



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, July 8, 2015

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.

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.

CLOSED SESSION

- **Conference with Legal Counsel – Existing Litigation pursuant to Section 54956.9(d)**
(Case No. BC 576587)
- **Conference with Labor Negotiators James Czaja, Vice President, Human Resources; Jennifer Galbraith, Dean, Business; and Bill Scroggins, President & CEO, per California Government Code Section 54957.6**
Faculty Association; CSEA, Chapter 262; and CSEA, Chapter 651

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

ADMINISTER OATH OF OFFICE TO STUDENT TRUSTEE

- **Elizabeth (Betty) Santos**

REPORTING OF ACTION TAKEN IN CLOSED SESSION

INTRODUCTIONS AND RECOGNITION

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

Classified Employees (Newly Appointed)

- **Marina Alkasas**, Laboratory Technician, Business and Computer Information Systems (Business Division)
- **Carly Betkey**, Tutorial Services Assistant I (Adult Basic Education)
- **Reyna Casas**, Assistant Curriculum Specialist (Instruction)
- **Mala Dave**, Tutorial Services Assistant I (Adult Basic Education)
- **Raquel Garcia**, Tutorial Services Assistant I (Adult Basic Education)
- **Beverly Heasley**, Senior Systems Analyst/Programmer: Student Success and Support Program (Information Technology)
- **Jeze Lopez**, Project/Program Coordinator (Foster Youth – Student Services)
- **Michelle Newhart**, Teaching/Learning Technology Specialist (Learning Resources Center)
- **Maria Valdez**, Secretary (Instruction)
- **Maria Vaughn**, Laboratory Technician, Physical Sciences and Engineering (Natural Sciences Division)
- **Randall Yang**, Public Safety Officer (Public Safety)

Classified Employees (Promotion)

- **Elmer Rodriguez Anzora**, Project/Program Coordinator (Dream – Student Services)
- **Hector Garcia**, Business Analyst (Information Technology)
- **Lakshimi Rai**, Account Clerk III (Payroll)

Classified Employee (New Appointment)

- **Clarence Banks**, Project/Program Coordinator (Arise – Student Services)

Management Employees (Newly Appointed)

- **Andrea Sims**, Director, Student Life (Student Life)
- **Robert Wren**, Deputy Chief (Public Safety)

APPROVAL OF MINUTES

- Approval of minutes of the regular meeting of June 24, 2015. (See backup packet Pages 1 through 14.)

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. Summary of Board Information Report – Financial Aid, prepared by Chau Dao, Director, Financial Aid. (See backup packet Pages 15 and 16.)

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 17 through 23.)
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 24.)
3. Consideration of approval of Resolution No. 15-01 - Assessment, Design, Installation, and Operation and Maintenance of Photovoltaic Solar System - Request for Qualifications/Request for Proposal No. 3005. (See backup packet Pages 25 through 30.)
4. Consideration of approval of the re-issuance of a stale-dated warrant. (See backup packet Page 31.)
5. Consideration of approval of additional services from Hyland to create an electronic transcript template for the implementation of OnBase, a document management system. (See backup packet Page 32.)
6. Consideration of approval of the purchase of furniture for the renovation of the Administration Building Research Office. (See backup packet Page 33.)
7. Consideration of approval of the purchase of modular furniture, seating, and ergonomic accessories for the College Services Building – Phase II. (See backup packet Pages 34 and 35.)
8. Consideration of approval of the submittal of the Final Project Proposal for the New Physical Education Complex to the State Chancellor's Office. (See backup packet Pages 36 and 37.)
9. Consideration of approval of agreements to provide professional design and consulting services with Cambridge West Partnership, Inc. for capital construction planning project; and P2S Engineering, Inc. for the Professional and Organizational Development Remodel project. (See backup packet Page 38.)
10. Consideration of approval of the following Bid: (See backup packet Page 39.)
 - Bid No. 3022 College Services Building Purchase and Installation of Modular Wall Systems – Corporate Business Interiors of Newport Beach, CA

11. Consideration of ratification of the following Contract Amendment. (See backup packet Page 40.)
 - Contract Food Services Building – Architectural and Engineering Services – Marlene Imirzian & Associates Architects - Amendment No. 4.

HUMAN RESOURCES

12. Consideration of approval of Personnel Transactions. (See backup packet Pages 41 through 53.)

INSTRUCTION

13. Consideration of approval of acceptance of Basic Skills Initiative Grant funds and activities. (See backup packet Page 54.)
14. Consideration of approval of the School of Continuing Education additions and changes. (See backup packet Page 55.)
15. Consideration of approval of a contract with Training Camp to provide training for the Computer Information Systems Department. (See backup packet Page 56.)
16. Consideration of approval of Child Development Center vendor approvals for the Children's Meal Program. (See backup packet Page 57.)
17. Consideration of approval of a contract renewal with ArbiterSports RefPay. (See backup packet Page 58.)
18. Consideration of approval of a contract with Cole-Schaefer Ambulance Service for the Mt. SAC 2015 football season. (See backup packet Page 59.)
19. Consideration of approval of a contract with Dr. Bryan for health screenings and required attendance at football games for academic year 2015-16. (See backup packet Page 60.)
20. Consideration of approval of an agreement with Pacific Palms Hotel and Conference Center and authorization of advance payment. (See backup packet Page 61.)
21. Consideration of approval of an amendment to the agreement to facilitate the development of an Educational Master Plan Addendum. (See backup packet Page 62.)
22. Consideration of approval of an agreement with the California Community Colleges Chancellor's Office for the Student Right-to-Know Act Subscription. (See backup packet Page 63.)
23. Consideration of approval of Youth Career Connect Grant acceptance of funds. (See backup packet Page 64.)

PRESIDENT'S OFFICE

24. Consideration of approval of the revised 2015-16 Regular Meeting Calendar for the Mt. San Antonio College Board of Trustees. (See backup packet Page 65.)

25. Consideration of approval of the renewal of a contract with P & R Business Services to provide temporary staffing services. (See backup packet Page 66).

STUDENT SERVICES

26. Consideration of approval of Associated Students Expenditure Funding for 2015-16. (See backup packet Page 67.)
27. Consideration of approval of a contract with Student Insurance for Health Insurance for International Students. (See backup packet Pages 68 and 69.)

ACTION ITEMS

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

1. Consideration of approval of proposed revisions to Board Policy 5110 – Counseling. (See backup packet pages 70 and 71.)
2. Consideration of approval to cease the expenditure of Measure RR (Series B and C) funds for the Parking Structure. (See backup packet Page 72.)
3. Consideration of approval of the Revision to the Implementation Plan for Measure RR. (See backup packet Page 73.)

ADJOURNMENT

Future Board Meetings

August 5, 2015
September 9, 2015
October 21, 2015

Upcoming Events

- | | |
|---------|--|
| July 10 | One World, One Sky: Big Bird's Adventure , 4:30 p.m., Planetarium Star Tales , 6:00 and 7:30 p.m., Planetarium Telescope Night , 9:00 p.m., Planetarium |
| July 11 | Secret of the Cardboard Rocket , 4:30 p.m., Planetarium Outer Limits: New Horizons' Voyage to Pluto , 6:00 and 7:30 p.m., Planetarium |
| July 15 | Registration Begins for 2015 Fall Credit and Continuing Education Classes |
| July 16 | Blood Drive , 9:00 a.m.-7:00 p.m., Student Life Building (9C) |

Upcoming Events (continued)

- July 24 **Secret of the Cardboard Rocket**, 4:30 p.m., Planetarium
Double Feature: Secrets of the Sun and Wonders of the Universe,
6:00 and 7:30 p.m., Planetarium
- July 25 **One World, One Sky: Big Bird's Adventure**, 4:30 p.m., Planetarium
Two Small Pieces of Glass: The Amazing Telescope, 6:00 and
7:30 p.m., Planetarium
- August 2 **2015 Summer Intersession Ends**
- August 4 **Blood Drive**, 9:00 a.m.-7:00 p.m., Student Life Building (9C)
- August 5 **New Student Welcome**, 9:00 a.m.-1:00 p.m., On Campus

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 8, 2015





MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, June 24, 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, June 24, 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; Irene Malmgren, Vice President, Instruction; and Audrey Yamagata-Noji, Vice President, Student Services, were present. Mike Gregoryk, Vice President, Administrative Services, was absent.

1. PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

2. CLOSED SESSION

The Board adjourned to Closed Session at 5:37 p.m. to discuss the following items:

- **Conference with Legal Counsel – Existing Litigation pursuant to Section 54956.9(d)**
(Case BC 576587 and Case 2:15-CV-04147)
- **Conference with Labor Negotiators James Czaja, Vice President, Human Resources; Jennifer Galbraith, Dean, Business; and Bill Scroggins, President & CEO, per California Government Code Section 54957.6**
Faculty Association; CSEA, Chapter 262; and CSEA, Chapter 651

3. PUBLIC SESSION

The public meeting reconvened at 6:38 p.m., and the Pledge of Allegiance was led by Marco Galvan, son of English, Literature & Journalism Professor Maya Alvarez-Galvan.

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.

4. REPORTING OUT OF ACTION TAKEN IN CLOSED SESSION

None.

5. MOMENT OF SILENCE

A moment of silence was observed in memory of retired employee **Roy McCowan**, who passed away on April 26, 2015 at the age of 81 years. Roy was a leader and member of the Art Department from 1965 to 1999, when he retired after teaching 34 years. During his tenure, he also served as the Art Department Chair. Roy grew up in Alberta, Canada, and was a member of the avalanche patrol in Banff. He studied architecture at the University of Arizona before coming to California. His first wife was Rosemary, with whom he had one son, Marc. His second wife was Patricia, who survives him with his son and several step-children. He was an avid sailor, competing in countless races in the waters in and around Newport Beach Harbor. When he gave up sailing and moved to Palm Springs, he donated his boat to the Sailing Club of Orange Coast College. Roy will be missed by all.

6. INTRODUCTIONS

The following employees were introduced:

Classified Employees (Newly Appointed)

- **Ashley Marin-Hernandez**, Clerical Assistant (Natural Sciences) (absent)
- **Elva Salcido**, Athletic Trainer (Kinesiology, Athletics & Dance) (present)
- **Randall Yang**, Public Safety Officer (Public Safety) (absent)

Management Employee (Newly Appointed)

- **Mark Lowentrou**, Associate Dean, Arts (Arts) (present)

Classified Employees (Promoted)

- **David Dieckmeyer**, IT Specialist: Academic Applications & Portal: Student Success and Support Program (Information Technology) (absent)
- **Krystal Hong**, Project/Program Specialist (English as a Second Language) (absent)
- **Lakshimi Rai**, Account Clerk III (Payroll) (absent)

Confidential Employee (Promoted)

- **Zaira Jimenez**, Human Resources Analyst - Position Management (Human Resources) (present)

Management Employees (Promoted)

- **Jennifer Galbraith**, Dean, Business (Business) (present)
- **Donald Sciore**, Associate Dean, Instruction (Instruction) (present)

7. RECOGNITIONS

- A Certificate of Service was awarded to the following retiring Management employee:
Donna Burns, Dean, Continuing Education, 18 years of service (present)

- **Paola Mendoza**, for her year of service to the students of Mt. SAC by serving as their representative on the Board of Trustees.
- The Mt. SAC Chapter of Phi Theta Kappa (PTK) Honors Society, led by advisor **Carol Impara**, was awarded a Distinguished Honors in Action Theme Award, an Honors in Action Project Award, and a Continued Excellence award for their Honors in Action project highlighting an in-flight space observatory and featuring a highly regarded NASA director by the PTK International Headquarters.
- Named for **Dr. Stephen Runnebohm**, an ardent supporter of the Honors program, this year's Runnebohm Award went to Vice President of Instruction, **Dr. Irene Malmgren**. Dr. Malmgren's steadfast dedication to Honors education and continuous support for honors students to travel and receive national and local awards has brought huge success and innovation to the Honors Program as it prepares to launch Honors College in Fall 2015.
- Awarded for the first time in history, and from over 40 nominations, this year's Honors Faculty-of-the-Year recipient is **Dr. Linda Rillorta**. Dr. Rillorta has been actively involved with numerous Honors Program activities, conferences, and community services projects via her connection with Mt. SAC clubs. She has shown passion and a sense of caring for Mt. SAC students and the community. Thank you, Dr. Rillorta, for going above and beyond the classroom walls to help and support student success.

8. APPROVAL OF MINUTES

- It was moved by Trustee Bader and seconded by Trustee Baca to approve the minutes of the regular meeting of May 27, 2015.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

9. PUBLIC COMMUNICATION

- Mansfield Collins, a Timberline resident, spoke in opposition of Consent #23 on tonight's agenda. He urged the Board not to go forward with any lawsuit regarding the proposed parking structure. He distributed a letter to Board members from Attorney Craig A. Sherman (attached to these minutes).

10. REPORTS

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

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

11. 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 Ashley Marin-Hernandez, Elva Salcido, Randall Yang, Mark Lowentrout, David Dieckmeyer, Krystal Hong, Lakshimi Rai, Zaira Jimenez, Jennifer Galbraith, and Donald Sciore.
 - They congratulated retiree Donna Burns.
 - They congratulated the Honors awardees.
 - They congratulated Irene Malmgren for receiving the Runnebohm Award.
 - They congratulated Linda Rillorta for receiving the Honors Faculty-of-the-Year Award.
 - They attended Commencement on June 12.
 - They thanked Paola Mendoza for serving as the Student Trustee for the past year.
- C. Student Trustee Mendoza reported the following:
- She introduced the new student trustee, Betty Santos.
- D. Trustee Santos reported the following:
- She attended the Foundation golf tournament.
 - She attended the Student Club and Advisor Awards Ceremony, where the Accounting Management and Finance Club was club of the year.
 - She attended the Scholarship Awards Ceremony at the Fairplex.
 - She attended the L. A. County School Trustees Association (LACSTA) board meeting.
- E. Trustee Hidalgo reported the following:
- He attended the Foundation golf tournament.
 - He attended the Transfer Achievement Celebration event.
- F. Trustee Chen Haggerty reported the following:
- She attended the Arise Milestone Recognition Ceremony.
 - She attended the Rowland Heights Coordinating Council's monthly meeting.
 - She attended Donna Burns' retirement party.
 - She attended the Diamond Bar American Chinese Association's annual gala.
 - She attended the Adult High School Diploma Commencement.
 - She thanked her fellow board members for endorsing her for the ACCT Diversity Committee candidacy. Election will be in October 15, and she urged everyone to vote for her.

G. Trustee Bader reported the following:

- She attended the Spring Choral Concert.
- She attended the airplane dedication at the Mt. SAC hangar at Brackett Field, and she recognized Robert and Linda Rogus for their efforts in obtaining the airplane.
- She attended the Scholarship Awards Ceremony.
- She attended the Veterans' Reception and Awards Ceremony.

H. Trustee Baca reported the following:

- He attended the Veterans' Reception and Awards Ceremony.
- He attended the Diamond Bar American Chinese Association's annual gala.
- He attended the Scholarship Awards Ceremony, where he awarded the McGowan and Kepler scholarships.
- He attended the Foundation golf tournament.
- He will be presenting on Civic Engagement at the Curriculum Institute on July 9.

I. Trustee Chyr reported the following:

- He attended the Veterans' Reception and Awards Ceremony.
- He attended the airplane dedication at the Mt. SAC hangar at Brackett Field.
- He attended the Scholarship Awards Ceremony.
- He toured the campus with Gary Nellesen and thanked him for all his knowledge with respect to each of the College's buildings. He said that he was also very impressed with Art Cadena, Energy Services Manager.
- He congratulated Bill Lambert for providing a monthly financial report on how the Foundation is doing.

J. Trustee Hall reported the following:

- He attended the ACES Program Transfer Ceremony.
- He attended the Ag Banquet.
- He attended the Arise Milestones Recognition Ceremony.
- He attended the Faculty Association Scholarship Ceremony.
- He attended the Diamond Bar American Chinese Association's annual gala.
- He attended the Academic Senate meeting.
- He attended the airplane dedication at the Mt. SAC hangar at Brackett Field and said that the registration number (N946MS) of the airplane is unique to Mt. SAC.
- He attended the City of Covina Volunteer Recognition Ceremony.

12. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed and congratulated newly appointed and promoted employees Ashley Marin-Hernandez, Elva Salcido, Randall Yang, Mark Lowentrou, David Dieckmeyer, Krystal Hong, Lakshimi Rai, Zaira Jimenez, Jennifer Galbraith, and Donald Sciore.
- He congratulated retiree Donna Burns.
- He congratulated the Honors awardees.
- He congratulated Irene Malmgren for receiving the Runnebohm Award.
- He congratulated Linda Rillorta for receiving the Honors Faculty-of-the-Year Award.
- He attended Commencement on June 12.
- He thanked Paola Mendoza for serving as the Student Trustee for the past year.
- He informed the Board about representing Mt. SAC on the following committees:
 - CEOCCC Board (the Community College League's CEO Board);
 - Board of Governors Task Force on Workforce, Job Creation, and a Strong Economy (working on improving Career Technical Education);
 - Chancellor's Office Telecommunications and Technology Advisory Committee;
 - IEPI (Institutional Effectiveness Partnership Initiative) Advisory Committee;
 - Workforce Education and Economic Development Advisory Committee to the Chancellor;
 - Going to Bond Ratings Agency meetings in San Francisco next week with Mike Gregoryk, Vice President, Administrative Services;
 - Foundation Board for the California STEM (Science, Technology, Engineering, and Math) Learning Network; and
 - San Gabriel Valley Economic Partnership; and
 - Invited to serve on a panel at the State Academic Senate's Leadership Institute, representing CEOs.

13. BOARD INFORMATIONAL REPORT

Board members were provided a copy of and a presentation on the 2015-16 Tentative Budget, presented by Rosa Royce, Associate Vice President, Fiscal Services.

The presentation may be found with these minutes on the College website.

- 14.** Trustee Hall distributed a handout entitled 'Summer Science Exploration Experience (S²E²)' (attached to these minutes) and encouraged all those interested to attend.

15. CONSENT CALENDAR

It was moved by Trustee Baca and seconded by Trustee Chyr to approve the following items:

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 Tentative Budget for the 2015-16 Fiscal Year. (See backup packet Pages 25 through 27.)
4. Approval of Resolution No. 14-12 - Authorization to Issue Election of 2008 General Obligation Bond Series 2015C.
5. Approval of Resolution No.14-13 - Authorization to Issue 2015 General Obligation Current Interest Refunding Bonds.
6. Approval of the Annual Investment Policy Statement.
7. Approval of the re-issuance of stale-dated warrants, as listed.
8. Approval of Aircraft Repair Services with Nostalgia Airways, Inc. dba NAI Aircraft Services, for Fiscal Year 2015-16.
9. This item was pulled and acted upon separately (see paragraph 16).
10. Approval of the renewal of the College's Student Accident and Athletic Insurance Coverage with Student Insurance Company for the period July 1, 2015, through July 1, 2016.
11. This item was pulled and acted upon separately (see paragraph 17).
12. Approval of the renewal of the College's Aviation Insurance Policy with Falcon Insurance Agency of California, Inc. for the period July 1, 2015, through July 1, 2016.
13. Approval of the General Liability and Property Coverage Renewal with ASCIP for the period July 1, 2015, through July 1, 2016.
14. Approval to reject a Claim Against the District by Student Number Ending in 2464, 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.
15. 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.
16. Approval of an amendment to the contract with Clear Wireless, LLC, a Nevada limited liability company, successor in interest to Nextel of California, Inc. to lease space for a cell site facility on the rooftop of the Arts Center building.
17. Approval of a contract with Atkinson, Andelson, Loya, Rudd & Romo for legal services.

18. Approval to purchase Hewlett Packard Network Equipment using the current competitive bid or government contract which results in the lowest price for the College.
19. Approval of a Memorandum of Understanding with Foothill Transit from August 10, 2015, through August 31, 2016.
20. Approval of the renewal of a one-year agreement with Capital Protection to provide crowd management services.
21. Approval of a maintenance agreement and service contract with Southland Industries for annual air conditioning preventative maintenance.
22. Approval of an agreement with Beazley Insurance, which has assigned their accounts receivable to Arthur J. Gallagher (AJG California), an insurance broker, for builder's risk insurance coverage for the Student Success Center and Food Services projects.
23. This item was pulled and acted upon separately (see paragraph 18).
24. Approval of agreements to provide professional design and consulting services with Integrated Design Services for campus structural engineering support services; Helix Environmental Planning for construction support; PAL id Studio for interior design services in the Student Life Offices and Council Chambers; Psomas for engineering services for the Food Services building; HMC Architects for architectural and engineering design services for the final project proposal for the Kinesiology, Aquatics, and Wellness Complex; and Facility Consulting Services for project management policies, procedures, and internal controls.
25. Approval of the installation of motorized rigging equipment in the Sophia B. Clarke Theater for the following Bid.
 - Bid No. 3020 Installation of Motorized Rigging Equipment in the Sophia B. Clarke Theater – Polaris Lighting Associates, Inc. of Glendale, CA
26. Approval of the following Contract Amendments.
 - Contract The Equity Center Modular Building – Engineering Services - Psomas - Amendment No. 1.
 - Contract Wildlife Sanctuary Gas Line Relocation Project – The Gas Company - Amendment No. 2.

HUMAN RESOURCES

27. Approval of Personnel Transactions.
28. Approval of a contract for Employee Assistance Service for Education (EASE) with the Los Angeles County Office of Education.
29. 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, 2015, through June 30, 2016.

30. Approval of Contract for Investigative Services – Norm A. Traub & Associates, Inc., for the period July 1, 2015, through June 30, 2016.
31. Approval of a Contract for Investigative Services – The Titan Group, for the period July 1, 2015, through June 30, 2016.
32. Approval of a Correction to a Contract for Robert Half International, Inc.

INSTRUCTION

33. Approval of program fees for students in the Basic Fire Academy and Emergency Medical Services Programs.
34. Approval of program fees for students in the Technology and Health Division.
35. Approval of Community Services program/offerings for the 2015-16 academic year.
36. Approval of the Continuing Education Division additions and changes.
37. Approval of the Carl D. Perkins Career and Technical Education (CTE) and CTE Transitions' acceptance of grant funds and approval of activities.
38. Approval of Child Development Center activities and acceptance of 2015-16 funds.
39. Approval of an agreement with Controltec Systems.
40. Approval of a contract renewal with Burning Glass Technologies.
41. Approval of the Center of Excellence 2014-15 extension and 2015-16 renewal. (See backup packet Page 167.)
42. Approval of a contract with Cal Poly Pomona for the Mt. SAC Men's and Women's Tennis Teams for the 2015-16 academic year.
43. Approval of a contract with Cerritos College to host the 2016 Mt. SAC Relays.
44. Approval of faculty and student participation in a water polo tournament at the Naval Academy in Annapolis, Maryland.
45. Approval of faculty and student participation at the National Cheerleaders Association & National Dance Association dance camp in Henderson, Nevada.
46. Approval of faculty and student participation at the Junior & Senior USA Track & Field Outdoor Championships in Eugene, Oregon.
47. Approval of an agreement with Walnut High School to host the 2015 Mt. SAC football games.
48. Approval of faculty and students to participate in the Spark Fun Autonomous Vehicle Competition in Boulder, Colorado.
49. Approval of a contract with iHeartMedia Management Services, Inc. dba RCS Sound Software.

50. Approval of modified courses and new and modified degrees and certificates effective with the 2015-16 academic year.
51. Approval of a contract with Academic Senate for California Community Colleges.
52. Approval of Child Development Workforce Initiative Grant acceptance of funds and approval of activities.
53. Approval of Building Pathways of Persistence and Completion Grant acceptance of funds and approval of purchases.

PRESIDENT'S OFFICE

54. This item was pulled and acted upon separately (see paragraph 19).
55. Approval of a second contract with KSP3 for web writing support for Phase 1 of the Website Redesign Project.

STUDENT SERVICES

56. Approval of a contract with California State University Channel Islands Conference and Events Department for the ACES Summer Residential Transfer Bridge Program.
57. Approval of a contract with Maxient LLC.
58. Approval of a contract with The Princeton Review-Led Classroom Course Agreement for the Upward Bound Program.
59. Approval of a subscription agreement with MediCat.
60. Approval to hire Note Takers as Independent Contractors for the Disabled Student Programs and Services in order to acquire the expertise needed to accomplish College goals and to meet deadlines.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

16. CONSENT ITEM #9 – AGREEMENT WITH AMERICAN FIDELITY ADMINISTRATIVE SERVICES, LLC TO PROVIDE WORXTIME SOFTWARE TO TRACK, MONITOR, AND REPORT HOURS WORKED BY EMPLOYEES FOR HEALTH CARE REFORM ELIGIBILITY AS REQUIRED BY THE AFFORDABLE CARE ACT

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

Discussion: Trustee Bader said that she think we might already be doing this, and why do we need to pay someone to do this? Karen Saldana, Director, Risk Management, responded that the Affordable Care Act required us to do a lookback last year, which required us to track employees from the date they were hired. We have many part-time and hourly employees that fall within this category, and this tool will allow us to trigger when an employee is reaching benefit eligibility. Ms. Sandana also mentioned that the penalties are fairly steep if we don't offer benefits to an employee when they become eligible; so, this software will identify those individuals.

James Czaja, Vice President, Human Resources, said that Rich Lee, Payroll Manager, and Karen Saldana have been working for two years to develop an internal solution, to no avail. He said that we'll also be getting some advisory services with this software, as well.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

17. CONSENT ITEM #11 – RENEWAL OF THE COLLEGE’S FINE ARTS INSURANCE COVERAGE WITH HUNTINGTON T. BLOCK INSURANCE AGENCY FOR THE PERIOD JULY 1, 2015, THROUGH JULY 1, 2016

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

Discussion: Trustee Hall said that he would like to see the previous year’s premium when renewing insurance policies.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

18. CONSENT ITEM # 23 - FINAL RECONCILIATION AND NOTICE OF COMPLETION OF A CONTRACT USING THE LEASE/LEASEBACK CONSTRUCTION DELIVERY METHOD FOR MAJOR GRADING, SITE IMPROVEMENT, AND TEMPORARY PARKING (STUDENT LOT M)

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

Discussion: Trustee Bader mentioned that it was brought up in public comment and wanted to make sure that it’s clear that this isn’t against policy. Gary Nellesen, Director, Facilities Planning and Management, said that this item is the final reconciliation to close the lease/leaseback contract for the major grading work; that’s it’s for the moving of approximately 375,000 cubic yards of earth from an area just west of the stadium to fill in a low area just a little farther to the west that had been used for grazing. This will allow for temporary parking, and Mr. Nellesen said that this work was covered in our Environmental Impact Report. He said that, when looking at environmental impacts, projects are not looked at individually, but how they affect other projects, and there are multiple projects in any given area. He said that we’ve done our due diligence.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

19. CONSENT ITEM #54 – REVISED 2015-16 REGULAR MEETING CALENDAR FOR THE MT. SAN ANTONIO COLLEGE BOARD OF TRUSTEES

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

Discussion: Trustee Hall made sure everyone was in agreement to the changes. Also, it was brought to the Board's attention that the November 11 date falls on Veterans' Day; therefore, the meeting calendar will be brought back next month requesting a change to November 18.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

Discussion: Hall just wanted to make sure that everyone is in agreement to the changes.

20. ACTION ITEM #1 – PROPOSED REVISIONS TO THE COLLEGE MISSION STATEMENT, VISION STATEMENT, AND CORE VALUES

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

Discussion: Dr. Scroggins said that annually the President's Advisory Council reviews the College Mission Statement, Vision Statement, and Core Values. He said that the word "all" wasn't appropriate during the recession; but, now that we're coming out of the recession, the word "all" is appropriate.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

21. ACTION ITEM #2 – CLASSIFICATION AND COMPENSATION STUDY DESCRIPTIONS FOR CSEA, CHAPTER 262-REPRESENTED EMPLOYEES

It was moved by Trustee Chen Haggerty and seconded by Trustee Chyr to approve the Addendum to this item.

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

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

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

22. ACTION ITEM #3 – RANGE PLACEMENT FOR CSEA, CHAPTER 262-REPRESENTED EMPLOYEES

It was moved by Trustee Chen Haggerty and seconded by Trustee Chyr to approve the Addendum to this item.

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

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

Discussion: None.

Ayes: Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

23. INFORMATION ITEM #1 – ADMINISTRATIVE PROCEDURE 5055 – ENROLLMENT PRIORITIES

The Board received for information revisions to Administrative Procedure 5055 – Enrollment Priorities. Audrey said that statewide changes and amendments drove these changes for enrollment priorities.

24. INFORMATION ITEM #2 – ADMINISTRATIVE PROCEDURE 5110 - COUNSELING

The Board received for information revisions to Administrative Procedure 5110 - Counseling. Bill said that this change had disappeared in a previous review, and it was restored.

25. DISCUSSION ITEM #1 – BOARD POLICY 5110 - COUNSELING

This item will be brought back to the July meeting for action.

26. CLOSED SESSION

The Board adjourned to Closed Session at 9:12 p.m. to discuss the following item:

Conference with Labor Negotiators James Czaja, Vice President, Human Resources; Jennifer Galbraith, Dean, Business; and Bill Scroggins, President & CEO, per California Government Code Section 54957.6

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

27. PUBLIC SESSION

The public meeting reconvened at 10:13 p.m.

28. REPORTING OUT OF ACTION TAKEN IN CLOSED SESSION

None.

29. ADJOURNMENT

The meeting adjourned at 10:15 p.m.

WTS:dl

**Report to the Board of Trustees on 2014-15 Financial Aid and Scholarships
Prepared by Chau Dao, Director, Financial Aid, Scholarships, and Veterans
July 8, 2015**

Program Totals

| | 2014-15 | 2013-14 | 2012-13 | 2011-12 |
|-----------------------------|------------------------|------------------------|------------------------|------------------------|
| FAFSA Applications | 46,036 | 46,189 | 44,950 | 40,576 |
| CA Dream Act Applications | 983 | 790 | N/A | N/A |
| Federal Pell Grant | 13,266 \$43,308,075 | 12,910 \$42,155,953 | 12,613 \$41,028,921 | 12,247 \$39,710,831 |
| FSEOG Grant | 2,554 707,100 | 1,471 \$408,800 | 1,074 \$620,805 | 1,746 \$749,964 |
| Federal Direct Loans | 307 \$1,142,960 | 452 \$1,599,812 | 503 \$2,296,713 | 730 \$2,233,712 |
| Federal Work-Study | 202 \$536,800 | 171 \$392,286 | 289 \$563,089 | 213 \$537,124 |
| BOG Fee Waivers | 26,938 \$22,897,300 | 26,027 \$22,122,950 | 24,161 \$19,486,497 | 21,886 \$14,013,117 |
| Cal Grant | 2,662 \$3,240,054 | 2,376 \$3,346,511 | 1,991 \$2,117,440 | 1,608 \$1,903,460 |
| Chafee Grant (Foster Youth) | 30 \$152,084 | 36 \$147,500 | 40 \$137,459 | 38 \$154,414 |
| Scholarships | 3,574 \$411,909 | 4,939 \$406,533 | 3,861 \$397,040 | 4,226 \$593,587 |

Aggregate Totals for 2014-15

Federal Grant: \$45,694,935 (2.55% increase from prior year)

State Grant: \$26,137,354 (2.03% increase from prior year)

BOG Fee Waivers: \$22,897,300 (3.5% 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 the financial aid application; 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; in attendance were Congresswoman Ed Royce (39th District), Assembly Member Freddie Rodriguez (52nd District), Assembly Member Roger Hernandez (48th District), Senator Bob Huff (29th District), Senator Connie Leyva (20th District), Senator Dr. Ed Hernandez, O.D (24th District), and Supervisor Hilda Solis (1st District). We also received planning assistance from Senator Connie Leyva (20th District) and Senator Dr. Ed Hernandez, O.D (24th District) staff. A total 553 students/families served; 456 attended for assistance with FAFSA application help and 97 attended for CA Dream Act application help.

THANK YOU Board Members for your support: Dr. Manuel Baca, Rosanne Bader, Judy Chen Haggerty, Fred Chyr, and Laura Santos.

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 a 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 2014-15, we served 3,827 students in 71 workshops on-campus and 4,808 community members in 33 workshops off-campus.

Scholarship Competition/Ceremony

We coordinate and administer \$400K in scholar-ships annually including outside and internal awards (coordination with the Foundation).

| | | |
|--------------------------------|---|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</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 5/16/15 - 6/14/15**

Unrestricted General Fund - 11 and 13

| | | | |
|------------------------------|--------------------|-----------|---------------|
| From: | | | |
| <u>Budget Classification</u> | | | <u>Amount</u> |
| 4000 | Supplies/Materials | \$ | 2,207 |
| 6000 | Capital Outlay | | 23,625 |
| Total | | \$ | 25,832 |

| | | | |
|------------------------------|---------------------------------------|----|---------------|
| To: | | | |
| <u>Budget Classification</u> | | | <u>Amount</u> |
| 1000 | Academic Salaries | \$ | 39 |
| 2000 | Classified/Other Nonacademic Salaries | | 1,932 |
| 3000 | Employee Benefits | | 30 |

| | |
|---------------------------------------|---|
| Prepared by: <u>Rosa M. Royce</u> | Reviewed by: <u>Michael D. Gregoryk</u> |
| Recommended by: <u>Bill Scroggins</u> | Agenda Item: <u>Consent #1</u> |

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 8, 2015

| | | | |
|--------------|-----------------------------------|-----------|---------------|
| 5000 | Other Operating Expenses/Services | \$ | 2,811 |
| 7000 | Other Outgo | | 21,020 |
| Total | | \$ | 25,832 |

Restricted General Fund - 17

From:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|-----------------------------------|-----------|---------------|
| 1000 | Academic Salaries | \$ | 21,020 |
| 3000 | Employee Benefits | | 2,799 |
| 4000 | Supplies/Materials | | 2,178 |
| 5000 | Other Operating Expenses/Services | | 28,909 |
| Total | | \$ | 54,906 |

To:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|---------------------------------------|-----------|---------------|
| 2000 | Classified/Other Nonacademic Salaries | \$ | 20,396 |
| 6000 | Capital Outlay | | 3,432 |
| 7000 | Other Outgo | | 31,078 |
| Total | | \$ | 54,906 |

Child Development Fund - 33

From:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|-------------------|-----------|---------------|
| 3000 | Employee Benefits | \$ | 9,275 |
| Total | | \$ | 9,275 |

To:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|---------------------------------------|-----------|---------------|
| 2000 | Classified/Other Nonacademic Salaries | \$ | 9,275 |
| Total | | \$ | 9,275 |

Farm Operations Fund - 34

From:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|--------------------|-----------|---------------|
| 4000 | Supplies/Materials | \$ | 11,025 |
| Total | | \$ | 11,025 |

To:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|-----------------------------------|-----------|---------------|
| 5000 | Other Operating Expenses/Services | \$ | 11,025 |
| Total | | \$ | 11,025 |

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 8, 2015

Capital Outlay Projects Fund - 41

From:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|------------------|
| 6000 Capital Outlay | \$ 17,511 |
| Total | \$ 17,511 |

To:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|------------------|
| 4000 Supplies/Materials | \$ 17,511 |
| Total | \$ 17,511 |

Bond Construction Fund - 42

From:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|-------------------|
| 4000 Supplies/Materials | \$ 1,548 |
| 6000 Capital Outlay | 160,687 |
| Total | \$ 162,235 |

To:

| <u>Budget Classification</u> | <u>Amount</u> |
|--|-------------------|
| 5000 Other Operating Expenses/Services | \$ 162,235 |
| Total | \$ 162,235 |

Bond Construction Fund No. 2 - 45

From:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|------------------|
| 6000 Capital Outlay | \$ 16,499 |
| Total | \$ 16,499 |

To:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|------------------|
| 4000 Supplies/Materials | \$ 16,499 |
| Total | \$ 16,499 |

Associated Students Trust Fund - 71

From:

| <u>Budget Classification</u> | <u>Amount</u> |
|--|---------------|
| 5000 Other Operating Expenses/Services | \$ 69 |
| Total | \$ 69 |

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 8, 2015

| | | | |
|------------------------------|--------------------|-----------|---------------|
| To: | | | |
| <u>Budget Classification</u> | | | <u>Amount</u> |
| 4000 | Supplies/Materials | \$ | 69 |
| Total | | \$ | 69 |

BUDGET REVISIONS
For the period 5/16/15 - 6/14/15

Unrestricted General Fund - 13

Revenue:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|---|----|---------------|
| 882000 | Planetarium - Contributions | \$ | 2 |
| 883900 | Video Production | | 10,600 |
| 884007 | Planetarium - Sales | | 10,400 |
| 885000 | Campus Facility Rental | | 22,287 |
| 887500 | Biological Sciences, Field Trip Fees | | 1,400 |
| 887700 | Writing Center, Printing Fees | | 258 |
| 887730 | Architecture/Design, Production Fees | | 425 |
| 887730 | Arts, Materials Fees | | 100 |
| 887730 | Arts, Print Making Fees | | 423 |
| 887730 | Business, Color Copy/Laser Fees | | 760 |
| 887730 | Ceramics, Clay Fees | | 1,073 |
| 887730 | Commercial Art, Print Fees | | 215 |
| 887730 | First Aid and CPR Fees | | 2,504 |
| 887730 | Industrial Design Technology, Production Fees | | 295 |
| 887730 | Interior Design/Fashion, Print Fees | | 495 |
| 887730 | Photographics, Production Fees | | 1,700 |
| 887900 | Expedited Transcript Fees | | 9,681 |
| 888107 | Parking Facility - Rental | | 1,822 |
| 888545 | Air Conditioning, EPA Test Fees | | 594 |
| 888545 | Nursing Kaplan Integrated Test Fees | | (112) |
| 888545 | State Fire Marshall Certification | | 255 |
| 888545 | Welding Certification | | 2,900 |
| 889000 | 3rd Party Insurance Claims | | 1,500 |
| 889000 | Developmental Education Study Team | | 521 |
| 889000 | Fingerprinting - Parking | | 1,649 |
| 889000 | International Student Insurance | | 3,734 |
| 889000 | Printing Services | | 1,285 |
| 889000 | Risk Management - Safety Credits | | 146 |

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 8, 2015

| | | | |
|--------------|--|-----------|----------------|
| 889000 | Technical Assistance Provider (TAP) Contract | \$ | 3,100 |
| | Education Events | | |
| 898002 | Marketing and Communications | | 23,400 |
| Total | | \$ | 103,412 |

Expenditures:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|---------------------------------------|-----------|----------------|
| 2000 | Classified/Other Nonacademic Salaries | \$ | 1,889 |
| 3000 | Employee Benefits | | 104 |
| 4000 | Supplies/Materials | | 9,639 |
| 5000 | Other Operating Expenses/Services | | 78,348 |
| 6000 | Capital Outlay | | 13,432 |
| Total | | \$ | 103,412 |

Restricted General Fund - 17

Revenue:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|--|-----------|----------------|
| 862300 | 2013-14 Disabled Student Programs & Services | \$ | 30,332 |
| | Recalculation Apportionment | | |
| 862300 | 2014-15 Disabled Student Programs & Services | | 2,486 |
| | Augmentation | | |
| 862908 | 2014-15 Basic Skills | | 102,349 |
| Total | | \$ | 135,167 |

Expenditures:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|---------------------------------------|-----------|----------------|
| 2000 | Classified/Other Nonacademic Salaries | \$ | 25,832 |
| 3000 | Employee Benefits | | 6,986 |
| 5000 | Other Operating Expenses/Services | | 102,349 |
| Total | | \$ | 135,167 |

Health Services Fund - 39

Revenue:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|------------------|-----------|---------------|
| 886000 | 2014-15 Interest | \$ | 2,468 |
| Total | | \$ | 2,468 |

Expenditures:

| <u>Budget Classification</u> | | | <u>Amount</u> |
|------------------------------|-------------------------|-----------|---------------|
| 7950 | Unassigned Fund Balance | \$ | 2,468 |
| Total | | \$ | 2,468 |

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 8, 2015

Capital Outlay Projects/Redevelopment - 43

Revenue:

| <u>Budget Classification</u> | <u>Amount</u> |
|---|------------------|
| 886000 2014-15 Interest | \$ 3,151 |
| 889000 Redevelopment Agencies - Property tax, Capital Outlay portion | 12,329 |
| Total | \$ 15,480 |

Expenditures:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|------------------|
| 7920 Restricted Fund Balance | \$ 15,480 |
| Total | \$ 15,480 |

Bond Construction Fund No. 2 - 45

Revenue:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|-------------------|
| 886000 2014-15 Interest | \$ 412,499 |
| Total | \$ 412,499 |

Expenditures:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|-------------------|
| 7920 Restricted Fund Balance | \$ 412,499 |
| Total | \$ 412,499 |

Associated Students Trust Fund - 71

Revenue:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|-----------------|
| 886000 2014-15 Interest | \$ 2,237 |
| Total | \$ 2,237 |

Expenditures:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|-----------------|
| 7920 Restricted Fund Balance | \$ 2,237 |
| Total | \$ 2,237 |

Student Representation Fee Trust Fund - 72

Revenue:

| <u>Budget Classification</u> | <u>Amount</u> |
|------------------------------|---------------|
| 886000 2014-15 Interest | \$ 260 |
| Total | \$ 260 |

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: July 8, 2015

Expenditures:

| <u>Budget Classification</u> | <u>Amount</u> |
|-----------------------------------|--------------------|
| 7920 Restricted Fund Balance | \$ <u>260</u> |
| Total | \$ 260 |

RECOMMENDATION

It is recommended that the Board of Trustees approves the appropriation transfers within the Unrestricted General Fund (\$25,832), Restricted General Fund (\$54,906), Child Development Fund (\$9,275), Farm Operations Fund (\$11,025), Capital Outlay Projects Fund (\$17,511), Bond Construction Fund (\$162,235), Bond Construction Fund No. 2 (\$16,499) and Associated Students Trust Fund (\$69) 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 (\$103,412), Restricted General Fund (\$135,167), Health Services Fund (\$2,468), Capital Outlay Projects/Redevelopment Fund (\$15,480), Bond Construction Fund No. 2 (\$412,499), Associated Students Trust Fund (\$2,237) and Student Representation Fee Trust Fund (\$260) pursuant to the California Code of Regulations, Title 5, Section 58308.

| | | |
|--------------------------------|--------------------------------|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</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 |
|-----------------------------|--|--|-----------------|----------------------------|
| Cantrell, Jaimie | Administrative Services – Technical Services | Provide and/or operate camera jib for video production events | 7/1/15–6/30/16 | \$3,500 |
| Gilkey, John | Instruction – Music | Tune and repair all pianos | 7/9/15–6/30/16 | \$7,000 |
| Jennings, Ian dba DJ Swivil | Instruction – Kiniesiology | Disc Jockey – 2015 Mt. SAC Relays | 3/23-15–6/31/15 | \$950 |
| Johnstone, Dave | Instruction – Music | Performer/Accompanist/ Recordings – Vocal Jazz Rehearsals and Events | 7/9/15–8/31/15 | \$2,000 |
| Suffredini, Ron | Instruction – Music | Performer/Accompanist/ Recordings – Vocal Jazz Rehearsals and Events | 7/9/15–8/31/15 | \$2,000 |
| Young, Teri | Instruction – Music | Seamstress – band member uniform repairs | 7/9/15–6/30/16 | \$1,000 |

Funding Sources

Unrestricted General Fund – Instruction – Music, Technical Services.
 Restricted General Fund – Instruction – Kinesiology.

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: July 8, 2015

CONSENT

SUBJECT: Resolution No. 15-01 – Assessment, Design, Installation, and Operation
and Maintenance of a Photovoltaic Solar System – Request for
Qualifications/Request for Proposal No. 3005

BACKGROUND

This project is for a design-build agreement for the purchase and installation of a ground-mount solar photovoltaic system which will provide approximately two megawatts of clean power for the campus, and an operation and maintenance agreement for the operation, maintenance, and repair of the system. The new solar field will be located on the property southwest of Grand and Temple Avenues adjacent to the main campus. This project was approved as part of the Mt. San Antonio College Facility Master Plan 2012 (“2012 Master Plan”) dated February 18, 2013, and received California Environmental Quality Act (“CEQA”) lead agency clearance by the Board of Trustees’ certification of the 2012 Master Plan’s Subsequent EIR on December 11, 2013, under Agenda Item No. 18. On February 5, 2015, the project was submitted to the following three responsible agencies for further CEQA review and approvals: (1) Army Corps of Engineers for a Section 404 Nationwide Permit; (2) Los Angeles Regional Water Quality Control Board for a Section 401 Water Quality Certification; and (3) California Department of Fish and Wildlife for a Section 1602 Streambed Alteration Agreement. The College anticipates receiving the approvals by September 2015.

This design-build and operations-and-maintenance procurement is authorized by Government Code § 4217.12(a), which authorizes a public agency, such as the College, to enter into energy services contracts if the public entity’s governing board finds that its anticipated cost from energy conservation facilities (as defined in Government Code §4217.11) will be less than its anticipated marginal cost of thermal, electrical, or other energy that would have been consumed in the absence of such purchases and, if a facility ground lease is proposed, that the fair rental value of the real property occupied by the energy conservation facilities will also be offset by the energy savings.

ANALYSIS AND FISCAL IMPACT

The College has sought proposals for the design, construction, installation, operation, maintenance, and repair of the Photovoltaic Solar System, meeting technical criteria developed by the College’s consultant, Newcomb Anderson McCormick (“NAM”) through a Request for Qualifications and Request for Proposals (“RFQ/RFP”) issued in April 2015.

Prepared by: Gary L. Nellesen/Teresa Patterson

Reviewed by: Rosa M. Royce/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #3

SUBJECT: Resolution No. 15-01 – Assessment, Design, Installation, and Operation and Maintenance of a Photovoltaic Solar System – Request for Qualifications/Request for Proposal No. 3005

DATE: July 8, 2015

The RFQ/RFP was legally advertised, and over 100 solar providers were invited to submit proposals. A mandatory pre-proposal conference was held on April 20, 2015, in which 16 solar providers attended. The College received two proposals by the deadline of May 7, 2015. Proposals were evaluated by the six-member evaluation committee based on financial benefits, technical strengths, implementation approach, the amount of solar photovoltaic experience of each company and the proposed team, and the track record of the proposer in delivering similar projects. Proposals were scored using a common evaluation matrix. The financial benefits of each proposal were analyzed by NAM and added to the committee’s scores for the non-financial criteria.

Based on the results of the committee evaluations, both solar providers were invited for interviews with the committee. Upon conclusion of the interviews, the College submitted a Request for a Best and Final Offer (BAFO) for a 2.2 megawatt system from each solar provider. Responses to the BAFO were received by the deadline, and the financial benefits of the revised proposals were analyzed by NAM. Based on the final analysis, staff has identified Borrego Solar Systems, Inc., located in San Diego, CA, as the best meeting the College’s needs and providing the lowest cost for construction and operation and maintenance to the College for a Photovoltaic Solar System. The costs associated with this procurement are as follows:

| | |
|---|--|
| Capital Costs | \$5,367,180.00 |
| Allowance for Unforeseen Conditions at the Site | \$25,000.00 |
| Annual Operation and Maintenance Costs | \$31,668.02 (plus 2% annual escalation) |

The above costs include a 20-year Performance Guarantee, which ensures that the Photovoltaic Solar System will achieve the specified energy production, or the energy services contractor will compensate the College for the shortfall.

The College’s total life-cycle cost for this project is estimated to be in the amount of \$6,951,147.00, and a 25-year total energy savings estimate of \$15,311,830.00, which results in a 25-year net energy savings estimated at \$8,360,683.00.

All permit and approval conditions imposed by the responsible agencies will be applied to the project by the design-builder as required by the Design Build Agreement contained in Attachment C.2 to the RFQ/RFP. Since the responsible agencies are conducting their own CEQA reviews and approvals of the project, any project changes imposed by the responsible agencies as a condition of approval will not create a potentially new significant environmental impact or exacerbate any of the existing significant environmental impacts disclosed in the 2012 Master Plan Subsequent EIR. If any of the responsible agencies do not approve the project, the Design Build Agreement would be terminated and the project would not proceed.

SUBJECT: Resolution No. 15-01 – Assessment, Design, Installation, and Operation
and Maintenance of a Photovoltaic Solar System – Request for
Qualifications/Request for Proposal No. 3005

DATE: July 8, 2015

Funding Sources

Proposition 39 Energy funds.
Energy incentives.
California Energy Commission (CEC) loans.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the College to enter into a Design-Build Agreement for the design, procurement, installation, and construction of the system and a separate ongoing Operations and Maintenance Agreement with Borrego Solar Systems, Inc.

SUBJECT: Resolution No. 15-01 – Assessment, Design, Installation, and Operation and Maintenance of a Photovoltaic Solar System – Request for Qualifications/Request for Proposal No. 3005

DATE: July 8, 2015

RESOLUTION NO. 15-01

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
Assessment, Design, Installation, and Operation and Maintenance of a
Photovoltaic Solar System**

WHEREAS, Government Code section 4217.12(a) authorizes a public agency, such as the Mt. San Antonio Community College District (“College”), to enter into energy services contracts if the public entity’s governing board finds that its anticipated cost from energy conservation facilities (as defined in Government Code Section 4217.11) will be less than its anticipated marginal cost of thermal, electrical, or other energy that would have been consumed in the absence of such purchases and, if a facility ground lease is proposed, that the fair rental value of the real property occupied by the energy conservation facilities will also be offset by the energy savings; and

WHEREAS, the College wishes to reduce its energy costs and improve the quality and reliability of the campus electrical service by contracting to produce and implement certain new and upgraded energy systems including related equipment and materials; and

WHEREAS, the College issued a Request for Qualifications and a Request for Proposals for the Assessment, Design, Installation, and Operation and Maintenance of a Photovoltaic Solar System; and

WHEREAS, Borrego Solar Systems, Inc. is an energy services consultant and has represented to the College that it can design, procure, install, construct, operate, maintain, and repair certain energy conservation measures and energy conservation facilities, as defined in Government Code Section 4217.11 (“ECMs”) that could be beneficial to the College; and

WHEREAS, Newcomb Anderson McCormick, in conjunction with P2S Engineering, Inc., provided a comprehensive energy analysis (“CEA”) and recommended an energy plan to implement certain ECMs in the form of solar panels, monitoring systems, and tracking devices. The CEA identified potential energy and operational savings opportunities for the College and identified estimated program costs to implement the recommended ECMs and presented an overall potential energy cost and consumption savings of implementing the ECM recommendations; and

WHEREAS, the College desires to enter into a design-build agreement for the design, procurement, installation, construction, and commissioning of the Photovoltaic Solar System with Borrego Solar Systems, Inc. of San Diego, California, for the not-to-exceed amount of \$5,392,180.00, which includes an allowance of \$25,000.00, and enter into an Operations and Maintenance Agreement for the operation, maintenance, and repair of the Photovoltaic Solar

SUBJECT: Resolution No. 15-01 – Assessment, Design, Installation, and Operation and Maintenance of a Photovoltaic Solar System – Request for Qualifications/Request for Proposal No. 3005

DATE: July 8, 2015

System with Borrego Solar Systems, Inc. of San Diego, California, at annual payments of \$31,668.02, with a 2% annual escalation, (collectively the “Contracts”); and

WHEREAS, the College’s total cost for the project is estimated to be in the amount of \$6,951,147.00 and a 25-year total energy savings estimate of \$15,311,830.00, which results in a 25-year net energy savings estimated at \$8,360,683.00;

WHEREAS, the cost to the College for electrical power from the ECMs will be less than the anticipated marginal cost to the College of thermal, electrical, or other energy that would have been consumed by the College in the absence of the ECMs.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Mt. San Antonio Community College District (“Board”) hereby finds, determines, declares, and resolves as follows:

Section 1. Recitals. The Board hereby finds and determines that all the above recitals are true and correct.

Section 2. Notice of Public Hearing. This resolution is adopted following a public hearing at a regularly scheduled meeting of the Board for which a minimum of two weeks public notice has been duly given pursuant to Government Code § 4217.12(a).

Section 3. No EIR Required. Based upon the Agenda Report and the referenced documents therein, the facts developed at the public hearing, the Contracts, and the administrative record as a whole, there are no substantial changes in the project, no substantial changes in the circumstances under which the project is undertaken, and no new significant information of substantial importance exists that would cause a new significant environmental impact or substantially increase the severity of a previously identified significant environmental impact by the project, and thus, no further environmental impact report or CEQA clearance is required.

Section 4. Cost Benefit. Based upon the Agenda Report, the facts developed at the public hearing, the Contracts, and the administrative record as a whole, pursuant to Government Code § 4217.12(a)(1), the Board hereby finds that the anticipated cost to the College for electrical energy under the Contracts will be less than the anticipated marginal costs to the College of thermal, electrical, or other energy that would have been consumed by the College in the absence of such purchases under the Contracts.

Section 5. No Facility Ground Lease. Since the College is not entering into a facility ground lease for the project, the College need not make the finding otherwise required in Government Code § 4217.12(a)(2).

SUBJECT: Resolution No. 15-01 – Assessment, Design, Installation, and Operation and Maintenance of a Photovoltaic Solar System – Request for Qualifications/Request for Proposal No. 3005

DATE: July 8, 2015

Section 6. Best Interests. Based upon the Agenda Report, the facts developed at the public hearing, the Contracts, and the administrative record as a whole, it is in the best interest of the College to enter into the Contracts.

Section 7. Authority to Take All Actions Necessary. The College President or his designee is authorized to do all things that are necessary to give effect to and comply with the terms and intent of this resolution including, but not limited to, the finalization and execution of the Contracts with Borrego Solar Systems, Inc. of San Diego, California. The College President may designate and delegate to other College management personnel, as deemed necessary, tasks associated with the negotiating, drafting, and/or preparing the Contracts and any related documents.

Section 8. Effect. This Resolution shall take effect immediately upon its passage.

PASSED and ADOPTED this 8th day of July 2015, by the Board of Trustees of the Mt. San Antonio Community College District of the County of Los Angeles, State of California, by the following vote:

AYES:
NOES:
ABSENT:

This is to certify that this is a true and correct copy of the resolution as adopted and approved at a regular meeting of the Board of Trustees of the Mt. San Antonio Community College District.

William T. Scroggins
College President/CEO and
Secretary to the Board of Trustees
Mt. San Antonio Community College District

| | | |
|--|---|----------------|
| BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Re-issuance of a Stale-Dated Warrant</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 payee has requested the re-issuance of her respective warrant:

| Warrant No. | Original Issue Date | Payee | Amount |
|-------------|---------------------|-----------------|----------|
| H0111130 | 09/09/13 | Angela Meshamel | \$138.00 |

Funding Source

Unrestricted General Fund.

RECOMMENDATION

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

| | |
|---------------------------------------|---|
| Prepared by: <u>Rosa M. Royce</u> | Reviewed by: <u>Michael D. Gregoryk</u> |
| Recommended by: <u>Bill Scroggins</u> | Agenda Item: <u>Consent #4</u> |

| | | |
|--------------------------------|--|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Additional Services from Hyland for OnBase Implementation</u> | |

BACKGROUND

The Board of Trustees approved the purchase of OnBase, a document management system from Hyland, in September 2014. The College moved forward with an aggressive implementation schedule and is live with OnBase as of June 22, 2015.

Hyland will configure 10 transcript templates as part of the original purchase contract for OnBase. When a paper transcript or an electronic version of a transcript is loaded into OnBase, a transcript template is used to 'map' the various elements of the transcript (such as term, course, subject, grade, student ID, etc.) so it can be imported into Banner. Since every college's transcripts are structured differently, a unique template is required for each institution. During the discovery phase of this project, it was noted that the 10 transcript templates Hyland will create are for single colleges. Due to its complexity, a transcript template for a multi-college district that includes course work from multiple institutions is an additional cost.

Riverside Community College District (RCCD) is a primary transfer institution to Mt. SAC with students coming from Riverside Community College, Norco College, and Moreno Valley College. RCCD produces a multi-college transcript; so, Mt. SAC needs a multi-college transcript template to convert the paper transcripts to electronic transcripts for the OnBase system.

ANALYSIS AND FISCAL IMPACT

Hyland estimates the cost to create the multi-college transcript template at \$5,250, which includes 30 hours of service at \$175 per hour. The College will be invoiced for actual hours required to complete the project.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the additional \$5,250 for services from Hyland, as presented.

| | | | |
|-----------------------|--------------------|--------------------|---------------------|
| Prepared by: _____ | Victor A. Belinski | Reviewed by: _____ | Michael D. Gregoryk |
| Recommended by: _____ | Bill Scroggins | Agenda Item: _____ | Consent #5 |

| | | |
|--------------------------------|--|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Purchase of Furniture for Renovation of the Administration Building - Research Office</u> | |

BACKGROUND

Renovation of the Research Office will allow for the expansion and provision of additional workstations and support spaces for the Research area. Existing workstations will also be reconfigured to provide greater functionality and improvements to the lighting and acoustics.

The specifications for office furniture are based on the campus standards established from the Administration Building Request for Proposals.

ANALYSIS AND. FISCAL IMPACT

During the analysis process, the building end users, along with Facilities and the College’s furniture consultant, PAL id Studio, determined that the manufacturers, products, and dealers below meet both the functional requirements and budget.

| Bidder | Amount |
|---|---------------|
| Allsteel - Modular Office Furniture (CMAS) | \$75,005.76 |
| Unisource Solutions – Seating (US Communities) | \$4,508.52 |
| TOTAL | \$79,514.28 |

The costs for the purchase of furniture includes all applicable sales tax and freight.

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the purchase of furniture for the Administration Building – Research Office Renovation, as presented.

| | |
|---|---|
| Prepared by: <u>Teresa Patterson/Gary L. Nellesen</u> | Reviewed by: <u>Rosa M. Royce/Michael D. Gregoryk</u> |
| Recommended by: <u>Bill Scroggins</u> | Agenda Item: <u>Consent #6</u> |

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| BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE | |
| DATE: <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Purchase of Modular Furniture, Seating, and Ergonomic Accessories for the College Services Building – Phase II</u> |

BACKGROUND

The renovation of the College Services building, which houses Information Technology and Public Safety, is currently underway. The renovation was split into two phases in order to provide surge space for some of the building occupants during the renovation. The furniture purchased for Phase I consisted of modular systems, meeting furniture, conference tables, and guest chairs.

The furniture purchases for Phase II include additional modular systems, desks, marker boards, ergonomic task tools, specialty cabinets, and seating.

All furniture being purchased follows campus standards that were developed during the Administrative Services and Design Technology Center request for proposals.

ANALYSIS AND FISCAL IMPACT

During the analysis process, the building end users along with Facilities, Information Technology, and the College’s furniture consultant PAL id Studio, determined that the manufacturers, products, and dealers below meet both the functional requirements and budget.

Purchase of Phase II Furniture includes:

| College Services Building Renovation (Information Technology and Public Safety Departments) | |
|--|---------------------|
| Company | Amount |
| Allsteel – Modular Systems and Free-Standing Office Furniture (CMAS) | \$116,329.65 |
| Arcadia – Lounge Chairs (CMAS) | \$2,716.13 |
| Egan Visual – Wall-Mounted Visual Display Boards and Accessories (CMAS) | \$984.28 |
| Mc Murray Stern – Specialty Cabinets (CMAS) | \$5,754.60 |
| Unisource Solutions – Task Chairs (US Communities) | \$16,554.45 |
| TOTAL | \$142,339.11 |

Prepared by: Teresa Patterson/Gary L. Nellesen Reviewed by: Rosa M. Royce/Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #7

SUBJECT: Purchase of Modular Furniture, Seating, and Ergonomic Accessories for the College Services Building – Phase II

DATE: July 8, 2015

The costs for the Phase II furniture include all applicable sales tax and freight.

The majority of manufacturers listed above have successfully provided quality products and services to the College in the past. Contract terms include:

- California Multiple Awards Schedule (CMAS)
- U.S. Communities Government Purchasing Alliance
- Administrative Services Request for Proposal
- Design Technology Center Request for Proposal

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the purchase of modular furniture, seating, and ergonomic accessories for the College Services Building – Phase II, as presented.

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| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Final Project Proposal – New Physical Education Complex</u> | |

BACKGROUND

On July 1, 2008, the College submitted an Initial Project Proposal to the State Chancellor’s Office for the New Physical Education (Gymnasium) project, which is included in the Athletics Complex Phase 2 project on the list of approved projects for the Measure RR Bond. The next step in applying for State Capital Outlay funds is to submit a Final Project Proposal to the State Chancellor’s Office.

ANALYSIS AND FISCAL IMPACT

This proposed project will construct a new Physical Education Complex that will provide centralized facilities to house the physical education program for the campus. It will centralize, co-locate, and expand the physical education programs currently housed in the existing Gymnasium (Building 3), Physical Education/Wellness Center (Building 27A), Pool Building (Building 27B), and the Physical Education Center (Building 27C).

The new facility will be located on the south side of campus, adjacent to the stadium and nearby other recently constructed athletics fields. The existing gymnasium was constructed in 1950. The site is landlocked in the “instructional zone” with no access to a nearby field or support facilities. Buildings 27A, 27B, and 27C were constructed between 1960 and 1970 and are located away from other physical education facilities with limited access to instructional spaces. Additional deficiencies include non-ADA-compliant facilities, lack of Title IX equitability, and limited indoor physical education activity spaces. The current facilities are also seismically deficient and contain spatial, mechanical, and plumbing issues that are not conducive to a physical education learning environment. These constraints have diminished the ability to effectively deliver the academic program.

Although the physical education program has been physically disjointed by current facilities, it still represents between 4%-6 % of the total campus Weekly Student Classroom Hours. However, the restrictive facilities do not allow for an expansion of program scheduling, which includes adaptive physical education courses, certificate courses, and degree courses. In order to accommodate the expanding program and corresponding growth, additional cohesive facilities are necessary to improve course scheduling, access, and functionality.

| | | | |
|-----------------------|------------------|--------------------|---------------|
| Prepared by: _____ | Gary L. Nellesen | Reviewed by: _____ | Mike Gregoryk |
| Recommended by: _____ | Bill Scroggins | Agenda Item: _____ | Consent #8 |

SUBJECT: Final Project Proposal – New Physical Education Complex

DATE: July 8, 2015

The new facility will provide full accessibility with improved spectator seating, facilities for the broadcast of athletic competitions, training and rehabilitation spaces for team sports, indoor track, wellness/fitness studios, and instructional class labs as well as support spaces for physical education and athletic programs.

The proposed location of the complex is adjacent to reconstructed competition and instructional aquatics/pool facilities (separate project).

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the submittal of the Final Project Proposal for the New Physical Education Complex to the State Chancellor's Office.

| | | |
|--------------------------------|--|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Professional Design and Consulting Services</u> | |

BACKGROUND

In order to commence design and construction and renovation projects, it is necessary to retain the services of qualified professionals.

ANALYSIS AND FISCAL IMPACT

The following contracts are presented for approval:

| | | | |
|-------------|--|----------------------------------|--|
| #1 | Consultant: | Cambridge West Partnership, Inc. | |
| | Project: | Capital Construction Planning | |
| Item | Description: | Amount | |
| | Provide professional consulting services to assist Facilities Planning and Management in preparing reports regarding the College's capacity-to-load ratios. The services include the formulation, management, preparation, and submittal of the 5-Year Capital Construction Plan and the Annual Space Inventory Report to the Chancellor's Office for the 2015-16 fiscal year. | \$39,000.000 | |
| | Contract Amount: | \$39,000.00 | |

| | | | |
|-------------|--|---|--|
| #2 | Consultant: | P2S Engineering, Inc. | |
| | Project: | Professional and Organizational Development Remodel | |
| Item | Description: | Amount | |
| | Provide professional electrical engineering services to include the preparation of a power plan and circuiting layout for ten rooms. | \$4,000.00 | |
| | Contract Amount: | \$4,000.00 | |

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

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

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #9

| | | |
|--|--|----------------|
| BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Purchase and Installation of Modular Wall Systems in the College Services Building (Bid No. 3022)</u> | |

BACKGROUND

A renovation project of the College Services Building is underway, which requires the purchase and installation of pre-fabricated modular wall systems. The pre-fabricated modular wall systems will provide a newly created space for the Information Technology (IT) and Public Safety Departments. The modular wall systems will include graphics, electrical/data, and all other miscellaneous wall accessories and fixtures.

ANALYSIS AND FISCAL IMPACT

Bids were advertised in the Inland Valley Daily Bulletin in accordance with Education Code 81641. Four vendors were invited to participate in the bid process. Two bids were received and publicly opened on June 23, 2015. The successful responsive and responsible bidder is Corporate Business Interiors, located in Newport Beach, CA, for a total cost of \$338,219.22. A summary of bids is as follows:

| Company Name | Total Base Bid Amt. | Comments |
|---|----------------------------|--|
| Corporate Business Interiors, Newport Beach, CA | \$328,219.22 | Lowest Responsive and Responsible Bidder |
| Interior Office Solutions, Irvine, CA | \$316,000.00 | Bid Did Not Meet the Design/Technical/Esthetics Requirements |

Funding Sources

Measure RR Bond (Series A) funds.
Measure RR Bond Anticipation Note (BAN).

RECOMMENDATION

It is recommended that the Board of Trustees approves Bid No. 3022 - Purchase and Installation of Modular Wall Systems, as presented.

| | |
|---|---|
| Prepared by: <u>Teresa Patterson/Gary L. Nellesen</u> | Reviewed by: <u>Rosa M. Royce/Michael D. Gregoryk</u> |
| Recommended by: <u>Bill Scroggins</u> | Agenda Item: <u>Consent #10</u> |

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|--------------------------------|---|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Professional Design and Consulting Services (Contract Amendment)</u> | |

BACKGROUND

In order to commence design and construction and renovation projects, it is necessary to retain the services of qualified professionals. In order to maintain the project schedule, direction was given to the architect to proceed with the work identified in item #1. Since work has already begun, the item is submitted for ratification.

ANALYSIS AND FISCAL IMPACT

The following contract amendment is presented for approval:

| | | | | |
|-------------|---|--|---------------|---|
| #1 | Consultant: | Marlene Imirzian & Associates Architects | No. | 4 |
| | Project: | Food Services Building | | |
| Item | Change and Justification: | | Amount | |
| 1 | Provide additional architectural and engineering services to accommodate structural and mechanical changes including additional structural reports required by the Division of the State Architect (DSA) and modifications to the domestic water and irrigation control system. | | \$5,400.00 | |
| 2 | Provide additional architectural and engineering services necessary to accommodate a revised project schedule. The schedule impacts are primarily due to delays on an adjacent project. | | \$20,160.00 | |
| | Total | | \$25,560.00 | |
| | Original Contract Amount | | \$624,000.00 | |
| | Net Change by Previous Amendments | | \$46,880.00 | |
| | Net Sum Prior to This Amendment | | \$670,880.00 | |
| | Amount of Amendment No. 4 | | \$25,560.00 | |
| | New Contract Sum | | \$696,440.00 | |
| | Percentage of this Change to the Total Project Budget | | 0.17% | |

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

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

Prepared by: Gary L. Nellesen Reviewed by: Michael Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #11

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

DATE: July 8, 2015

CONSENT

SUBJECT Personnel Transactions

CLASSIFIED EMPLOYMENT

Permanent New Hires

Name: Arrieta, Cinthya
 Position: Admissions and Records Specialist III
 Department: Admissions and Records
 Range/Step: A-81, Step 1
 Job FTE: 1.00/12 months
 Effective: TBD
 New: Yes
 Salary: \$3,912.07/month

Name: Benoe, Christopher
 Position: Laboratory Technician, Photography
 Department: Arts Division
 Range/Step: A-79, Step 1
 Job FTE: 0.475/10 months
 Effective: TBD
 New: No
 Salary: \$1,821.63/month

Name: Jette, Diane
 Position: Administrative Specialist III
 Department: Adult Basic Education
 Range/Step: A-81, Step 1
 Job FTE: 1.00/12 months
 Effective: 9/1/15
 New: No
 Salary: \$3,912.07/month

Name: Vizcarra, Norma
 Position: Benefits Specialist
 Department: Human Resources
 Range/Step: A-88, Step 2
 Job FTE: 1.00/12 months
 Effective: 7/9/15
 New: No
 Salary: \$4,404.00/month

Prepared by: Human Resources Staff

Reviewed by: James Czaja

Recommended by: Bill Scroggins

Agenda Item: Consent #12

SUBJECT: Personnel Transactions

DATE: July 8, 2015

Promotion

Name: Rusich, Tiffany
Position: Receptionist/Clerical Assistant New: No
Department: Information Technology
Range/Step: A-59, Step 1 Salary: \$2,357.19/month
Job FTE: 0.75/12 months
Effective: 7/9/15
Remarks: Previously ESL Support Assistant at 47.5%

Change of Assignment

Name: Messenger, Jesse
Position: Parking Officer New: No
Department: Public Safety
Range/Step: A-71, Step 6 Salary: \$3,615.99/month
Job FTE: 0.80/12 months
Effective: 7/13/15
Remarks: Previously Parking Officer at 47.5%

Resignations

Edwin Anonuevo, Computer Facilities Assistant, Information Technology, effective 6/14/15
Melissa Egan, Student Services Program Specialist, Student Health Services, effective 6/30/15
Kenneth Kawaguchi, Computer Facilities Assistant, Information Technology, effective 6/23/15
Candyce Vizcarra, Laboratory Technician, Chemistry, Natural Sciences Division, effective 6/17/15

ACADEMIC EMPLOYMENT

Permanent New Hires

Name: Bachor, Alana
Position: Professor, Counseling New:
Department: Counseling
Range/Step: II-1 Salary: \$67,860.00/annual
Job FTE: 1.00/11 months
Effective: 7/13/15

Name: Doonan, Shelley
Position: Professor, Hospitality Management New: Yes
Department: Consumer and Design Technologies
Range/Step: I-1 Salary: \$56,851.00/annual
Job FTE: 1.00/10 months
Effective: 8/24/15

SUBJECT: Personnel Transactions

DATE: July 8, 2015

Permanent New Hires (continued)

Name: Hallsted, Christopher
 Position: Professor, English, Literature, and Journalism New: No
 Department: English, Literature, and Journalism
 Range/Step: I-1 Salary: \$56,851.00/annual
 Job FTE: 1.00/10 months
 Effective: TBD

Name: Nakamatsu, Stacie
 Position: Professor, Counseling New:
 Department: Counseling
 Range/Step: I-1 Salary: \$63,348.00/annual
 Job FTE: 1.00/11 months
 Effective: 7/13/15

Banking Leaves of Absence with Pay

| <u>Faculty Name</u> | <u>Department</u> | <u>Number of LHEs</u> | <u>Semester</u> |
|---------------------|--------------------------|-----------------------|-----------------|
| Diem, Andrea | Sociology and Philosophy | 3 | Fall 2015 |
| Diem, Andrea | Sociology and Philosophy | 3 | Spring 2016 |
| Hernandez, Cristina | History and Art History | 3 | Spring 2016 |
| Masoomian, Rasool | Business Administration | 15 | Fall 2015 |
| Rillorta, Linda | Sociology and Philosophy | 3 | Fall 2015 |
| Rillorta, Linda | Sociology and Philosophy | 3 | Spring 2016 |

Professional Growth Increment, 2015-16

\$326/month for faculty after serving three or more years at the Initial Service Increment and after competing six semester units of course work

| <u>NAME</u> | <u>DEPARTMENT</u> | <u>EFFECTIVE</u> |
|------------------|-------------------|------------------|
| Pellitteri, John | Counseling | 7/1/15 |

Salary Advancement for Full-time Faculty Column Crossover, 2015-16

Coursework and/or Degree earned

Name: Perez, Jason
 Position: Professor, Photography
 Department: Commercial and Entertainment Arts
 Column/Step: II-10 Salary: \$89,948.00/annual
 Job FTE: 1.00/10 months
 Effective: 8/24/15
 Remarks: Advancement from Column I, Step 9

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**Summer 2015****Credit Hourly Instructors/Substitutes****NAME**

Aasi, Fazal K
 Abbruzzese, Mark Anthony
 Albertson, Toni Ann
 Alexander, Carolyn Parker
 Allende, Kristina M
 Allende, Victor
 Al-Malood, Fawaz
 Altmire, Matthew Dean
 Alvarado, Noel M
 Alvarez, Hansel O
 Anderson, Lida L
 Ano, Gene Gabriel
 Aquino, Lloyd David
 Archibald, Jeffrey David
 Armstrong, Monica T
 Arntson, Jay David
 Arterburn, Pamela J
 Bachor, Alana Anel
 Banuelos, Marissa C
 Bark, Andrew J
 Barron, Sergio
 Bartz, Virginia Jo Ann
 Basile, Tammy Louise
 Bayle, M Dolores
 Beakes, Jane Ellen
 Berenji, Nima Saljooghi
 Birca, Alina
 Blacksher, Shiloh Anne Betterley
 Blyzka, John V
 Boehner-Staylor, Maya Christina
 Borella, Frances Teresa
 Borton, Robert Leroy
 Borup, Rebekah Susan
 Bowen, Melinda Sibyl
 Boyer, Michelle Helen
 Bradley, Julie Kathleen
 Bradshaw, Stacy Leigh
 Bradshaw-Green, Stephanie J
 Brandler, Marcielle Y
 Bray-Ali, Fuyuko Julie
 Brown, Dennis Paul
 Bryan, Peter Michael
 Burnes, Fatemeh

NAME

Bustos, Francisco
 Butler, Thomas William
 Byce, Joann M
 Byun, Eui Won James
 Cahow, Matthew J
 Cahueque, David Anthony
 Calzada Jr, Silverio
 Cammayo, Christina Gloria
 Campbell, Faye Daines
 Cantrell, Daniel J
 Casas, Diana Lorena
 Cascella, Henry H
 Case, Marissa
 Casian, Elizabeth
 Castello Jr, Anthony Ernest
 Castillejos, Manuel A
 Ceniceroz, Jonathan R
 Cevallos, Susana M
 Chan, Franny Wai
 Chance, Patricia B
 Chandler, Gregory A
 Chang, Chih-Ping
 Chang, Hsiao-Ying
 Chavez Jr, Raul Sierra
 Chavez, Dolores
 Chavez, Elias
 Chen, Daniel L
 Childress, Scot
 Chui, Pamela H
 Cienik, Margaret A
 Clements, Todd G
 Cofer, Danielle L
 Cole, Lois M
 Crichlow, Brian James
 Crocker, Christine Elizabeth
 Crogman, Horace Teddy
 Crossman, Elizabeth Erin
 Cruz-Pobocik, Sylvia Becerra
 Cummings, Christine N
 Curran, Karen O'Brien
 Cushing, William P
 Daigre, Victorine Elizabeth
 Damansouz, Firouzeh

NAME

Davis, Maria
 Day, Kimberly Ann
 Degtyareva, Anna S
 Deines, Craig Brian
 Del Castillo, Steve S
 Dennis, Maria Vradimirovna
 DePaola, Gina Maria
 Dewald, Bernardus W
 Diaz, Linda C
 Diem, Andrea Grace
 Dominick, Samuel A
 Dorough III, George Dixon
 Doshi, Dhaval Praful Chandra
 Dougherty, Michelle E
 Dowdle, Michael Anthony
 Dua, Amrik Singh
 Durfield, Timothy Richard
 Eatman, Elisabeth N
 Edwards, Elizabeth Rose
 Edwards, William F
 Efron, Alan Jerome
 Engisch, Paulette Marie
 Engstrom, Rebecca Zoe Bryan
 Entus, Robert M
 Erbe, Cynthia Ann
 Eremiyski, Rumen R
 Erickson, Eric Luther
 Erturk, Florence Jeanne
 Espy, Sheila Yvonee Marie
 Esquivel, Edgar I
 Esslinger, Sandra Lotte
 Estrada, Maria Elena
 Ezzell, Sun
 Fantazia, Julianne Renee
 Faradineh, Rahim Alavi
 Farnum, Martin F
 Farris, Bob L
 Farschman, Kurt Van
 Felten, Angelique M
 Ferguson, Crystal Lane Swift
 Fernandez Lango, Brenda L
 Fiorito, Arleen Martha
 Flores, Caleb

SUBJECT: Personnel Transactions

DATE: July 8, 2015

Summer 2015 (continued)

Credit Hourly Instructors/Substitutes

NAME

Flores, Cynthia Alicia
 Francev, Peter K
 Fuller, Maria Luisa
 Gallarde, Marlene K
 Garcia, Daniel James
 Garcia, John Glenn
 Garcia-Mata, Marilyn Victoria
 Garland, Jeffery Buddy
 Gilbert, Cheryl Jean
 Giles, Naomi Ruth
 Golden, Dafna Kohn
 Gomez, Francisco Javier
 Gonzales, Barbara La Nelle
 Gorcik, Robert H
 Greenberg, Herschel
 Grey, Gene
 Griendling, Kevin A
 Griffith, Hugh Michael
 Grimes-Hillman, Michelle
 Guild, Tracy Rachael
 Habayeb, Olga N
 Hackmann, Debra Jeanne
 Haines, Michael S
 Hall, Kathryn S
 Hallsted, Christopher Anthony
 Hamby, Bobbi Page
 Hancock, Joy Elizabeth
 Haney, Randy G
 Harirchi, Madjid
 Harper, Michael Wyatt
 Hart, Jeremy E
 Hawkins, Devona E
 Heard, Lance Anthony
 Heaton, Katie Elizabeth
 Heinicke, David Ross
 Hendrix, Jeffrey Glenn
 Hernandez, Corie M
 Hight, Deana Marie
 Hight, Jeremy J
 Hight, Lisa Ann Midori

NAME

Hollimon, Keith Anthony
 Howell, Luisa Jacinta
 Howey, Dawn Marie
 Huang, Lily Liwen
 Hughey, Douglas J
 Humaciu, Matthew Frank
 Hung, Jordan Weijei
 Hunt, Ryan R
 Hunter-Buffington, Carri Marie
 Hutchinson, James Gregory
 Huynh, Huy Dien
 Ildefonso, Nelson J
 Ito Rocha Santana, Naluce Manuela
 Jackson, Christopher David
 Jagodka, Ralph Frank
 Jaimes, Franciella Marie
 Jastrab Jr, Robert Joseph
 Jefferson, Paul D
 Johnson, Kent James
 Johnson, Mary Theresa
 Johnson, Susan M
 Joneja, Kamal Preet
 Jones, Jeffery
 Jones, Lorraine A
 Jones, William David
 Jones-Ramey, Martin Allan
 Joshua, Stacey Jae
 Kaljumagi, Eric Arvo
 Kamaka, Ron K
 Kang, Eun Suk
 Karn, Tamara Metz
 Kennelley, Erika F
 Key Ketter, Leah Marie
 Khalife, Eihsan
 Khan, M Zahir
 Khattar, Fayez Fouad
 Kilmurray, Kevin J
 Kim, Myong-Sook
 Kingsbury, Sadie Ann
 Kirchgraber, Albert G

NAME

Kordich, Jason
 Kowell, Masha
 Kraybill, Jeanine Elizabeth
 Kuroki, Hirohito
 Lahey, Michael John
 Lahr-Dolgovin, Roberta Ellen
 Lalama, Alexander Victor
 Lam, Albert
 Lam, Wood C
 Lanaro, Giovanni A
 Landeros, Darlene Michelle
 Lane, David C
 Lape, Eric Scott
 Laub, Kathleen Ann
 Lawton, Judith M
 Lazar, Edward R
 Lee, Bianca Aquilla
 Lee, Chongui Keith
 Lee, Eddie K
 Lee, Monica Jean
 Lefler, Patricia S
 Leinweber, Anita
 Lepp, Jodi Lynn
 Leung, Sing Lit
 Leyva, Enriqueta
 Li, Xiaoyan C
 Lloyd, Anthony Frazier
 Lobb, Elizabeth A
 Louie, Charis Elaine
 Louis, Iris Guerra
 Lucas, Hannah Edit Marjolaine
 Lukenbill, Casey Maureen
 Ly-Hoang, Kheng
 Lynch-Thompson, Candace C
 Ma, Jannie Thuan
 Maestro, Patricia
 Malmgren, Stephanie Lynn
 Maloney, Clark Terence
 Marsh, Malinda Lynn
 Martin Jr, George T

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**Summer 2015** (continued)**Credit Hourly Instructors/Substitutes****NAME**

Mason, Caryn Remington
 Mason, Clair S
 Mateo, Sheila Marie
 Mayfield, Ronald William
 Mayo, Ana Veronica
 Mbuti, Stanley Wariba
 Mc Cabe, Dale C
 Mc Cready, Lynne Ann
 Mc Farland, Thomas Howard
 Mc Faul, Jason Derek
 Mc Geough, Daniel Joseph
 Mc Gruder, Charles Thomas
 Mc Kennon, Anna L
 McGuthry, Katheryn Edwards
 McLaughlin, David L
 Meggelin, Nancy Ann
 Mejia Gonzalez, Estela Maria
 Merward III, Charles Joseph
 Meyer, Elizabetha Borer
 Miller, Kenneth Jay
 Moorehead I, Antonio J
 Morgan, Doug William
 Moss, Jessica Spence
 Mullane, Douglas M
 Muniz, Edgar
 Munns RN, Melanie E
 Murrey, Brittney Elizabeth
 Musallet, Omar A
 Mushik, Martin P
 Myers, Richard M
 Myers-Mc Kenzie, Laurel
 Nafzgar, Sara Ann
 Nahabedian, Steven Anthony
 Nazzal, Jane
 Nemeth, Stanley Harvey
 Neves, Douglas Scott
 Ngo, Jenny Kathleen
 Ngo, Michael Smith
 Nguyen, Cynthia N
 Nguyen, Hoang-Quyen Huu

NAME

Nolan Marion, Meagan Amilla
 Null, Nicholas E
 O'Brien, Paul Patrick
 O'Cleary, Aiida Renee
 Olds, Jennifer L
 Ong, Hai Tuan
 Orr, Jondea
 Osborne, Kyle D
 Osbourne, Greg A
 Padilla, Maya Kristin
 Palos, Lelaine Janet
 Pappas SR, Gus T
 Park, Jinsun
 Parker, Stacy S
 Parker, Steven William
 Paz, Ross Louie Coria
 Pedroja, Joy
 Peng, Grace C
 Perez Gonzalez, Jose
 Perez, Anabel
 Perez, Christopher Gene
 Pesqueira, David Ian
 Peterson, Elyse Marie
 Petrilla, Ginny L
 Phelps, Scott Miller
 Phillips, Kimberly M
 Plesetz, Sarah
 Powell, Chara N
 Prewitt Jr, Dezzie Allen
 Provencher, Henry William
 Pula, Edmund S
 Purcell Jr, Robert T
 Purper, Kristen Nicole
 Quach, Christina Sueran
 Quintana-Mullane, Kimberly Jo
 Quintero, Henry Albert
 Rahman, Mustafizur
 Ramirez, Benito Delgado
 Ramirez-Piel, Yolanda Ramona
 Ramos Bernal, Natasha Marie

NAME

Rexach, Carmen E
 Reyes, Mary-Ellen
 Rice, Janice M
 Rickard, Malcolm J
 Rieben, Michael J
 Riggs, David W
 Ritz, Karol Elizabeth
 Rivas, Hector E
 Rivas, Michael Rodney
 Rivera, David
 Rivers, Deborah Ann
 Robinson, Carolyn Freeman
 Robles, Donice Kaye
 Rodriguez, Carmen B
 Rodriguez, Leonard J
 Rogers, Bruce F
 Rogus, Linda Rae
 Rogus, Robert James
 Roueintan, Masoud Mason
 Rowley, Dianne L
 Ruh, Marc Thomas
 Russell, Paul
 Sabet, Sarah
 Salata, Kathy Elaine
 Sampat, Michelle S K
 Sanchez, Andrew Avecilla
 Sanchez, Cynthia
 Sanchez, Juan Carlos
 Sandoval, Marlene
 Santostefano, Michela
 Saul, Julie Marie
 Schenck, Steven L
 Schroeder, Jennifer Renee
 Selnick, Sharon M
 Shea, Nan Lee
 Shear, Michelle J
 Sherwood, Kelly Margaret
 Sholars, Joan Dianne
 Shull, Stephen Patrick
 Shum, Mee W

SUBJECT: Personnel Transactions

DATE: July 8, 2015

Summer 2015 (continued)

Credit Hourly Instructors/Substitutes

NAME

Smith, Cuyler H
 Smith, Daniel Edwin
 Smith, John Keith
 Smith, Kevin P
 Smith, Larry S
 Soares, Darrow P
 Solorzano, Diana Barajas
 Soto, Lina Elizabeth
 Spitzer, Jessica H
 Staley, Garrett H
 Staylor, Daniel Sean
 Stephan, Richard Raymond
 Stevens, Kathleen A
 Stier, Gregory Wade
 Stokes, Nona Hopson
 Stone, James R
 Stuard, Bob Alan
 Stubbs, Thomas Edward
 Stump, Errol Nelson
 Sullivan, Landon T
 Summers, Melody Luan
 Sun, Christine Hsing-Win
 Sweetman, Susan E
 Takashima, Timothy Lee Toyoki
 Takemae, Seiji Antonio

NAME

Tamayo, Jimmy
 Tarman, Shana Leveté
 Tassone, Richard F
 Tatoian, Vahe
 Taylor, Star Tennille
 Tellez, April M
 Terreri, Joseph Patrick
 Thay, Cecelia
 Thompson, Keith Andrew
 Todd, Douglas Richard
 Todd, Janet L
 Ton, Chan-Phuong Nu
 Torres, Andrea R
 Tram, Vui K
 Tran, Frank Van
 Tran, Niki Aikhanh
 Trujillo, Tamara C
 Trull, Stephen Tyler
 Tsay, Jeffrey Jyeon
 Ugas-Abreus, Buenaventura
 Uiagalelei, Iona Tavesi
 Uranga, Jaime F
 Van Allen, Karl
 Vance, Debra S
 Vargas, Albert Thomas

NAME

Vartapetian, Irina
 Vazquez Celaya, Sandra
 Villarreal Salgado, Guillermo
 Voss, Marc Thomas
 Walls, Robert K
 Ward, Elizabeth Jo
 Waters, Dawn Kay
 Weatherilt, Sandra Elizabeth
 Welch, Rosanne M
 Whalen, Margaret F
 Wheeler, Daniel Lyn
 Wiesner, Mary-Rose
 Willis, Roger Kevin
 Wills, Laura M
 Wilson Gonzalez, Jennifer Lynn
 Wolde-Yohannes, Samuel
 Wood, Steven A.
 Worsley, Margaret H
 Zamora, Victor Y
 Zawahri, Louis
 Zeidel, Scott Wayne
 Zelaya, Gina B
 Zeledon, Selena Marie
 Ziolkowski, Tina Louise

Summer 2015

Non-Credit Hourly Instructors/Substitutes

NAME

Azpeitia, Maria Elena
 Baker, Marissa Jo
 Baker, Nathalie Willemze
 Barry, Angela
 Beightol, Donna Marie
 Beizai, Robin F
 Belblidia, Abdelillah
 Bhowmick, Nivedita
 Bowery Jr, Erven Harold

NAME

Bowman, Deanna Dawn
 Bustos, Francisco
 Capraro Jr, John Carl
 Chang, Susan Y
 Chaplot, Surekha
 Cheng, Anny Ho-Ting
 Chiu, Jennifer Shih-Yen
 Chui, Pamela H
 Conte, Kelly Okura

NAME

Cridland, Patricia Lea
 Dapello Jr, Alfred
 Daugherty, Sue Lynn
 De Franco, Xinhua Li
 De Vries, Judy Kay
 Devi, Maya P
 Evans, Douglas Mc Call
 Ewing, Lynn A
 Foisia, L.E. Hom

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**Summer 2015** (continued)**Non-Credit Hourly Instructors/Substitutes****NAME**

Fowler, Mina
 Friedman, Karena
 Gilbertson, Cathy Sue
 Giron, Luisa Adriana
 Gomez-Angel, Mary Ann
 Gyurindak, Katalin
 Hannon, Laura Ann
 Hayes, Mihaela
 Henry, Pamela L
 Hernandez, Priscilla Lynn
 Im, Anne Kwang B
 Jacob, Laura Ruth
 James, Darrell
 Jones, Vanessa Rose
 Kao, Brenda
 Ketterling, Jeremy Raymond
 Kim, Grace Unkyong
 Klein, Gabriela Lobasov
 Kletzien, Kristi Pederson
 Kolta, Shirley G
 Krueger, Jason A
 Lacson, Ronillo E
 Ledezma, Erica Yolanda
 Lundblade, Shirley Mae

NAME

Martinez, Marlise Anna
 Mc Farlin-Stagg, Zina
 McNall, Marilyn L
 Mclaughlin, Marina Deneb
 Middleton, Michael Joseph
 Necke, Donna Marie
 Oo, Jennifer Lee
 Oppenstein, Caridad
 Ortega, Sonia E
 Ortiz, Calixto
 Osea, Mark Edward
 Paphatsarang, Bounyou
 Pham Xuan, Josiah Hoang Nhi
 Ponce, Heather R
 Poortenga, Debra Sue
 Prasad, Gayatri K
 Pulido, Alejandra
 Purper, Kristen Nicole
 Rafter, John Michael
 Rohrenbacher, Jennifer J
 Romero, Vienessa Michelle
 Ryan, Rebecca A
 Rzonca, Shelly Kristin
 Sanetrick, Michael Peter

NAME

Smith, Heather J
 Smith, Kimberly A
 Stringfellow, Susan Joy
 Tamburro, Melody Lynn
 Taylor, Star Tennille
 Toloui, Mitra
 Tom, Aaron Patrick
 Trimble, Jill Ann
 Tucker, Raymond Michael
 Valdez, Crystal Marie
 Van Dyke-Kao, Rita Mary
 Vandepas, Deborah J
 Velarde, Margaret G
 Wallis, Patrick James
 Walter, Kenneth
 Warner, Benjamin L
 White, Shelby Lynn
 Wigglesworth, Ruth Ann
 Williams, Stephen Odeal
 Willis, Geneie Louise
 Windisch, Todd Alan
 Yanuaria, Christina M
 Yates, Sheryl Ann

Correction to Salary

Name: McGowan, Joumana
Position: Executive Dean, Instruction
Department: Instruction
Range/Step: M-23, Step 6 **Salary:** \$165,996.00/annual
Job FTE: 1.00/12 months
Effective: 11/13/14
Remarks: Related to implementation of Step 6 on Management Schedule

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**TEMPORARY EMPLOYMENT****Professional Expert Salary Schedule**

New rate and title effective 7/1/15

Information Technology Project Manager

\$95.00/hour

Substitute Employees

| <u>Name</u> | <u>Title</u> | <u>Rationale</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|--------------------|----------------------------|------------------|--------------------|-----------------|-------------------|
| Biller, Valerie | Secretary | Absence | Technical Services | 22.57 | 06/10/15-06/24/15 |
| Biller, Valerie | Admin. Spec. III | Absence | Technical Services | 22.57 | 06/25/15-06/30/15 |
| Biller, Valerie | Admin. Spec. III | Absence | Technical Services | 22.57 | 07/15/15-09/04/15 |
| Martinez, John | Custodian | Vacancy | Custodial Services | 17.42 | 07/01/15-06/30/16 |
| Navarro, Sergio | Grounds Hort. Tech.-Campus | Vacancy | Grounds | 18.31 | 05/01/15-06/30/15 |
| Navarro, Sergio | Grounds Hort. Tech.-Campus | Vacancy | Grounds | 18.31 | 07/01/15-12/31/15 |
| Rebolledo, Stephen | Custodian | Absence | Custodial Services | 17.42 | 07/01/15-06/30/16 |
| Soto, Sylvia | Admin. Spec. I | Vacancy | CalWORKs | 20.03 | 07/01/15-12/31/15 |
| Venegas, George | Custodian | Pool | Custodial Services | 17.42 | 07/01/15-06/30/16 |
| Williams, Terry | Custodian | Absence | Custodial Services | 17.42 | 07/01/15-06/30/16 |

Hourly Non-Academic Employees

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|-------------------------|--------------------------------|--------------------------|-----------------|-------------------|
| Alvarez, Jessica | Outreach Specialist | High School Outreach | 12.50 | 07/01/15-09/30/15 |
| Arellano, Edward | Administrative Aide | Student Services | 12.76 | 07/01/15-09/30/15 |
| Barragan, Secily | Tutor II | The Writing Center | 9.75 | 07/01/15-08/21/15 |
| Berdin, Leandra | Administrative Aide | EOPS | 12.76 | 07/01/15-09/30/15 |
| Buford, Kenyatta | Case Worker Aide | CalWORKs | 11.88 | 07/01/15-12/31/15 |
| Corado, Fergie | Administrative Aide | EOPS | 12.76 | 07/01/15-12/30/15 |
| Fernandez, Saundra | Career & Trans. Svcs. Aide I | Career & Transfer Svcs. | 10.50 | 07/01/15-06/30/16 |
| Gonzalez, Stephanie | Tutor IV | Upward Bound | 11.75 | 07/01/15-08/01/15 |
| Gutierrez, Judy | Tutor IV | Upward Bound | 11.75 | 06/01/15-06/30/15 |
| Gutierrez, Judy | Tutor IV | Upward Bound | 11.75 | 07/01/15-08/01/15 |
| Guzman, Marcela | Instructional Aide | Child Development Ctr. | 9.00 | 07/01/15-06/30/16 |
| Hickey, Roch | Skilled Trade Crafts Wkr. Aide | Facilities Plan. & Mgmt. | 15.09 | 07/01/15-06/30/16 |
| Ibarra, Crystal | Student Intern | ACES | 15.00 | 06/25/15-06/30/15 |
| Jacobo, Luis | Tutor IV | Upward Bound | 11.75 | 06/01/15-06/30/15 |
| Jacobo, Luis | Tutor IV | Upward Bound | 11.75 | 07/01/15-08/01/15 |
| Jimenez, Angel | Tutor IV | Upward Bound | 11.75 | 06/01/15-06/30/15 |
| Jimenez, Angel | Tutor IV | Upward Bound | 11.75 | 07/01/15-08/01/15 |
| Jordan, Pamela | Grounds Equip. Op. Aide II | Facilities Plan. & Mgmt. | 11.42 | 07/01/15-06/30/16 |
| Levy, Leslie | Model | Fine Arts | 25.00 | 07/01/15-06/30/16 |
| Li, Jeffrey | Administrative Aide | High School Outreach | 12.76 | 07/01/15-09/30/15 |
| Llamas, Alma | Student Intern | Upward Bound | 15.00 | 07/01/15-08/01/15 |
| Molla, Meklit | Student Intern | Counseling | 15.00 | 07/01/15-07/31/15 |
| Navarro, Albert | Grounds Equip. Op. Aide II | Facilities Plan. & Mgmt. | 11.42 | 07/01/15-06/30/16 |
| Nunez Gutierrez, Ofelia | Case Worker Aide | CalWORKs | 11.88 | 07/01/15-12/31/15 |

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**Hourly Non-Academic Employees** (continued)

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|------------------|-------------------------------|--------------------------|-----------------|-------------------|
| Palmer, Nasjua | Case Worker Aide | CalWORKs | 11.88 | 07/01/15-12/31/15 |
| Pennings, Megan | Career & Trans. Svcs. Aide II | Career & Transfer Svcs. | 12.50 | 07/01/15-06/30/16 |
| Phillips, Girtha | Administrative Aide | Bridge Program | 12.76 | 07/09/15-09/16/15 |
| Roon, Gerard | Model | Fine Arts | 25.00 | 07/01/15-06/30/16 |
| Sandoval, Mayra | Instructional Aide | Child Development Ctr. | 9.00 | 07/01/15-06/30/16 |
| Schmidt, Kristen | Study Skills Assistant II | The Writing Center | 11.52 | 07/01/15-08/21/15 |
| Tarin, Freddie | Grounds Equip. Op. Aide II | Facilities Plan. & Mgmt. | 11.42 | 07/01/15-06/30/16 |
| Williams, Marcus | Educational Advising Aide | Admissions & Records | 17.03 | 06/12/15-06/13/15 |
| Williams, Marcus | Educational Advising Aide | Student Services | 17.03 | 07/01/15-06/30/16 |
| Zahn, Lauren | Secretarial Aide | Adult Basic Education | 11.88 | 07/01/15-06/30/16 |

Professional Expert Employees – Extended Assignments

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|-----------------------|---------------------------|--------------------------|-----------------|-------------------|
| Aintree, Jacob | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Alvarado, Samantha | Event Supervisor I | Technical Services | 11.75 | 07/01/15-06/30/16 |
| Arenas Rey, Valerie | Project Coordinator | Facilities Plan. & Mgmt. | 35.00 | 07/01/15-06/30/16 |
| Avila, Minerva | Project Coordinator | Research & IE | 35.00 | 05/01/15-06/30/15 |
| Avila, Minerva | Project Coordinator | Research & IE | 35.00 | 07/01/15-06/30/16 |
| Bastidas, Stefany | CDC Teacher II | Child Development Ctr. | 10.25 | 07/01/15-06/30/16 |
| Becker, Sarah | Teaching Aide | Adult Basic Education | 13.27 | 07/01/15-06/30/16 |
| Bennett, Makisha | Event Supervisor II | Technical Services | 13.75 | 07/01/15-06/30/16 |
| Bera, Usha | Program Supervisor I | Continuing Education | 12.48 | 07/01/15-08/31/15 |
| Birney, Jeremy | Sound Engineer II | Technical Services | 20.00 | 07/01/15-06/30/16 |
| Bloom, Danielle | Project/Program Aide | Continuing Education | 19.76 | 07/01/15-06/30/16 |
| Briley, Faithe | Project Expert/Specialist | Continuing Education | 25.00 | 07/01/15-06/30/16 |
| Callen, Cathy | Program Supervisor I | Adult Basic Education | 12.48 | 07/01/15-07/31/15 |
| Campos, Charles | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Catingub, Nolan | Sound Engineer I | Technical Services | 14.50 | 07/01/15-06/30/16 |
| Chen, Christopher | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Clancy, Aaron | Aquatics Assistant V | Continuing Education | 14.00 | 06/01/15-06/30/15 |
| Clancy, Kyle | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Conte, Kelly | Project/Program Aide | Continuing Education | 19.76 | 07/01/15-06/30/16 |
| Costa, James | Sound Engineer II | Technical Services | 20.00 | 07/01/15-06/30/16 |
| Coulter, Brody | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Cruz-Nguyen, Jennifer | Teaching Aide | Adult Basic Education | 13.27 | 07/01/15-06/30/16 |
| De Leon-Ramos, Melly | Project/Program Aide | Child Development Ctr. | 19.76 | 07/01/15-06/30/16 |
| Diaz, Alisha | Teaching Aide | Adult Basic Education | 13.27 | 07/01/15-06/30/16 |
| Diskin, John | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Dominico, Shane | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Feng, Susan | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Fuentes, Alejandro | Event Supervisor II | Technical Services | 13.75 | 07/01/15-06/30/16 |
| Gallegos, Ashley | Project Expert/Specialist | Facilities Plan. & Mgmt. | 25.00 | 07/01/15-06/30/16 |
| Garcia, Mary | Project Expert/Specialist | Business | 25.00 | 07/01/15-06/30/16 |
| Gehr, Patricia | Licensed Clinical Psych. | Student Health Services | 48.83 | 07/01/15-06/30/16 |

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**Professional Expert Employees – Extended Assignments** (continued)

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|---------------------------|------------------------|-----------------------------|-----------------|-------------------|
| Gomez, Paula | Theatrical Rigger II | Technical Services | 16.50 | 07/01/15-06/30/16 |
| Gonzalez, Amanda | Project/Program Aide | Student Health Services | 19.76 | 07/01/15-06/30/16 |
| Gonzalez, Rachelle | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Hollingquest, Daniel | Program Supervisor I | Adult Basic Education | 12.48 | 07/01/15-07/31/15 |
| Hunter, Devin | Aquatics Assistant V | Continuing Education | 14.00 | 06/01/15-06/30/15 |
| Hyatt, Amber | Project/Program Aide | Child Development Ctr. | 19.76 | 07/01/15-06/30/16 |
| Iwata, David | Aquatics Assistant III | Continuing Education | 12.00 | 07/01/15-06/30/16 |
| Jimenez, Steven-Michael | Program Supervisor I | Continuing Education | 12.48 | 07/01/15-08/31/15 |
| Lee, Woo Jung | Project Coordinator | Research & IE | 35.00 | 07/01/15-06/30/16 |
| Leon-Silva, Yesenia | Event Supervisor II | Technical Services | 13.75 | 07/01/15-06/30/16 |
| Lui, Carol | Program Supervisor I | Child Development Ctr. | 12.48 | 07/01/15-06/30/16 |
| Maddox, Hayley | Aquatics Assistant III | Kinesiology, Ath. & Dance | 12.00 | 06/01/15-06/30/15 |
| Maddox, Hayley | Aquatics Assistant III | Kinesiology, Ath. & Dance | 12.00 | 07/01/15-06/30/16 |
| Maddox, Joseph | Aquatics Assistant III | Kinesiology, Ath. & Dance | 12.00 | 06/01/15-06/30/15 |
| Maddox, Joseph | Aquatics Assistant III | Kinesiology, Ath. & Dance | 12.00 | 07/01/15-06/30/16 |
| Madrigal, Juan | Technical Expert I | Business/Ctr. of Excellence | 35.00 | 07/01/15-12/31/15 |
| Maldonado-Greenle, Lianne | Project Administrator | Adult Basic Education | 60.00 | 07/01/15-06/30/16 |
| Martinez, Esteban | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Mays, Megan | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| McDill, Scott | Aquatics Assistant II | Continuing Education | 11.00 | 06/01/15-06/30/15 |
| Mendoza, Nancy | ECD Master Teacher I | Child Development Ctr. | 13.27 | 07/01/15-06/30/16 |
| Miller, Luke | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Minning, Carol | Project Manager | Facilities Plan. & Mgmt. | 55.00 | 07/01/15-06/30/16 |
| Moore, Kristen | Project Coordinator | Center of Excellence | 35.00 | 07/01/15-06/30/15 |
| Nyiri, Daniel | Project Manager | Center of Excellence | 55.00 | 07/01/15-07/31/15 |
| Ortiz, Jose | Event Supervisor II | Technical Services | 13.75 | 07/01/15-06/30/16 |
| Palais, David | IT Project Manager | Information Technology | 95.00 | 07/01/15-12/31/15 |
| Peek, Corbett | Physician | Student Health Services | 61.67 | 07/01/15-06/30/16 |
| Pellom, Carrie | Interpreter V | Admissions & Records | 48.00 | 06/12/15-06/13/15 |
| Phan, Nicole | Aquatics Assistant V | Continuing Education | 14.00 | 06/01/15-06/30/15 |
| Pontious, Micheline | Project Coordinator | Research & IE | 35.00 | 07/01/15-06/30/16 |
| Poon, Emmett | Aquatics Assistant IV | Kinesiology, Ath. & Dance | 13.00 | 06/01/15-06/30/15 |
| Poon, Emmett | Aquatics Assistant IV | Kinesiology, Ath. & Dance | 13.00 | 07/01/15-06/30/16 |
| Pyle, Wanda | Project Administrator | Continuing Education | 60.00 | 07/01/15-12/31/15 |
| Quinteros, Monica | CDC Associate I | Child Development Ctr. | 9.00 | 07/01/15-06/30/16 |
| Rider, Shannon | Project Coordinator | Research & IE | 35.00 | 07/01/15-06/30/16 |
| Rieben, Michael | Aquatics Assistant VII | Technical Services | 16.00 | 07/01/15-06/30/16 |
| Rieben, Rebecca | Aquatics Assistant VII | Continuing Education | 16.00 | 06/01/15-06/30/15 |
| Robertson, Isaiah | Aquatics Assistant II | Continuing Education | 11.00 | 06/01/15-06/30/15 |
| Rosado, Jacklyn | Event Supervisor II | Technical Services | 13.75 | 07/01/15-06/30/16 |
| Ruh, Campbell | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Ruh, Lani | Program Supervisor II | Continuing Education | 16.64 | 06/01/15-06/30/15 |
| Salgado, Lillian | ECD Master Teacher I | Child Development Ctr. | 13.27 | 07/01/15-06/30/16 |
| San Miguel, Adam | Program Supervisor II | Technical Services | 16.64 | 07/01/15-06/30/16 |
| Silverberg, Jason | Aquatics Assistant V | Continuing Education | 14.00 | 06/01/15-06/30/15 |

SUBJECT: Personnel Transactions**DATE:** July 8, 2015**Professional Expert Employees – Extended Assignments** (continued)

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|---------------------|--------------------------|-------------------------|-----------------|-------------------|
| Silverberg, Jeffrey | Aquatics Assistant III | Continuing Education | 12.00 | 06/01/15-06/30/15 |
| Stump, Olivia | Aquatics Assistant VII | Continuing Education | 16.00 | 06/01/15-06/30/15 |
| Uliana, Regina | Licensed Clinical Psych. | Student Health Services | 48.83 | 07/01/15-06/30/16 |
| Verzula, Elijah | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Vu, Christina | Aquatics Assistant II | Continuing Education | 11.00 | 06/01/15-06/30/15 |
| Walker, Ann | Physician | Student Health Services | 61.67 | 07/01/15-06/30/16 |
| Walters, Nate | Sound Engineer II | Technical Services | 20.00 | 07/01/15-06/30/16 |
| White, Shelby | Project/Program Aide | Continuing Education | 19.76 | 07/01/15-06/30/16 |
| Williams, Brandi | Interpreter V | Admissions & Records | 48.00 | 06/12/15-06/13/15 |
| Winters, Mitchell | Aquatics Assistant IV | Continuing Education | 13.00 | 06/01/15-06/30/15 |
| Wong, Martin | Teaching Aide | Adult Basic Education | 13.27 | 07/01/15-06/30/16 |
| York, Douglas | Teaching Aide | Adult Basic Education | 13.27 | 07/01/15-06/30/16 |

Student Employees

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|----------------------|-----------------------|------------------------|-----------------|-------------------|
| Aden, Saxon | Student Assistant IV | Admissions & Records | 11.25 | 06/12/15-06/13/15 |
| Aguilera, Lolita | Student Assistant I | Child Development Ctr. | 9.00 | 07/01/15-08/23/15 |
| Alvarez, Vanessa | Student Assistant I | Child Development Ctr. | 9.00 | 07/01/15-08/23/15 |
| Alayass, Khaoula | Student Assistant I | Child Development Ctr. | 9.00 | 07/01/15-08/23/15 |
| Anaya, Sonia | Student Assistant III | Child Development Ctr. | 10.50 | 07/01/15-08/23/15 |
| Angulo, Nancy | Student Assistant III | Child Development Ctr. | 10.50 | 07/01/15-08/23/15 |
| Arellano, Esther | Student Assistant I | Child Development Ctr. | 9.00 | 07/01/15-08/23/15 |
| Arreola, Basthy | Student Assistant III | Adult Basic Education | 10.50 | 07/01/15-07/31/15 |
| Ascencio, Yvette | Student Assistant II | Admissions & Records | 9.75 | 06/12/15-06/13/15 |
| Attrill, Christina | Student Assistant III | Child Development Ctr. | 10.50 | 07/01/15-08/23/15 |
| Barragan, Daniel | Student Assistant I | Technical Services | 9.00 | 07/01/15-08/23/15 |
| Bedolla, Julio | Student Assistant III | Adult Basic Education | 10.50 | 06/08/15-06/30/15 |
| Bernal, Amber | Student Assistant IV | Financial Aid | 11.25 | 05/18/15-06/30/15 |
| Bonilla, Sergio | Student Assistant II | Admissions & Records | 9.75 | 07/01/15-08/21/15 |
| Brown, Arthur | Student Assistant II | Assessment | 9.75 | 06/22/15-06/30/15 |
| Carrillo, Elsa | Student Assistant V | Adult Basic Education | 12.50 | 07/01/15-07/31/15 |
| Dashiell, Raymone | Student Assistant III | Admissions & Records | 10.50 | 06/12/15-06/13/15 |
| Espinoza, Victor | Student Assistant III | High School Outreach | 10.50 | 07/01/15-08/23/15 |
| Garcia, Jessica | Student Assistant III | Admissions & Records | 10.50 | 06/12/15-06/13/15 |
| Guzman, Jasmine | Student Assistant IV | Financial Aid | 11.25 | 05/18/15-07/31/15 |
| Ha, Grace | Student Assistant III | Continuing Education | 10.50 | 06/01/15-06/30/15 |
| Ha, Grace | Student Assistant III | Continuing Education | 10.50 | 07/01/15-08/23/15 |
| Hamilton, Tavita | Student Assistant III | High School Outreach | 10.50 | 07/01/15-08/23/15 |
| Hanson, Christopher | Student Assistant V | Transportation | 12.50 | 07/01/15-08/23/15 |
| Hernandez, Genesis | Student Assistant IV | Financial Aid | 11.25 | 05/18/15-06/30/15 |
| Hernandez, Priscilla | Student Assistant V | Adult Basic Education | 12.50 | 07/01/15-08/23/15 |
| Huynh, Quyen | Student Assistant II | Assessment | 9.75 | 06/11/15-06/30/15 |
| Hwang, Tiffany | Student Assistant IV | Kinesiology- Aquatics | 11.25 | 07/01/15-08/23/15 |

SUBJECT: Personnel Transactions

DATE: July 8, 2015

Student Employees (continued)

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Pay Rate</u> | <u>Hire Date</u> |
|---------------------------|-----------------------|--------------------------|---------------------|-------------------|
| Khalil, Dalia | Student Assistant IV | Adult Basic Education | 11.25 | 07/01/15-07/31/15 |
| Madero, Sally | Student Assistant III | High School Outreach | 10.50 | 07/01/15-08/23/15 |
| Martinez, Mario | Student Assistant III | Adult Basic Education | 10.50 | 07/01/15-07/31/15 |
| Moreno, Hannah | Student Assistant V | HCRC | 12.50 | 07/01/15-08/23/15 |
| Negrete-Trujillo, Adriana | Student Assistant III | Transfer Career Services | 10.50 | 07/01/15-08/23/15 |
| Osorio, Karen | Student Assistant III | High School Outreach | 10.50 | 07/01/15-08/23/15 |
| Otico, Divine | Student Assistant IV | Student Services | 11.25 | 07/01/15-08/21/15 |
| Perez, Kimberly | Student Assistant II | Interior Design | 9.75 | 07/01/15-08/22/15 |
| Pham, Hung | Student Assistant IV | ACES | 11.25 | 06/22/15-08/14/15 |
| Quinones, Christian | Student Assistant III | Admissions & Records | 10.50 | 06/12/15-06/13/15 |
| Ramirez, Laura | Student Assistant I | Child Development Ctr. | 9.00 | 07/01/15-08/23/15 |
| Rebublo, Francis | Student Assistant V | Interior Design | 12.50 | 07/01/15-08/22/15 |
| Rodriguez, Alysia | Student Assistant I | Child Development Ctr. | 9.00 | 07/01/15-08/23/15 |
| Salas, Edward | Student Assistant II | Assessment | 9.75 | 06/22/15-06/30/15 |
| Smith, Elyse | Student Assistant III | Music - Arts Division | 10.50 | 02/23/15-06/30/15 |
| Stewart, Taylor | Student Assistant II | Assessment | 9.75 | 06/22/15-06/30/15 |
| Stutchman, Samantha | Student Assistant II | Admissions & Records | 9.75 | 06/12/15-06/13/15 |
| Tillan, Laura | Student Assistant IV | Financial Aid | 11.25 | 05/18/15-06/30/15 |
| Torres, Eric | Student Assistant V | Adult Basic Education | 12.50 | 07/01/15-07/31/15 |
| Ulloa, Vanessa | Student Assistant IV | ACES | 11.25 | 06/22/15-08/14/15 |
| Ulloa, Vanessa | Student Assistant III | High School Outreach | 10.50 | 07/01/15-08/23/15 |
| Vera, Rafael | Student Assistant IV | Student Services | 11.25 | 07/01/15-08/21/15 |
| Villanueva, Adrian | Student Assistant I | Animation | 9.00 | 07/01/15-08/22/15 |
| Wolvek, Robin Stacy | Student Assistant IV | Financial Aid | 11.25 | 05/18/15-06/30/15 |
| Yeo, Cody Sung Yao | Student Assistant V | Kinesiology- Aquatics | 12.50 | 06/01/15-06/30/15 |
| Yeo, Cody Sung Yao | Student Assistant V | Kinesiology- Aquatics | 12.50 | 07/01/15-08/23/15 |

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|--------------------------------|---|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Acceptance of Basic Skills Initiative Grant Funds and Activities</u> | |

BACKGROUND

Mt. San Antonio College has submitted a local plan for acceptance of funds through the Basic Skills Initiative (BSI) Grant to the California Community Colleges Chancellor’s Office. This grant funds activities that 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 BSI-funded programs and activities serving English as a Second Language/basic skills students. In July 2015 and October 2015, the College will submit an expenditure plan and an action plan to the Chancellor’s Office for funds received.

Expenditures for food, beverages, grant-approved promotional items, and marketing endeavors related to BSI-funded programs and activities are not to exceed \$35,000 for academic year 2015-16.

Funding Source

California Community Colleges Chancellor’s Office, Basic Skills Initiative Grant (\$35,000).

RECOMMENDATION

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

| | | | |
|-----------------------|---------------------------|--------------------|--------------------------|
| Prepared by: _____ | <u>Madelyn A. Arballo</u> | Reviewed by: _____ | <u>Irene M. Malmgren</u> |
| Recommended by: _____ | <u>Bill Scroggins</u> | Agenda Item: _____ | <u>Consent #13</u> |

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

DATE: July 8, 2015 **CONSENT**

SUBJECT: School of Continuing Education Additions and Changes

BACKGROUND

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

ANALYSIS AND FISCAL IMPACT

1. AB86 Grant Changes

District's Subcontract Amendments:

| District | From | Not To Exceed |
|--------------------|----------|---------------|
| Baldwin Park | \$30,500 | \$31,300 |
| Bassett | \$30,500 | \$5,500 |
| Charter Oak | \$30,500 | \$2,000 |
| Covina Valley | \$30,500 | \$9,843 |
| Hacienda La Puente | \$30,500 | \$32,900 |
| Pomona | \$30,500 | \$17,500 |
| Rowland | \$30,500 | \$17,000 |
| Walnut Valley | \$30,500 | \$750 |

2. Community Services: Additional Offerings

| Course Title/Program | Presenter | Payment | Fee |
|----------------------------|------------------|---------|------|
| Ice Skating for Tots | Center Ice Arena | 60% | \$57 |
| Ice Skating for Kids | Center Ice Arena | 60% | \$57 |
| Ice Skating for Tot and Me | Center Ice Arena | 60% | \$77 |
| Beginning Blackjack | Pellitteri, John | 40% | \$35 |

Funding Sources

Community Services - Student Registration Fees.
Grant Changes – Restricted Funds.

RECOMMENDATION

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

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

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

DATE: July 8, 2015

CONSENT

SUBJECT: Contract with Training Camp

BACKGROUND

Security and Network Management has been identified as one of the programs with the highest labor market demand in our sector. The Computer Information Systems (CIS) Department was awarded Career Technical Education (CTE) Enhancement Funds in order to support the growth and development of their Security and Network Management programs. This is an ever-changing field that requires constant development in order to maintain currency.

In order to support this development, the CTE Enhancement Funds have provided for professional training. The CIS Department has researched the best way to get multiple instructors trained and up to date in the area of Security and Network Management. Training Camp will provide 'Security + Instructor Led Training' for our CIS faculty on our campus from August 10-12, 2015. This training will provide the instructors with the most up-to-date knowledge of the current Security Network industry standards, which will then allow for our faculty to update our program.

ANALYSIS AND FISCAL IMPACT

The CTE Enhancement Funds will be used to fund the three-day program for a cost of \$9,100 for five attendees and \$700 for each additional attendee.

Grant funds will be used for this project. There will be no cost to the District.

Funding Source

Categorical One-Time CTE Enhancement Funds (\$9,100).

RECOMMENDATION

It is recommended that the Board of Trustees approves the contract with Training Camp, as presented.

Prepared by: Jennifer Galbraith

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #15

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

DATE: July 8, 2015

CONSENT

SUBJECT: Child Development Center Vendor Approvals – Children’s Meal Program

BACKGROUND

Authorization is requested for the Child Development Center (CDC) to purchase appropriate items from Costco, Stater Brothers, and Smart & Final for the Children’s Meal Program. The CDC provides meals on a daily basis for all children enrolled as a required mandate of receiving State funding. The CDC participates in the Federal Child and Adult Care Food Program (CACFP) which funds these meals. The CDC currently does not have the facilities necessary to prepare meals according to CACFP guidelines and regulations.

ANALYSIS AND FISCAL IMPACT

Purchases from Costco, Stater Brothers, and Smart & Final will be used to provide CDC children’s meals from July 1, 2015, to June 30, 2016. Funds for these meals are provided by the CACFP on a cost reimbursement basis (approximately \$10,000 annually, at \$ 3,300 per vendor), with no cost to the District.

Funding Source

Federal Child and Adult Care Food Program (\$10,000).

RECOMMENDATION

It is recommended that the Board of Trustees approves the Child Development Center to use the approved vendors for the Children’s Meal Program, as presented.

Prepared by: Tamika Addison/Jennifer Galbraith

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #16

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|--------------------------------|--|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Renewal of Contract With ArbiterSports RefPay for Academic Year</u> <u>2015-16</u> | |

BACKGROUND

The Kinesiology, Athletics, and Dance Division requests authorization to renew an 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 quick and accurate fashion, eliminating the need for printing checks as well as the problems that can arise from lost checks. The amount will not exceed \$101,000 for the 2015-16 academic year.

Funding Sources

- Unrestricted General Fund (\$30,000).
- Cross Country Invitational budget (\$10,000).
- Mt. SAC Relays budget (\$20,000).
- Athletics Fund-raising (\$20,000).
- Aquatics Fund-raising (\$25,000).
- Men’s Basketball Fund-raising (\$2,500).
- Women’s Basketball Fund-raising (\$2,500).
- Track Fund-raising (\$2,000).
- Wrestling Fund-raising (\$2,000).

RECOMMENDATION

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

| | | | |
|-----------------|-----------------------|--------------|--------------------------|
| Prepared by: | <u>Joe Jennum</u> | Reviewed by: | <u>Irene M. Malmgren</u> |
| Recommended by: | <u>Bill Scroggins</u> | Agenda Item: | <u>Consent #17</u> |

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

DATE: July 8, 2015

CONSENT

SUBJECT: Contract with Cole-Schaefer Ambulance Service for the Mt. SAC 2015
Football Season

BACKGROUND

As mandated by the California Community Colleges 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 Mt. San Antonio College home football games for the 2015 season as well as any playoff games that may be played, which will be held at Walnut High School.

ANALYSIS AND FISCAL IMPACT

The cost has not increased from the last contract and shall not exceed \$3,000. The agreement will be effective August 25-December 31, 2015.

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 2015 Football Season, as presented.

Prepared by: Joe Jennum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #18

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|--------------------------------|--|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Contract with Dr. Bryan for Health Screenings and Required Attendance at Football Games for the 2015-16 Academic Year</u> | |

BACKGROUND

As mandated by the California Community Colleges 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 2015-16 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 8, 2015, through June 30, 2016, and shall not exceed \$13,000. There is no cost increase from 2014-15.

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: July 8, 2015

CONSENT

SUBJECT: Agreement with Pacific Palms Hotel and Conference Center

BACKGROUND

The Kinesiology, Athletics, and Dance Division will be hosting an Athletics Hall of Fame Dinner at Pacific Palms Hotel and Conference Center on February 6, 2016. The College will be inducting seven new members into the Mt. SAC Athletics Hall of Fame. This will be the sixth class, joining the 50 inductees from the previous four 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 seven inductees are all worthy of this award.

ANALYSIS AND FISCAL IMPACT

The Athletics Hall of Fame Dinner 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 capacity of 250; but, 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 and Conference Center for facilities and equipment rental, audiovisual needs, and catering, not to exceed \$25,000. Authorization is also requested to make an advance payment (deposit) in the amount of \$3,000.

Funding Sources

Athletics Program Revenue-Generating Account, Sponsorship, and Dinner Guests (\$25,000).

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with Pacific Palms Hotel and Conference Center and authorizes advance payment, 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 8, 2015

CONSENT

SUBJECT: Contract Amendment for Agreement to Facilitate the Development of an Educational Master Plan Addendum

BACKGROUND

On November 12, 2014, the Board approved a contract with the Collaborative Brain Trust (CBT) to facilitate the development of an addendum to the Mt. San Antonio College Educational Master Plan 2008-2009. The purpose of the addendum is to focus on the instructional programs housed in the area collectively referred to as the Farm. This document will use quantitative and qualitative analysis of these instructional programs as the foundation for developing educational facilities and plans for these programs over the next decade. Authorization is requested to amend the agreement and increase it by \$7,020, from \$18,720 to \$25,740.

ANALYSIS AND FISCAL IMPACT

The CBT consultant, Eva Conrad, worked closely with College administrators, faculty, and staff to develop the Mt. San Antonio College Educational Master Plan 2008-2009, 2014 Addendum: The Farm. The amended consulting fee agreement between CBT and Mt. SAC is not to exceed 13.75 days at \$1,872 per day, and the total consultant fee is not to exceed \$25,740.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the contract amendment with CBT to facilitate the development of an Educational Master Plan Addendum, as presented.

Prepared by: Matthew Judd

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #21

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

DATE: July 8, 2015

CONSENT

SUBJECT: Student Right-To-Know Act Reporting Subscription Agreement

BACKGROUND

In order to develop reports required for the federal Student-Right-To-Know Act (SRTK) for Mt. SAC's first-time freshmen cohorts in Fall 2015 and Fall 2016, the California Community Colleges Chancellor's Office will provide Mt. SAC the operational definitions and data collection and reporting requirements necessary to submit data and/or generate reports which will comply with federal law, secure transfer data, and match it with data supplied by Mt. SAC. Authorization is requested to enter into a subscription agreement with the Chancellor's Office.

ANALYSIS AND FISCAL IMPACT

The subscription agreement is the standard agreement between Mt. SAC and the Chancellor's Office to facilitate compliance by community college districts with the information reporting requirements of the federal SRTK. The yearly cost for these services is \$3,900, and the cost has not increased since the last two-year subscription, in 2013.

Funding Source

Unrestricted General Fund (\$3,900).

RECOMMENDATION

It is recommended that the Board of Trustees approves the agreement with the Chancellor's Office, as presented.

Prepared by: Barbara McNeice-Stallard

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #22

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|--------------------------------|--|----------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Youth Career Connect Grant: Acceptance of Funds</u> | |

BACKGROUND

East San Gabriel Valley Regional Occupational Program and Technical Center (ESGVROP/TC) was awarded a Youth Career Connect grant from the U.S. Department of Labor. This grant will develop career pathways that begin in high school and continue through training at Mt. SAC. The grant is intended to assist local employers to reduce the need for H1b visas in health care and technology.

Mt. SAC will participate with ESGVROP/TC by providing the fourth year of education in the pathway and assisting students with the articulation process. The College will also provide assistance to ESGVROP/TC by coordinating instructor externships to develop integrated curriculum and develop hands-on learning experiences for students.

ANALYSIS AND FISCAL IMPACT

ESGVROP/TC will award \$79,423 annually for four years to provide assistance with articulation and externships. The Board of Trustees approved a multi-year Memorandum of Understanding on June 25, 2014. The second year of the agreement is July 1, 2015, through June 30, 2016. The project period is July 1, 2014, through June 30, 2018.

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

Funding Source

U.S. Department of Labor through ESGVROP/TC.

RECOMMENDATION

It is recommended that the Board of Trustees accepts the Youth Career Connect Grant funds, as presented.

| | | | |
|-----------------------|-------------------|--------------------|-------------------|
| Prepared by: _____ | Adrienne J. Price | Reviewed by: _____ | Irene M. Malmgren |
| Recommended by: _____ | Bill Scroggins | Agenda Item: _____ | Consent #23 |



MT. SAN ANTONIO COLLEGE

BOARD OF TRUSTEES

2015-16 REGULAR MEETING CALENDAR

The Mt. San Antonio College Board of Trustees normally meets the second Wednesday of each month at 1100 North Grand Avenue, Walnut, CA, in Founders Hall. The closed session portion of the meeting begins at 6:00 p.m., with the public session beginning at 6:30 p.m.

Special meetings may be called, as needed.

The Board will meet on the following dates during 2015-16:

July 8, 2015
 August 5, 2015
 September 9, 2015
 October 21, 2015
 November 18, 2015
 December 9, 2015
 January 13, 2016
 February 10, 2016
 March 9, 2016
 April 13, 2016
 May 11, 2016
 June 22, 2016

WTS:dl

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| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | CONSENT |
| SUBJECT: | <u>Renewal of a Contract with P & R Business Services to Provide Temporary Staffing Services</u> | |

BACKGROUND

The College seeks to continue its contract with P & R Business Services, a local accounting firm that provides temporary services on an as-needed basis to the Mt. SAC Foundation.

ANALYSIS AND FISCAL IMPACT

California Education Code §88003 (b)(7) "...allows for personal services contracting when the services needed are of such urgent, temporary, or occasional nature that the delay incumbent in their implementation under community college district's regular or ordinary hiring process would frustrate their very purpose." Current employees do not possess the needed accounting expertise to manage Foundation bookkeeping; therefore, outside services were sought beginning in October 2013. P & R Business Services is a firm with expertise in both non-profit accounting and Quickbooks, the accounting software used by the Foundation. The firm's services will continue to be utilized to assist both by helping to prepare the Foundation's financial reports to bring them in line with the standard accounting practices as well as to help reconcile accounts on monthly and quarterly bases. This includes preparing financial reports to be shared with the Foundation Board of Directors.

The original contract was approved by the Board of Trustees at its February 19, 2014, meeting and a subsequent amendment on March 25, 2015. The initial term of this amendment was January 1, 2015, through June 30, 2015. The District shall have the right to renew the term for four consecutive one-year periods following the initial term. The hourly billing rate for the position is \$55. This is a reasonable rate, within current market conditions, and comparable to in-house salary schedules.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves the renewal of this contract with P & R Business Services.

Prepared by: William R. Lambert

Recommended by: Bill Scroggins

Agenda Item: Consent #25

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

DATE: July 8, 2015

CONSENT

SUBJECT Associated Students Expenditure Funding for 2015-16

BACKGROUND

The College collects fees from students who desire to pay a Student Activities Fee for each regular semester. The Associated Students, under the guidance of the Director, Student Life, receives requests for funding from student organizations, College departments, and College programs. The Associated Students develops targeted goals and funding priorities and conducts budget hearings. The Associated Students funds are received and managed by Fiscal Services. Board of Trustees approval is requested to approve the expenditure of the Associated Students funds for the periods of July 1, 2015, through June 30, 2016

ANALYSIS AND FISCAL IMPACT

The Associated Students receives requests and allocates funds to be expended by College departments, programs, teams, and other organizations. Strict accounting of funds is maintained.

Approval is needed to expend funds for specific items such as awards (not to exceed \$500 per individual and/or organization), catering, prepayments, deposits, promotional items, special supplies, recognition items, food, non-alcoholic beverages, uniform items, and contracted services with vendors including, but not limited to, In-N-Out, Magic Jumper Rentals, League of Women Voters, and Swank Motion Pictures.

Funding Source

Associated Students funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the expenditure of the Associated Students' funds for costs associated with various special events for the 2015-16 academic year.

Prepared by: Edwin Romero/Carolyn Keys

Reviewed by: Audrey Yamagata-Noji

Recommended by Bill Scroggins

Agenda Item: Consent #26

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

DATE: July 8, 2015

CONSENT

SUBJECT: Contract with Student Insurance to Provide 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), proof of medical insurance, and any other designated or unforeseen expenses to cover an academic year of 12 months. Approval is requested to contract with Student Insurance to provide health insurance coverage for the College's International F-1 visa students. With approval of this agreement, all International F-1 visa students are expected to purchase their health insurance through Student Insurance, unless other exceptions for coverage have been approved.

ANALYSIS AND FISCAL IMPACT

The Student Accident and Sickness Insurance plan is for the period August 4, 2015, through August 3, 2016, and includes the following premiums and coverage limits:

| International Student Accident and Sickness Coverage | |
|--|--|
| Annual premium for student, if paid by the student directly to Student Insurance | \$1,585.00 |
| Semiannual premium for student, if paid by the student directly to Student Insurance | \$793.00 |
| Maximum Benefit (student) | Unlimited |
| Deductible (student) | \$100 (per policy year) |
| Doctor Office Visit | \$15 co-pay |
| Doctor Office Consultation | \$15 co-pay |
| Hospital Room & 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 |
| Prescriptions | \$10 co-pay for Tier 1 (generic), \$30 for Tier 2, and \$50 for Tier 3 |
| Ambulance Service | Usual and customary charges |
| <i>In addition to the above benefits, Student Insurance offers Mental/Substance Abuse, Medical Evacuation, and Repatriation.</i> | |

Prepared by: Patricia Montoya

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #27

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

DATE: July 8, 2015

The contract with Student Insurance will be renewed annually. This will be the third contract the College has had with Student Insurance for International F-1 visa students. International F-1 students will be responsible for applying online and paying the premium directly to Student Insurance.

Funding Source

No cost to the District.

RECOMMENDATION

It is recommended that the Board of Trustees approves a contract with Student Insurance to provide health insurance for international students for the period of August 4, 2015, through August 3, 2016.

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| BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE | |
| DATE: <u>July 8, 2015</u> | ACTION |
| SUBJECT: <u>Proposed Revisions to Board Policy 5110 – Counseling</u> | |

BACKGROUND

Board Policy 5110 – Counseling. This policy has been revised as presented.

ANALYSIS AND FISCAL IMPACT

After careful review and deliberation and utilizing the College’s shared governance process, revisions to Board Policy 5110 have been recommended.

The proposed language has been reviewed by President’s Cabinet, President’s Advisory Council and the Academic Mutual Agreement Council, Academic Senate, and Student Preparation and Success Council.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves proposed revisions to Board Policy 5110 – Counseling.

Prepared by: Thomas Mauch Reviewed by: Audrey Yamagata-Noji
Recommended by: Bill Scroggins Agenda Item: Action #1

SUBJECT: Proposed Revisions to Board Policy 5110 – Counseling

DATE: July 8, 2015

Chapter 5 – Student Services

BP 5110 Counseling

References:

Education Code Section 72620; Title 5, Section 51018

Counseling services are an essential part of the educational mission of the College. The College President/CEO shall assure the provision of counseling services including academic, career, and personal counseling that is related to the student's education.

Counseling shall be ~~required~~ **provided** for all first-time students enrolled for more than six units, students enrolled provisionally, and students on academic or progress probation.

Approved: June 23, 2004

Revised: January 14, 2015

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

DATE: July 8, 2015

ACTION

SUBJECT: Cease Expenditure of Measure RR (Series B and C) Funds for
the Parking Structure

BACKGROUND

The Mt. San Antonio College Facility Master Plans developed in 2004, 2008, and 2012, outline plans to construct a 2,300-space parking structure for student use. Contracts for design and the initial phase of construction have been awarded by the Board of Trustees, and the Division of the State Architect has approved the construction plans. Approximately \$2.5 million of the \$53.0 million project budget has been expended to date.

As a result of a preliminary injunction issued by the trial court on May 13, 2015, in the Walnut Taxpayers litigation, the College is currently prevented from using Measure RR Bond proceeds for the Parking Structure Project. The preliminary injunction will remain in place until the Measure RR litigation is resolved.

ANALYSIS AND FISCAL IMPACT

The current status of the Measure RR Bond litigation prevents the College from using Measure RR Bond proceeds for the Parking Structure Project. Once the Measure RR Bond litigation is resolved, the College will be able to reassess the use of Measure RR Bond proceeds for the Parking Structure Project.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees not authorize the use of Measure RR Bond proceeds for the Parking Structure Project until the Measure RR Bond litigation is resolved. Taking such action at this time will not prevent the Board of Trustees from authorizing use of Measure RR Bond proceeds for the Parking Structure Project once the Measure RR Bond litigation is resolved.

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Action #2

| | | |
|--------------------------------|---|---------------|
| BOARD OF TRUSTEES | | |
| MT. SAN ANTONIO COLLEGE | | |
| DATE: | <u>July 8, 2015</u> | ACTION |
| SUBJECT: | <u>Approval of the Revision to the Implementation Plan for Measure RR</u> | |

BACKGROUND

On February 7, 2015, at the Special Meeting of the Board of Trustees, the Board reviewed a progress report on the current Measure RR projects and a list of future capital improvement projects. The current project list included six major building projects and two major energy improvement measures. At this time, staff recommends a revision to the Measure RR Project List.

ANALYSIS AND FISCAL IMPACT

Measure RR Major Project List - February 2015:

| Project | Description | Measure RR Budget |
|---------|----------------------------------|-------------------------|
| L7-B | Building 12 Classroom Space | \$9,560,267 |
| L7-C2 | Food Services | \$10,733,465 |
| L7-C8 | Student Support Services | \$14,699,506 |
| B | Business and Computer Technology | \$56,060,000 |
| D | Athletics Complex – Phase II | \$64,500,000 |
| J | Parking Structure | \$56,039,000 |
| A | Student Center | Future Priority Project |

Measure RR Major Project List – Proposed July 2015:

| Project | Description | Measure RR Budget |
|----------|---|---------------------|
| L7-B | Building 12 Classroom Space | \$9,560,267 |
| L7-C2 | Food Services | \$10,733,465 |
| L7-C8 | Student Support Services | \$14,699,506 |
| B | Business and Computer Technology | \$56,060,000 |
| D | Athletics Complex – Phase II | \$64,500,000 |
| J | Parking Structure (already expended) | \$2,500,000 |
| A | Student Center | \$30,000,000 |

Funding Source

Measure RR funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the revision to the Implementation Plan for Measure RR, 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>Action #3</u> |