soon as possible at <http://tickets.mtsac.edu>. In addition, we encourage our community to donate directly to the Faculty Association Student Achievement Fund by sending us a check made out to "FASAF." Donations are tax deductible and go entirely to student scholarships. The Faculty Association thanks the District for continuing to co-sponsor this long standing event.

(continues on next page)

5. Mediation Training

The Faculty Association and the District are co-hosting an all-day training on mediation techniques which will be conducted by the American Arbitration Association on 22 May. Faculty participants will be Cynthia Anderson, Linda Chan, Kelly Coreas, Robert Ho, Luisa Howell, Carol Impara, Eric Kaljumagi, Catherine McKee, Richard Myers, Barbara Mezaki, Tim Revell, Michael Sanetrick, Joan Sholars, Maya Staylor, Chisato Uyeki, and Emily Woolery.

6. Community Outreach Action Team Award

CTA Service Center One has awarded Trustee David Hall with one of their COAT awards. David was nominated by the Faculty Association for his outstanding service to faculty and his support for public education. In addition to participating and performing in "Puttin' On The Hits" for over a decade, he has sponsored a ticket contest amongst student clubs. He also attends many of our other events and works on our behalf behind the scenes. For years now, he has shown strong support for our college and for the faculty who work here. We are delighted to present Dr. Hall with his award this evening.



**YOU NEVER KNOW WHO'LL  
HIT THE STAGE!**

**██████████, APR. 24–25 • 7:30 PM**

**Sat. Matinee 3 PM • Clarke Theater**

**Tickets start at \$15!**

Tickets: Scan the code, or [www.4tix.org](http://www.4tix.org)

Box Office: (909) 468-4050 • General tickets \$25

Special price: \$20 for general admission through Mar. 27  
and student tickets: \$15 for all shows (Show student ID)

**Proceeds benefit Mt. SAC  
student scholarship fund.**

**DON'T MISS THE FUN!** Sing along to your favorite hits  
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For seventeen years, Mt. SAC Board members, students,  
professors, administrators, and classified staff, have  
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**HELP RAISE FUNDS FOR STUDENT SCHOLARSHIPS.**

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MT. SAN ANTONIO COLLEGE FACULTY ASSOCIATION, INC. CTA/NEA  
*Strengthen, Increase, Promote and Advance*

*Sponsored by the Mt. San Antonio Faculty Association and College District*





## Foundation Report to the Board of Trustees March 25, 2015

There has been quite a bit of activity to report since we last met. I alluded to this at our last meeting, but we've had some significant breakthroughs. For the first time ever we sent a direct mail solicitation to the attendees of Wassail. We also sent a solicitation to all of the Chamber Singers alumni. This is significant because it is the first time it has been done. It illustrates a coordination and partnership with other areas of campus that previously did not exist. In particular it addresses a challenge that has slowed us down in the past, the issue of bad or no contact information.

Speaking of firsts, we recently sent a communication to a targeted group of individuals who have included Mt. SAC in their Linked In profile. The President himself signed letters to a group of executive level people and invited them to campus to see how Mt. SAC has changed since they've been away. I want to thank the President for devoting his time and energy to this effort—it is a very hands-on type of project that requires a high level of personal contact.

The Foundation Board is strongly embracing their role as ambassadors and connectors for the College. Bill Roman introduced us to a local woman whose parents attended Mt. SAC. She is interested in getting involved and may join the Board. Alta Skinner recently helped us to bring a group to campus from the Tzu Chi Education Foundation. They are very interested in getting involved with the college. I highlight these examples because they illustrate the active approach that the Foundation Board is taking with potential Mt. SAC partners.

We are making slow and steady progress in our efforts surrounding the Heritage Hall project. Our alumnus Bob Bell and his team are beginning their work designing the interior space of what will be a museum of Mt. SAC Athletics. It is an exciting and historic process. Marc Ruh is leading the team over in Athletics on this and I want to thank Marc and everyone else for their hard work—above and beyond their everyday responsibilities. I'll also have more information available soon about how people can be a part of that project.

On a related note, Marc and I also met with Mt. SAC alum and two-time Olympic Medalist Bob Seagren. Bob has committed to helping with this project and has volunteered to assist us in our fundraising efforts. It is fantastic to have him involved. Bob is another example of a person who went on to have tremendous success at another institution (USC) and remains fiercely loyal to Mt. SAC.

I have one final note to share. Many of you probably read the Actor Tom Hanks NYT Op-Ed piece in January. In it he talked about the impact attending Community College in CA had on his life. Well, we received a check in the Foundation from a 1960s alum that we had no previous contact with. This gentleman and his wife decided it was time to give to Mt. SAC after reading that op ed.

Upcoming activities: On Saturday, April 11 is the Kepler Dinner and Lecture. This is a terrific event that brings in amazing speakers on space science topics. This year the lecturer is Eliot Young, Principal Scientist from the Southwest Research Institute. Mr. Young was a member of the team who discovered Pluto's two moons.

Also, on Saturday, April 18 at the Mountie Baseball game the team will be honoring local Veterans. This is the second year in a row this event is taking place. Foundation Board member Olga Fernandez has taken this idea and run with it. Coach Smith and his staff as well as the players have really embraced this idea. I'd be happy to give you additional information and I encourage you to join us for this fun and meaningful activity. President Scroggins is among the honorees and will be throwing out the first -pitch at the game.

Annual Giving Stats	FY2013/14	FY2014/15 (YTD)	FY2014/15 Goal	FY2014/15 % to Goal
Total Dollars Raised	\$532,757.53	\$463,836.91	\$559,395.41	82.9%
Total # of Donors	468	564	491	114%

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

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

**DATE:** March 25, 2015

**ACTION**

**SUBJECT:** Classification and Compensation Study Descriptions for CSEA,  
Chapter 262-Represented Employees [CORRECTION]

**BACKGROUND**

The District performed a classification and compensation study of the position classification descriptions and range placement of all Classified, Confidential, Supervisory, and Management employees.

**ANALYSIS AND FISCAL IMPACT**

As a result of the classification and compensation study, the position classifications are for employees in CSEA, Chapter 262-represented positions. The position classification descriptions provided are accessible for viewing at <http://www.mtsac.edu/about.jobs> and are recommended for implementation effective July 1, 2014.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the recommended classification position descriptions and corresponding salary and range placement for CSEA, Chapter 262-represented employees. The District and CSEA, Chapter 262 are continuing to develop position classification descriptions and salary range placements through a collaborative process. Remaining position classification descriptions and range placement will be brought to the Board for action at a future Board meeting.

Prepared by: James P. Czaja

Recommended by: Bill Scroggins

Agenda Item: Action #1

**SUBJECT:** Classification and Compensation Study Descriptions for CSEA, Chapter 262-  
Represented Employees [CORRECTION]

**DATE:** March 25, 2015

**Position Classification Descriptions  
CSEA, Chapter 262**

<b>Current Title</b>	<b>Current Salary Range</b>	<b>Recommended Title</b>	<b>Proposed Salary Range</b>
Accompanist/Librarian	88	Accompanist	88
Admissions & Records Systems Analyst	124	Admissions and Records Systems Analyst	124
Training & Applications Specialist	105	Applications Training Specialist	105
Athletic Eligibility Specialist	88	Athletic Eligibility Specialist	88
Athletic Trainer	105	Athletic Trainer	105
Buyer	79	Buyer	79
Pubic Information Specialist	88	Communications Specialist	88
Construction Specialist	81	Construction Projects Specialist	81
Database Administrator	130	Database Administrator	140
Midrange Systems Programmer	124		
Driver - DSP&S	45	Driver	45
ESL Instructional Support Assistant	45	English as a Second Language Instructional Support Assistant	45
Grants Specialist	95	Grants Specialist	95
College Information Systems Support Specialist	95	Information Technology Specialist	95
Teaching/Learning Technology Specialist	124	Instructional Designer	124
Laboratory Technician - Arts	79	Laboratory Technician - Arts	79
Laboratory Technician - Astronomy	79	Laboratory Technician - Astronomy	79
Laboratory Technician - Business & Computer Information	79	Laboratory Technician - Business and Computer Information	79
Laboratory Technician - Earth Sciences	79	Laboratory Technician - Earth Sciences	79
Laboratory Technician - Math Activities Resource Center	79	Laboratory Technician - Math Activities Resource Center	79
Laboratory Technician - Math & Computer Sciences	79	Laboratory Technician - Math and Computer Sciences	79
Laboratory Technician - Photography	79	Laboratory Technician - Photography	79
Laboratory Technician - Physical Science & Engineering	79	Laboratory Technician - Physical Science and Engineering	79
Laboratory Technician - Registered Vet Technician	79	Laboratory Technician - Registered Vet Technician	79
Laboratory Technician - Theater	79	Laboratory Technician - Theater	79
Laboratory Technician - Welding	79	Laboratory Technician - Welding	79
Laboratory Technician - Biological Sciences	79	Laboratory Technician I - Biological Sciences	79
Laboratory Technician - Chemistry	79	Laboratory Technician I - Chemistry	<b>86 79</b>
Lead Technician, Data Communications	124	Lead Information Technology Support Technician	124

**SUBJECT:** Classification and Compensation Study Descriptions for CSEA, Chapter 262-  
Represented Employees [CORRECTION]

**DATE:** March 25, 2015

<b>Current Title</b>	<b>Current Salary Range</b>	<b>Recommended Title</b>	<b>Proposed Salary Range</b>
Mail Room Operator	62	Mail Room Operator	62
Library Page	1	Library Page	1
Network Administrator	124	Academic Network Administrator	124
Network Administrator	124	Enterprise Network Administrator	134
Network Administrator	124	Enterprise Network Security Analyst	144
Physical Education/Athletic Technician I	60	Kinesiology/Athletic Technician I	60
Physical Education/Athletic Technician II	63	Kinesiology/Athletic Technician II	63
Purchasing Specialist	95	Procurement Specialist	95
Project/Program Specialist	79	Project/Program Specialist	79
Risk Management Specialist	88	Risk Management Specialist	88
Senior Buyer	88	Senior Buyer	88
Senior Systems Analyst/Programmer	124	Senior Systems Analyst/Programmer	124
Student Center Specialist	79	Student Center Specialist	79
Student Services Outreach Specialist	59	Student Services Outreach Specialist	81

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

**DATE:** March 25, 2015

**ACTION**

**SUBJECT:** Classification and Compensation Study and Range Placement for  
Supervisory Employees [CORRECTION]

**BACKGROUND**

The District performed a classification and compensation study in order to obtain a thorough review of the current classification and compensation structure for Classified, Confidential, Supervisory, and Management employees.

**ANALYSIS AND FISCAL IMPACT**

As a result of the classification and compensation study, the position classification and following range placements are for employees in supervisory positions. The position classification descriptions provided are accessible for viewing at <http://www.mtsac.edu/about.jobs> and are recommended for implementation effective July 1, 2014. The cost of the reclassification for all employees impacted by the classification and compensation study is \$465,639.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the recommended classification position descriptions and corresponding salary and range placement for Supervisory employees.

Prepared by: James P. Czaja

Recommended by: Bill Scroggins

Agenda Item: Action #4

**SUBJECT:** Classification and Compensation Study and Range Placement for Supervisory Employees [CORRECTION]

**DATE:** March 25, 2015

**Position Classification Descriptions  
Supervisory Employees**

Current Title	Current Salary Range	Recommended Title	Proposed Salary Range
Supervisor, Application Support and Development	S-12	Supervisor, Application Support and Development	S-12
<del>Supervisor, Broadcast &amp; Presentation Services</del> Supervisor, Broadcast Services	S-7	<del>Supervisor, Broadcast Services</del> Supervisor, Broadcast and Presentation Services	S-7
Supervisor, Custodial Services	S-5	Supervisor, Custodial Services	S-5
Supervisor, Farm	S-9	Supervisor, Farm	S-9
Supervisor, Flight Training Program	S-9	Supervisor, Flight Training Program	S-9
Supervisor, Grounds	S-5	Supervisor, Grounds	S-5
Supervisor, High School Outreach	S-8	Supervisor, High School Outreach	S-8
Supervisor, Planetarium & Astronomy Observatory Center	S-8	Supervisor, Planetarium and Astronomy Observatory Center	S-8
Supervisor, Public Safety	S-7	Supervisor, Public Safety	S-7
Supervisor, Special Programs	S-8	Supervisor, Special Programs	S-8
Supervisor, Student Services	S-8	Supervisor, Student Services	S-8
Supervisor, Tutorial Services	S-5	Supervisor, Tutorial Services	S-5
Supervisor, Web & Portal Services	S-12	Supervisor, Web and Portal Services	S-12

**Range Placement for Supervisory Employees**

Name	Description	Title	Effective Date	Range	Step	Longevity	Shift Differential	% FTE	Monthly Salary
Bangloy, Antonio	Previous Title	Supervisor, Application Support	07/01/14	12	5			100	9,166.00
Bangloy, Antonio	New Title	Supervisor, Application Support and Development	07/01/14	12	5			100	9,166.00
Casper, John W.	Previous Title	Sup, Broadcast Engineering	07/01/14	7	5			100	7,179.00
Casper, John W.	New Title	Supervisor, Broadcast and Presentation Services	07/01/14	7	5			100	7,179.00
Jones, Heather P.	Previous Title	Supervisor, Planetarium	07/01/14	8	5		6%	100	8,036.92
Jones, Heather P.	New Title	Supervisor, Planetarium and Astronomy Observatory Center	07/01/14	8	5		6%	100	8,036.92
Riles, Quinton	Previous Title	Supervisor, Custodial	09/22/14	5	2		5%	100	6,075.30
Riles, Quinton	New Title	Supervisor, Custodial Services	09/22/14	5	2		5%	100	6,075.30

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

**DATE:** March 25, 2015

**ACTION**

**SUBJECT:** Classification and Compensation Study and Range Placement for  
Management Employees [CORRECTION]

**BACKGROUND**

The District performed a classification and compensation study in order to obtain a thorough review of the current classification and compensation structure for Classified, Confidential, Supervisory, and Management employees.

**ANALYSIS AND FISCAL IMPACT**

As a result of the classification and compensation study, the position classification and following range placements are for employees in management positions. The position classification descriptions provided are accessible for viewing at <http://www.mtsac.edu/about.jobs> and are recommended for implementation effective July 1, 2014. The cost of the reclassification for all employees impacted by the classification and compensation study is \$465,639.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the recommended classification and compensation study and range placement for Management employees.

Prepared by: James P. Czaja

Recommended by: Bill Scroggins Agenda Item: Action #6

**SUBJECT:** Classification and Compensation Study and Range Placement for Management Employees [CORRECTION]

**DATE:** March 25, 2015

**Position Classification Descriptions  
Management Employees**

Current Title	Current Salary Range	Recommended Title	Proposed Salary Range
Assistant Director, Admissions & Records	M-13	Assistant Director, Admissions and Records	M-13
Assistant Director, Adult Basic Education	M-10	Assistant Director, Adult Basic Education	M-10
Assistant Director, Facilities Planning & Management	M-13	Assistant Director, Facilities Planning and Management	M-13
Assistant Director, Financial Aid	M-10	Assistant Director, Financial Aid	M-10
<del>Assistant Director Academic Technology &amp; Infrastructure Manager, Network Data &amp; Security</del>	M-12	Assistant Director, Infrastructure and Data Security	M-42 18
Associate Dean, Business	M-19	Associate Dean, Business	M-19
Associate Dean, Humanities and Social Sciences	M-19	Associate Dean, Humanities and Social Sciences	M-19
Associate Dean, Kinesiology & Athletics	M-19	Associate Dean, Kinesiology, Athletics and Dance	M-19
Associate Dean, Natural Sciences	M-19	Associate Dean, Natural Sciences	M-19
Associate Dean, Technology and Health	M-19	Associate Dean, Technology and Health	M-19
Associate Vice President, Fiscal Services	M-23	Associate Vice President, Fiscal Services	M-23
Chief Technology Officer	M-27	Chief Technology Officer	M-27
Dean, Arts	M-21	Dean, Arts	M-21
Dean, Business	M-21	Dean, Business	M-21
Dean, Continuing Education	M-21	Dean, Continuing Education	M-21
Dean, Counseling	M-21	Dean, Counseling	M-21
Director, Disabled Student Programs & Services	M-15	Dean, Disabled Student Programs and Services	M-21
Dean, Enrollment Management	M-21	Dean, Enrollment Management	M-21
Dean, Humanities & Social Sciences	M-21	Dean, Humanities and Social Sciences	M-21
Dean, Instructional Services	M-21	Dean, Instructional Services	M-21
Dean, Kinesiology & Athletics	M-21	Dean, Kinesiology, Athletics, and Dance	M-21
Dean, Library & Learning Resources	M-21	Dean, Library and Learning Resources	M-21
Dean, Natural Sciences	M-21	Dean, Natural Sciences	M-21
Dean, Student Services	M-21	Dean, Student Services	M-21
Dean, Technology & Health	M-21	Dean, Technology and Health	M-21
Assistant Director, Public Safety	M-08	Deputy Chief, Public Safety	M-11
Director, Academic Computing & Infrastructure	M-19	Director, Academic Computing and Infrastructure	M-49 20
Manager, Accounting	M-09	Director, Accounting	M-40 13
Director, Adult Basic Education	M-15	Director, Adult Basic Education	M-15
Director, AANAPISI	M-09	Director, Asian American, Native American, Pacific Islander Serving Institutions	M-09
Director, Assessment & Matriculation	M-15	Director, Assessment and Matriculation	M-15
Assistant Director, Fiscal Services	M-13	Director, Budget and Financial Programs	M-15
Director, Career & Transfer Services	M-13	Director, Career and Transfer Services	M-13
Director, Center of Excellence	M-13	Director, Center of Excellence	M-13
Director, Child Development Center	M-11	Director, Child Development Center	M-11
Director, Community & Career Education	M-15	Director, Community and Contract Education	M-15
Manager, Deaf & Hard of Hearing Services	M-08	Director, Deaf and Hard of Hearing Services	M-13
Director, ESL and Intercultural Programs	M-15	Director, English as a Second Language and Intercultural Programs	M-15
Director, Enterprise Application Systems	M-20	Director, Enterprise Application Systems	M-20
Director, Extended Opportunity Programs & Services	M-15	Director, EOPS and CARE	M-15

**SUBJECT:** Classification and Compensation Study and Range Placement for Management Employees [CORRECTION]

**DATE:** March 25, 2015

Current Title	Current Salary Range	Recommended Title	Proposed Salary Range
Director, Equal Employment Opportunity (EEO) Programs	M-17	Director, Equal Employment Opportunity (EEO) Programs	M-17
Director, Facilities Planning & Management	M-21	Director, Facilities Planning and Management	M-21
Director, Financial Aid	M-19	Director, Financial Aid	M-19
Director, Grants	M-15	Director, Grants	M-15
Director, Grounds & Transportation	M-09	Director, Grounds and Transportation	M-09
Director, Honors Program	M-10	Director, Honors Program	M-10
Director, Human Resources	M-17	Director, Human Resources Operations and Employee Services	M-17
Director, Learning Assistance	M-15	Director, Learning Assistance Center	M-15
Director, Marketing & Communication	M-19	Director, Marketing and Communication	M-19
Manager, Payroll	M-09	Director, Payroll	M-15
Manager, Community and Media Relations	M-14	Director, Public Affairs	M-14
Manager, Purchasing	M- <del>13</del> 12	Director, Purchasing	M-15
Director, Research & Institutional Effectiveness	M-19	Director, Research and Institutional Effectiveness	M-19
Director, Safety, Health Benefits & Risk Management	M-15	Director, Safety and Risk Management	M-17
Director, Health Services	M-15	Director, Student Health Services	M-15
Director, Student Life	M-15	Director, Student Life	M-15
Director, Technical Services	M-19	Director, Technical Services	M-19
Director, Upward Bound	M-13	Director, TRiO Programs	M-13
Director, Writing Center	M-10	Director, Writing Center	M-10
Executive Director, Development and the Mt. SAC Foundation	M-14	Executive Director, Development	M-14
Manager, Bursar's Office	M-06	Manager, Bursar's Office	M-06
Construction Project Manager	M-14	Manager, Construction Projects	M-14
Manager, Custodial Services	M-09	Manager, Custodial Services	M-09
Manager, Energy Services	M-10	Manager, Energy Services	M-10
Coordinator, ESL Instruction/Assessment	M-07	Manager, English as a Second Language Instructional Support	M-07
Manager, Facilities Projects	M-08	Manager, Facilities Projects	M-08
Manager, Facilities Support Services	M-10	Manager, Facilities Support Services	M-10
Senior Construction Project Manager	M-17	Senior Manager, Construction Projects	M-17

**SUBJECT:** Classification and Compensation Study and Range Placement for Management Employees [CORRECTION]

**DATE:** March 25, 2015

**Range Placement for Management Employees**

Name	Description	Title	Effective Date	Range	Step	Longevity	Shift Differential	% FTE	Monthly Salary
Becker, Liza A.	Previous Title	Dir, ESL/Intercultural Prog	07/01/14	15	5	L15		100	11,270.12
Becker, Liza A.	New Title	Director, ESL and Intercultural Programs	07/01/14	15	5	L15		100	11,270.12
Cantu, Monica	Previous Assignment	Asst. Dir, Fiscal Services	07/01/14	13	4			100	9,380.00
Cantu, Monica	New Assignment	Director, Budget and Financial Programs	07/01/14	15	3			100	9,976.00
Cowin, Caryn L.	Previous Title	Construction Project Manager	07/01/14	14	1			100	9,166.00
Cowin, Caryn L.	New Title	Manager, Construction Projects	07/01/14	14	1			100	9,166.00
Dolan, Jill	Previous Title	Manager, Comm and Media Relat	07/01/14	14	5			100	9,976.00
Dolan, Jill	New Title	Director, Public Affairs	07/01/14	14	5			100	9,976.00
Gidcumb, Gary W.	Previous Title	Senior Construction Project Ma	07/01/14	17	5			100	11,176.00
Gidcumb, Gary W.	New Title	Senior Manager, Construction Projects	07/01/14	17	5			100	11,176.00
Hanson, Grace T.	Previous Assignment	Director, DSPS	07/01/14	15	5	L25		100	12,072.75
Hanson, Grace T.	New Assignment	Dean, Disabled Student Programs and Services	07/01/14	21	1	L25		100	13,929.65
Herrera, Irene C.	Previous Title	Director, EOPS	07/01/14	15	5	L10		100	10,732.95
Herrera, Irene C.	New Title	Director, EOPS and CARE	07/01/14	15	5	L10		100	10,732.95
Lambert, William R.	Previous Title	Exec Dir Coll Dev Mt SAC Found	07/01/14	14	5			100	9,976.00
Lambert, William R.	New Title	Executive Director, Development	07/01/14	14	5			100	9,976.00
Lee, Richard A.	Previous Assignment	Manager, Payroll	07/01/14	9	5			100	7,980.00
Lee, Richard A.	New Assignment	Director, Payroll	07/01/14	15	1			100	9,568.00
Madrigal, Paulo	Previous Title	Dir, Com and Career Ed	07/01/14	15	5	L15		100	11,270.12
Madrigal, Paulo	New Title	Director, Community and Contract Education	07/01/14	15	5	L15		100	11,270.12
Phillips Alonge, Olusegun K.	Previous Title	Construction Project Manager	07/01/14	14	3			100	9,568.00
Phillips Alonge, Olusegun K.	New Title	Manager, Construction Projects	07/01/14	14	3			100	9,568.00
Potter, Donald Eugene	Previous Assignment	Manager, Deaf Hard of Hearing	07/01/14	8	5			100	7,582.00
Potter, Donald Eugene	New Assignment	Director, Deaf Hard of Hearing	07/01/14	13	1			100	8,775.00
Pulcifer, Stephanie R.	Previous Title	Construction Project Manager	07/01/14	14	3			100	9,568.00

**SUBJECT:** Classification and Compensation Study and Range Placement for Management Employees [CORRECTION]

**DATE:** March 25, 2015

Name	Description	Title	Effective Date	Range	Step	Longevity	Shift Differential	% FTE	Monthly Salary
Pulcifer, Stephanie R.	New Title	<del>Construction and Repair Worker</del> Manager, Construction Projects	07/01/14	14	3			100	9,568.00
Saldana, Karen A.	Previous Assignment	Dir,Sfty,Hlth Ben and Risk Mgt	07/01/14	15	5	L10		100	10,732.95
Saldana, Karen A.	New Assignment	Director, Safety and Risk Management	07/01/14	17	4	L10		100	11,353.95
Schroeder, Christopher	Previous Assignment	Manager, Netw/Data Sec	07/01/14	12	4	L15		100	9,750.77
Schroeder, Christopher	New Assignment	Assistant Director, Infrastructure and Data Security	07/01/14	18	1	L15		100	11,703.75
Teske, Margaret L.	Previous Title	Coord, ESL Inst/Assessment	07/01/14	7	5	L15		100	7,802.14
Teske, Margaret L.	New Title	Manager, English as a Second Language Instructional Support	07/01/14	7	5	L15		100	7,802.14
Vickers, Dale S.	Previous Title	Director, Acad Comp and Infrs	07/01/14	<del>2019</del>	5	L10		100	<del>12,797.78</del> 12,383.78
Vickers, Dale S.	Previous Title	Director, Acad Comp and Infrs	09/01/14	<del>2019</del>	5	L15		100	<del>13,438.28</del> 13,003.56
Vickers, Dale S.	New Title	Director, Academic Computing and Infrastructure	07/01/14	20	5	L10		100	12,797.78
Vickers, Dale S.	New Title	Director, Academic Computing and Infrastructure	09/01/14	20	5	L15		100	13,438.28
Zahrt Egbert, Shelly K.	Previous Assignment	Manager, Accounting	07/01/14	9	5			100	7,980.00
Zahrt Egbert, Shelly K.	New Assignment	Director, Accounting	07/01/14	13	1			100	8,775.00
Vacant18	Previous Title/Range	Asst Dir, Public Safety	07/01/14	8	1			100	6,784.00
Vacant18	New Title/Range	Deputy Chief, Public Safety	07/01/14	11	1			100	7,980.00

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

**DATE:** March 25, 2015

**INFORMATION**

**SUBJECT:** Classification and Compensation Study Update for CSEA,  
Chapter 262 [CORRECTION]

**BACKGROUND**

The District performed a classification and compensation study of the position classification descriptions and range placement of all Classified, Confidential, Supervisory, and Management employees.

**ANALYSIS AND FISCAL IMPACT**

The attached list of CSEA, Chapter 262-represented positions identifies those which have not yet been brought forward for Board Approval.

Funding Source

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees reviews the classification and compensation study update for CSEA, Chapter 262.

Prepared by: James P. Czaja

Recommended by: Bill Scroggins

Agenda Item: Information #1

**SUBJECT:** Classification and Compensation Study Update for CSEA, Chapter 262  
[CORRECTION]

**DATE:** March 25, 2015

**Classification Descriptions Still Under Review  
CSEA, Chapter 262**

Current Title	Recommended Title
IT Specialist - Academic Applications and Portal Content	Academic Applications Systems Specialist
Administrative Secretary	Administrative Assistant
Secretary	
Administrative Noncredit Curriculum Specialist	Administrative Noncredit Curriculum Specialist
Account Clerk I	Administrative Specialist I
Admissions & Records Clerk II	
Clerical Assistant	
Clerical Specialist	
Office Assistant	
Receptionist/Clerical Assistant	
Secretary	
Telephone Operator, Receptionist	
Administrative Secretary	
Clerical Specialist	Administrative Specialist II
Secretary	
Administrative Secretary	
Secretary	Administrative Specialist III
Admissions & Records Clerk I	Admissions and Records Specialist I
Admissions & Records Clerk II	Admissions and Records Specialist II
Admissions & Records Clerk III	Admissions and Records Specialist III
Alternate Media Technician	Alternate Media Program Specialist
Benefits Specialist	Benefits Specialist
Employment Specialist	Career Services Specialist
Job Developer	
Computer Facilities Assistant	Computer Facilities Assistant
ESL Learning Resources Technician	
Test Administration Assistant	Coordinator, Assessment Center
Coordinator, Budget and Accounting	Coordinator, Budget and Accounting
CalWORKs Coordinator	Coordinator, CalWORKs
Computer Facilities Coordinator	Coordinator, Computer Facilities
Computer Services Coordinator	Coordinator, Computer Services
DSP&S Computer Technician	Coordinator, DSP&S Technology Program
Coordinator, English as Second Language	Coordinator, English as Second Language
Senior Graphic Designer	Coordinator, Graphic Design

**SUBJECT:** Classification and Compensation Study Update for CSEA, Chapter 262  
[CORRECTION]

**DATE:** March 25, 2015

Current Title	Recommended Title
Exercise Science/Health Supervisor	Coordinator, Health and Fitness
Coordinator, Health Careers Resource Center	Coordinator, Health Careers Resource Center
Help Desk Coordinator	Coordinator, Help Desk
Supervisor, High School Program	Coordinator, High School Program
Supervisor, Language Learning Center	Coordinator, Language Learning Center
Learning Assistance Resource Center (LARC) Support Specialist	Coordinator, Learning Assistance Resource Center (LARC)
Learning Lab Coordinator	Coordinator, Learning Lab
Coordinator, Matriculation	Coordinator, Matriculation
Supervisor, Older Adult Program	Coordinator, Older Adult Program
Performing Arts Services Coordinator	Coordinator, <del>Patrol</del> Patron Services
Payroll Coordinator	Coordinator, Payroll
Lead Printing Operations	Coordinator, Printing Services
Project/Program Coordinator	Coordinator, Project/Program
Coordinator, Special Projects Technician	Coordinator, Special Projects
Coordinator, Special Projects-Technology and Health	Coordinator, Special Projects/Programs (Revisit Title, vague)
Student Activities Coordinator	Coordinator, Student Activities
Supplemental Instruction Program Specialist	Coordinator, Supplemental Instruction Program
Tutorial Services	Coordinator, Writing Services
Assistant Curriculum Specialist	Curriculum Specialist I
Curriculum Specialist	Curriculum Specialist II
Early Childhood Development Specialist I	Early Childhood Development Specialist I
Early Childhood Development Specialist II	Early Childhood Development Specialist II
Educational Advisor	Educational Advisor
Educational Research Assessment Analyst	Educational Research Assessment Analyst
EOPS Outreach Specialist	EOPS Specialist
Senior Tool Keeper	Equipment Technician
ESL Outreach Specialist	ESL Outreach Specialist
Technician I, Event Services	Event Services Technician
Financial Aid Specialist	Financial Aid Specialist
Financial Aid Systems Specialist	Financial Aid Systems Analyst
Budget and Accounting Technician	Fiscal Specialist
Account Clerk I	Fiscal Technician I
Account Clerk III	
Student Accounts Technician	
Account Clerk III	Fiscal Technician II

**SUBJECT:** Classification and Compensation Study Update for CSEA, Chapter 262  
[CORRECTION]

**DATE:** March 25, 2015

Current Title	Recommended Title
Graphics Technician	Graphic Designer
Help Desk/Network Support Technician	Help Desk Support Technician
Computer Operator	
Data Communications Technician	Information Technology Support Technician
Network Support Specialist	
Senior Help Desk/Network Support Technician	
Admissions and Records Clerk II	International Student Services Specialist
Laboratory Technician II - Biological Sciences	Laboratory Technician II - Biological Sciences
NEW	Laboratory Technician II - Chemistry
Lead Technician, Broadcast & Audio	Lead Broadcast and Audio Technician
Learning Resources Computer Technician	Lead Computer Facilities Assistant
Technician III, Event Services	Lead Event Services Technician
Lead International Students Specialist	Lead International Student Services Specialist
Lead Technician, Telecommunications & Networking	Lead Telecommunications Support Technician
Learning Lab Assistant I	Learning Lab Assistant I
Learning Lab Assistant II	Learning Lab Assistant II
Learning Resources Computer Technician	Library and Learning Resource Computer Technician
Library Technician I	Library Technician I
Library Technician II	Library Technician II
Library Technician III	Library Technician III
Mail Room Operator	Mail Room Operator
Medical Assistant	Medical Assistant
Mental Health Clinician	Mental Health Clinician
Receptionist/Clerical Assistant	Office Assistant
Parking Officer	Parking Officer
Technician, Performing Arts Operations	Performing Arts Technician
Learning Resources Technician	Presentation Services Technician
Printing Services Technician I	Printing Services Technician I
Printing Services Technician II	Printing Services Technician II
KSAK Operations Coordinator	Production Specialist
Television Production Specialist	
Account Clerk III	Program Fiscal Specialist
Account Clerk II	Program Fiscal Technician
Account Clerk III	
Public Safety Officer	Public Safety Officer I
NEW	Public Safety Officer II

**SUBJECT:** Classification and Compensation Study Update for CSEA, Chapter 262  
[CORRECTION]

**DATE:** March 25, 2015

Current Title	Recommended Title
Account Clerk I	Public Safety Technician I
Clerical Specialist	
Parking/Security Technician	Public Safety Technician II
Registered Nurse Practitioner	Registered Nurse Practitioner
Admissions and Records Clerk II	Registration Specialist
Admissions & Registration Clerk	
Lead Admissions and Records Clerk	
Registration Specialist	
Scholarship Program Specialist	Scholarship Program Specialist
Senior Interpreter	Senior Interpreter
Senior Research Analyst	Senior Research Analyst
Senior Systems Programmer	Senior Systems Analyst
Skills Lab Technician	Skills Lab Technician
Staff Nurse	Staff Nurse
Caseworker	Student Services Program Specialist II
Student Services Program Specialist	
Student Specialist	
Receptionist/Clerical Assistant	Switchboard Operator
Teaching Assistant	Teaching Assistant
Technician, Telecommunications & Networking	Telecommunications Technician
Test Administration Clerk	Test Administration Clerk
Transfer Specialist	Transfer Specialist
Tutorial Services Assistant I	Tutorial Services Assistant I
Tutorial Services Assistant II	Tutorial Services Assistant II
Tutorial Services Specialist	Tutorial Services Specialist
Vocational Outreach Specialist	Vocational Outreach Specialist
Web Designer	Web Designer
Web Support Specialist	Web Support Specialist