



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, September 13, 2017

4:30 p.m. – Open and Adjourn to Closed Session

6:00 p.m. – New Faculty Reception

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 (4:30 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

1. **Appeal of Administrative Review** (Per Administrative Procedure 3435 – Discrimination and Harassment Investigations) – two cases, regarding Employee Nos. ...7859 and 2232
2. **Conference with Legal Counsel** (Pursuant to Government Code Section 54956.9(d) – Existing Litigation – one case:
 - Los Angeles County Superior Court Case No. BC 576587 [consolidated for all purposes with Case Nos. BS 154389 and BS 159953]

NEW FACULTY RECEPTION (6:00 p.m., Founders Hall)

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

REPORTING OF ACTION TAKEN IN CLOSED SESSION

INTRODUCTIONS AND RECOGNITION

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

Classified Employee (Newly Appointed)

- **Daniel Lopez**, Human Resources Technician (Human Resources)
- **Randy Montes**, Laboratory Technician – Welding (Air Conditioning and Welding)

Management Employee (Newly Appointed)

- **Kirk Kirkwood**, Manager, Basic Skills & Student Outcomes Transformation & Initiative Program (Instruction)

Classified Employees (Promoted)

- **Claudia Coronado**, Information Technology Specialist (Information Technology)
- **Yvette Garcia**, Administrative Specialist IV (Technical Services)
- **Obdulia Reynoso**, Administrative Specialist II (Business)

Management Employees (Promoted)

- **Lorenzo Meza**, Supervisor, Custodial Services (Custodial Services)
- **Michelle Sampat**, Associate Dean, Instruction (Instruction)

Faculty (Newly Appointed)

Arts Division

- **Christopher Benoe**, Professor, Photography (Commercial and Entertainment Arts)

Business Division

- **Eric Bladh**, Professor, Paralegal Studies (Paralegal Studies)
- **Jesus Rubio**, Professor, Computer Information Systems, Network/Security (Computer Information Systems)
- **Sohair Zaki**, Professor, Computer Information Systems (Computer Information Systems)

Humanities and Social Sciences Division

- **Elizabeth Casian**, Professor, American Language (American Language)
- **Herschel Greenberg**, Professor, English (English, Literature, and Journalism)
- **Karla Hernandez-Magallon**, Professor, Sociology (Sociology and Philosophy)
- **Jasmine McLeod**, Professor, Communication (Communication)
- **Franklin Reynolds**, Professor, Communication (Communication)
- **Keiko Tsurumi**, Professor, World Languages (World Languages)
- **Selena Zeledon**, Professor, English (English, Literature, and Journalism)

Natural Sciences Division

- **Mariano Arellano**, Professor, Mathematics (Mathematics and Computer Science)
- **Naomi Barnes**, Professor, Registered Veterinary Technician (Agricultural Sciences)
- **Diana Churchill**, Professor, Biological Sciences (Biological Sciences)
- **Dhaval Doshi**, Professor, Chemistry (Chemistry)
- **Hoang-Quyen Nguyen**, Professor, Mathematics (Mathematics and Computer Science)
- **Laura Wohlgezogen**, Professor, Mathematics (Mathematics and Computer Science)

School of Continuing Education Division

- **L.E. Foisia**, Professor, Basic Skills (School of Continuing Education)
- **Venus Soriano**, Professor Short-Term Vocational (Short-Term Vocational)
- **Lorena Velazquez**, Professor, Counseling, Short-Term Vocational (School of Continuing Education)

Technology and Health Division

- **Alan Cusolito**, Professor, Manufacturing Technology (Architecture, Industrial Design, Engineering, and Manufacturing)
- **Mitchell DeJarnett**, Professor Architecture (Architecture, Industrial Design, Engineering, and Manufacturing)
- **Raymond Mosack**, Professor, Fire Technology (Public Safety Programs)

Student Services

- **Bettina Lee**, Professor, Disabled Student Programs and Services – Instructional Specialist (Math Emphasis)

- **Recognition:**

Award a Certificate of Service to the following retiring employee:

- **Victor Belinski**, Chief Technology Officer (Information Technology), 11 years of service
- **Katherine Coleman**, Curriculum Specialist (School of Continuing Education), 20 years of service

2017 VOICES College Champion Awards:

- Torch Bearer Award: **Don Potter**
- Burning Bright Award: **Lee Jones**
- Eternal Flame Award: **Doug Todd**

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of August 9, 2017 (Pages 1 through 9).

PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda or on other matters of interest to the public that are within the subject matter jurisdiction of the Board. 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 and Alumni Association
8. Management Steering Committee
9. 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.

10. President's Report – Bill Scroggins, President & CEO
 - Informational Report – Enrollment Report (Page 10)
 - Informational Report – Adopted Budget Report

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.

Consideration of approval is requested for the following:

ADMINISTRATIVE SERVICES:

1. Appropriation Transfers and Budget Revisions Summary (Pages 11 through 19);
2. Hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines (Pages 20 through 22);
3. Resolution No. 17-02 – Appropriations Limit for Fiscal Year 2017-18 (Pages 23 through 25);
4. Proposition 30 – Education Protection Account Funding and Expenditures for 2017-18 Fiscal Year (Pages 26 through 28);
5. Quarterly Financial Status Report for the period ending June 30, 2017 (Pages 29 through 31);
6. Quarterly Investment Report for the quarter ending June 30, 2017 (Page 32);
7. Purchase of new LED display system (RFP No. 3164) (Pages 33 and 34);
8. Amended agreement with Covina Unified School District (Page 35);
9. Microsoft Campus agreement (Page 36);
10. Agreement with Southern California Edison for the West Parcel Solar project - Telemetry Design and Engineering Review (Page 37);
11. Agreement with AT&T for advance payment of Division of State Architect inspection fees (Page 38);
12. Consulting agreement for architectural services with HPI Architecture for the Humanities/Social Sciences North Classroom Utilization project (Pages 39 and 40);
13. Consulting agreement for architectural services with HPI Architecture for the Writing Center Remodel project (Page 41);
14. Consulting Agreement for climate action planning services with HMC Architects (Pages 42 and 43);

15. Consulting Agreement for engineering services for the Fire Alarm Upgrade – Phase II project at the Adult Basic Education Center (Page 44);
16. Repairs for the Central Plant Scheduled Maintenance – Phase II (Page 45);
17. Agreements for professional design and consulting services for the Equity Center (Pages 46 and 47);
18. Award of Bid No. 3162 to Harik Construction, Inc. of Glendora, CA, for the School of Continuing Education, Building 40, Phase III - Renovation (Page 48);
19. Change Orders for the Athletics Complex East (Pages 49 and 50):
 - Contract – Unlimited Environmental, Inc. (General Contractor) Change Order No. 2
 - Contract – SJD&B, Inc. (General Contractor) Change Order No. 1;
20. Change Orders for the Business and Computer Technology Project (Pages 51 through 54):
 - Contract - CLS Constructors, Inc. (General Contractor) Change Order No. 2
 - Contract – Floored Tile and Stone (General Contractor) Change Order No. 1
 - Contract – Tandus Centiva Inc. (General Contractor) Change Order No. 1
 - Contract – Inland Building Construction Companies, Inc. (General Contractor) Change Order No. 2
 - Contract – Stanton Utilities, Inc. (General Contractor) Change Order No. 3;
21. Completion Notice:
 - Bid No. 3141 Athletics Complex East Abatement, Unlimited Environmental, Inc. (General Contractor);

HUMAN RESOURCES:

22. Personnel Transactions (Pages 55 through 88);
23. Contract with Community College Search Services (Page 89);
24. New Classified Job Classification Descriptions (Pages 90 through 99);

INSTRUCTION:

25. Acceptance of 2017-18 Basic Skills Initiative Grant Funds and Activities (Page 100);
26. 2017-18 Regional Consortium for Adult Education Membership and Designees (Page 101);
27. Contract Agreement with Kellogg West Conference Center and Lodge (Page 102);
28. Partnership Agreement Between Pomona Unified School District and Mt. San Antonio College's School of Continuing Education – Adult Education (Page 103);
29. School of Continuing Education Additions and Changes (Pages 104 through 106);
30. Affiliation Agreement with Hill Medical Corporation (Page 107);

31. Affiliation Agreement with the City of Fountain Valley Fire Department (Page 108);
32. Child Development Center Acceptance of 2017-18 Funds (Page 109);
33. Child Development Center Grant Amendment (Page 110);
34. Contract Agreement Between the Center of Excellence Strong Workforce Program (Los Angeles/Orange County) and the Orange County Business Council (Page 111);
35. Work Experience 2017-18 Affiliation Agreement: Brethren Hillcrest Homes (Page 112);
36. Contract Agreement with Volt Athletics (Page 113);
37. College Futures Foundation Grant: Approval of Contract (Page 114);
38. Student Support Services Grant: Acceptance of Funds and Authorization of Purchases (Page 115);
39. Title V, Developing Hispanic-Serving Institutions Grant: Acceptance of Funds and Authorization of Purchases and Activities (Page 116 and 117);

PRESIDENT'S OFFICE:

40. Memorandum of Understanding and Payment of Fees – 2020 Olympic Team Trials, Track & Field (Pages 118 and 119);

STUDENT SERVICES:

41. Honors Ambassadors Club Fund-raisers for Scholarships (Page 120); and
42. 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 (Page 121).

Ratification is requested for the following:

43. West Covina Unified School District Facilities Use Agreement for Noncredit Instruction at Rio Verde Academy (Page 122);
44. Memorandum of Understanding: Los Angeles County Workforce Development Board – Phase II (Page 123 and 124);
45. Agreement between Pomona Unified School District and Mt. San Antonio College's School of Continuing Education – High School (Page 125);
46. Contract with Cal Poly Pomona Foundation, Inc. for the High School Outreach Department's Annual Training Day (Page 126); and
47. Contract Amendment: UCLA Conferences and Catering – Housing and Hospitality Services (Page 127).

ACTION ITEMS

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

1. Public Hearing on Proposed Budget to be adopted for the Fiscal Year 2017-18;
2. Approval of the Budget for Fiscal Year 2017-18 (Pages 128 through 131);
3. Memorandum of Understanding with West Covina Unified School District (Pages 132 and 133);
4. Award of Re-Bid No. 3166 to AMPCO Contracting, Inc. of Anaheim, CA, for the South Campus Site Improvements, Demo/Grading/Paving project (Pages 134 and 135);
5. Meet-and-Confer Agreement Between the Confidential Employees and the District for 2017-18 (Page 136 and 137);
6. Meet-and-Confer Agreement Between the Management Employees and the District for 2017-18 (Page 138 and 139);
7. Proposed revisions to Board Policy 5010 – Admissions (Pages 140 through 143); and
8. Proposed New Board Policy 7601 – Police and Campus Safety Department Internal Policies and Procedures (New) (Pages 144 and 145).

ADJOURNMENT

Future Board Meetings

October 11, 2017
November 8, 2017
December 13, 2017

Upcoming Events

September 12-13	American Red Cross Blood Drive , 9:00 a.m.-7:00 p.m., Building 9C
September 12-14	Join-A-Club Days , North of Building 6
September 14	Constitution Day , 9:00 a.m.-1:00 p.m., Building 9C
September 20	Student Services Fair , 10:00 a.m.-2:00 p.m., Building 9C
September 21	Mt. SAC Day at the L.A. County Fair
September 22	One World, One Sky: Big Bird's Adventure , 4:30-5:00 p.m., Planetarium Double Feature! Wonders of the Universe and Awesome Light , 6:00-6:40 p.m. and 7:30-8:10 p.m., Planetarium

Upcoming Events (continued)

- September 23 **Secret of the Cardboard Rocket**, 4:30-5:00 p.m., Planetarium
Stars of the Pharaohs, 6:00-6:50 p.m. and 7:30-8:20 p.m., Planetarium
- October 6 **Star Tales: Autumn Skies**, 6:00-6:50 p.m. and 7:30-8:20 p.m.,
Planetarium
Telescope Night, 9:00-10:30 p.m., Building 60 Dome
- October 7 **One World, One Sky: Big Bird's Adventure**, 4:30-5:00 p.m.,
Planetarium
Back to the Moon for Good, 6:00-6:40 p.m. and 7:30-8:10 p.m.,
Planetarium
- October 10-12 **American Red Cross Blood Drive**, 9:00 a.m.-7:00 p.m., Building 9C

Upcoming Athletic Events

- September 13 **Women's Water Polo vs. El Camino College**, 3:00 p.m., Pool
Men's Water Polo vs. El Camino College, 4:30 p.m., Pool
- September 15 **Men's Water Polo Tournament**, 4:30 p.m., Pool
- September 16 **Wrestling – Mt. SAC Duals**, 9:00 a.m., Gym
Men's Water Polo Tournament, 4:30 p.m., Pool
Women's Soccer vs. Southern Nevada, 6:00 p.m., Soccer Field
Men's Soccer vs. Southern Nevada, 8:00 p.m., Soccer Field
- September 20 **Women's Water Polo vs. Pasadena City College**, 3:00 p.m., Pool
- September 22 **Women's Water Polo Tournament**, 4:30 p.m., Pool
Women's Soccer vs. Citrus College, 5:00 p.m., Soccer Field
- September 23 **Women's Water Polo Tournament**, 4:30 p.m., Pool
- September 30 **Volleyball Tournament**, 10:00 a.m., Gym
Football vs. Orange Coast College, 6:00 p.m., Covina District Field

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**

September 13, 2017





MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, August 9, 2017

MINUTES

CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Bader at 5:13 p.m. on Wednesday, August 9, 2017. Trustees Baca, Bader, Chen, Chen Haggerty, Hall, Hidalgo, Santos, and Student Trustee Case were present.

STAFF PRESENT

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

PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

CLOSED SESSION

Closed Session Item #2 was pulled from the Agenda.

The Board adjourned to Closed Session at 5:14 p.m. to discuss the following item:

1. **Conference with Legal Counsel** (Pursuant to Government Code Section 54956.9(d) – Existing Litigation – one case:
 - Los Angeles County Superior Court Case No. BC 576587 [consolidated for all purposes with Case Nos. BS 154389 and BS 159953]

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.

PUBLIC SESSION

The meeting reconvened at 6:39 p.m., and the Pledge of Allegiance was led by Student Trustee Case.

REPORTING OF ACTION TAKEN IN CLOSED SESSION

None.

INTRODUCTIONS AND RECOGNITION

- The following newly appointed and promoted employees were introduced:

Classified Employee (Newly Appointed)

- **Irene Martinez**, Administrative Specialist III (Health Services) (present)

Confidential Employee (Newly Appointed)

- **Maria Ceja-Vasquez**, Human Resources Specialist (Human Resources) (present)

Management Employee (Newly Appointed)

- **Juan Carlos Madrigal Rincon**, Assistant Director, Center of Excellence (Business) (present)

Classified Employees (Promoted)

- **Kimberly Leisure**, Fiscal Specialist (Fiscal Services) (absent)

Management Employees (Promoted)

- **Michelle Sampat**, Associate Dean, Instruction (Instruction) (absent)
- **Dale Vickers**, Chief Technology Officer (Information Technology) (present)

- Award a Certificate of Service to the following retiring employees:

- **Rebecca Coder**, Fiscal Technician II (Payroll), 27 years of service (absent)
- **David Royce**, Custodian (Custodial Services), 13 years of service (absent)
- **George Shira**, Warehouse Worker I (Warehouse), 21 years of service (absent)

APPROVAL OF MINUTES

It was moved by Trustee Baca, seconded by Trustee Chen Haggerty, and passed to approve the minutes of the regular meeting of July 12, 2017, with the following correction:

- Under Call of Order, it should reference Student Trustee “Case.”

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

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

PUBLIC COMMUNICATION

- Mansfield Collins, community member, spoke about Action Item #2.
- Lynn Glover, community member, spoke about Action Item #2.
- Derrick Womble, Senior Management Analyst, City of Walnut, spoke about Action Item #2.

REPORTS

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

- **Brian Moon and Daniel Garcia**, President and Vice President, Associated Students
- **Martin Jones-Ramey**, President, Academic Senate
- **John Lewallen**, President, Classified Senate
- **Eric Kaljumagi**, President, Faculty Association
- **Lee Jones**, 1st Vice President, CSEA 262
- **Bill Lambert**, Executive Director, Mt. SAC Foundation

BOARD COMMUNICATION

- A. Trustee Bader 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.
 - They congratulated Rebecca Coder, David Royce, and George Shira on their retirement.
- C. Student Trustee Case reported the following:
 - Thanked Trustee Hall for inviting him to the San Gabriel Valley Civic Alliance BBQ, and he appreciated the networking opportunities.
 - Attended the Video Production Truck ribbon cutting ceremony, and he commented that it is an excellent facility for students.
 - Attended the Pomona Police Department’s fundraising event.

- Looking forward to attending Community College League of California Student Trustee Annual Convention.

D. Trustee Chen reported the following:

- Attended the LEAP 35th Anniversary Dinner with Dr. Scroggins and Dr. Yamagata-Noji.
- Attended the API Summer Reception at City Hall.
- Attended the San Gabriel Valley Civic Alliance Summer BBQ at Mountie Café.
- Attended the Project-by-Project Dinner at the California Science Center.

E. Trustee Santos reported the following:

- Attended the Greater West Covina Breakfast with the interim Police Chief Richard Bell.
- Attended the West Covina Movies at the Mall.
- Attended a Baldwin Park Concert in the Park.
- Attended the San Gabriel Valley Coalition of Chambers Legislative Committee.
- Attended the grand opening for Golden Panda Buffet in Baldwin Park.
- Attended the Irwindale Lions Installation Dinner.
- Attended a Foundation fund-raiser with Don Sachs in Irwindale.
- Attended the San Gabriel Valley Civic Alliance Summer BBQ at Mountie Café.
- Attended the Project 2020 celebration.

F. Trustee Baca reported the following:

- Looking forward to attending Flex Day activities.
- Attended a veterans' job fair at the L.A. County Fairgrounds and worked at the Mt. SAC booth.
- Attended the Walnut Valley Kiwanis event which provided food at Diamond Bar Concerts at the Park.
- Attended a State Foundation Board meeting, which is working on a civic engagement conference at College of the Canyons October 5-6.

G. Trustee Hidalgo reported the following:

- Was looking forward to attending the Project 2020 event, but was unable to attend.
- Was looking forward to attending the San Gabriel Valley Civic Alliance Summer BBQ, but was unable to attend.

H. Trustee Hall reported the following:

- Organized the San Gabriel Valley Civic Alliance Summer BBQ held at Mountie Café where there were 58 elected officials. He thanked all of the Mt. SAC employees who assisted with the event.
- Attended the Project 2020 celebration.
- Attended the Legislative Update Breakfast with Philip Chen in City of Industry.

I. Trustee Chen Haggerty reported the following:

- Preparing with the League for ACCT elections in September.

J. Trustee Bader reported the following:

- Attended the Project 2020 celebration.
- Attended the Citizens' Oversight Committee meeting, and toured the Business and Computer Technology Building.

- Attended the Pomona Rotary Hot August Night event, and noted that Student Trustee Corey Case won a prize for dancing.

PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:

- He welcomed and congratulated newly appointed and promoted employees.
- He congratulated Rebecca Coder, David Royce, and George Shira on their retirement.
- He introduced Sokha Song, Director, EEO Programs; Dr. Koji Uesugi, Dean, Student Services; Dave Wilson, Chief of Police; and Marti Whitford, Director, Student Health Services, to present the Title IX/Clery Act Update (presentation attached).
- He introduced Gary Nellesen, Director, Facilities Planning and Management, and Mika Klein, Senior Facilities Planner, to present the Educational and Facilities Master Plan Update (presentation attached).

CONSENT CALENDAR

The following correction was made to the Consent Calendar:

- Consent Item #16: Personnel Transactions, page 44 and 46 – Remove the Temporary Leave of Absence without Pay and Temporary Change of Assignment for Bernice Rose.
 - Consent Item #28: Contract Agreement with El Camino College to Host the 2017 Mt. San Antonio College Relays, page 73 – Change the date in the title to “2018” and the date under Analysis and Fiscal Impact to “2017.”
1. Appropriation Transfers and Budget Revisions Summary;
 2. Hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines;
 3. Re-issuance of stale-dated warrant;
 4. Contract for the Chancellor's Office Tax Offset Program for 2018;
 5. Memorandum of Understanding with Foothill Transit for Student Transportation Fee;
 6. Claim Against the College;
 7. Contract with Nuventive for Improve Analytics;
 8. Contract with OmniUpdate;
 9. Purchase of Hewlett Packard Computers, Displays, and Printers;
 10. Purchase of Furniture for the Business and Computer Technology Buildings A, B, and C – Phase 3;

11. Termination of Contract for South Campus Site Improvements – Demo, Grading, and Paving (Bid No. 3055);
12. Consulting Agreement for the South Campus Parking Planning Study;
13. Consulting Agreement for Engineering Services for the Science, Technology, Engineering, and Math (STEM) Center Secondary Effects;
14. Contract for Storm Drain and Water Line Replacement – Construction Management Services and Project General Conditions;
15. Agreement with Energize Colleges;
16. Personnel Transactions;
17. New Classified Job Classification Description;
18. School of Continuing Education Additions and Changes;
19. Acceptance of Funds: SB 1070 Memorandum of Understanding;
20. Contract Agreement with Library Consulting Services;
21. Child Development Center Student Field Trips;
22. Memorandum of Understanding between the Center of Excellence and Rancho Santiago Community College District;
23. Contract Agreement: California School Employees Association;
24. Contract Agreement: Penguin Random House Speakers Bureau;
25. Memorandum of Understanding between the Southern California Foothills Consortium and Mt. San Antonio College;
26. Contract Agreement with Cole-Schafer for the 2017 Football Season;
27. Contract Agreement with Covina District Field to Host Football Games for the 2017-18 Academic Year;
28. Contract Agreement with El Camino College to Host the 2017 Mt. San Antonio College Relays;
29. Contract Agreement with Pacific Palms Hotel and Conference Center for the 8th Annual Athletics Hall of Fame Dinner;
30. Program Fees for Students in the Kinesiology, Athletics, and Dance Division for the 2017-18 Academic Year;
31. Renewal of Application Services Agreement with PrestoSports;

32. Renewal of Contract Agreement with ArbiterSports RefPay for the 2017-18 Academic Year;
33. Memorandum of Understanding between Azusa Unified School District and Mt. San Antonio College – Non-Assembly Bill 288 (Dual Enrollment);
34. Advanced Technological Education Grant: Acceptance of Funds and Approval of Activities;
35. California Community Colleges Maker Grant: Acceptance of Funds and Approval of Activities;
36. College Futures Foundation Grant: Approval of Contract with National Center for Inquiry and Improvement;
37. Improving Undergraduate Science, Technology, Engineering, and Mathematics Education Grant: Acceptance of Funds;
38. Upward Bound Grant: Acceptance of Funds and Approval of Activities;
39. Contract with Cal Poly Pomona, Foundation, Inc. for the Associated Students Officer Training;
40. Contract with Pacific Palms Resort and Conference Center for the Associated Students Educators and Students of Distinction Ceremony;
41. Contract with PALI Retreat for the Arise Program Annual Student Leadership Retreat;
42. Contract with UCLA Conferences and Catering – Housing and Hospitality Services for the Minority Male Initiative Planning and Development Retreat;
43. Approval to participate in the My Veterans Resource Center pilot program as offered by Intelcom;
44. Memorandum of Understanding with the Los Angeles County Sheriff's Department;
45. General Liability/Property Insurance Program Renewal;
46. Consulting Agreements for the West Parcel Solar Draft Subsequent Environmental Impact Report (SEIR);
47. Contract Amendment:
 - Added Services – HMC Architects for the Design Technology Center Radio Station HVAC Improvements - Amendment No. 1;
48. Agreement with QCERA Inc. for LeaveSource Enterprise;
49. Operational Agreement with Project Sister Family Services; and

50. Contract Agreement with Dr. Bryan for Health Screenings and Required Attendance at Football Games for 2017-18 Academic Year.

It was moved by Trustee Hidalgo, seconded by Trustee Baca, and passed to approve the following items, as corrected:

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

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

ACTION ITEM #1 – PUBLIC HEARING ON THE MT. SAN ANTONIO COLLEGE PHYSICAL EDUCATION PROJECTS DRAFT SUBSEQUENT PROJECT ENVIRONMENTAL IMPACT REPORT (2017 SUBSEQUENT PROJECT EIR) (SCH 2002041161)

The public hearing was opened at 8:48 p.m.

Public Comments:

- Derrick Womble, Senior Management Analyst, City of Walnut spoke on the Item.

There was discussion of the Board.

The public hearing was closed at 9:02.

ACTION ITEM #2 – RESOLUTION NO. 17-01 – A RESOLUTION OF THE BOARD OF TRUSTEES OF MT. SAN ANTONIO COLLEGE CERTIFYING THE MT. SAN ANTONIO COLLEGE 2015 PHYSICAL EDUCATION PROJECTS DRAFT SUBSEQUENT PROJECT ENVIRONMENTAL IMPACT REPORT (2017 SUBSEQUENT PROJECT EIR) (SCH 2002041161), ADOPTING A STATEMENT OF OVERRIDING CONSIDERATIONS, AND ADOPTING A MITIGATION MONITORING PROGRAM

It was moved by Trustee Baca and seconded by Trustee Hidalgo to approve this item, including:

- a) Certifying the Mt. San Antonio College 2017 Physical Education Projects Subsequent Project Environmental Impact Report;
- b) Adopt the Statement of Overriding Considerations, the Statement of Facts and Findings, and the 2017 Mitigation Monitoring Program; and
- c) Direct staff to file the Notice of determination with the County Clerk, the State Clearinghouse, and the California Community College Chancellor's Office.

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

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

ACTION ITEM #3 – YEAR ONE-OF-TWO NEGOTIATED AGREEMENT BETWEEN THE FACULTY ASSOCIATION AND THE DISTRICT FOR 2017-19

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

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

Noes: None

Abstained: None

Absent: None

Student Trustee concurred.

DISCUSSION ITEM #1 - PROPOSED REVISIONS TO BOARD POLICY 5010 – ADMISSIONS

This item will be brought back to the September meeting for approval.

DISCUSSION ITEM #2 - PROPOSED NEW BOARD POLICY 7601 – POLICE AND CAMPUS SAFETY DEPARTMENT INTERNAL POLICIES AND PROCEDURES (NEW)

ADJOURNMENT

This item will be brought back to the September meeting for approval.

INFORMATION ITEM #1 – REVISIONS TO ADMINISTRATIVE PROCEDURE 4243 - PASS/NO-PASS GRADING

This item was presented as information.

INFORMATION ITEM #2 – REVISIONS TO ADMINISTRATIVE PROCEDURE 5011 – ADMISSION AND CONCURRENT ENROLLMENT OF HIGH SCHOOL AND OTHER YOUNG STUDENTS

This item was presented as information.

The meeting adjourned at 9:15 p.m.

WTS:CN

Enrollment Management
Joumana McGowan, Uyen Mai, Madelyn Arballo,
George Bradshaw, and Antonio Bangloy
September 13, 2017

Background

Enrollment management is a process that includes tracking and interacting with students from the point of their initial contact with the institution until their graduation or departure from the institution. As an activity, enrollment management is designed to attract and retain students. To that end, Mt. San Antonio College has focused institutional commitment and resources, both human and fiscal, to shape, build, and increase enrollments. As a result, enrollment management practices at Mt. SAC have become more thoughtful, calculated, and purposeful; in fact, these practices continue to be accomplished through developing, modifying, and improving educational programs and services to better meet student needs and expectations.

Mt. SAC has done well in managing enrollment, especially because of its willingness to be more responsive to the needs of students and the market. The enrollment management presentation will cover the following topics:

- Enrollment by FTES
- Registration Priorities
- Scheduling Strategies
- Marketing Strategies
- IT Strategies

Impact on Mt. SAC

Enrollment is at the heart of our mission and also drives the College's revenue stream. We are continuously working on welcoming and supporting our students so they meet their educational goals. Our faculty, staff, managers, and infrastructure all play key roles in our enrollment management goals, process, and plan. It is great to know that when we collectively do our job well, our students receive better services and our employees and infrastructure continue to improve.

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

DATE: September 13, 2017

CONSENT

SUBJECT: Appropriation Transfers and Budget Revisions Summary

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
As of June 30, 2017
For the period 7/10/17 - 8/22/17**

Unrestricted General Fund - 11 and 13

From:

<u>Budget Classification</u>	<u>Amount</u>
4000 Supplies/Materials	\$ 17,691
5000 Other Operating Expenses/Services	247,582
6000 Capital Outlay	25,873
7950 Unassigned Fund Balance	194,139
Total	\$ 485,285

To:

<u>Budget Classification</u>	<u>Amount</u>
1000 Academic Salaries	\$ 166,481

Prepared by: Myeshia Armstrong/Rosa Royce

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #1

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

2000	Classified/Other Nonacademic Salaries	\$	248,096
3000	Employee Benefits		36,178
7000	Other Outgo		34,530
Total		\$	485,285

Restricted General Fund - 17

From:

<u>Budget Classification</u>			<u>Amount</u>
1000	Academic Salaries	\$	136,695
5000	Other Operating Expenses/Services		2,783,713
Total		\$	2,920,408

To:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	216,986
3000	Employee Benefits		89,916
4000	Supplies/Materials		1,851
6000	Capital Outlay		113,642
7000	Other Outgo		2,498,013
Total		\$	2,920,408

Child Development Fund - 33

From:

<u>Budget Classification</u>			<u>Amount</u>
3000	Employee Benefits	\$	7,370
4000	Supplies/Materials		7,290
5000	Other Operating Expenses/Services		56,774
6000	Capital Outlay		1,149
7940	Assigned Fund Balance		268
Total		\$	72,851

To:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	72,583
7920	Restricted Fund Balance		268
Total		\$	72,851

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

Health Services Fund - 39

From:

<u>Budget Classification</u>	<u>Amount</u>
4000 Supplies/Materials	\$ 1,474
Total	\$ 1,474

To:

<u>Budget Classification</u>	<u>Amount</u>
5000 Other Operating Expenses/Services	\$ 1,474
Total	\$ 1,474

Capital Outlay Projects Fund - 41

From:

<u>Budget Classification</u>	<u>Amount</u>
7950 Unassigned Fund Balance	\$ 10,546
Total	\$ 10,546

To:

<u>Budget Classification</u>	<u>Amount</u>
5000 Other Operating Expenses/Services	\$ 10,546
Total	\$ 10,546

Bond Construction Fund No 2 - Fund 45

From:

<u>Budget Classification</u>	<u>Amount</u>
2000 Classified/Other Nonacademic Salaries	\$ 44,176
Total	\$ 44,176

To:

<u>Budget Classification</u>	<u>Amount</u>
3000 Employee Benefits	\$ 44,176
Total	\$ 44,176

2017 BAN Construction Fund 47

From:

<u>Budget Classification</u>	<u>Amount</u>
6000 Capital Outlay	\$ 51,544
Total	\$ 51,544

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

To:			
	<u>Budget Classification</u>		<u>Amount</u>
4000	Supplies/Materials	\$	51,544
Total		\$	51,544

Associated Students Trust Fund - 71

From:			
	<u>Budget Classification</u>		<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	1,365
5000			687
Total		\$	2,052

To:			
	<u>Budget Classification</u>		<u>Amount</u>
3000	Employee Benefits	\$	1,365
4000	Supplies/Materials		687
Total		\$	2,052

Other Trust Funds - 79

From:			
	<u>Budget Classification</u>		<u>Amount</u>
7940	Assigned Fund Balance	\$	20,000
Total		\$	20,000

To:			
	<u>Budget Classification</u>		<u>Amount</u>
5000	Other Operating Expenses/Services	\$	20,000
Total		\$	20,000

BUDGET REVISIONS
As of June 30, 2017
For the period 7/10/17 - 8/22/17

Unrestricted General Fund - 11/13

Revenue:			
	<u>Budget Classification</u>		<u>Amount</u>
800000	2016-17 Apportionment Adjustment	\$	2,637,302
861100	2016-17 Administrative Allowance 2% of Enrollment		19,036

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

861100	2016-17 BOG Fee Waiver Administration	\$	16,038
861911	Return to Title V		(10,000)
868501	2016-17 State Lottery		(101,180)
869001	CalSTRS On-behalf Payments		6,576,477
882001	Agricultural Club Council		1,584
882003	Baseball Program		4,500
882003	Women's Volleyball Program		500
883900	Wildlife Sanctuary		2,794
883900	Video Production		6,800
883900	Continuing Education Division Programs- Non Credit Adult Education		600
884001	Music-Choral Program		690
884006	Athletic Operations		42
884006	Student Life-Commencement		2,036
884007	Planetarium		5,043
884008	Box Office-Ticket Sales		448
884024	Mountaineer Advertising		1,400
885000	Campus Facility Rentals		37,525
886000	Interest		374,015
887200	Wellness Center Memberships		6,888
887730	Ceramics, Clay Fees		1,005
887730	Business, color Copy/Laser Fees		179
887730	Photographics, Production Fees		410
887730	Commercial Art, Print Fees		35
887730	Interior Design/Fashion, Print Fees		75
887730	First Aid and CPR Fees		54
887900	Expedited Transcript Fee		6,718
888010	Nonresident Tuition, International Students		288,050
888107	Parking Services		60
888500	Bursar's Office, Duplicate ID Fees- Noncredit Students		2,870
888500	Flight Training Program		4,936
888500	Music-Choral Program		75
888500	Music-Instrumental Program		50
888500	Music-Choral Singers Program		900
889000	Self Insured Retention Trust		10,516
889000	Technical Assistance Provider Contract		800
	Education Events		
889000	Printing Services		1,494
889004	Chemistry Program		347

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

889005	Summer Science Exploration Program	\$	300
889010	Indirect Cost Recovery		291,294
898002	Intrafund Transfers-In-International Student Program		307,151
898002	Intrafund Transfers-In-Community Services		18,830
898002	Intrafund Transfers-In-Wellness Center		9,130
898002	Intrafund Transfers-In-Faculty Professional Development		1,984
Total		\$	10,529,801

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	(52,475)
3000	Employee Benefits		6,552,963
4000	Supplies/Materials		6,222
5000	Other Operating Expenses/Services		649,159
6000	Capital Outlay		17,438
7000	Other Outgo		288,050
7950	Unassigned Fund Balance		3,068,444
Total		\$	10,529,801

Restricted General Fund - 17

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
814000	LA County Department of Public Social Services - CalWORKS	\$	(13,355)
862300	2015-16 Disabled Student Program and Services (DSPS)		175,977
862500	2016-17 CalWORKS		(70,000)
862903	2016-17-Full-Time Student Success Grant		(58,976)
892908	2015-16 Basic Skills		266,556
862909	2016-17 Student Equity		105,144
868501	2016-17 Lottery		(30,760)
869001	CalSTRS On-behalf Payments		449,441
Total		\$	824,027

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
1000	Academic Salaries	\$	(1,442)
2000	Classified/Other Nonacademic Salaries		74,734

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

3000	Employee Benefits	\$	468,566
4000	Supplies/Materials		(11,138)
5000	Other Operating Expenses/Services		265,638
6000	Capital Outlay		86,645
7000	Other Outgo		(58,976)
Total		\$	824,027

Child Development Fund - 33

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
819000	Child Care Federal and State Food Program	\$	10,481
865900	California State Preschool Program		38,038
865900	Child Care Federal and State Food Program		936
869001	CalSTRS On-behalf Payments		15,441
Total		\$	64,896

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
2000	Classified/Other Nonacademic Salaries	\$	35,573
3000	Employee Benefits		17,906
5000	Other Operating Expenses/Services		11,417
Total		\$	64,896

Capital Outlay Projects Fund - 41

Revenue:

<u>Budget Classification</u>			<u>Amount</u>
886000	Revenue Lease Bonds Interest	\$	213
898001	Interfund Transfers-In-TV Studio Upgrade/ Audio, Strong Workforce Program		100,000
898001	Interfund Transfers-In-Canine Lab/Kennel Upgrade, Register Veterinary Technician, Strong Workforce Program		335,000
Total		\$	435,213

Expenditures:

<u>Budget Classification</u>			<u>Amount</u>
6000	Capital Outlay	\$	435,213
Total		\$	435,213

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

Capital Outlay Projects/Redevelopment Fund - 43

Revenue:

<u>Budget Classification</u>	<u>Amount</u>
894002 City of Walnut	\$ 1,184
Total	\$ 1,184

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
7000 Other Outgo	\$ 1,184
Total	\$ 1,184

Student Financial Aid Trust Fund - 74

Revenue:

<u>Budget Classification</u>	<u>Amount</u>
898001 Occupational Work Experience	\$ 2,250
898001 President Sustainability Award	1,000
898001 Interfund Transfers-In-2016-17 Full-Time Student Success Grants	(58,976)
898001 Occupational Work Experience	(32,350)
Total	\$ (88,076)

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
7000 Other Outgo	\$ (88,076)
Total	\$ (88,076)

Scholarship and Loan Trust Fund - 75

Revenue:

<u>Budget Classification</u>	<u>Amount</u>
882xxx 2016-17 Scholarships	\$ 611,277
Total	\$ 611,277

Expenditures:

<u>Budget Classification</u>	<u>Amount</u>
7000 Other Outgo	\$ 611,277
Total	\$ 611,277

SUBJECT: Appropriation Transfers and Budget Revisions Summary

DATE: September 13, 2017

RECOMMENDATION

It is recommended that the Board of Trustees approves the appropriation transfers within the Unrestricted General Fund (\$485,285), Restricted General Fund (\$2,920,408), Child Development Fund (\$72,851), Health Services Fund (\$1,474), Capital Outlay Projects Fund 41 (\$10,546), Bond Construction Fund No. 2 (\$44,176), 2017 BAN Construction Fund (\$51,544) Associated Students Trust Fund (\$2,052), and Other Trust Funds (\$20,000) 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 (\$10,529,801), Restricted General Fund (\$824,027), Child Development Fund (\$64,896), Capital Outlay Projects Fund (\$435,213), Capital Outlay Projects/Redevelopment Fund (\$1,184), Student Financial Aid Trust Fund (-\$88,076), and Scholarship and Loan Trust Fund (611,277) pursuant to the California Code of Regulations, Title 5, Section 58308.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</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. The following is a list of independent contractors for Board approval:

Provider	Area/Department	Service/ Assignment	Date(s)	Not to Exceed
Benke, Daniel	Instruction – Strong Workforce Program Regional HVAC Collaborative	Attend and participate in the HVAC Collaborative Economizer professional development event	6/23/17 – 6/24/17	\$300
Breadman, Scott	Instruction – Music	Latin percussionist – Vocal Jazz Concert	9/14/17 – 6/30/18	\$300
Cervantes, Ebuít	Instruction – Music	Recording engineer – Chamber Singers	9/14/17 – 6/30/18	\$4,000
Gilkey, John	Instruction – Music	Tune and repair all pianos	9/14/17 – 6/30/18	\$10,000
Gregory, Steven	Instruction – Music	Performer/Accompanist – Vocal Jazz ensembles’ rehearsals, performances, and events	9/14/17 – 6/30/18	\$5,000
Jaquette, Tim	Instruction – Music	Recording engineer – Vocal Jazz ensembles	9/14/17 – 6/30/18	\$4,000
Johnstone, Dave	Instruction – Music	Performer/Accompanist – Vocal Jazz ensembles’ rehearsals, performances, and events	9/14/17 – 6/30/18	\$10,000

Prepared by: Myeshia Armstrong Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #2

SUBJECT: Independent Contractors

DATE: September 13, 2017

Provider	Area/Department	Service/ Assignment	Date(s)	Not to Exceed
Kerwin, Patrick	Student Services/ Counseling	Facilitator - Two-day Career Workshop	10/4/17 – 10/5/17	\$7,000
Kishimoto, Elwin	Instruction – Fine Arts	Service and repair on ceramics kiln	9/14/17 – 6/30/18	\$1,000
McSherry, Lauren	Instruction – Center of Excellence	Writing, Research Assistance, and Copy Editing Services	9/18/17 – 6/30/18	\$20,000
O'Brien, John David	Instruction – Fine Arts	Four Phase Public Art Project for Veterans Services (continued from 2016-2017)	8/1/17 – 6/30/18	\$20,000
Politano, Matthew	Instruction – Music	Performer/Masterclass conductor – Jazz Piano & Rhythm section for instrumental jazz band rehearsals, performances, and events	9/14/17 – 6/30/18	\$4,000
Rafael, Pablo dba Sergio's Custom Upholstery	Facilities Planning & Management	Repair or replace various upholstered items throughout the campus as needed.	8/22/17- 6/30/18	\$10,000
Regus, Elaine	Marketing and Communications	Writing and editing support	8/1/17 – 6/30/18 (date correction)	\$1,000
Suffredini, Ron	Instruction – Music	Performer/Accompanist – Vocal Jazz ensembles' rehearsals, performances, and events	9/14/17- 6/30/18	\$10,000
Zasadzinski, Thomas	Marketing and Communications	Photography support	8/1/17- 6/30/18 (date correction)	\$2,000

SUBJECT: Independent Contractors

DATE: September 13, 2017

Funding Sources

Unrestricted General Fund – Instruction – Music, Fine Arts, Center of Excellence; Facilities Planning & Management; Marketing and Communications.

Restricted Fund – Instruction – Strong Workforce Program Regional HVAC Collaborative; Student Services – Counseling (SSSP).

RECOMMENDATION

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

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

DATE: September 13, 2017

CONSENT

SUBJECT: Resolution No. 17-02 - Appropriations Limit for Fiscal Year 2017-18

BACKGROUND

In accordance with Article XIII-B of the Constitution and Chapter 1205 Statutes of 1980, the Board of Trustees is required to establish by resolution an appropriations limit for the 2017-18 fiscal year.

ANALYSIS AND FISCAL IMPACT

The following Resolution No. 17-02 establishes Mt. San Antonio Community College District's appropriations limit for the 2017-18 fiscal year at \$312,017,619.

For the 2017-18 fiscal year, the College's budgeted appropriations subject to the limitation are \$158,372,399. This means we are approximately \$153.6 million under our statutory spending limit (see Gann Limit worksheet below).

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees adopts Resolution No. 17-02, as required by law.

Prepared by: Rosa M. Royce

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #3

RESOLUTION NO. 17-02

**RESOLUTION OF THE GOVERNING BOARD OF THE
MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
SETTING THE DISTRICT APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2017-18**

As required by Article XIII-B of the Constitution and Chapter 1205 Statutes of 1980.

WHEREAS, on November 6, 1979, the people of California passed Proposition 4, a constitutional amendment requiring appropriations limits for State and local government units; and

WHEREAS, Article XIII-B of the Constitution and Chapter 1205 Statutes of 1980, implements Proposition 4, and requires the Board of Trustees to establish by resolution an appropriations limit each fiscal year beginning with 1981-82; and

WHEREAS, the documentation used in determining the appropriations limit for the 2017-18 fiscal year has been made available to the public in the Office of Administrative Services for fifteen (15) days prior to the adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby establishes a 2017-18 fiscal year appropriations limit of \$312,017,619.

I HEREBY CERTIFY THAT the foregoing is a full, true, and correct copy of a resolution adopted by the Governing Board of Mt. San Antonio Community College District of Los Angeles County, California, at its regular meeting on September 13, 2017.

AYES, and in favor of, Board Members:

NOES, Board Members:

ABSENT, Board Members:

William T. Scroggins
College President & CEO and
Secretary, Governing Board

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2017-18

DISTRICT NAME: Mt. San Antonio Community College
DATE: September 13, 2017

I. 2017-18 Appropriations Limit:		
A.	2016-17 Appropriations Limit	\$ <u>302,334,870</u>
B.	2017-18 Price Factor:	<u>1.0369</u>
C.	Population factor:	
	1 2015-16 Second Period Actual FTES	<u>32,014.32</u>
	2 2016-17 Second Period Actual FTES	<u>31,864.85</u>
	3 2017-18 Population change factor	<u>0.9953</u>
	(line C.2. divided by line C.1.)	
D.	2016-17 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)	\$ <u>312,017,619</u>
E.	Adjustments to increase limit:	
	1 Transfers in of financial responsibility	\$ <u>0</u>
	2 Temporary voter approved increases	<u>0</u>
	3 Total adjustments - increase	<u>0</u>
	Sub-Total	\$ <u>0</u>
F.	Adjustments to decrease limit:	
	1 Transfers out of financial responsibility	\$ <u>0</u>
	2 Temporary voter approved increases	<u>0</u>
	3 Total adjustments - decrease	<u>0</u>
G.	2017-18 Appropriations Limit	\$ <u><u>312,017,619</u></u>
II. 2017-18 Appropriations Subject to Limit:		
A.	State Aid (General Apportionment, Apprenticeship Allowance, Education Protection Account tax revenue)	\$ <u>112,247,703</u>
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	<u>117,739</u>
C.	Local Property taxes	<u>46,420,793</u>
D.	Estimated excess Debt Service taxes	<u> </u>
E.	Estimated Parcel taxes, Square Foot taxes, etc.	<u> </u>
F.	Interest on proceeds of taxes	<u>140,646</u>
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates	<u>(554,482)</u>
H.	2017-18 Appropriations Subject to Limit	\$ <u><u>158,372,399</u></u>

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Proposition 30 - Education Protection Account Funding and Expenditures for 2017-18 Fiscal Year</u>	

BACKGROUND

The Education Protection Account (EPA) was created in November 2012 by Proposition 30, The Schools and Local Public Safety Protection Act of 2012. This proposition was approved to temporarily raise sales tax and use tax until December 2016 and personal income tax until December 2018. The EPA was implemented in 2013 with the purpose to receive and disburse the temporary tax revenues derived from the incremental increases on these imposed taxes.

In November 2016, the EPA, which is governed by Section 36 of Article XIII of the California Constitution, was amended by Proposition 55. This proposition extends the temporary personal income tax increases enacted in 2012 for 12 years or until December 2030.

The EPA funds are not additional funds. They are a component of districts' base apportionment. Similar to "Local Property Taxes", districts' State aid is reduced by \$1.00 for each dollar received from the EPA.

In addition, the initial requirements established by Proposition 30 remain in place. Community college districts must:

- Annually submit an EPA spending plan to be approved by the governing board in a public meeting;
- Annually publish on its internet website an accounting of how much money was received from the EPA and how that money was spent;
- Shall not expense EPA funds on administrative salaries and benefits or any other administrative costs; and
- Must have an annual independent financial and compliance audit to ascertain and verify whether the funds provided by EPA have been properly disbursed and expended, as required by law. Expenses incurred to comply with this additional audit requirement may be paid from the EPA funds.

Prepared by: Myeshia Armstrong/Rosa M. Royce Reviewed by: Michael D. Gregoryk
Recommended by: Bill Scroggins Agenda Item: Consent #4

SUBJECT: Proposition 30 - Education Protection Account Funding and Expenditures
for 2017-18 Fiscal Year

DATE: September 13, 2017

ANALYSIS AND FISCAL IMPACT

The EPA funds are estimated to be \$21,832,030, as per the 2017-18 advance apportionment. This information will be included in the "Education Protection Account Expenditure Report" of the CCSF-311 Annual Financial and Budget Report and will be published on the College's website.

As reported in the CCSF-311 Annual Financial and Budget Report, instructional salaries and benefit expenditures were \$89.9 million in the 2015-16 fiscal year. A total of approximately \$95.8 million will be included in the 2016-17 CCSF-311 report. The final instructional salaries and benefits figure for the 2017-18 fiscal year is not known, but the total expense of instructional salaries and benefits will largely exceed the estimated EPA funds of \$21,832,030. Therefore, it is requested that the Board of Trustees approves expensing the entire amount of the EPA funds to Instructional Salaries and Benefits.

The Education Protection Account Expenditure Report shown below identifies the \$21,832,030 EPA estimated proceeds, as well as estimated expenditures for salaries and benefits in instructional activities. This information will be updated at year-end with actual figures and will be audited as part of the College's annual financial compliance audit.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the use of the estimated \$21,832,030 Education Protection Account to fund Instructional Salaries and Benefits for the 2017-18 fiscal year.

SUBJECT: Proposition 30 - Education Protection Account Funding and Expenditures
for 2017-18 Fiscal Year

DATE: September 13, 2017

CALIFORNIA COMMUNITY COLLEGES
Annual Financial and Budget Report

Details of Education Protection Account

For Actual Year: 2017-2018

District ID: 850

Name: Mt. San Antonio Community
 College District

EPA Revenue	21,832,030
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Activity Classification	Activity Code	Salaries and Benefits (Obj. 1000 - 3000)	Operating Expenses (Obj. 4000 - 5000)	Capital Outlay (Obj. 6000)	Total
Instructional Activities	0100-5900	21,832,030			21,832,030
TOTAL		21,832,030			21,832,030

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

DATE: September 13, 2017

CONSENT

SUBJECT: Quarterly Financial Status Report

BACKGROUND

Title 5 of the California Code of Regulations (CCR), Section 58310, requires community college districts to prepare and submit a quarterly report on their financial condition that must be submitted to the Chancellor and presented to the Board of Trustees for its review.

ANALYSIS AND FISCAL IMPACT

The following report for the period ending June 30, 2017, should be reviewed and approved by the Board of Trustees. Once this report has been approved, it will be forwarded to the Chancellor's Office. This report includes revenues, expenditures, and the fund balance for the Unrestricted General Fund only and gives the Board a condensed overview of the fiscal status of the College.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees reviews and approves the Quarterly Financial Status Report for the period ending June 30, 2017.

Prepared by: Myeshia Armstrong

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #5

VIEW QUARTERLY DATA

CHANGE THE PERIOD ▾

Fiscal Year: 2016-2017

Quarter Ended: (Q4)

June 30, 2017

District: (850) MT. SAN ANTONIO

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2013-14	Actual 2014-15	Actual 2015-16	Projected 2016-17
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	148,416,716	156,676,952	196,841,282	191,388,538
A.2	Other Financing Sources (Object 8900)	574,076	1,182,661	1,641,456	2,855,758
A.3	Total Unrestricted Revenue (A.1 + A.2)	148,990,792	157,859,613	198,482,738	194,244,296
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	145,965,823	152,168,354	177,078,966	208,157,748
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	518,742	1,420,594	14,973,751	2,662,668
B.3	Total Unrestricted Expenditures (B.1 + B.2)	146,484,565	153,588,948	192,052,717	210,820,416
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	2,506,227	4,270,665	6,430,021	-16,576,120
D.	Fund Balance, Beginning	27,729,958	30,236,185	34,506,850	24,360,751
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	27,729,958	30,236,185	34,506,850	24,360,751
E.	Fund Balance, Ending (C. + D.2)	30,236,185	34,506,850	40,936,871	7,784,631
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	20.6%	22.5%	21.3%	3.7%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	29,682	30,654	31,467	31,011
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2013-14	2014-15	2015-16	2016-17
H.1	Cash, excluding borrowed funds		49,118,338	73,996,060	83,825,411
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	20,613,133	49,118,338	73,996,060	83,825,411

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	179,137,024	191,388,538	190,532,527	99.6%
I.2	Other Financing Sources (Object 8900)	1,550,458	2,855,758	2,863,171	100.3%
I.3	Total Unrestricted Revenue (I.1 + I.2)	180,687,482	194,244,296	193,395,698	99.6%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	199,009,343	208,157,748	188,056,312	90.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,858,223	2,662,668	2,418,946	90.8%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	200,867,566	210,820,416	190,475,258	90.3%

K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-20,180,084	-16,576,120	2,920,440	
L.	Adjusted Fund Balance, Beginning	20,756,787	24,360,751	40,936,871	
L.1	Fund Balance, Ending (C. + L.2)	576,703	7,784,631	43,857,311	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	0.3%	3.7%		

V. Has the district settled any employee contracts during this quarter? NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify YYYY-YY)	Management		Academic				Classified	
			Permanent		Temporary			
	Total Cost Increase	%*	Total Cost Increase	%*	Total Cost Increase	%*	Total Cost Increase	%
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? YES
Next year? YES

If yes, what are the problems and what action will be taken? (Enter explanation below, include additional pages if needed.)

Mt. San Antonio College ended the fiscal year with a \$2.9 million surplus and ending fund balance of \$43.8 million, primarily as a result of additional \$1.0 million in the 2015-16 Growth, \$0.8 million in 2015-16 Prior Year Apportionment Adjustments, and \$1.9 million for increases in Interest, Nonresident Tuition, and Miscellaneous Revenues in 2016-17. The College's FTEs decreased by 374 FTES from summer 2016 to spring 2017.

The economic position of the College is closely tied to the State of California. The significant increases in STRS and PERS employer contributions will affect the College in future years. The STRS employer rate will increase from 12.58% in 2016-17 to 19.1% in 2020-21, and the PERS employer rate will increase from 13.88% in 2016-17 to 27.30% in 2024-25.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>Quarterly Investment Report</u>	

BACKGROUND

Although the Legislature suspended these mandates and local agencies are no longer required to submit quarterly investment reports or the investment policy on an annual basis, it encouraged local agencies to continue to submit these reports to their governing boards. We feel that it is fiscally responsible to continue this practice; therefore, we will continue to submit these reports to the Board of Trustees for review.

ANALYSIS AND FISCAL IMPACT

Mt. San Antonio Community College District was approved for fiscal independence status effective July 1, 2012. As a result, cash and checks are deposited on a daily basis with the Los Angeles County Treasurer’s Office. The College maintains Citizens Business Bank accounts for the collection of enrollment and student fees, a clearing account to receive wire transfers for financial aid and other grants, and a revolving fund for emergencies. These funds are transferred on a daily or as-needed basis to the Los Angeles County Treasurer’s Office. In addition, the cash from the Revenue Lease Bonds (COPS) is held with a trustee. The cash investments are summarized as follows for the quarter ending June 30, 2017:

County of Los Angeles, Cash in County Treasury	\$234,422,091	1.37%
Citizens Business Bank, District Clearing Account	21,124	.10%
Citizens Business Bank, Revolving Fund	70,616	.10%
Citizens Business Bank, Community Education Clearing Account	20,319	.00%*
Citizens Business Bank, Web Registration Credit Cards	101,293	.10%
Citizens Business Bank, Parking Services Credit Cards	15,307	.10%
Citizens Business Bank, College Programs	7,574	.00%
City National Bank, Federal Perkins Loans	2,922	.00%
Cash with Trustee, Revenue Lease Bonds (COPS)	222,161	.20%

*in exchange for reduced banking fees (account is cleared monthly)

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees accepts the June 30, 2017, Quarterly Investment Report.

Prepared by: <u>Myeshia Armstrong</u>	Reviewed by: <u>Michael D. Gregoryk</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Consent #6</u>

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

DATE: September 13, 2017

CONSENT

SUBJECT: Purchase of a New LED Display System (RFP No. 3164)

BACKGROUND

The electronic marquee at the corner of Temple and Grand Avenue is a significant feature of the College campus, and it has been used for the past 15 years. This marquee has been a means of providing important information and marketing material to thousands of vehicles that pass through this intersection daily. Daktronics is the original manufacturer of the electronic components of this marquee and has notified the campus that they are discontinuing support of this type of sign, effective this year. Since receiving this notification, the system experienced a catastrophic failure, which disabled the marquee for several months over the summer. The system has been restored to a functional state, but it is doubtful that another repair would be possible since no spare parts are available.

Plans were developed to replace the electronic systems in the marquee and upgrade the structure that houses the present displays as part of the landscaping project at the corner of Temple and Grand Avenue. The new display signs will be taller than the existing signs and the current fixed nameplate above the signs will be eliminated. The new, larger displays will be controlled by a more powerful video processor, which will provide greatly enhanced graphic capabilities and the ability for College staff to update the messages on the displays in real time. The displays will be integrated into the Tightrope Carousel digital signage server, which will ultimately control all of the informational screens on campus providing a uniform look and feel to campus messaging.

ANALYSIS AND FISCAL IMPACT

A Request for Proposal (RFP No. 3164), was issued in July 2017. Three proposals were received by the established deadline from:

Company

Daktronics
Multimedia LED
Vantage LED

Location

Brookings, South Dakota
Corona, CA
Ontario, CA

Proposal responses were then reviewed and evaluated by a committee representing Technical Services, Information Technology, Facilities Planning & Management, and Marketing & Communications. The committee evaluated each proposal based on a specific set of criteria and functional requirements. Other areas considered were the system's

Prepared by: William Eastham/Teresa Patterson

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #7

SUBJECT: Purchase of a New LED Display System (RFP No. 3164)

DATE: September 13, 2017

reliability, ability for self-service by College staff, warranty, time-frame for repairs, ongoing maintenance support and enhancements, customer service assistance, and cost.

After a comparison of the three vendors, Multimedia LED stood out because of the following advantages:

- The unique design using a data distributor to feed each panel in the sign separately, guaranteeing that failure of any one panel in the system will not affect any other part of the sign.
- An Ethernet physical layer to distribute data to each panel in the system, making it easier for College staff to troubleshoot in the event of a problem, thus allowing self-service, which was a very important consideration of this project.
- Signs are constructed with Nichia LEDs, which are considered the best LED component available.
- Better service response time from their facility in Corona, typically within 24 hours.

In addition, Multimedia LED recently installed a scoreboard display at the Marie Mills Aquatics Center, with remarkable results. Multimedia LED's display has proven to be reliable and was installed with excellent customer service.

Based on the RFP response and past customer experience, the committee was unanimous in recommending Multimedia LED's display system as the solution that best meets the College's needs.

The costs for two 16mm display signs, two-day on-site training, five-year parts and one-year full warranty will be \$101,844.58, plus applicable tax and shipping expenses.

The payment terms required for this purchase are as follows:

- 50% prepayment due with Purchase Order
- 40% due on shipment
- 10% due on delivery

Funding Sources

Measure RR Bond (Series A) funds.
Measure RR Bond 2017 BAN funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the purchase of a LED Display System from Multimedia LED.

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

DATE: September 13, 2017

CONSENT

SUBJECT: Amended Agreement with Covina District Field to Host the 2017
Football Games

BACKGROUND

At the August meeting of the Board of Trustees, an agreement with Covina Unified School District for use of their Football Stadium was presented for approval. Following further negotiations with the College, we are now presenting an amended agreement for approval.

ANALYSIS AND FISCAL IMPACT

The Covina Unified School District (CUSD) will provide custodial services for preparation and cleanup of the stadium. CUSD will also provide the services of an electrician and field lighting as required for the game, as well as access to the stadium public address system. The College will provide security services using a contracted security company; required ambulance services via an agreement with Cole-Schafer Ambulance Services; and box office services and event management services through the Technical Services Division.

The cost for rental of the facility will be approximately \$500 per hour plus custodial costs and the cost of the electrician. Although the final billing from last year has yet to be finalized, we anticipate that the total cost for last season will be approximately \$30,000. Total costs to CUSD for this season will not exceed \$41,000 for five regular season games and two possible playoff games.

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the amended agreement with the Covina Unified School District to host the 2017 Mt. SAC Football game season.

Prepared by: William Eastham

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #8

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>Microsoft Campus Agreement</u>	

BACKGROUND

The Microsoft Campus Agreement is purchased from Computerland of Silicon Valley via the Foundation for California Community Colleges (FCCC) and is an annual licensing program that allows the College the right to run Microsoft-licensed software. The agreement covers the most current version (and prior versions) of the client licensed software for Windows, Office, and virus protection and automatically includes all software upgrades.

ANALYSIS AND FISCAL IMPACT

The annual renewal cost of the agreement is based on full-time equivalent (FTE) staff, faculty, and managers that the College reports to the Chancellor’s Office. The FCCC negotiates a three-year fixed price per FTE through its contract with Microsoft. The negotiated price for the three-year period is \$57.00 per FTE. The Agreement is effective October 1, 2017, through September 30, 2020. The previous contract was \$61.00 per FTE; so, this is a price reduction of \$3.00 per FTE. The College qualifies for the reduction in per FTE cost due to utilizing Microsoft’s Azure cloud storage tool. Based on the current FTE of 1,245, the cost for client software is \$70,965. The College will also utilize 118 licenses for various Microsoft products including Azure cloud storage, Power BI, Visio Pro, Project Pro, and server management software at a cost of \$18,389.

The total cost for 2017-18 is \$89,354. This is an increase of \$9,794 over the 2016-17 cost due to an increase in the number of server licenses and an increase in the quantity of Azure cloud storage space the College is using for data backups.

The annual amount will fluctuate for 2018-19 and 2019-20, based on the number of FTE and licenses required to support the campus.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the Microsoft Campus Agreement.

Prepared by: _____	Dale S. Vickers	Reviewed by: _____	Michael D. Gregoryk
Recommended by: _____	Bill Scroggins	Agenda Item: _____	Consent #9

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

DATE: September 13, 2017

CONSENT

SUBJECT: West Parcel Solar – Telemetry Design and Engineering Review

BACKGROUND

Prior to the commencement of the West Parcel Solar project, Southern California Edison is required to review and design the telemetry (metering) for the connection to the College's main power grid. Additionally, they will review and design the protection options and facilities to ensure that the system will interface in a safe manner with the College's main electrical grid.

Edison will require prepayment of the cost of the work, which is estimated to be \$9,620. Once the work is complete, they will invoice for any actual costs over the estimated cost. Therefore, an allowance is requested of \$2,000 for additional costs.

ANALYSIS AND FISCAL IMPACT

The cost for this work is not to exceed \$11,620.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the agreement with Southern California Edison for the West Parcel Solar project Telemetry Design and Engineering Review.

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #10

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>Agreement for Cellular Sites - Division of State Architect Inspection</u>	
	<u>Costs</u>	

BACKGROUND

The College currently has an agreement with AT&T to provide communications facilities on the roof of the Learning Technology Center. Replacing existing equipment in-kind requires Division of State Architect (DSA) inspection services in order to ensure that the firm complies with applicable building codes.

ANALYSIS AND FISCAL IMPACT

AT&T has agreed to reimburse the College for the costs associated with the DSA inspection services for this project in the amount of \$2,760.00. At the end of the project, the College will send a final invoice to the company detailing all costs. AT&T has agreed to pay in advance for the inspection services. Any remaining balance of the advance payment will be returned within 30 days of the completion of the project and final sign off. In the event that the costs exceed the advance payment amount during the course of the project, the College will submit invoices for those additional costs.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the agreement with AT&T for advance payment of DSA inspection fees.

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

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

DATE: September 13, 2017

CONSENT

SUBJECT: Consulting Agreement for Architectural Services for the Humanities/
Social Sciences North Classroom Utilization Project

BACKGROUND

The Humanities/Social Sciences North, Building 26A, was renovated in 2006 to modernize classrooms for the Humanities Division. HPI Architecture has provided a proposal to provide architectural and engineering services to develop a project for the renovation of space in the building on the second floor as part of the Classroom Utilization project.

The current space consisting of four classrooms, an observation room, and a storage closet will be reconfigured to provide four classrooms of a more appropriate size, six offices, an IT workroom, and a data distribution room for technology equipment.

ANALYSIS AND FISCAL IMPACT

The following contract is presented for approval:

	Consultant:	HPI Architecture
	Project:	Classroom Utilization - Building 26A Second Floor East
Item	Description:	Amount
	Professional architectural and engineering services to provide four classrooms, six offices, an IT workroom, and an IDF room for technology equipment at the Humanities/Social Sciences North building, including structural engineering, IT/Audiovisual engineering, and fire protection services.	\$100,670.00
	Reimbursable expenses, not to exceed:	\$2,000.00
	Contract Amount:	\$102,670.00

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #12

SUBJECT: Consulting Agreement for Architectural Services for the Humanities/Social Sciences North Classroom Utilization Project

DATE: September 13, 2017

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the consulting agreement for architectural services with HPI Architecture for the Humanities/Social Sciences North Classroom Utilization project.

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

DATE: September 13, 2017

CONSENT

SUBJECT: Consulting Agreement for Architectural Services for the Writing Center Remodel

BACKGROUND

The Humanities/Social Sciences South, Building 26D, was renovated in 2006. The renovation included a large open lab area on the third floor. HPI Architecture has provided a proposal to provide architectural and engineering services to develop a project for the renovation of space in the building for the Writing Lab.

The space needs to be modified to provide a classroom/lab with space for tutors in the classroom area, a coordinator's office, a testing room, a new classroom, and a data distribution room for technology equipment.

ANALYSIS AND FISCAL IMPACT

The following contract is presented for approval:

	Consultant:	HPI Architecture
	Project:	Writing Center Remodel
Item	Description:	Amount
	Professional architectural and engineering services to develop a Writing Center at the Humanities/Social Sciences South building, including structural engineering, IT/Audiovisual engineering, and fire protection services.	\$51,920.00
	Reimbursable expenses, not to exceed:	\$2,000.00
	Contract Amount:	\$52,920.00

Funding Source

Measure RR Bond (Series A) funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the consulting agreement for architectural services with HPI Architecture for the Writing Center Remodel project.

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #13

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Consulting Agreement for Climate Action Planning Services</u>	

BACKGROUND

In 2014, the College joined the American College & University Presidents' Climate Commitment, whose goals include the minimization of global warming emissions as well as integrating sustainability into curriculum. Much work has already been completed by the Climate Commitment Implementation Committee, faculty, and student interns.

HMC Architects has provided a proposal to develop a Climate Action Plan for the 2017 cycle to submit to Second Nature, a third party non-profit organization which collects climate action plans from higher education institutions in the United States. The work of this proposal is to complete the most technical tasks of the report.

The scope of work will include Green House Gas Data Collection, Green House Gas Emissions Inventory for 2016, Green House Gas Emissions Baselines and Trends for 2016-2020, Green House Gas Emissions Mitigation Strategies, and a Climate Action Plan.

ANALYSIS AND FISCAL IMPACT

The following contract is presented for approval:

	Consultant:	HMC Architects
	Project:	Climate Action Plan
Item	Description:	Amount
	Professional services to provide Climate Action Planning services.	\$62,000.00
	Reimbursable expenses, not to exceed:	\$2,000.00
	Contract Amount:	\$64,000.00

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #14

SUBJECT: Consulting Agreement for Climate Action Planning Services

DATE: September 13, 2017

Funding Source

2017 Bond Anticipation Note.

RECOMMENDATION

It is recommended that the Board of Trustees approves the consulting agreement for climate action planning services with HMC Architects.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>Consulting Agreement for Engineering Services for the Fire Alarm Upgrade - Phase II</u>	

BACKGROUND

The Adult Basic Education Center Building. 30 was constructed in 1993. The existing fire alarm system does not have enough devices to meet current codes, and needs to be upgraded to the campus standard Edwards Addressable Fire Alarm System.

P2S Engineering, Inc. will provide field verification of the existing site conditions, design of the system, and bidding and construction support.

ANALYSIS AND FISCAL IMPACT

The following contract is presented for approval:

	Consultant:	P2S Engineering, Inc.
	Project:	Fire Alarm Upgrade - Phase II - Building 30
Item	Description:	Amount
	Professional engineering services for the design of an upgraded fire alarm system in the Adult Basic Education Center Building. 30.	\$12,000.00
	Contract Amount:	\$12,000.00

Funding Sources

2016/17 State Scheduled Maintenance Grant.
2017 Bond Anticipation Note.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the consulting agreement with P2S Engineering for the Fire Alarm Upgrade - Phase II project at the Adult Basic Education Center.

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #15

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

DATE: September 13, 2017

CONSENT

SUBJECT: Central Plant Scheduled Maintenance - Phase II

BACKGROUND

In April 2017, bids were solicited from five firms to perform repairs to the Horizon Absorption Unit at the Central Plant (Chiller #1). Two firms' submitted bids; Trane Building Services (Trane) for \$83,300, and Diversified Thermal Services, Inc. (Diversified) for \$324,875. The scope of work in Trane's bid included repairs to the bottom end only of the absorber unit. Trane did not provide a cost for the top end because they could not accurately determine the extent of work required. Diversified's proposal included the repair of both the bottom and top end, based on their best estimate. To maintain a consistent warranty on the unit, the same contractor should repair both the top and bottom ends of the unit.

A contract was awarded to Trane in May of 2017 for \$83,300, to make repairs to the bottom end only. Once the unit was open, Trane provided an accurate cost proposal for the remaining repair work. Trane's revised total of \$245,646.41 for both top and bottom end repairs is still considerably below the bid amount proposed by Diversified of \$324,875. The contract for Phase II is now being presented for approval.

ANALYSIS AND FISCAL IMPACT

Phase II of the contract includes the following tasks:

- Perform testing/analysis of absorber tubes due to suspected leak for \$7,250.00.
- Re-tube condenser barrel for Central Plant Chiller #1 for \$105,393.00.
- Replace tube sheets at the Central Plant Chiller #1 for \$49,813.41.

The total cost for Phase II repairs is \$162,346.41.

Funding Sources

Measure RR Bond (Series A) funds.
2017 Bond Anticipation Note.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the cost for repairs for the Central Plant Scheduled Maintenance Phase II project.

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #16

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

DATE: September 13, 2017 **CONSENT**

SUBJECT: Professional Design and Consulting Services – Equity Center

BACKGROUND

The Board of Trustees approved the contract for design of the Equity Center project in September 2014. The contract for the purchase and construction of the modular buildings was approved in November 2014. In April 2015, the contract for the design and engineering for the utility infrastructure and site improvements was awarded. The contract for the construction of site work and utility infrastructure was awarded in December 2016.

The final phase of the project is now ready to start, which includes setting the modular buildings in place, interior finishes, and site improvements including sidewalks, seating areas, and accessible pathways. The final phase is scheduled to be complete in Spring 2018.

ANALYSIS AND FISCAL IMPACT

	Consultant:	Psomas
	Project:	The Equity Center
Item	Description:	Amount
	Professional civil engineering services for construction administration during the construction phase.	\$11,400.00
	Contract Amount:	\$11,400.00

	Consultant:	Steven Fader Architects
	Project:	The Equity Center
Item	Description:	Amount
	Professional architectural and engineering services for construction administration during the construction phase.	\$63,365.00
	Reimbursable expenses, not to exceed	\$1,750.00
	Contract Amount:	\$65,115.00

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #17

SUBJECT: Professional Design and Consulting Services – Equity Center

DATE: September 13, 2017

Funding Sources

Measure RR Bond (Series A) funds.
2017 Bond Anticipation Note.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of professional design and consulting services agreements for the Equity Center.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>School of Continuing Education, Building 40, Phase III – Renovation</u> <u>(Bid No. 3162)</u>	

BACKGROUND

Phases I and II of the School of Continuing Education (SCE) renovation project were approved by the Board of Trustees in December 2015 and October 2016, respectively. Phases I and II provided classrooms and new office space to support the growth for SCE.

Phase III will continue the renovation, which will complete the upgrade of the entire 24,667 square foot building. This phase will include renovation of the remaining 6,167 square feet of space to include the remodel of student restrooms, addition of staff restrooms, a breakroom, the addition of a large fee-based classroom, and office space. Phase III is anticipated to be complete in early Spring 2018.

ANALYSIS AND FISCAL IMPACT

Bids were advertised in the Inland Valley Daily Bulletin in accordance with Education Code 81641. Fifty contractors were invited to participate in the bid process with 12 contractors attending the job walk. Four bids were received and publicly opened on August 2, 2017. The lowest responsible, responsive bidder is Harik Construction, Inc., Glendora, CA. A summary of bids is as follows:

<u>Company/Location</u>	<u>Base Bid Amount</u>
Harik Construction Inc., Glendora, CA	\$1,076,319.00
Golden Phoenix Construction Co., Inc., dba Golden Phoenix Electric, Pasadena, CA	\$1,522,000.00
TELACU Construction Management, Inc., Orange, CA	\$1,104,099.00
Dalke & Sons Construction, Inc., Riverside, CA	\$1,168,680.00

Funding Source

2017 Bond Anticipation Note Funds (BAN 2).

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the School of Continuing Education, Building 40, Phase III - Renovation (Bid No. 3162), and awards the contract to Harik Construction, Inc.

Prepared by: Teresa Patterson/Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #18

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

DATE: September 13, 2017

CONSENT

SUBJECT: Athletics Complex East – Change Orders

BACKGROUND

In December 2016, the Board of Trustees approved contracts for the Athletics Complex East project, including Abatement, Demolition and Earthwork, Site Utilities and Electrical. In an effort to realize cost savings, the project was bid as individual multi-prime bid packages.

The abatement project is nearing completion and requires a change order due to unknown site conditions. The Demolition and Earthwork project requires a change order due to unknown site conditions and costs to demobilize and remobilize due to delay.

ANALYSIS AND FISCAL IMPACT

Bid No.	3141	Contractor:	Unlimited Environmental, Inc.	CO No.	2
Item	Change and Justification:		Amount	Time	
1	During the demolition of the football field, unknown asbestos transite pipe was discovered at the perimeter of the football field. Also, when the Field House was originally built, transite pipe was used as a drain around the perimeter of the building, and was not previously known as it was under the footings.		\$4,721.33	0 days	
2	Deductive Change Order to delete the backfill due to the discovery of the transite pipe.		<\$1,452.00>	0 days	
	Total		\$3,269.33	0 days	
	Original Contract Amount			\$324,000.00	
	Net Change by Previous Change Orders			\$32,657.00	
	Net Sum Prior to This Change Order			\$356,657.00	
	Amount of Change Order No. 2			\$3,269.33	
	New Contract Sum			\$359,926.33	
	Percentage of Change to Contract, to Date			11.09%	

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #19

SUBJECT: Athletics Complex East – Change Orders

DATE: September 17, 2017

Bid No. 3141	Date	Amount	%	Unlimited Environmental, Inc.
Contract Amount		\$324,000.00		
C.O. No. 1	April 2017	\$32,657.00	10.08%	Remove and dispose of lead-based paint coating at the underside of the Press Box Roof Deck.

Bid No.	3100	Contractor:	SJD&B, Inc.	CO No.	1
Item	Change and Justification:		Amount	Time	
1	Expose additional transite pipe around length of football field and around Field House.		\$11,108.50	5 days	
2	Demobilization and remobilization due to project delay.		\$56,691.65	18 days	
	Total		\$67,800.15	23 days	
	Original Contract Amount			\$3,816,457.00	
	Net Change by Previous Change Orders			\$0.00	
	Net Sum Prior to This Change Order			\$3,816,457.00	
	Amount of Change Order No. 1			\$67,800.15	
	New Contract Sum			\$3,884,257.15	
Percentage of Change to Contract, to Date					1.78%

Funding Sources

Measure RR Bond (Series A) funds.
2017 Bond Anticipation Note funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the Change Orders for the Athletics Complex East.

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

DATE: September 13, 2017

CONSENT

SUBJECT: Business and Computer Technology Project - Change Orders

BACKGROUND

In October and November of 2015, 20 contracts were awarded for the construction of the Business and Computer Technology project. Each contract included an allowance for unforeseen conditions and minor additions to the scope of work.

As the project is nearing completion, several contracts can be adjusted to reflect the actual costs of the work. Some contracts will require an increase while others will be reduced in value. The net change for the following contracts is an increase of \$18,965.78. There may also be future additive or deductive change orders for issues that are currently being negotiated.

ANALYSIS AND FISCAL IMPACT

Bid No.	3032	Contractor:	CLS Constructors, Inc.	CO No.	2
Item	Change and Justification:			Amount	Time
1	Back-charge for another contractor to revise beam installed at elevator #2.			<\$2,791.00>	0 days
2	Credit for deleting polished concrete in Building B. Flooring was changed to rubber flooring.			<\$31,410.00>	0 days
3	Additional concrete and finished due to bridge deck drainage changes.			\$1,986.00	0 days
4	Changes in walls and grades at southwest stairs.			\$7,654.00	0 days
5	Back-charge for another contractor to correct columns and beams details.			<\$29,541.00>	0 days
6	Grade changes at Building C south walkway.			\$13,667.00	0 days
	Total			<\$40,435.00>	0 days
	Original Contract Amount			\$4,645,000.00	
	Net Change by Previous Change Orders			<\$97,887.00>	
	Net Sum Prior to This Change Order			\$4,547,113.00	
	Amount of Change Order No. 1			<\$40,435.00>	
	New Contract Sum			\$4,506,678.00	
Percentage of Change to Contract, to Date				<2.98%>	

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #20

SUBJECT: Business and Computer Technology Project - Change Orders**DATE:** September 13, 2017

Business and Computer Technology	Date	Amount	%	Bid # 3032 CLS Constructors, Inc.
Contract Amount		\$4,645,000.00		
C. O. #1	May 2017	<\$97,887.00>	<2.11%>	Deduct Alternate #1; revisions to site wall and footings; revise planter wall to a retaining wall.

Bid No.	3041	Contractor:	Floored Tile and Stone	CO No.	1
Item	Change and Justification:			Amount	Time
1	Install mortar bed at Building B floor slab depressions.			\$23,055.00	0 days
	Total			\$23,055.00	0 days
	Original Contract Amount			\$565,000.00	
	Net Change by Previous Change Orders			\$0.00	
	Net Sum Prior to This Change Order			\$565,000.00	
	Amount of Change Order No. 1			\$23,055.00	
	New Contract Sum			\$588,055.00	
Percentage of Change to Contract, to Date				4.08%	

Bid No.	3043	Contractor:	Tandus Centiva Inc.	CO No.	1
Item	Change and Justification:			Amount	Time
1	Change rooms B218, B224, and B226 from Powerbond carpet to rubber tile.			\$10,906.00	0 days
2	Add static dissipative tile flooring in added IDF room, and add carpet tile and base to room B137.			\$2,956.00	0 days
3	Add rubber base to the Building 66 lobby			\$5,543.78	0 days
	Total			\$19,405.78	0 days
	Original Contract Amount			\$901,762.13	
	Net Change by Previous Change Orders			\$0.00	
	Net Sum Prior to This Change Order			\$901,762.13	
	Amount of Change Order No. 1			\$19,405.78	
	New Contract Sum			\$921,167.91	
Percentage of Change to Contract, to Date				2.15%	

SUBJECT: Business and Computer Technology Project - Change Orders

DATE: September 13, 2017

Bid No.	3045	Contractor:	Inland Building Construction Companies, Inc.	CO No.	2
Item	Change and Justification:			Amount	Time
1	Delete stage curtain track in Gallery Display Room.			<\$574.00>	0 days
2	Delete six window shades at office sidelights in Building C.			<\$870.00>	0 days
	Total			<\$1,444.00>	0 days
	Original Contract Amount			\$2,024,000.00	
	Net Change by Previous Change Orders			<\$31,679.00>	
	Net Sum Prior to This Change Order			\$1,992,321.00	
	Amount of Change Order No. 2			<\$1,444.00>	
	New Contract Sum			\$1,990,877.00	
Percentage of Change to Contract, to Date				<1.64%>	

Business and Computer Technology	Date	Amount	%	Bid # 3045 Inland Building Construction Companies, Inc.
Contract Amount		\$2,024,000.00		
C. O. #1	May 2017	<\$31,679.00>	<1.57%>	Credit for deletion of manual projector screens; add seats and foot bar at new IDF room location.

Bid No.	3047	Contractor:	Stanton Utilities, Inc.	CO No.	3
Item	Change and Justification:			Amount	Time
1	Provide thirteen deck drains in both bridge decks and two additional faucets.			\$18,384.00	0 days
	Total			\$18,384.00	0 days
	Original Contract Amount			\$2,537,000.00	
	Net Change by Previous Change Orders			\$32,393.00	
	Net Sum Prior to This Change Order			\$2,569,393.00	
	Amount of Change Order No. 3			\$18,384.00	
	New Contract Sum			\$2,587,777.00	
Percentage of Change to Contract, to Date				2.00%	

SUBJECT: Business and Computer Technology Project - Change Orders

DATE: September 13, 2017

Business & Computer Technology	Date	Amount	%	Bid # 3047 Stanton Utilities Inc.
Contract Amount		\$2,537,000.00		
C. O. #1	May 2017	\$34,852.00	1.37%	Extend south side storm drain due to poor condition of existing drain.
C. O. #2	June 2017	<\$2,459.00)	1.28%	Back charge to remove and rebuild scaffolding damaged by contractor.

Funding Sources

Measure RR Bond (Series A and C) funds.
2017 Bond Anticipation Note.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the Business and Computer Technology Project Change Orders.

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

DATE: September 13, 2017

CONSENT

SUBJECT Personnel Transactions

CLASSIFIED EMPLOYMENT

*denotes ratification

Permanent New Hires

Name: Jackson, Lisa
 Position: Administrative Specialist IV
 Department: Instruction
 Range/Step: A-88, Step 2
 Job FTE: 1.00/12 months
 Effective: 9/25/17
 New: No
 Salary: \$4,671.33/month

Name: Wright, Phillip
 Position: Laboratory Technician - Aeronautics
 Department: Aeronautics
 Range/Step: A-79, Step 1
 Job FTE: 0.475/12 months
 Effective: 9/18/17
 New: Yes
 Salary: \$1,932.20/month

Reclassification

Name: Delgado, Rafael
 Position: Tutorial Services Specialist
 Department: Learning Assistance Center
 Range/Step: A-88, Step 1
 Job FTE: 1.00/12 months
 Effective: 8/2/17*
 Remarks: Previously, Tutorial Services Assistant
 Salary: \$4,448.88/month

Prepared by: Human Resources Staff

Reviewed by: Abe Ali

Recommended by: Bill Scroggins

Agenda Item: Consent #22

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Temporary Out-of-Class Assignments

Name:	Diaz, Diana	
From:	Administrative Specialist I	
Department:	Disabled Student Programs and Services	
Range/Step:	A-69, Step 3	Salary: \$4,059.97/month
Job FTE:	1.00/12 months	
To:	Coordinator, Project/Program	
Department:	Disabled Student Programs and Services	
Range/Step:	A-95, Step 1	Salary: \$4,769.81/month
Job FTE:	1.00/12 months	
Effective:	7/3/17*	
End Date:	7/27/17*	
Name:	Orozco, Monico	
From:	Laboratory Technician, Digital Arts	
Department:	Commercial and Entertainment Arts	
Range/Step:	A-79, Step 2	Salary: \$2,028.81/month
Job FTE:	0.475/12 months	
To:	Graphic Design Studio Specialist	
Department:	Commercial and Entertainment Arts	
Range/Step:	A-81, Step 3	Salary: \$4,574.89/month
Job FTE:	1.00/12 months	
Effective:	8/28/17*	
End Date:	11/9/17	
Name:	Tayag, Peter	
From:	Custodian	
Department:	Custodial Services	
Range/Step:	B-34, Step 6 + L25	Salary: \$4,908.90/month
Job FTE:	1.00/12 months	
To:	Lead Custodian	
Department:	Custodial Services	
Range/Step:	B-46, Step 5 + L25	Salary: \$5,268.02/month
Job FTE:	1.00/12 months	
Effective:	7/1/17*	
End Date:	12/31/17	

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Temporary Out-of-Class Assignments (continued)

Name: Vukojevic, Stephanie
 From: Administrative Specialist II
 Department: School of Continuing Education
 Range/Step: A-75, Step 2 Salary: \$1,949.64/month
 Job FTE: 0.475/12 months
 To: Administrative Specialist III
 Department: School of Continuing Education
 Range/Step: A-81, Step 2 Salary: \$2,069.58/month
 Job FTE: 0.475/12 months
 Effective: 9/1/17*
 End Date: 1/31/18

Name: Wolters, Steven
 From: Plumber
 Department: Facilities Planning and Management
 Range/Step: B-71, Step 6 + L10 Salary: \$6,124.02/month
 Job FTE: 1.00/12 months
 To: Lead Plumber
 Department: Facilities Planning and Management
 Range/Step: B-76, Step 6 + L10 Salary: \$6,438.35/month
 Job FTE: 1.00/12 months
 Effective: 7/1/17*
 End Date: 12/31/17

Resignations

Melissa Alvarez-Mejorado, Administrative Specialist III (Research and Institutional Effectiveness), effective 8/31/17

Amy Azul, Coordinator, Supplemental Instruction Program (Writing Center), effective 9/1/17

Carly Betkey, Tutorial Services Assistant (School of Continuing Education), effective 8/25/17

Janeth Ruvalcaba, Upward Bound Academic Specialist (TRiO Programs), effective 8/25/17

Retirement

Shana Jeffrey-Gudenau, Coordinator, Warehouse (Warehouse), effective 1/11/18

SUBJECT: Personnel Transactions

DATE: September 13, 2017

ACADEMIC EMPLOYMENT

*denotes ratification

Temporary One Year New Hires

Name: Greenberg, Herschel
Position: Professor, English New: Yes
Department: English, Literature and Journalism
Range/Step: Pursuant to the Faculty Association Agreement
Job FTE: 1.00/10 months
Effective: 8/28/17*

Name: McLeod, Jasmine
Position: Professor, Communication New: Yes
Department: Communication
Range/Step: Pursuant to the Faculty Association Agreement
Job FTE: 1.00/10 months
Effective: 8/28/17*

Leave of Absence without Pay

Serena Ott, Professor, World Languages (Humanities and Soc. Sci.), effective 8/28/17 – 12/15/17*

Retirement

Debbie Distante, Librarian (Library and Learning Resources), effective 10/2/17

Randall Wilson, Counselor (Counseling), effective 8/18/17

Fall 2017

Credit Hourly Instructors/Substitutes

NAME

Abachi, Shahriar
Abbott, James Christopher
Abbruzzese, Mark Anthony
Abdel-Rahman, Ahmad
Abuzalaf, Laura Rose
Addison, Tamika R
Adele, David Scott
Afrasiabi, Javid

NAME

Aguilar, Jairo Esteban
Ahmed, Esha Nuzhat
Ahmed, Roohe N
Alcala, Matthew S
Alexander, Eldon Lawrence
Ali, Alefiyah Y
Aljord, Huda Duorid
Altmire, Matthew Dean

NAME

Alton, Sharon Lara
Alvarado, Alexandra Michelle
Alvarado, Noel M
Alverson, David John
Amasuga, Mark Y
Anastasia, Stephen J
Anderson, Lida L
Anderson-McGill, Taylor M

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Fall 2017

Credit Hourly Instructors/Substitutes (continued)

NAME

Andrada-Mamisay, Deborah
 Jularbal
 Anello, Andrea
 Anglin, Marie M
 Anthony, Terese Katrine Thirup
 Appel, Keiko Miyata
 Ash, Kenneth P
 Ashbran, Richard Eugene
 Asher, Justin Douglas
 Atherton, Sam
 Axelrod, Herbert Lawrence
 Badre, Albert F
 Baez Jr, Mariano
 Baker, Raffaella
 Baler, Pablo Fabian
 Ball, Heather McLinden
 Banuelos, Marissa C
 Barnes, Amanda K
 Barrett Jr, Mauricio
 Bartz, Virginia Jo Ann
 Basile, Tammy Louise
 Batcheller, Keith Howard
 Baugh, Alica Katrina
 Bautista, Stephen Joel
 Bava, Jose
 Bayle, M Dolores
 Beakes, Jane Ellen
 Beckman, Richard C
 Beilstein, Eric Martin
 Benner Davis, Cherie A
 Berbiar, Edward M
 Berenji, Nima Saljooghi
 Bernard, Steven Anthony
 Berry, Theresa M
 Betkey, Carly Taylor
 Betz, Martin G
 Bianchessi, Adam Angelo
 Bird, Jenna M
 Bjorck, Sharon-Rose
 Blacquiere, Luke D
 Blake, Martha Days
 Blean, Nicole M
 Blosser, Kelley Elizabeth

NAME

Blunt, Jeane
 Boada, Miriam Magdalena
 Bolton, John Carr
 Bone, Darius Howard
 Bortis, Daniel J
 Borup, Rebekah Susan
 Bowers, Erika Abigail
 Bradshaw, Stacy Leigh
 Brandler, Marcielle Y
 Bright, Donna Cruz
 Brooks, Alan
 Brown, Dennis Paul
 Brown, Michael M
 Brown, Yuka Goto
 Buchwald, Loring Curt
 Buckwalter, Michael Thomas
 Burrill, Brandon Hamilton
 Bustos, Francisco
 Butenko, Anton V
 Butler, Dawn Huxley
 Butler, Gwendolyn Joleen
 Butler, Julie Ann
 Byce, Joann M
 Byrne, Robert S
 Byun, Eui Won James
 Cadena, Arturo
 Cahow, Matthew J
 Cailipan, Adelaine V
 Callaci, Allen John
 Calverley, Russell Norman
 Cameron, John E
 Campbell II, James Edward
 Campbell, Faye Daines
 Campos, Ariel Rubio
 Cannon, Susan Lynne
 Caraballo, Shaunte Renee
 Caraffa, Shiana Aryza
 Cardenas, Yecenia Baltazar
 Carlisle, Ward
 Carlson, Frank Daniel
 Carrasco, Gerardo
 Cannon, Susan Lynne

NAME

Caraballo, Shaunte Renee
 Caraffa, Shiana Aryza
 Cardenas, Yecenia Baltazar
 Carlisle, Ward
 Carlson, Frank Daniel
 Carrasco, Gerardo
 Carrasco, Manuel
 Carroll, Don R
 Carter, Brian C
 Casale, Kimie Hiasa
 Casas, Adrian O
 Casas, Diana Lorena
 Cascella, Henry H
 Castagnaro, Anne Victoria
 Castello Jr, Anthony Ernest
 Ceniceroy, Jonathan R
 Chaffin, Deborah M
 Chan, Franny Wai
 Chan, Linda Anne
 Chandler, Gregory A
 Chang, Chiu Chin
 Chang, Hsiao-Ying
 Chau, Evelyn Nhu
 Chavers, Lisa Marie
 Chen, Daniel L
 Chen, Rae-Shae W
 Cheng, Paul
 Cheung, Kwun Hung
 Chevalier, Angelis
 Chhun, Stephanie Chua
 Chinchilla, Marisol
 Chiu, Paul Chun Fai
 Chu, Geoffrey Chun Yan
 Cienik, Margaret A
 Clapp, Daniel Lee
 Clark, Hiroshi Richard
 Cockrum, Dennis C
 Colby, Kathryn Anne
 Coleman, Debra A
 Cook, David J
 Cornejo, Victor H
 Coronel, Jessica E

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Fall 2017****Credit Hourly Instructors/Substitutes** (continued)**NAME**

Correa, Heather Brooke
 Couch, Anna J
 Craft, Evan Mark
 Crane, Barbara N
 Creed, Rick
 Cretney, Carly Anne
 Crocker, Christine Elizabeth
 Crogman, Horace Teddy
 Crossman, Elizabeth Erin
 Cruz-Pobocik, Sylvia Becerra
 Cuevas-Arella, Arabelle
 Cui, Weining
 Curran, Karen O'Brien
 Curtin, Robert Patrick
 Cushing, William P
 Daigre, Victorine Elizabeth
 Damansouz, Firouzeh
 Damico, Anthony P
 Dang, Han N
 Day, Angelica Gutierrez
 Day, Christy Lynn
 De La Rosa, Daniel
 Decker, James W
 Del Castillo, Steve S
 Delgado Jr, Mario
 Dennis, Alan Wayne
 Denton Jr, John Phillip
 Deskin, Shannon Renee
 Dinglasan, Carlomagno Lopez
 Dodge, Gail Kathleen
 Dokter, Derek W
 Domingues, Cameron Brooke
 Dominguez, Robert Anthony
 Dominick, Samuel A
 Donahue, John M
 Dong, Meijuan
 Doran, Ryan Alexander
 Dorough III, George Dixon
 Dos Reis, Alejandro Nicolas
 Doshi, Dhaval Praful Chandra
 Drakou-Sarantopoulos, Helen
 Dubiel, John Alexander

NAME

Duffield, Kari Ann
 Dunaway, Jourdan Rae
 Dunipace, Taber D
 Durfield, Timothy Richard
 Dy, Heinrich
 Ebue, Traci Renee
 Edison, Thomas Jeffry
 Edwards, Adam Jacob
 Edwards, Charles Webley
 Efron, Alan Jerome
 Elaksher, Ahmed Farouk
 Eleuteri, Robert A
 Ellis, Richard Harold
 Elmgren, Mary Catherine
 Emadi, Makan
 Emery, Michael D
 Engstrom, Rebecca Zoe Bryan
 Entus, Robert M
 Erbe, Cynthia Ann
 Erickson, Eric Luther
 Erskine, Nettie J
 Evanshine, Sharon Kay
 Fabiero, Karin Kantenwein
 Fair, Charles Lawrence
 Fantazia, Julianne Renee
 Faradineh, Rahim Alavi
 Farschman, Kurt Van
 Fearn, Cynthia S
 Felix, Luis Richard
 Felix, Marcos
 Fell, Devon Rachelle
 Felten, Angelique M
 Fernandez Lango, Brenda L
 Fernandez, Michael Lawrence
 Fernandez, Miguel A
 Fields, Gale Anthony
 Fleming, Judith Ann
 Flores, Caleb
 Flores, Cynthia Alicia
 Forest, Roger Dean
 Foster, Ed L
 Francev, Peter K

NAME

Freeland, Edward William
 Freeman, Charles E
 Fritz, Kristina Adela
 Frost, Kristin Joy
 Fueger, Mary Ann Griego
 Fuentes, Antonio
 Fuentes, Wilma Luceros
 Fukushima, Norikazu Jun
 Galaz, Jesus Francisco
 Gan, Nin
 Garavito, Christine
 Garcia, Edgar
 Garcia, John Glenn
 Garcia, Raelynn
 Garcia, Sandi Marie
 Garcia, Santiago Andres
 Garcia, Victor M
 Garcia-Mata, Marilyn Victoria
 Garland, Jeffery Buddy
 Gatillon, Jean-Pierre
 Geagley, Bradley Keith
 Geary, Kim
 Gend, Peter
 Genovese, Maria
 Genovese, Richard S
 Gidcumb, Gary W
 Golden, Nancy S
 Gomez-Lecaro, Maria Elena
 Goncalves, Mauricio Cardoso
 Gonzalez, Enrique Christian
 Gonzalez, Gail M
 Gonzalez, Michael James
 Gonzalez, Randall A
 Gorcik, Robert H
 Graffeo, Nichol Fletcher
 Green, Beverly Sue
 Greenberg, Herschel
 Grey, Gene
 Griendling, Kevin A
 Grubb, Barbara Jo
 Guerrero, Bobby
 Guerrero, Lisa M

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Fall 2017

Credit Hourly Instructors/Substitutes (continued)

NAME

Guevara, Arthur Concha
 Ha Nguyen, Anna Ngocyen
 Habayeb, Olga N
 Hackmann, Debra Jeanne
 Haghighat, Marziyeh
 Haines, Ashley J
 Haines, Janice Jacqueline
 Haines, Michael S
 Hajialiakbar, Lily
 Hall, Justin N
 Hammad Hammad, Mahbuba
 Han, Kay Yuhuing
 Hancock, Joy Elizabeth
 Haney, Randy G
 Hanna, Richard A
 Harirchi, Madjid
 Harrington, Maria Angela
 Harrison, Andrew Stephen
 Harrison, Laura Christine
 Harsany, Stephen C
 Hartmann, Corinne Marie
 Hartouni, Kristine E

Hass, Joy Elizabeth
 Hattar, Michael M
 Hauchwitz, Mark
 Hauw, Winston L
 Heinicke, David Ross
 Henderson-Lewis, Delinia
 Hendrix, Jeffrey Glenn
 Henry, Darryl
 Hernandez Arocha, Esther Maria
 Hernandez, Amelia
 Hernandez, Andrew Jason
 Hernandez, Guadalupe Nevarez
 Hernandez, Jeanette
 Hernandez, Lisa Steele
 Hernandez-Saul, Cynthia Renee
 Herrera, Elizabeth Anne
 Hewson, William Edward
 Heyrat, Mahmood
 High, Kathleen Elizabeth
 Hight, Deana Marie

NAME

Hight, Jeremy J
 Hight, Lisa Ann Midori
 Hill, John Harry Augustus
 Hinds, Shawna Lynn
 Ho, Yi-Shin
 Hoard, Kasumi Christine
 Hoekstra, Thomas Richard
 Hoffman, Alison Michelle
 Hogenauer, Tyrone J
 Holbert Jr, James Maxwell
 Holinsworth, Julie Lee
 Holland, Daniel Patrick
 Hollenshead, Marcia G
 Holloway, Brian
 Hood, Carol E
 Horwitz, Ellen Sandra
 Hosac, Carolin Judith
 Hossain, Aleem A
 Howey, Dawn Marie
 Howland, Tina Marie
 Hruby, Shauna T
 Huang, Lily Liwen

Huffman, David Leon
 Hughes, Richard O
 Hulett, Philip C
 Humaciu, Matthew Frank
 Hunt, Ryan R
 Hunter-Buffington, Carri Marie
 Husband, Ronald
 Ildefonso, Nelson J
 Impert, Walter William
 Inman, Donna J
 Irvine, Cynthia D
 Isaacs, Gary Allen
 Ishihara, Chie
 Jackson, Lucy Mutindi
 Jacobo, Jose G
 Jacobs, Gail D
 Jaimes, Franciella Marie
 James-Perez, Samantha
 Jannati, Elmira
 Jaramillo, Fermin

NAME

Jayachandran, Sanjay
 Jilek, Christine Marie
 Johnpeer, Gary D
 Johnson, Kent James
 Johnson, Susan M
 Johnston, Sachi Katagiri
 Jollevet Jr, Felix
 Joneja, Kamal Preet
 Jones, Heather Patti
 Jones, Jeffery
 Jones, Lorraine A
 Jones, Monik C
 Joshua, Stacey Jae
 Kamajaya, Aron
 Karim, Raina
 Karmiryran, Ruzanna
 Kassab, Mohamad Salem
 Kassis, Noura I
 Kataoka, David S
 Kaur, Raminder
 Keena, Shane M
 Kelly, Sean P
 Kennedy, Wentsworth
 Berrisford
 Kennelley, Erika F
 Keo-Trang, Zelida Sok
 Ketenchian, Grigor Sahak
 Key Ketter, Leah Marie
 Khattar, Fayez Fouad
 Kiang, Grace Hwei-Ching L
 Kidane, Theodros Zerufael
 Kilanski, Paul J
 Kim, Myong-Sook
 Kim, Wonjoo
 King, Jennifer Ann
 Kingsbury, Sadie Ann
 Kinnes, Scott S
 Klassen, Masako Okamura
 Knott-Silva, Tamara Lynne
 Kogat, Lisa Elaine
 Kohl, Joan Williams
 Komrosky, Joseph W
 Kostiuik, Erik

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Fall 2017****Credit Hourly Instructors/Substitutes** (continued)**NAME**

Kowalski, Francis S
 Kremer, Amelia E
 Kuchta III, John G
 Kwok, Gigi Yin Chi
 La Valle Shepston, Anne
 Labrit, Guillermo Antonio
 Lackey, Kaylyn Nicole

Lahham, Lina
 Lahr-Dolgovin, Roberta Ellen
 Lam, Albert
 Lam, Hoa Quoc
 Lam, Wood C
 Lamar, Catherine Leslie
 Lambright, Kenneth Preston
 Lampert, Karen Michelle
 Lamphier, Peg Ann
 Landas, Michael John
 Landeros, Teresa Alonso
 Lane, John Stanton
 Lape, Eric Scott
 Laronga, Barbara
 Laub, Kathleen Ann
 Law, Dennis Stanley
 Lawson, Katherine A
 Lawton, Judith M
 Lazar, Edward R
 Lazar, Ryan E
 Le Cornet, Karen Anduiza
 Le, Kevin-Tu Phuoc
 Lee, Bianca Aquilla
 Lee, Chongui Keith
 Lee, Monica Jean
 Lefler, Patricia S
 Lenox, Jeffrey Joseph
 Lepp, Jodi Lynn
 Leung, Martin M
 Lewis, Nicole Beth
 Leyva, Enriqueta
 Li, Qin
 Li, Xiaoyan C
 Likens, John D
 Lin, John Kau Chun

NAME

Lirio, Frances Patricia Yap
 Little, David A
 Liu, Melanie Sensen
 Lloyd, Anthony Frazier
 Lo Piccolo, Joseph Townsend
 Lo, Nancy Yi-Ting
 Londo, Daniel James

Lopez, Anthony Xavier
 Lopez, Danny John
 Lopez, Robert M
 Lord, Harry Chester
 Loreda, Jennifer M
 Louis, Iris Guerra
 Lowe, Josephine N
 Loy Jr, James R
 Lubman, Marie Dorothy
 Lucas, Hannah Edit Marjolaine
 Lukenbill, Casey Maureen
 Luo, Yin
 Luther, Mihoko Terada
 Ly, Hoa Thi
 Lynch, Candace C
 Lynch, Charlotte L
 Lyon, Natalia Zorairovna
 Lyons, Kelley Lynn
 Mac Adam, Patricia Diane
 Mahood, Karen Suzan
 Mahpar, Steven Kameron
 Malley, Michael Paul
 Manarino, Michele M
 Manookian, Danielle Jean
 Mansfield, William L
 Mansouri, Bahman
 Marella, Danilo C
 Marin, Yazmin
 Marquez, Alvin Bartolome
 Martin Jr, George T
 Martin, Dana Kathryn
 Martin, Margot
 Martin, Yves A
 Martinez, Elizabeth Angela
 Martino, Leanora

NAME

Mascarenas Jr, Alex Michael
 Masl, Sonya Marie
 Mason, Clair S
 Mata, Scott A
 Mateo, Sheila Marie
 Matthews, Anastasia Noel
 Mattoon, Mark D
 Mattoon, Michelle Heather Gray
 Mayo, Ana Veronica
 Mayo, Daniel John
 Mayo, Nicole Jacqueline
 Mazzasette, Chiara
 Mc Cabe, Dale C
 Mc Cready, Lynne Ann
 Mc Kennon, Anna L
 McCombs, Curt L.
 McCrory, Kirin Elizabeth
 Mccarty, Alicia Shirlene
 Mcclure, Dawne
 Medrano, Mayda Victoria
 Mejia Gonzalez, Estela Maria
 Melkonian, Arpi B
 Melo, Filipe A
 Melton, Jamahl Roshani
 Mendenhall, Laurence David
 Mendoza Jr, Miguel A
 Menjivar, Jose Guillermo
 Menzing, Todd Eric
 Mercier Jr, Paul G
 Meredith, Donald De Wayne
 Meredith, Stephanie Carol
 Meredith, Stephanie Lynn
 Merino, Mika Cherri
 Merrick, Lanny Allen
 Mersel, Jonathan
 Merward III, Charles Joseph
 Meza, Juan Pablo
 Millward, William R
 Minassian, Patrick
 Mittler, William W
 Montenegro, Danielle
 Montero, Sasha

SUBJECT: Personnel Transactions

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Fall 2017

Credit Hourly Instructors/Substitutes (continued)

NAME

Montgomery, Forrest Ellison
 Moore, Barbara J
 Moore, Robin D
 Moorehead I, Antonio J
 Morales Beasley, Stacey A
 Moreno, Yvonne
 Morris, Jabari Jamone
 Moss, Jessica Spence
 Muleta, Guddisaa
 Mulick, Brian Robert
 Mullane, Douglas M
 Mushik, Martin P
 Myers-Mc Kenzie, Laurel

Nahabedian, Steven Anthony
 Nandi, Swapna
 Netsawang, Pison
 Neves, Douglas Scott
 Ngo, Jenny Kathleen
 Nguyen, Cynthia N
 Nguyen, Hung Phi
 Nguyen, John Van
 Nguyen, Marguerite
 Nichols, Sarah Roxanna
 Nightwine-Robinson, Diana M

Nln, Teerlina
 Nolan Marion, Meagan Amilla
 Noonan, Ian Patrick
 Oda, Maritess Cruz
 Ogden, Beckette Anne
 Ohare, Daniel Joseph
 Okonyan, David
 Okubo, Emi
 Olague, Jose Luis
 Ong, Hai Tuan
 Ontiveros, Jacqueline
 Orefice, Velia E
 Orlovska, Kseniya
 Ortencio, Krystie Erin Tam
 Ortiz, Jose Giovanni
 Osborne, Kyle D
 Osbourne, Greg A

NAME

Osendorf, Daniel Robert
 Ozan, Daniel Joshua
 Pace, Melissa Marie
 Pachas, Erik Wilder
 Pacheco, Manuel Stephan
 Page, Rita Delores
 Pai, Antony
 Paige, Lee Andrew
 Panchal, Mona D
 Pappas SR, Gus T
 Park, Adriana
 Park, Byoung Hye
 Park, Jinsun

Parker, Steven William
 Parks, Yumi Catalina
 Parra, Maria Fatima de Leon
 Pawlak, Matthew M
 Pawley, Timothy J
 Paz, Ross Louie Coria
 Pedroja, Joy
 Peng, Grace C
 Pepper, Shawn Arthur Achilles
 Perez Gonzalez, Jose
 Perez, Christina Jan

Perez, Lorraine Patricia
 Perry, Amanda Elaine
 Persinger, Raymond Mark
 Pesqueira, David Ian
 Petersen, Jeffrey Robert
 Peterson, Elyse Marie
 Petrilla, Ginny L
 Petry, Petra
 Pettinger, Nadia
 Pezzera, Viviana
 Phamdo, Dangvinh
 Phelps, Scott Miller
 Phillips, Julie Christine
 Piedra, David Omar
 Pietsch, Erik Shannon
 Pivonka-Jones, Jamie Ann
 Pock Jr., Rudolph Francis

NAME

Poehner, William John
 Potter, Serena Shirley
 Poulter, Clint H
 Prehn, Richard Wayne
 Pringle, Lisa M
 Prutyantov, Victor
 Pula, Edmund S
 Purper, Kristen Nicole
 Pyle, Lynn Rene
 Quintero, Henry Albert
 Rager, Gregory Alan
 Rahman, Mustafizur
 Ramal, Randy
 Ramirez, Christina Sueran-
 Quach
 Ramirez, Claudia Concepcion
 Ramirez, Jesus Olivares
 Ramirez-Piel, Yolanda Ramona
 Ramos Bernal, Natasha Marie
 Ramos, Christopher Michael
 Ramos, Jason Alan
 Ramos-Olivarez, Gloria Lupe
 Redmon, Phil Lee
 Reed, Josh K
 Regenfuss, Annalisa Roberta
 Regueiro Nunez, Lizzette
 Aleida
 Reichert, Nicholas Sullivan
 Retamoza, Gracie Herrera
 Reyes, Andrea Holman
 Reyes, Angelito R
 Reyes, Lydia A
 Reynoso, Humberto E
 Rice, Janice M
 Ripley, Denise Bigelow
 Rivas, Mario E
 Rivas, Michael Rodney
 Roberts III, Charles Lewis
 Robles, Dolores D
 Robles, Irene Pearl
 Rodriguez III, William H
 Rodriguez, Carmen B
 Rohlander, Nathan P

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Fall 2017****Credit Hourly Instructors/Substitutes** (continued)**NAME**

Rolle, Brian John
 Romero, Alicia
 Ross, Lisa Ann
 Rozar Jr, Ronald C
 Ruh, Lani S
 Rutherford, Eileen A
 Saad, Nancy Hosny
 Sabet, Sarah
 Safford, Maisha Franklin
 Saito, Saeko N
 Salata, Kathy Elaine
 Salomone, Tricia Romero
 Sanchez, Cynthia
 Sanchez, Ivan D
 Sandhu, Raminder
 Sandhu, Sandeep K
 Santamaria Estrada, Laura
 Santostefano, Michela
 Saravia, William V
 Sawada, Mika
 Schaedel, Joshua J
 Schafer, Carl William
 Schenck, Steven L
 Schlichtenmyer, Steve Vaughn
 Scholz, Suzanne M
 Scott, Chris Makoto
 Scott, Leticia Guzman
 Seligman, Ross A
 Selnick, Sharon M
 Serbia, Elizabeth Angelique
 Sergio, Louis Anthony
 Shah, Ekta Parikh
 Shah, Sonali Jayen
 Shaw, Tammie Denette
 Shea, Nan Lee
 Shereen, Yasmine Ahmed
 Shiao, Ying Ying Irene
 Shiff, Jason A
 Shum, Mee W
 Shurts, Christina Erica
 Silva, Jorge A
 Silverstein, Andrew Young

NAME

Simmons, Samuel Henry
 Smith, Cuyler H
 Smith, Douglas A
 Smith, Gary Michael
 Smith, Gregory Stephen
 Smith, Kimberly A
 Smith, Kirk Douglas
 Smith, Larry S
 Sokol, Alexia Joan
 Solorzano, Diana Barajas
 Solorzano, Edwin Giovanni
 Soza, Karen Leemarie
 Spanu, Luisa
 Spitzer, Jessica H
 Spradlin, Sandra
 Srulevitch, David D
 St John, Tamara Lynn
 St Marie, John S
 Stanfield, Alexa Kristin
 Staylor, Daniel Sean
 Stefan, John Andrew
 Stephan, Richard Raymond
 Stephenson, Jennifer Ann
 Stevens, Kathleen A
 Stier, Gregory Wade
 Stoutenborough, Laura Odegaard
 Stovall Dennis, Kathryn Ann
 Stowell, Adam T
 Straw, Ellen Katrina
 Stubbs, Thomas Edward
 Suarez, Maria Vanessa
 Sumiati, Sain Vie
 Sweet, William Robert
 Sweetman, Susan E
 Swintek, Stephen James
 Syiem, Josephine June
 Syiem, Paul R
 Synicky, Christopher M
 Takemae, Seiji Antonio
 Takla, Reema
 Tambunan, Makalerina
 Tan, Marileth Talabis

NAME

Tang, Kenneth Kengtak
 Tapia, Raul
 Tauchi, Saori
 Taylor, Warren Derod
 Tedja Kusuma, Frans
 Thiroux, Katharine Maire
 Thomas, Brian A
 Thomas, Noah S
 Thornton, Joel H
 Tippetts, M Todd
 Todd, David James
 Todd, Janet L
 Tolliver, Trevor L
 Tolmasov, Brooke C
 Tomlinson, Rebecca H
 Tonini, Giuseppe Edoardo
 Torres, Jose A
 Toyoshima, Heather E
 Tracey, Michael S
 Tram, Vui K
 Trokkos, Mireille Touma
 Truong, Phat Gia
 Tsai, Jennifer
 Tseng, Tzu Chia
 Tuggle, Scott Paul
 Ugas-Abreus, Buenaventura
 Ulloa, James Jonathan
 Urchasko, John E
 Uriarte, Robert Gabriel
 Utter, Robert S
 Valadez, Luis Gerardo
 Vales, Joseph Anthony A
 Vance, Debra S
 VanderVis, Melinda K
 Vansistine-Yost, Linda Mary
 Vargas, Albert Thomas
 Vartapetian, Irina
 Vascones, Yvette Ileana
 Virji, Sarah-E Fatema
 Voda, Mircea R
 Vogel, Esther
 Voss, Marc Thomas

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Fall 2017

Credit Hourly Instructors/Substitutes (continued)

NAME

Vy, Virginia H
Wade, Don Q
Walls, Robert K
Walter, Kenneth

Watanabe, Larry
Watkins, Priscilla Gayle
Watson, Aaron C
Weatherly, Michael J
Weber, Sarah A
Welch, Rosanne M
White, Raymond Arthur
Whitlock JR, Major O
Whitlow, Lane M
Widelitz, Nathaniel Michael

NAME

Widmann, Peter J
Wilder-Mazurie, Dana Marie
Willis, Janice A
Wills, Laura M

Wilson, Liron D
Wong Ng, Vicky Lien Ying
Wong, Jack Yim-Yin
Wong, Rich
Wono, Katrina Adrianto
Woodney, Laura Marie
Woods, Liesl Villasenor
Wright, Sheila L
Wu, David Qixing
Yagoda, Mario

NAME

Yao, Jiahui
Yates, Sheryl Ann
Yee, Howard Wah
Yoo, Edward Jung
Yoshida-Mcmath, Christine Toki
Yoshioka, Georgina Alice
Young, Gilbert
Zaitoun, Basel M
Zajack, Gregory Francis
Zamel, Mary Ann
Zawahri, Louis
Zelaya, Gina B
Zine, Scott Edward
Zumaeta, Haydee A

Fall 2017

Non-Credit Hourly Instructors/Substitutes

NAME

Avila, Suzanne Leslie
Baker, Nathalie Willemze
Barreto, Norma Carvalho
Barry, Angela
Beightol, Donna Marie
Beizai, Robin F
Belblidia, Abdelillah
Bhowmick, Nivedita
Bishop, Laura Ann
Bresciani, Adam Victor
Brink Diaz, Janna Kathryn
Caranci, Dayna Lee
Cardona, Yasmin A
Carmelli, Orna
Cena, Alexi Jayne
Chacon, Consuelo
Cheng, Anny Ho-Ting
Chung, Casey So Eun
Conte, Kelly Okura
Cridland, Patricia Lea

NAME

Dapello Jr, Alfred
De Franco, Xinhua Li
Dillon, Joyce H
Do Carmo, Patricia
Drewry-Van Ommen, Woltertje A
Ehring, Garrett Mark
Evans, Douglas Mc Call
Ewing, Lynn A
Fang, Elizabeth Eagleton
Flores, Cynthia Alicia
Fowler, Mina
Friedman, Karena
Fuller, Maria Luisa
Gaer, Susan Lynn
Giron, Luisa Adriana
Gyurindak, Katalin
Hamby, Bobbi Page
Harrington, Maria Angela
Harwell, Elizabeth Rose
Hayes, Mihaela

NAME

Henry, Pamela L
Herbst, Mark A
Hunnicuttt, Leslie Mae
Im, Anne Kwang B
Inthavong, Jessica Lauren
Jacob, Laura Ruth
James, Darrell
Johnson, Clayton V
Jones, Vanessa Rose
Kao, Brenda
Kelly, Donna R
Kim, Grace Unkyong
Kim, Jung Won
Klein, Gabriela Lobasov
Kletzien, Kristi Pederson
Kolta, Shirley G
Kretschmar, Judith Lyn
Labrie, Lisa Erin
Laffey, Mary
Ledezma, Erica Yolanda

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Fall 2017

Non-Credit Hourly Instructors/Substitutes (continued)

NAME	NAME	NAME
Lee, Esther Soo Jin	Park, Sonya Kim	Szok, Kenneth Francis
Lee, Jieeun Grace	Pham Xuan, Josiah Hoang Nhi	Tamburro, Melody Lynn
Lee, Kyu Youn	Powell, Anna Y	Tan, Jeremy Andrew Gan
Lee, Zanyaa Marie	Prasad, Gayatri K	Tarman, Shana Levete
Lew, Maling	Pulido, Alejandra	Toloui, Mitra
Lundblade, Shirley Mae	Purper, Kristen Nicole	Tom, Aaron Patrick
Malley, Michael Paul	Rafter, John Michael	Trimble, Jill Ann
Martinez, Adelina	Ramirez Catalan, Briseida I	Tucker, Raymond Michael
Mc Farlin-Stagg, Zina	Riley, Janet Louise	Valdez, Crystal Marie
Mclaughlin, Marina Deneb	Rodriguez, Corinna	Valentin, Nathalie C
Messore, James L	Rodriguez, Guillermina	Van Dyke-Kao, Rita Mary
Middleton, Michael Joseph	Rohrenbacher, Jennifer J	Vandepas, Deborah J
Milovich Goff, Michael Cody	Rosen, Paul M	Vanegas, Yazmin
Miranda, Blanche Vivian	Rzonca, Shelly Kristin	Velarde, Margaret G
Morales, Rosa Elena	Sanetrick, Michael Peter	Voorhees, Melissa A
Nixon, Lorrie M	Saul, Julie Marie	Walker, Christopher N
Oppenstein, Caridad	Schumaker, Denise Lin	Walter, Kenneth
Ortega, Sonia E	Smith, Heather J	Wang, Vivian Lee
Ortiz, Calixto	Stringfellow, Susan Joy	Warner, Benjamin L
Overoye, Sage Elise	Stuard, Elizabeth P	Williams, Stephen Odeal
Paphatsarang, Bounyou	Suarez, Maria Vanessa	Willis, Geneie Louise
Park, Rose K	Sunnaa, Andrea J	Windisch, Todd Alan

MANAGEMENT EMPLOYMENT

*denotes ratification

Temporary Change of Assignments

Name:	Rose, Bernice	
From:	Fiscal Specialist	
Department:	Fiscal Services	
Range/Step:	A-95, Step 6	Salary: \$73,051.56/annual
Job FTE:	1.00/12 months	
To:	Manager, Bursar's Office	
Department:	Fiscal Services	
Range/Step:	M-6, Step 2	Salary: \$78,672.00/annual
Job FTE:	1.00/12 months	
Effective:	7/31/17*	
End Date:	9/13/17*	

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Temporary Change of Assignments (continued)

Name: Tayag, Jack
 From: Lead Custodian
 Department: Custodial Services
 Range/Step: B-46, Step 6 + L20 Salary: \$63,140.84/annual
 Job FTE: 1.00/12 months
 To: Supervisor, Custodial Services
 Department: Custodial Services
 Range/Step: M-5, Step 3 + L20 Salary: \$88,091.76/annual
 Job FTE: 1.00/12 months
 Effective: 7/1/17*
 End Date: 12/31/17

Resignation

Myeshia Armstrong, Associate Vice President (Fiscal Services), effective 9/29/17

President's Champion Awards - \$500

Lee Jones, Lead Information Technology Support Technician (Information Technology)
 Don Potter, Director, Deaf and Hard of Hearing (Disabled Student Programs and Services)
 Douglas Todd, Professor, Physical Education – Track (Kinesiology, Athletics, and Dance)

TEMPORARY EMPLOYMENT

Classified Short-Term Hourly Employees

<u>Name</u>	<u>Title</u>	<u>Rationale</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Gonzalez, Stephania	Upward Bound Academic Spec.	Vacancy	Student Svcs.	27.52	09/05/17-12/31/17
Mountain, Maureen	Administrative Specialist II	Absence	Instruction	22.55	07/01/17-07/31/17
Murillo, Rachel	Lab. Tech.-Photography	Absence	Instruction	23.47	08/01/17-12/30/17

Hourly Non-Academic Employees

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Albertson, Catalina Rose	Instructional Support II	Instruction	13.00	07/01/17-06/30/18
Alvarez, Raelyn	Administrative Support III	Student Services	20.00	07/24/17-06/30/18
Ambos, Justin	Instructional Support I	Instruction	11.00	08/28/17-06/30/18
Anderson, Haley	Instructional Support II	Instruction	13.00	07/01/17-08/02/17
Anderson, Haley	Student Services Support III	Instruction	15.00	07/01/17-08/02/17
Arenas Juarez, Vianey	Student Services Support III	Admin. Services	15.00	07/01/17-12/31/17
Ayala, Whitney	Instructional Support II	Instruction	13.00	07/01/17-08/02/17
Benson, Andrew	Athletics Support II	Instruction	12.00	07/01/17-06/30/18
Brow, Laura	Technical Support IV	Student Services	24.00	08/16/17-06/30/18
Buford, Kenyatta	Student Services Support II	Student Services	13.00	07/01/17-12/31/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Hourly Non-Academic Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Candell Villacreses, Melissa	Student Services Support III	Admin. Services	15.00	08/28/17-12/31/17
Chaldron, Carlos	Instructional Support IV	Instruction	17.00	08/10/17-06/30/18
Chaltron, Carlos	Instructional Support II	Instruction	13.00	09/03/17-06/30/18
Chan, Yu To	Student Services Support II	Student Services	13.00	09/14/17-06/30/18
Chavez, Valerie	Instructional Support I	Instruction	11.00	08/28/17-06/30/18
Clark, Aniston	Administrative Support II	Student Services	17.00	09/14/17-06/30/18
Cota, David	Student Services Support III	Student Services	15.00	09/14/17-12/31/17
Crest, Justin	Instructional Support II	Instruction	13.00	08/28/17-02/17/18
Dashiell, Raymone	Student Services Support II	Student Services	13.00	07/01/17-12/31/17
De Leon, Silvia	Instructional Support I	Instruction	11.00	08/28/17-06/30/18
Deen, Cameron	Instructional Support III	Instruction	15.00	08/28/17-06/30/18
Du, Hao	Instructional Support II	Instruction	13.00	09/14/17-06/30/18
Duran, Jacqueline	Instructional Support II	Instruction	13.00	08/28/17-02/23/18
Ebro, Eliza	Instructional Support II	Instruction	13.00	07/01/17-08/25/17
Flores, Ashley	Instructional Support I	Instruction	11.00	08/28/17-06/30/18
Flores, Joanna	Instructional Support I	Instruction	11.00	10/11/17-06/30/18
Gaisie, Deshawn	Instructional Support I	Instruction	11.00	07/03/17-06/30/18
Galvan, Marie Christine	Instructional Support III	Instruction	15.00	08/01/17-02/23/18
Garcia, Gregory	Student Services Support II	Student Services	13.00	08/10/17-06/30/18
Garcia, Norma	Instructional Support II	Instruction	13.00	08/28/17-02/23/18
Gomez, Isabel	Instructional Support III	Instruction	15.00	08/28/17-06/30/18
Gonzalez, Stephania	Administrative Support I	Student Services	14.00	07/01/17-08/25/17
Hernandez, Cecilia	Instructional Support II	Instruction	13.00	07/01/17-06/30/18
Hillman, Michael	Administrative Support III	Instruction	20.00	07/01/17-08/02/17
Houston, Malika	Student Services Support II	Student Services	13.00	07/01/17-08/25/17
Jimenez Larios, Itsel	Instructional Support II	Instruction	13.00	08/28/17-06/30/18
Lamson, Joseph	Athletics Support II	Instruction	12.00	07/01/17-06/30/18
L'archeveque, Catherine	Fiscal Support II	Admin. Services	16.00	07/24/17-09/30/17
Lau, Yuen Ching	Instructional Support I	Instruction	11.00	07/01/17-06/30/18
Le, Sarah	Athletics Support II	Instruction	12.00	07/01/17-06/30/18
Li, Patrick	Instructional Support III	Instruction	15.00	07/01/17-07/31/17
Llanos, Jennifer	Instructional Support I	Instruction	11.00	07/01/17-06/30/18
Lopez, Raylene	Technical Support IV	Student Services	24.00	08/16/17-06/30/18
Mahan, Megan	Administrative Support III	Student Services	20.00	09/14/17-06/30/18
Nava Olvera, Cesar	Technical Support I	Instruction	12.00	07/01/17-08/30/17
Nguy, Paul	Instructional Support II	Instruction	13.00	07/01/17-02/23/18
Nguyen, Kenny	Technical Support IV	Student Services	24.00	08/16/17-06/30/18
Nguyen, Tammy	Instructional Support IV	Instruction	17.00	08/28/17-02/17/18
Nieto, Gregorio	Technical Support IV	Student Services	24.00	08/16/17-06/30/18
O'Brien, Sophia	Instructional Support II	Instruction	13.00	08/28/17-02/23/18
Ordunez, Soledad	Instructional Support I	Instruction	11.00	07/01/17-08/25/17
Pacheco, Ismael	Instructional Support II	Instruction	13.00	07/03/17-06/30/18
Paz, Genoveva	Instructional Support II	Instruction	13.00	08/28/17-02/23/18
Perez, Dominique	Instructional Support I	Instruction	11.00	07/12/17-06/30/18
Pryor, Melissa	Athletics Support IV	Instruction	14.00	07/01/17-06/30/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Hourly Non-Academic Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Quintero, Bryan	Instructional Support II	Instruction	13.00	07/01/17-08/02/17
Quiroz, Gabrielle	Administrative Support II	Student Services	17.00	07/03/17-06/30/18
Ramos, Leslie	Instructional Support I	Instruction	11.00	07/01/17-08/25/17
Resto, Cristal	Instructional Support II	Instruction	13.00	07/01/17-08/02/17
Ricarte, Felix	Administrative Support III	Student Services	20.00	07/01/17-06/30/18
Rodriguez, Ashley	Technical Support IV	Student Services	24.00	08/16/17-06/30/18
Russo, Kristen	Instructional Support I	Instruction	11.00	07/01/17-08/25/17
Sanchez, Gustavo	Instructional Support I	Instruction	11.00	09/14/17-06/30/18
Sanchez, Xochitl	Student Services Support II	Student Services	13.00	08/28/17-12/31/17
Sanchez-Camacho, Karla	Student Services Support II	Student Services	13.00	08/01/17-12/30/17
Santana, Rachel	Administrative Support I	Instruction	14.00	07/01/17-07/31/17
Sierra, Patrick	Instructional Support I	Instruction	11.00	07/01/17-06/30/18
Simpson, Paul	Student Services Support II	Student Services	13.00	09/14/17-06/30/18
Siongco, Meryl	Instructional Support I	Student Services	11.00	08/28/17-06/30/18
Soto, Sylvia	Student Services Support II	Student Services	13.00	07/01/17-12/31/17
Suarez, Maria	Instructional Support I	Instruction	11.00	07/01/17-06/30/18
Sullivan, Loretta	Instructional Support I	Instruction	11.00	08/16/17-06/30/18
Todd, Kaitlyn	Instructional Support I	Admin. Services	11.00	07/01/17-06/30/18
Torres, Eric	Instructional Support III	Instruction	15.00	07/03/17-06/30/18
Trujillo Negrete, Adriana	Student Services Support III	Student Services	15.00	07/01/17-08/25/17
Trujillo Negrete, Adriana	Administrative Support I	Student Services	14.00	08/28/17-12/31/17
Vasquez, Liliana	Instructional Support I	Instruction	11.00	07/01/17-06/30/18
Vega, Gilbert	Instructional Support I	Instruction	11.00	07/01/17-06/30/18
Velasco, Diana	Instructional Support II	Instruction	13.00	08/28/17-02/23/18
Watson, Fametta	Instructional Support I	Instruction	11.00	08/28/17-06/30/18
Wilson, Douglass	Campus Safety Support II	Instruction	13.00	07/01/17-07/31/17
Zehner, Kira	Instructional Support I	Instruction	11.00	07/01/17-06/30/18

Professional Expert Employees

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Adams, Emily	Art Model Expert	Instruction	25.00	08/01/17-06/30/18
Agustin, Navapun	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Alirez, Janell	Licensed Professional I	Instruction	42.00	08/07/17-06/30/18
Alirez, Janell	Technical Expert I	Instruction	30.00	08/07/17-06/30/18
Alton, Sharon Lara	Not-For-Credit-Instructor II	Instruction	35.00	08/17/17-12/17/17
Amaro, Trenton	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Ameral, Marne	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Amic, Dylan	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Anchondo, Arturo	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Anglin, Ana	Technical Expert II	Instruction	40.00	08/28/17-06/30/18
Arthur, Mala	Project Expert V	Instruction	35.00	07/01/17-09/01/17
Auyang, Linda	Real Time Captioner II	Student Services	49.00	07/01/17-06/30/18
Baeza, Veronica	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Baeza, Veronica	Project Expert I	Instruction	15.00	08/21/17-06/30/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Professional Expert Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Banks, Twyla	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Barr, Thomas	Technical Expert I	Instruction	30.00	07/01/17-06/30/18
Bartling, Kathrine	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Bauman, Sara	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Benavides, Michelle	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Blachly, Shannon	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Blackwell, Jana	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Blackwell, Pamela	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Blotzer, Kerry	Licensed Professional II	Instruction	49.00	08/28/17-06/30/18
Bognacki, David	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Boik, Amelia	Interpreter V	Student Services	55.00	07/01/17-06/30/18
Boswell, Dixie	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Brambila, Frank	Licensed Professional I	Instruction	42.00	08/01/17-06/30/18
Brambila, Frank	Technical Expert I	Instruction	30.00	08/01/17-06/30/18
Bright, Donna	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Briley, Faithe	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Brown, Amber	Licensed Professional II	Instruction	49.00	07/01/17-06/30/18
Brown, Christy	Project Expert II	Instruction	20.00	07/24/17-06/30/18
Brunsdon, Camille	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Brunzell, Brooke	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Bulmer, Euan	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Calderon, Nathalie	Project Expert III	Student Services	25.00	07/01/17-06/30/18
Campos, Emilie	Tutor Expert II	Instruction	17.00	07/01/17-06/30/18
Capps, Calista	Technical Expert I	Instruction	30.00	07/01/17-06/30/18
Cardiel Sierra, Angelique	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Carlson, Deborah	Interpreter III	Student Services	42.00	07/01/17-06/30/18
Carr, Brian	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Carrillo, Elsa	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Carrillo, Elsa	Tutor Expert I	Instruction	15.00	08/01/17-06/30/18
Casian, Elizabeth	Not-For-Credit-Instructor III	Instruction	45.00	07/01/17-08/02/17
Castellano, Jenniflor	Licensed Professionals II	Instruction	49.00	08/14/17-06/30/18
Castro, Candice	Project Expert III	Instruction	25.00	07/03/17-06/30/18
Chapman, Lisa	Interpreter III	Student Services	42.00	07/01/17-06/30/18
Chawla, Rajni	Project Expert I	Instruction	15.00	07/01/17-08/25/17
Christensen, Jared	Interpreter III	Student Services	42.00	07/01/17-06/30/18
Cole, John	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Corral, Benjamin	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Cortez, David	Tutor Expert II	Instruction	17.00	07/01/17-06/30/18
Couch, Natalie	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Cuellar, Monique	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Cunningham, Courtney	Technical Expert II	Instruction	40.00	08/01/17-06/30/18
Cusolito, Alan	Technical Expert III	Instruction	45.00	07/01/17-08/03/17
Daniels, Ja'Nice	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Davidson, Veronica	Project Expert I	Instruction	15.00	08/01/17-06/30/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Professional Expert Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Davis-Soriano, Michelle	Real Time Captioner III	Student Services	55.00	07/01/17-06/30/18
Dayton, Rebecca	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
De Leon-Ramos, Melly	Project Expert I	Instruction	15.00	07/01/17-06/30/18
De Lira, Rebecca	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Del Castillo, Steve	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Denny, Janice	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Diaz, Alisha	Tutor Expert I	Instruction	15.00	08/01/17-06/30/18
Dinh, Ann	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Dinh, Perry	Technical Expert I	Instruction	30.00	07/27/17-06/30/18
Dinh, Perry	Licensed Professional I	Instruction	42.00	08/14/17-06/30/18
Dominguez, Julia	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Dominica, Shell	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Donaldson, Christopher	Licensed Professional I	Instruction	42.00	08/07/17-06/30/18
Dorough, Darlene	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Dravis, Regina	Interpreter IV	Student Services	49.00	07/01/17-06/30/18
Duran, Selena	Real Time Captioner I	Student Services	42.00	07/01/17-06/30/18
Eiseman, Stephanie	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Engle, Shantel	Project Expert I	Instruction	15.00	07/01/17-08/04/17
Escobedo, Bianca	Project Expert I	Admin. Services	15.00	08/28/17-06/30/18
Evans, Lewis	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Failla, Christopher	Project Expert V	Student Services	35.00	07/01/17-06/30/18
Fallon, Brian	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Fallon, Madison	Tutor Expert II	Instruction	17.00	07/01/17-06/30/18
Foisia, L.E.	Project Administrator I	Instruction	60.00	07/01/17-06/30/18
Frias, Jason	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Froman, Vera	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Garcia, Steve	Special Assign. Admin. III	Fiscal Services	100.00	10/02/17-04/02/18
Gardella, Denisse	Technical Expert I	Instruction	30.00	08/28/17-06/30/18
Gilbreath, Fern	Interpreter IV	Student Services	49.00	07/01/17-06/30/18
Gleicher, Ginger	Interpreter V	Student Services	55.00	07/01/17-06/30/18
Goncalves, Mauricio	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Gonzalez, Elsa	Real Time Captioner II	Student Services	49.00	07/01/17-06/30/18
Gonzalez, Karely	Project Expert I	Instruction	15.00	07/01/17-10/10/17
Goodwin, Rachel	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Grant, Aiida	Technical Expert II	Instruction	40.00	07/01/17-06/30/18
Grishow, Lauraine	Licensed Professional II	Instruction	49.00	08/14/17-06/30/18
Guarrera, Joseph	Licensed Professional I	Instruction	42.00	08/09/17-06/30/18
Gulmesoff, Dimiter	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Gutierrez, Elizabeth	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Gutierrez, Elizabeth	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Hansen, Erin	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Harris, Ashley	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Hasenbein, John	Tutor Expert II	Instruction	17.00	07/01/17-06/30/18
Hazelton, Thomas	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Hernandez, Cindy	Interpreter I	Student Services	31.00	07/01/17-06/30/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Professional Expert Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Hernandez, Joe	Project Expert I	Instruction	15.00	07/01/17-12/15/17
Hernandez, Paul	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Hirsch, Kyle	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Hodgson, Kevin	Project Administrator I	Instruction	60.00	07/05/17-06/30/18
Holt, Ryan	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Howell, Abigail	Tutor Expert I	Instruction	15.00	08/01/17-06/30/18
Huang, Linda	Project Expert I	Instruction	15.00	07/01/17-10/10/17
Hubbard, Raymond	Project Manager III	Admin. Services	55.00	07/01/17-12/31/17
Huber, Peggy	Interpreter V	Student Services	55.00	07/01/17-06/30/18
Hunter, Lorimar	Technical Expert II	Instruction	40.00	08/21/17-06/30/18
Hyatt, Rosalind	Interpreter III	Student Services	42.00	07/01/17-06/30/18
Jacobs, Michael	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Jocson, Jacinta	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Johnson, Brianna	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Johnson, Lauren	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Kaeni, Nafiseh	Project Expert III	Admin. Services	25.00	07/01/17-12/31/17
Kaufman, Jade	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Kessler, Christina	Project Expert III	Admin. Services	25.00	07/01/17-12/31/17
Kettering, Vanessa	Project Expert V	Instruction	35.00	07/01/17-06/30/18
Kinkaid, Alan	Project Manager III	Admin. Services	55.00	07/01/17-12/31/17
Kjetland, Kayla	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Kladouris, Jolene	Tutor Expert V	Instruction	23.00	07/01/17-06/30/18
Kostapapas, Eoanna	Real Time Captioner III	Student Services	55.00	07/01/17-06/30/18
Kovacs, Kenneth	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Laicans, Albert	Technical Expert I	Instruction	30.00	07/27/17-06/30/18
Landorf, Richard	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Larson, Laura	Interpreter III	Student Services	35.00	06/22/17-06/30/17
Larson, Laura	Interpreter III	Student Services	42.00	07/01/17-06/30/18
Lawson, Nicole	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Lazar, Garrick	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Lazar, Jereme	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Lazar, Ryan	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Lazar, Trevor	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Lennear, Claudia	Tutor Expert II	Instruction	17.00	07/01/17-06/30/18
Lepp, Jodi	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Leslie, Timothy	Licensed Professional I	Student Services	42.00	07/01/17-06/30/18
Levy, Leslie	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Li, Jinbai	Tutor Expert V	Instruction	23.00	07/01/17-06/30/18
Liu, Chia Wei	Project Expert I	Instruction	15.00	08/28/17-06/30/18
Llanos, Jennifer	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Lloyd, Barry	Technical Expert I	Instruction	30.00	07/24/17-06/30/18
Lloyd, Barry	Licensed Professional I	Instruction	42.00	08/14/17-06/30/18
Love, Jazmyn Rachel	Art Model Expert	Instruction	25.00	08/01/17-06/30/18
Lyons, Casey	Interpreter I	Student Services	37.00	07/01/17-06/30/18

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Professional Expert Employees (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Macias, Paige	Project Expert I	Instruction	15.00	07/01/17-08/02/17
Mahler, Ryan	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Manyweather, Lila	Project Administrator I	Instruction	60.00	07/01/17-06/30/18
Martens II, Robert	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Martin, Crystal	Real Time Captioner I	Student Services	42.00	07/01/17-06/30/18
Martinez, Eleanor	Real Time Captioner III	Human Resources	55.00	07/01/17-06/30/18
Martinez, Sylvia	Project Expert I	Instruction	15.00	07/01/17-08/25/17
Matthews, Lisa	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Mayfield, Ronald	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Mcintosh, David	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Mckinley, Jonathan	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
McNall, Marilyn	Project Manager III	Instruction	55.00	07/03/17-06/30/18
Menendez, Andy	Tutor Expert I	Student Services	15.00	07/17/17-12/30/17
Mesko, Abby	Tutor Expert I	Student Services	15.00	07/03/17-08/26/17
Miller, Anthony	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Miramontes, Sandra	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
Moore, Kristen	Technical Expert III	Instruction	45.00	07/01/17-06/30/18
Moreno, Yvonne	Interpreter IV	Instruction	49.00	07/01/17-06/30/18
Morettini, Kelly	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
Morón, Yendiz	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Morris, Jabari	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Morse, Barry	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Neuharth, Rose	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Newman, Betsy	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Nimnualrat, Claudia	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
Nissenson, Lenard	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Nuckolls, Steven	Licensed Professional I	Instruction	42.00	08/28/17-06/30/18
Olivas, Daisy	Project Expert III	Student Services	25.00	07/01/17-06/30/18
Olivas, Daisy	Project Expert V	Student Services	35.00	07/01/17-06/30/18
Ortega, Sonia	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Ortiz, Margarita	Real Time Captioner III	Student Services	55.00	07/01/17-06/30/18
Padilla, E. Horacio	Interpreter IV	Student Services	49.00	07/01/17-06/30/18
Palomares, Cecilia	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Paquini Cruzalta, Ruben	Project Expert I	Student Services	15.00	07/17/17-12/30/17
Parks, Tim	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Pearson, Julie	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Pellom, Carrie	Interpreter V	Student Services	55.00	07/01/17-06/30/18
Penaloza, Maritza	Project Expert III	Admin. Services	25.00	07/01/17-12/31/17
Penaloza, Maritza	Project Expert V	Admin. Services	35.00	07/01/17-12/31/17
Peng, Peter	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Peng, Peter	Technical Expert I	Instruction	30.00	07/01/17-06/30/18
Perez, Mayra	Real Time Captioner II	Student Services	49.00	07/01/17-06/30/18
Peterson, Shannon	Licensed Professional II	Instruction	49.00	08/14/17-06/30/18
Pimentel, Vanessa	Real Time Captioner II	Student Services	49.00	07/01/17-06/30/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Professional Expert Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Portillo, Stephanie	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Purnell, Amber	Project Expert II	Instruction	20.00	07/01/17-06/30/18
Quient, Kristina	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Quient, Kristina	Technical Expert I	Instruction	30.00	07/01/17-06/30/18
Radomski, Agnes	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Ramey, Anthony	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Ramirez, Ana	Technical Expert II	Instruction	40.00	08/21/17-06/30/18
Ramirez, Benito	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Ramota, Dana-Ashley	Licensed Professional II	Instruction	49.00	08/07/17-06/30/18
Rasmussen, Steven	Interpreter IV	Student Services	49.00	07/01/17-06/30/18
Razo, Angelica	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
Rebensdorf, Chase	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Rincon, Priscilla	Licensed Professional I	Instruction	42.00	08/14/17-06/30/18
Rincon, Priscilla	Technical Expert I	Instruction	30.00	08/14/17-06/30/18
Rodriguez, Jose	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Rojas, Miriam	Licensed Professional II	Instruction	49.00	07/01/17-06/30/18
Rubio, Amanda	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Ruh, Lani	Project Expert III	Instruction	25.00	07/01/17-06/30/18
Sachs, Donald	Special Ass. Expert/Admin I	President's Office	80.00	07/01/17-06/30/18
Saenz, Bismarck	Project Expert I	Instruction	15.00	07/27/17-12/31/17
Sanchez, David	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Sandoval Vergara, Mayra	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Sandoval, Donna	Project Expert V	Instruction	35.00	07/01/17-12/31/17
Scotti, Lauren	Technical Expert I	Instruction	30.00	07/01/17-06/30/18
Segura, Cendy	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Seymour, Ronald	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Shaffer, Rachel	Interpreter III	Student Services	42.00	07/01/17-06/30/18
Shay, Michael	Special Ass. Expert/Admin I	President's Office	80.00	07/01/17-06/30/18
Shih, Tienhua	Tutor Expert V	Instruction	23.00	07/01/17-06/30/18
Sierra, Patrick	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Sleight, Jaclyn	Interpreter II	Student Services	37.00	07/01/17-06/30/18
Socash, Ross	Technical Expert V	Admin. Services	55.00	07/25/17-06/30/18
Solano, David	Technical Expert I	Instruction	30.00	08/09/17-06/30/18
Song, Flori	Project Expert I	Instruction	15.00	08/07/17-11/30/17
Soto, Brayan	Project Expert I	Instruction	15.00	07/01/17-08/25/17
Soto, Daniel	Technical Expert I	Instruction	30.00	07/24/17-06/30/18
Soto, Daniel	Licensed Professional I	Instruction	42.00	08/14/17-06/30/18
Sotomayor, Meghan	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Spitzer, Audrey	Technical Expert I	Instruction	30.00	07/01/17-08/02/17
Stella, Michael	Project Expert I	Student Services	15.00	07/01/17-06/30/18
Stine, Robert	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Stroebel, Susan	Technical Expert III	Instruction	45.00	07/01/17-06/30/18
Stute, Cathy	Project Expert V	Instruction	35.00	07/01/17-06/30/18
Suarez, Maria	Project Expert I	Instruction	15.00	07/01/17-06/30/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Professional Expert Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Suh, Hansol	Interpreter I	Student Services	31.00	07/01/17-08/10/17
Sweatt, Ania	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Swift, Bonita	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Szenczi, Chris	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Tabuena, Vincent	Tutor Expert IV	Instruction	21.00	07/11/17-08/25/17
Thompson, Keith	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Todd, Janet	Project Expert V	Instruction	35.00	07/01/17-06/30/18
Tokunaga, Alice	Project Expert II	Instruction	20.00	08/28/17-06/30/18
Tom Hoon, Rory	Project Expert V	Instruction	35.00	07/03/17-06/30/18
Tromble, Emily	Interpreter I	Student Services	31.00	07/01/17-06/30/18
Turner, Tracey	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Tyra, Marie	Project Administrator II	Instruction	70.00	07/01/17-06/30/18
Uliana, Regina	Licensed Professional II	Student Services	49.00	07/01/17-06/30/18
Valderrama, Mario	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Valenzuela, Andrea	Tutor Expert II	Instruction	17.00	07/01/17-06/30/18
Vazquez, Sabrina	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
Veal, Eglá	Real Time Captioner III	Student Services	55.00	07/01/17-06/30/18
Vega, Gilbert	Project Expert I	Instruction	15.00	07/01/17-06/30/18
Vega, Gilbert	Technical Expert I	Instruction	30.00	07/01/17-06/30/18
Velotta, Keith	Licensed Professional I	Instruction	42.00	07/01/17-06/30/18
Villajin, Edna	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
Villanueva, Julieta	Licensed Professional II	Instruction	49.00	07/01/17-06/30/18
Vu, Benjamin	Technical Expert I	Instruction	30.00	07/24/17-06/30/18
Vu, Benjamin	Licensed Professional I	Instruction	42.00	08/14/17-06/30/18
Wade-Holmes, Shanley	Technical Expert II	Instruction	40.00	08/01/17-06/30/18
Walker, Ann	Licensed Professional IV	Student Services	63.00	07/01/17-06/30/18
Walker, Julia	Project Expert I	Student Services	15.00	07/01/17-12/15/17
Walters, Suzanne	Licensed Professional II	Instruction	49.00	08/01/17-06/30/18
White, Shelby	Technical Expert III	Instruction	45.00	07/01/17-06/30/18
Williams, Brandi	Interpreter V	Student Services	55.00	07/01/17-06/30/18
Wilson, Trenton	Project Expert III	Instruction	25.00	07/20/17-09/30/17
Wittenberg, Claudia	Project Expert III	Instruction	25.00	07/01/17-06/30/18
WorriLOW, Lynn	Art Model Expert	Instruction	25.00	07/01/17-06/30/18
Yang, Soomin	Project Expert II	Instruction	20.00	07/01/17-08/25/17
Yoshida-Mcmath, Christine	Licensed Professional I	Instruction	42.00	07/20/17-06/30/18
Zhou, Cong	Project Expert III	Instruction	25.00	07/01/17-06/30/18

Student Employees

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Abdelnour, Sandra	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Abdelnour, Sandra	Student Assistant III	Instruction	11.50	08/28/17-02/18/18
Abdelnour, Shady	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Abedin, Sumaia	Student Assistant I	Instruction	10.50	07/01/17-08/25/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Achi, Birla	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Acuna, Sean	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Adelman, Chelsea	Student Assistant I	Instruction	10.50	08/28/17-12/17/17
Adelman, Chelsea	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Aguilera, Jessica	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Aguirre, Ashley	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Akers, Daniel	Student Assistant V	Instruction	13.00	07/01/17-08/27/17
Alexander, Robert	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Aluesi, Elisinoa	Student Assistant II	Student Services	10.75	07/20/17-08/27/17
Amancio, Eric	Student Assistant V	Instruction	13.00	07/01/17-08/27/17
An, Xiaoyun	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Aneke, Eric	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Aneke, Eric	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Aragon, Melissa	Student Assistant III	Student Services	11.50	07/03/17-08/11/17
Arellano, Alexis	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Armendariz, Alexis	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Ashouri, Hassib	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Atchison, Felin	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Atchison, Felin	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Atienza, Ryan Kevin	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Atienza, Ryan Kevin	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Ativalu, Abigail	Student Assistant V	Student Services	13.00	07/01/17-08/27/17
August, Ayanna	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Avina Horta, Angelica	Student Assistant III	Admin. Services	11.50	07/01/17-08/25/17
Azabache, Samantha	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Bailey, Derek	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Balles, Mary	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Banks, Eric	Student Assistant II	Student Services	10.75	07/01/17-07/31/17
Barajas, Martin	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Barbosa, Daniel	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Barrera, Alicia	Student Assistant III	Student Services	11.50	07/18/17-08/27/17
Barrera, Bianca	Student Assistant II	Student Services	10.75	07/03/17-08/27/17
Barrera, Gloria	Student Assistant II	Student Services	10.75	08/16/17-02/23/18
Basto, Paula Lyn	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Batres, Gudiel	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Baydoun, Mohamad	Student Assistant II	Instruction	10.75	08/28/17-02/18/18
Baydoun, Rola	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Baydoun, Rola	Student Assistant II	Instruction	10.75	08/28/17-02/18/18
Beale, Brigitte	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Bernal, Briana	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Bisarra, Alexis	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Bisarra, Alexis	Student Assistant II	Student Services	10.75	08/28/17-02/25/18
Blas, Rodrigo	Student Assistant III	Instruction	11.50	07/03/17-07/31/17
Blas, Rodrigo	Student Assistant III	Instruction	11.50	08/28/17-02/15/18

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Bodie, Shonnardo	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Bogan-Williams, Kennedi	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Boradilla-Acosta, Eduardo	Student Assistant III	Instruction	11.50	08/28/17-02/15/18
Botros, Mina	Student Assistant II	Instruction	10.75	08/28/17-02/18/18
Bovadilla, Eduardo	Student Assistant III	Instruction	11.50	08/28/17-02/15/18
Boykin, Demiah	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Brillantes, Jeremy	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Briseno-Roach, Araceli	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Brown Yates, Marvin	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Brown, Jackson	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Bulgarelli, Nancy	Student Assistant I	Human Resources	10.50	07/01/17-07/14/17
Bulgarelli, Nancy	Student Assistant II	Human Resources	10.75	07/24/17-08/25/17
Bur, Allison	Student Assistant IV	Instruction	12.25	07/01/17-08/03/17
Bur, Allison	Student Assistant IV	Instruction	12.25	08/28/17-02/23/18
Burns, Kelynn	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Caballero, Jessica	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Cabrera, Andria	Student Assistant IV	Student Services	12.25	08/28/17-02/23/18
Camacho, Clarissa	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Camacho, Clarissa	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Campa, Saul	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Canales, Nizdali	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Canete, Beatrice	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Capulong, Pamela	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Cardenas, Ricardo	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Cardozo, Rudolpho	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Carlos, Lindsey	Student Assistant I	Admin. Services	10.50	07/01/17-08/27/17
Carlos, Lindsey	Student Assistant I	Admin. Services	10.50	08/28/17-02/25/18
Carlos, Richard	Student Assistant III	Instruction	11.50	07/03/17-08/04/17
Carmona, Maegan	Student Assistant I	Admin. Services	10.50	07/01/17-08/27/17
Carmona, Maegan	Student Assistant I	Admin. Services	10.50	08/28/17-02/25/18
Carranza, Franiel	Student Assistant I	Admin. Services	10.50	07/01/17-08/27/17
Carranza, Franiel	Student Assistant I	Admin. Services	10.50	08/28/17-02/25/18
Carrillo, Alejandro	Student Assistant II	Instruction	10.75	08/21/17-08/27/17
Carrillo, Alejandro	Student Assistant II	Instruction	10.75	08/28/17-02/15/18
Carter, Demetre	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Casas, Laura	Student Assistant V	Instruction	13.00	08/21/17-08/27/17
Casas, Laura	Student Assistant V	Instruction	13.00	08/28/17-02/15/18
Castillo Palafox, Kenia	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Castillo, Mariel	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Ceralde, Dionne	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Cervera, Jayra	Student Assistant IV	Student Services	12.25	08/28/17-02/23/18
Chagolla, Janeane	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Chairez, Giovanni	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Chan, Yu To	Student Assistant IV	Student Services	12.25	07/03/17-08/04/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Chavez, Odalinda	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Chen, Haoyu	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Chen, Hui Wen	Student Assistant V	Instruction	13.00	08/28/17-12/17/17
Cheng, Jonathan	Student Assistant IV	Instruction	12.25	07/15/17-08/25/17
Cheu, Owen	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Cho, Eddie	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Chong, Jasper	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Cielo, Nikki	Student Assistant I	Instruction	10.50	08/02/17-08/27/17
Coelho, Andrea	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Contreras, Elizabeth	Student Assistant V	Student Services	13.00	07/01/17-08/25/17
Corder, Styles	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Cornejo, Maria	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Cornejo-Acosta, Veronica	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Cortez, Gerardo	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Cortez, Koreen	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Cruz, Kaitlynn	Student Assistant V	Student Services	13.00	07/03/17-08/27/17
Cruz, Kaitlynn	Student Assistant V	Student Services	13.00	08/28/17-02/23/18
Cuellar, Ana	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Cuellar, Ana	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Dacumos, Andrea Ruth	Student Assistant II	Student Services	10.75	08/28/17-02/18/18
Danao, Riza	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Davis, Summer	Student Assistant III	Instruction	11.50	08/28/17-12/17/17
De La Cruz, Vanessa	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
de la Mora, Rosalba	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
De La Rosa II, Paul	Student Assistant IV	Instruction	12.25	07/31/17-08/25/17
De La Rosa II, Paul	Student Assistant IV	Instruction	12.25	08/28/17-02/24/18
De Leon, Ariel	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
De Leon, Paola	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
De Los Santos, Frank	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
DeJohn, Emily	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Del Barrio, Maria Zeka	Student Assistant I	Admin. Services	10.50	08/28/17-02/25/18
Del Muro, Emmanuel	Student Assistant I	Instruction	10.50	08/28/17-02/25/18
Demartinez, Levi	Student Assistant III	President's Office	11.50	07/01/17-08/25/17
Demartinez, Levi	Student Assistant III	President's Office	11.50	08/28/17-02/16/18
Dennis, Willie	Student Assistant IV	Admin. Services	12.25	07/01/17-08/27/17
Des Rochers, Justin	Student Assistant II	Instruction	10.75	07/01/17-08/02/17
Diaz, Ashley	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Diaz, Melissa	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Diaz, Melissa	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Dickinson, Kaitlyn	Student Assistant II	Instruction	10.75	07/01/17-08/26/17
Dillard-Gregoire, Corina	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Dizon, Courtney	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Dizon, Courtney	Student Assistant II	Student Services	10.75	08/28/17-02/25/18
Do, Khoa	Student Assistant I	Student Services	10.50	07/17/17-08/11/17

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Student Employees (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Dorsey, Jeffrey	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Elias, Liana	Student Assistant II	Admin. Services	10.75	06/19/17-06/30/17
Enriquez, Joey	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Escobedo, Monique	Student Assistant II	Student Services	10.75	08/28/17-12/15/17
Escobedo, Xavier	Student Assistant II	Instruction	10.75	08/28/17-02/18/18
Espinoza, Luis	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Espinoza-Ortega, Raquel	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Espiritu, Anahi	Student Assistant II	Student Services	10.75	08/28/17-02/22/18
Esquivel, Pedro	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Estrada Jr, Javier	Student Assistant III	Instruction	11.50	07/03/17-08/02/17
Estrada, Karla	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Faamafoe, Manumalotaum	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Ferman, Kenny	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Fernandez, Khris	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Figueroa, Mario	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Finau, Sione	Student Assistant III	Student Services	11.50	07/20/17-08/27/17
Fisher, Christopher	Student Assistant IV	Admin. Services	12.25	07/01/17-08/27/17
Flores Moreno, Jennifer	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Flores, Ashley	Student Assistant I	Instruction	10.50	07/01/17-08/26/17
Flores, Hilda	Student Assistant V	Student Services	13.00	07/03/17-08/26/17
Flores, Ricardo	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Flores, Ruben	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Fofrich, Joshua	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Fortier, Tammy	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Garay, Javier	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Garcia, Alexis	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Garcia, David	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Garcia, Gregory	Student Assistant IV	Student Services	12.25	07/01/17-08/04/17
Garcia-Ramirez, Jesenia	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Gardner, Samantha	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Geiss, Michael	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Ghaly, Alfred	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Ghaly, Alfred	Student Assistant II	Instruction	10.75	08/28/17-02/18/18
Gomez, Brittany	Student Assistant III	Student Services	11.50	08/22/17-08/27/17
Gonzales, Andrew	Student Assistant I	Instruction	10.50	08/01/17-08/26/17
Gonzales, Vincent	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Gonzales, Vincent	Student Assistant IV	Student Services	12.25	08/28/17-02/23/18
Gonzalez Hernandez, Jahaira	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Gonzalez Hernandez, Jahaira	Student Assistant II	Student Services	10.75	08/28/17-02/22/18
Gonzalez, Minerva	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Gonzalez, Perla	Student Assistant IV	Student Services	12.25	08/28/17-02/23/18
Gonzalez, Saharra	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Gonzalez, Santiago	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Gonzalez-Chavez, Jack	Student Assistant V	Admin. Services	13.00	07/01/17-08/27/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Gonzalez-Chavez, Jack	Student Assistant V	Admin. Services	13.00	08/28/17-02/25/18
Gramajo Zepeda, Willy	Student Assistant III	Instruction	11.50	07/03/17-08/02/17
Gramajo Zepeda, Willy	Student Assistant III	Instruction	11.50	08/28/17-02/15/18
Greenspon, Rita	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Griswold, William	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Gudvangen, Kyle	Student Assistant IV	Instruction	12.25	07/01/17-07/31/17
Guerra, Eduardo	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Guerrero, Manuel	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Guerrero, Manuel	Student Assistant III	Instruction	11.50	08/03/17-08/27/17
Guo, Siyun	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Gurule, Vanessa	Student Assistant II	Admin. Services	10.75	08/28/17-12/17/17
Gutierrez, Francisco	Student Assistant II	Instruction	10.75	08/28/17-02/15/18
Hadley, Sidonia	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Halabi, Ghaith	Student Assistant I	Admin. Services	10.50	09/28/17-02/23/18
Halliburton, Ashley	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Harvey, Bihjan	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Hawthorne, Benjamin	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Hayman, Jason	Student Assistant IV	Admin. Services	12.25	08/28/17-02/23/18
Henderson, Deonte	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Hernandes, Richard	Student Assistant III	Instruction	11.50	08/01/17-08/25/17
Hernandez, Aaron	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Hernandez, Aaron	Student Assistant II	Instruction	10.75	08/28/17-02/25/18
Hernandez, Danny	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Hernandez, Edgar	Student Assistant II	Instruction	10.75	08/21/17-08/27/17
Hernandez, Edgar	Student Assistant II	Instruction	10.75	08/28/17-02/15/18
Hernandez, Jaime	Student Assistant III	Admin. Services	11.50	06/19/17-06/30/17
Hernandez, Salvador	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Hernandez, Stephanie	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Hom, Jordan	Student Assistant I	Admin. Services	10.50	07/01/17-08/27/17
Horn, Crystal	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Huang, Terry	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Huynh, Xuan	Student Assistant V	Student Services	13.00	07/03/17-08/26/17
Iglesias, Priscilla	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Inouye, Andrea	Student Assistant III	Instruction	11.50	07/01/17-08/28/17
Irigoyen, Andres	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Iskander, Miriam	Student Assistant II	Instruction	10.75	08/28/17-02/17/18
Iskander, Mirna	Student Assistant II	Instruction	10.75	08/28/17-02/17/18
Jackson, Mariah	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Jaudon, Mercedes	Student Assistant II	Admin. Services	10.75	07/01/17-08/25/17
Jeong, Colin	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Jernagin, Takisha	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Jimenez, Adriana	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Jimenez, Adriana	Student Assistant I	Instruction	10.50	08/28/17-02/17/18
Juarez, Adrian	Student Assistant I	Instruction	10.50	07/01/17-08/25/17

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Student Employees (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Kaaki, Sarah	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Kauvaka, Sione	Student Assistant I	Instruction	10.50	07/03/17-08/04/17
Khan, Hasan	Student Assistant II	Instruction	10.75	07/03/17-08/02/17
Kimm, Joshua	Student Assistant III	Admin. Services	11.50	08/01/17-08/25/17
Knapp, Kayleen	Student Assistant I	Student Services	10.50	08/28/17-02/25/18
Ku Chi, Nubia	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Kwong, Dawn	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Kwong, Dawn	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Lai, Mingchao	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Latu, Max	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Lee, Hoe Kyung	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Leon Garcia, Diana	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Leon, Amber	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Lewis, Janell	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Li, Patrick	Student Assistant II	Instruction	10.75	08/28/17-02/15/18
Li, Xiaofan	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Lim, Gabriel Hui Hwang	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Lira Sanchez, Jasmin	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Lizama, Breanne	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Llamoca Cayllahua, Franki	Student Assistant II	Student Services	10.75	08/28/17-02/18/18
Logan, Kimberly	Student Assistant I	Instruction	10.50	08/02/17-08/27/17
Lopez, Abraham	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Lopez, Anthony	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Lopez, Bryan	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Lopez, Jacqueline	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Lopez, Louis	Student Assistant III	Student Services	11.50	07/01/17-08/02/17
Lopez, Monica	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Lopez, Monica	Student Assistant III	Instruction	11.50	08/28/17-02/23/18
Lopez-Ibarra, Maria	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Ma, Ni	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Macedo, Olimpia	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Macias, Jennifer	Student Assistant II	Instruction	10.75	07/03/17-08/25/17
Maciel, Arthur	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Maes, Jeffrey	Student Assistant III	Student Services	11.50	07/03/17-08/11/17
Magalei, Jaiave	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Magallanes, Jonas	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Magallon, Jesus	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Magallon, Jesus	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Maldonado, Angelica	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Malhotra, Rajat	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Malieitulua, Afeleti	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Malieitulua, Afeleti	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Manalo, Julia Stefi	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Mares, Karla	Student Assistant V	Instruction	13.00	07/01/17-08/27/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Margulis, Eugene	Student Assistant II	Instruction	10.75	08/21/17-08/27/17
Margulis, Eugene	Student Assistant II	Instruction	10.75	08/28/17-02/15/18
Marquez, Alyssa	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Marquez, Gilbert	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Marshall, Alicea	Student Assistant I	Student Services	10.50	07/01/17-08/27/17
Martin, Bryan	Student Assistant I	Instruction	10.50	07/06/17-08/27/17
Martin, Bryan	Student Assistant I	Instruction	10.50	08/28/17-02/17/18
Martinez, Alexis	Student Assistant III	Student Services	11.50	07/01/17-08/02/17
Martinez, Crystal	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Martinez, Janell	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Martinez, Jose	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Martinez, Julian	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Martinez, Samantha	Student Assistant I	Instruction	10.50	07/01/17-08/26/17
Martinez, Samantha	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Mattox, Melanie	Student Assistant I	Instruction	10.50	07/01/17-08/26/17
Mattox, Melanie	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Mauro, Arielle	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Mauro, Arielle	Student Assistant I	Student Services	10.50	08/28/17-02/25/18
McBride, Matthew	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
McConnell, Robert	Student Assistant I	Student Services	10.50	07/01/17-08/27/17
McConnell, Robert	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Mccurrie, Philip	Student Assistant II	Instruction	10.75	07/03/17-08/25/17
McDill, Scott	Student Assistant IV	Instruction	12.25	07/03/17-08/27/17
Medel, Raymond	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Medina, Danielle	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Medina, Danielle	Student Assistant II	Student Services	10.75	08/28/17-02/25/18
Medina, Jacquelyne	Student Assistant V	Admin. Services	13.00	08/28/17-02/25/18
Medina, Robert	Student Assistant IV	Admin. Services	12.25	07/01/17-08/27/17
Mekhail, Mina	Student Assistant I	Instruction	10.50	07/01/17-08/02/17
Melendez, Rebecca	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Mendez, Ailyn	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Mendez, Ailyn	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Mendez, Ailyn	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Mendez, Oral	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Mendoza, Richard	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Mier, Milton	Student Assistant III	Admin. Services	11.50	08/28/17-02/25/18
Miller, Conor	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Miller, Hannah	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Miranda, Yelena	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Miriam, Iskander	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Miriam, Iskander	Student Assistant II	Instruction	10.75	08/28/17-02/17/18
Mitchell, Brittany	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Mitchell, Jervonna	Student Assistant II	Instruction	10.75	08/21/17-08/27/17
Mitchell, Jervonna	Student Assistant II	Instruction	10.75	08/28/17-02/15/18

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Student Employees (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Moala, Mosese	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Moala, Mosese	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Moberg, Jessyca	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Moberg, Jessyca	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Mobley, Chalon	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Mody, Paran	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Mody, Paran	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Mojica, Jovany	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Molina-Frias, Rosa	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Moline, Jordan	Student Assistant IV	Instruction	12.25	07/01/17-08/02/17
Montes, Talia	Student Assistant V	Student Services	13.00	07/01/17-08/25/17
Montevirgen, Krizzle-Mae	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Montevirgen, Krizzle-Mae	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Moon, Yeseong	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Moon, Yeseong	Student Assistant II	Student Services	10.75	08/28/17-02/18/18
Morales, Anthony	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Morales, Anthony	Student Assistant I	Student Services	10.50	08/28/17-02/23/18
Moritz, Jessica	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Morkos, Christina	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Morris, Evan	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Mortensen, Matthew	Student Assistant I	Instruction	10.50	08/28/17-02/25/18
Mosley, Dominique	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Muehlen, Brian	Student Assistant V	Instruction	13.00	07/01/17-08/27/17
Mundine, Scipio	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Munoz, Alessandra	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Munoz, Griselda	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Munoz, Miguel	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Murillo, Ivonne	Student Assistant V	Instruction	13.00	07/01/17-08/27/17
Murillo, Ivonne	Student Assistant V	Instruction	13.00	08/28/17-02/25/18
Naas, Tanner	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Naguit, Geralyn	Student Assistant IV	Instruction	12.25	08/28/17-02/23/18
Navarrete, Travis	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Navarro, John Joshua	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Newborn, Latricia	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Ngo, Chau	Student Assistant V	Student Services	13.00	07/03/17-08/26/17
Nguyen, Anne	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Nguyen, Catherine	Student Assistant III	Instruction	11.50	07/01/17-08/24/17
Nguyen, Hien	Student Assistant V	Instruction	13.00	07/01/17-08/25/17
Nguyen, Thanh	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Njuh, Jude	Student Assistant I	Instruction	10.50	07/01/17-08/04/17
Noguera, Jenelle	Student Assistant I	Student Services	10.50	08/28/17-02/23/18
Nunez, Destiny	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Nunez, Destiny	Student Assistant V	Student Services	13.00	07/01/17-08/26/17
Ochoa Flores, Ariana Maria	Student Assistant III	Student Services	11.50	07/01/17-08/25/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Ochoa, Melissa	Student Assistant V	Student Services	13.00	07/01/17-08/25/17
Ochoa, Melissa	Student Assistant V	Student Services	13.00	08/28/17-02/23/18
Ochotorena, Martin	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Ofomata, Shanley	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Olivares, Ruth	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Olivas, Juanita	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Ong, Sean	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Osei-Akosa, Justinian	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Osuna Zayas, Francisco	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Osuna, Herlen	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Osuna, Herlen	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Otey Wilson, Jordan	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Otico, Divine	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Owusu Bour, Courtney	Student Assistant III	Instruction	11.50	07/01/17-07/31/17
Padilla, Precious	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Padua, Gabriell	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Pahle, Calin	Student Assistant V	Instruction	13.00	07/20/17-08/25/17
Pahua-Salgado, Katherine	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Pang, Mark	Student Assistant III	Instruction	11.50	08/28/17-02/23/18
Pangilinan, Sarah Angelique	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Paniagua, Maricarmen	Student Assistant II	Instruction	10.75	07/17/17-08/02/17
Paniagua, Maricarmen	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Paras, Francis	Student Assistant I	Instruction	10.50	07/06/17-08/25/17
Parekh, Safia	Student Assistant I	Instruction	10.50	08/28/17-02/25/18
Parham, Jordan	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Park, Tiffany	Student Assistant III	Student Services	11.50	08/28/17-02/15/18
Park, Tiffany	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Pascual Ocampo, Tomas	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Paz, Damaris	Student Assistant III	Student Services	11.50	07/01/17-08/02/17
Pedroche, Valerie	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Peng, Jiazhen	Student Assistant III	Instruction	11.50	08/28/17-12/17/17
Perez, Briana	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Perez, Shirley	Student Assistant I	Instruction	10.50	07/01/17-08/26/17
Phuong, Hoang	Student Assistant IV	Instruction	12.25	07/15/17-08/25/17
Pina, Melissa	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Pineda, Matthew	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Pineda, Michelle	Student Assistant I	Instruction	10.50	08/28/17-02/25/18
Pla, Tiffany	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Plummer, Destiny	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Powell, Emily	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Preston, Erin	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Purcell, Julianna	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Quach, Ha	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Quach, Ha	Student Assistant II	Student Services	10.75	08/28/17-02/18/18

SUBJECT: Personnel Transactions

DATE: September 13, 2017

Student Employees (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Quezada, Melissa	Student Assistant I	Instruction	10.50	07/01/17-08/26/17
Quinones, Christian	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Quinones, Christian	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Quintero, Nandeye	Student Assistant I	Instruction	10.50	08/02/17-08/27/17
Quintero, Nandeye	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Raigoza, Dalya	Student Assistant II	Admin. Services	10.75	06/19/17-06/30/17
Ramirez, John	Student Assistant II	Instruction	10.75	07/01/17-08/25/17
Ramirez, Laura	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Ramirez, Marco	Student Assistant V	Admin. Services	13.00	07/01/17-08/27/17
Ramirez, Marco	Student Assistant V	Admin. Services	13.00	08/28/17-02/25/18
Ramos, Jocelyn	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Reaves, Jordyn	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Renslow, Kelly	Student Assistant II	Instruction	10.75	08/21/17-08/28/17
Renslow, Kelly	Student Assistant II	Instruction	10.75	08/28/17-02/15/18
Repreza, Christopher	Student Assistant V	Instruction	13.00	07/01/17-08/27/17
Repreza, Christopher	Student Assistant V	Instruction	13.00	08/28/17-02/25/18
Reyna, Marvin	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Ricker, Elizabeth	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Rider, Cole	Student Assistant V	Instruction	13.00	07/01/17-08/27/17
Rivera, Alec	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Rivera, Esmeralda	Student Assistant II	Instruction	10.75	07/01/17-08/04/17
Rodriguez Soriano, Vanessa	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Rodriguez Soriano, Vanessa	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Rodriguez, Abigail	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Rodriguez, Laura	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Rodriguez, Pricilla	Student Assistant IV	Instruction	12.25	07/01/17-08/25/17
Rodriguez, Valerie	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Rojo, Abraham	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Roldan, Christopher	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Ron, Sarah	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Rubio, Nikita	Student Assistant IV	Admin. Services	12.25	08/28/17-02/23/18
Ruiz, Andrea	Student Assistant II	Instruction	10.75	07/03/17-08/25/17
Ruiz, Briam	Student Assistant IV	Admin. Services	12.25	07/01/17-08/27/17
Ruiz, Briam	Student Assistant V	Admin. Services	13.00	08/28/17-02/25/18
Ruiz, Precylla	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Ruiz, Precylla	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Saafi, Joshua	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Sabella, Sean	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Sahni, Megha	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Sakr, Marie Paule	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Salamah, Ala	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Salas-Sanchez, Edgar	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Salas-Sanchez, Edgar	Student Assistant IV	Instruction	12.25	07/15/17-08/25/17
Sam, Erin	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Sanchez Ayala, Raul	Student Assistant II	Admin. Services	10.75	07/03/17-08/25/17
Sanchez, Anthony	Student Assistant III	Student Services	11.50	07/01/17-08/24/17
Sanchez, Eric	Student Assistant III	Instruction	11.50	08/28/17-02/25/18
Sanchez, Francisco	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Sanchez, Gustavo	Student Assistant II	Instruction	10.75	07/01/17-08/02/17
Sanchez, Juan	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Sanchez, Juan	Student Assistant IV	Instruction	12.25	07/10/17-08/25/17
Sanchez, Karina	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Sanchez, Mayra	Student Assistant II	Instruction	10.75	08/28/17-02/23/18
Sanchez, Xochitl	Student Assistant V	Student Services	13.00	07/01/17-08/25/17
Sanderlin, Sharee	Student Assistant I	Instruction	10.50	08/28/17-02/24/18
Sandoval, Cassandra	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Sandoval, Melissa	Student Assistant II	Instruction	10.75	07/01/17-08/02/17
Saulet, Ashley	Student Assistant IV	Instruction	12.25	07/15/17-08/25/17
Scalise, Angelina	Student Assistant III	Instruction	11.50	08/28/17-12/17/17
Schexnayder, Kevin	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Schmidt, Hannah	Student Assistant V	Instruction	13.00	07/01/17-08/26/17
Schulze, Denise	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Schulze, Denise	Student Assistant II	Student Services	10.75	08/28/17-02/25/18
Scott, Dariana	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Scott, Emetrious	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Shamim, Aman	Student Assistant II	Instruction	10.75	07/03/17-08/25/17
Shamsi, Wajeeha	Student Assistant V	Student Services	13.00	07/03/17-08/26/17
Sherman, Dominic	Student Assistant III	Student Services	11.50	08/14/17-08/25/17
Sherman, Dominic	Student Assistant III	Student Services	11.50	08/28/17-02/23/18
Sierra, Justin	Student Assistant IV	Instruction	12.25	08/25/17-02/25/18
Silguero, Levith	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Simpson, Paul	Student Assistant IV	Student Services	12.25	07/03/17-08/04/17
Siongco, Meryl	Student Assistant I	Student Services	10.50	07/01/17-08/26/17
Siquina, Vanessa	Student Assistant V	Student Services	13.00	08/28/17-12/15/17
Siufanua, KJ	Student Assistant IV	Student Services	12.25	07/01/17-08/27/17
Soehalim, Joshua	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Soliai, Nathan	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Solis, Nicole	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Solis, Roberta	Student Assistant I	Admin. Services	10.50	08/28/17-02/25/18
Soto, Elizabeth	Student Assistant III	Admin. Services	11.50	07/01/17-08/25/17
Speak, Margaret	Student Assistant IV	Instruction	12.25	08/28/17-02/23/18
Stern, Griffin	Student Assistant III	Student Services	11.50	07/31/17-08/25/17
Streams, Mirasol	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Streams, Mirasol	Student Assistant II	Student Services	10.75	08/28/17-02/25/18
Suarez, Emma	Student Assistant II	Instruction	10.75	07/01/17-08/27/17
Tabuena, Vincent	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Tamura, Ariana	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Tang, Jordan	Student Assistant III	Student Services	11.50	07/01/17-08/25/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Tarvin, Takisha	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Tate, Barrett	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Taylor, Ezekiel	Student Assistant III	Student Services	11.50	06/01/17-06/30/17
Taylor, Ezekiel	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Taylor-Kozell, Alexis	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Teja, Emily	Student Assistant III	Instruction	11.50	08/28/17-02/25/18
Thach, Alyson	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Thach, Alyson	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Thomas, Scott	Student Assistant III	Instruction	11.50	08/28/17-02/25/18
Thomas, Yasmin	Student Assistant I	Student Services	10.50	08/28/17-02/25/18
To, Ellen	Student Assistant V	Admin. Services	13.00	07/01/17-08/27/17
To, Ellen	Student Assistant V	Admin. Services	13.00	08/28/17-02/25/18
Toailoa Isara, Lonetona	Student Assistant III	Student Services	11.50	06/01/17-06/30/17
Toailoa Isara, Lonetona	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Tokunaga, Alice	Student Assistant III	Instruction	11.50	08/01/17-08/27/17
Torres, Alejandro	Student Assistant IV	Student Services	12.25	07/01/17-08/11/17
Torres, Christian	Student Assistant V	Instruction	13.00	08/28/17-02/23/18
Torres, Ised	Student Assistant I	Instruction	10.50	07/01/17-02/23/18
Torres, Ised	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Tran, Jonathan	Student Assistant IV	Admin. Services	12.25	07/20/17-08/27/17
Trujillo, Jacqueline	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Tu, Jimmy	Student Assistant IV	Instruction	12.25	08/28/17-02/15/18
Turner, Kyle	Student Assistant IV	Instruction	12.25	08/28/17-02/25/18
Ueda, Seiji	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Uiagalelei, Merosa	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Uribe, Leslie	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Uribe, Rodrigo	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Vainikolo, Atunaisa Vainik	Student Assistant III	Student Services	11.50	07/01/17-08/27/17
Valadez, Natalie	Student Assistant II	Student Services	10.75	08/28/17-02/23/18
Valdez, Joshua	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Valenzuela Palomar, Jose	Student Assistant V	Admin. Services	13.00	07/01/17-08/27/17
Valenzuela Palomar, Jose	Student Assistant V	Admin. Services	13.00	08/28/17-02/25/18
Valladares, Aleccio	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Valladares, Aleccio	Student Assistant IV	Student Services	12.25	08/28/17-02/23/18
Valladares, Destina	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Valladares, Dunia	Student Assistant IV	Student Services	12.25	07/01/17-08/25/17
Valladares, Dunia	Student Assistant IV	Student Services	12.25	08/28/17-02/23/18
Van Winkle, Rachel	Student Assistant III	Instruction	11.50	09/05/17-12/17/17
Vargas, Erica	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Vazquez Aviles, Maricela	Student Assistant III	Student Services	11.50	08/14/17-08/27/17
Vazquez, Roxanne	Student Assistant III	Instruction	11.50	07/01/17-08/02/17
Vega Guerrero, Jessica	Student Assistant I	Student Services	10.50	07/01/17-08/25/17
Vega, Eugene	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Vera, Evelyn	Student Assistant I	Instruction	10.50	07/01/17-08/25/17

SUBJECT: Personnel Transactions**DATE:** September 13, 2017**Student Employees** (continued)

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Villa, Abigail	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Villa, Maria	Student Assistant I	Instruction	10.50	08/28/17-02/23/18
Villafuerte, Juan Marco	Student Assistant III	Instruction	11.50	07/01/17-08/25/17
Villaverde, Ma Anika	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Villegas, Melissa	Student Assistant V	Instruction	13.00	07/01/17-08/25/17
Villegas, Melissa	Student Assistant V	Instruction	13.00	08/28/17-02/23/18
Vo, An	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Vo, An	Student Assistant II	Student Services	10.75	08/28/17-02/18/18
Voong, Koren	Student Assistant I	Instruction	10.50	07/01/17-08/25/17
Wailase, Priscilla	Student Assistant V	Student Services	13.00	07/01/17-08/27/17
Wailase, Priscilla	Student Assistant V	Student Services	13.00	08/28/17-02/18/18
Walper, Sydney	Student Assistant V	Instruction	13.00	07/01/17-08/02/17
Waters, Trelani	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Watson, Fametta	Student Assistant I	Instruction	10.50	07/01/17-08/26/17
White, Michael	Student Assistant V	Instruction	13.00	07/12/17-08/27/17
Whitman, Jasmine	Student Assistant I	Instruction	10.50	07/01/17-08/27/17
Wigfall, Keishma	Student Assistant III	Admin. Services	11.50	06/19/17-08/25/17
Wilkerson, Dandre	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Wilkerson, Grace	Student Assistant III	Instruction	11.50	07/01/17-08/27/17
Wolde, Dagnachew	Student Assistant IV	Instruction	12.25	07/01/17-08/02/17
Wongso, Shannon	Student Assistant III	Student Services	11.50	07/01/17-08/25/17
Wu, Hannah	Student Assistant III	Student Services	11.50	08/28/17-02/25/18
Xu Huang, Ouhui	Student Assistant II	Student Services	10.75	08/28/17-02/18/18
Yee, Justin	Student Assistant III	Admin. Services	11.50	07/01/17-08/27/17
Yen, Alex	Student Assistant II	Student Services	10.75	07/01/17-08/25/17
Yi, Zhaoxia	Student Assistant II	Student Services	10.75	07/01/17-08/27/17
Yip, Darren	Student Assistant II	Instruction	10.75	07/10/17-08/24/17
Ylo, Edilberto Gabri	Student Assistant III	Instruction	11.50	08/28/17-02/23/18
Yue, Alan	Student Assistant I	Instruction	10.50	07/03/17-08/02/17
Yue, Alan	Student Assistant I	Instruction	10.50	07/03/17-08/02/17
Zendejas Salcedo, Trinidad	Student Assistant IV	Instruction	12.25	07/01/17-08/27/17
Zuniga, Adrian	Student Assistant V	Instruction	13.00	07/01/17-08/27/17

Student Trustee

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Pay Rate</u>	<u>Hire Date</u>
Moon, Brian	Associated Student President	Student Services	500.00*	07/01/17-06/30/18

*Paid on a monthly basis

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Contract with Community College Search Services</u>	

BACKGROUND

The College has an occasional need to contract with a company who can assist in finding qualified candidates for management assignments. Such services were needed in the recruitment of candidates for the position Interim Associate Dean, Natural Sciences.

ANALYSIS AND FISCAL IMPACT

To fulfill the need in searching for qualified candidates for the Interim Associate Dean, Natural Sciences, the College contracted with Community College Search Services (CCSS). CCSS specializes in all aspects of hiring community college management assignments. Their primary focus is conducting comprehensive searches for interim/temporary management assignments, recruitments, and reference services.

The term of this contract was July 28, 2017, through August 23, 2017, for a total cost of 10% of the gross salary, excluding benefits, earned by the successful candidate.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the contract with Community College Search Services, as presented.

Recommended by: <u>Bill Scroggins</u>	Reviewed by: <u>Abe Ali</u>
	Agenda Item: <u>Consent #23</u>

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>New Classified Job Classification Descriptions</u>	

BACKGROUND

To reflect the current needs of the College, the following new Classified job classification descriptions are being submitted.

- Coordinator, Bursar’s Office (New); and
- Library Technician, Cataloging (New).

ANALYSIS AND FISCAL IMPACT

These job classification descriptions are being brought forward for Board approval in accordance with Education Code § 88009 and 88010.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the New Classified Job Classification Descriptions, as presented.

Recommended by: Bill Scroggins Reviewed by: Abe Ali
Agenda Item: Consent #24

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

**COORDINATOR, BURSAR'S OFFICE
FLSA NON-EXEMPT – A-105**

DEFINITION

Under general supervision, coordinates communications and information to meet student needs for registration fee policies, in accordance with state, federal, and local laws and regulations, and College policies and procedures; leads Bursar's Office personnel engaged in fee collections and related transactions. Coordinates the preparation, maintenance, and processing of account receivables, payments, refunds, and student accounts; maintains accounting and financial records.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Associate Vice President, Fiscal Services or designee. May provide technical and functional direction and training to assigned staff.

CLASS CHARACTERISTICS

This is a journey-level and specialized classification that performs a variety of professional and technical duties in support of student account activities and other College transactions in the Bursar's Office. The incumbent coordinates daily processing, record-keeping activities, and reporting requirements in accordance with federal, state, and local laws and regulations. Successful performance of the work requires extensive knowledge in financial record keeping, cash handling procedures, and student records management.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

- Coordinates daily functions, operations, and activities in the Bursar's Office, including preparing, securing, monitoring, reconciling, and analyzing all College collections such as tuition, parking permits, and other miscellaneous fees and payments.
- Schedules, assigns, oversees, trains, and provides work direction to assigned staff.
- Provides direction in financial and cash management; interprets College policies and procedures.
- Communicates with third party contract vendors and federal and state agencies to verify deferment authorizations, arrange payments, or resolve discrepancies as needed.
- Provides quality customer service through timely and effective communication to students and other departments regarding student account issues, policies, and procedures.
- Handles a variety of difficult customer situations and disputes using tact, diplomacy, and patience to defuse irate/angry customers. May intervene, as necessary, on the behalf of other office staff.
- Responds to student inquiries regarding their accounts and fees; assists students with related questions on the phone and/or in person.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

- Prepares and processes a variety of documents involved in financial transactions; records and reconciles credit card transactions.
- Creates and maintains reports and summaries related to student accounts; reviews, balances, and reconciles accounts and financial reports.
- Maintains student accounts, receives monies, clears holds if applicable, and enters appropriate data and makes adjustments as needed; reviews and cancels pending student credit card transactions as appropriate; places and releases holds for financial obligations; analyzes, places, and corrects waivers; applies holds on student records as needed; researches, authorizes, and processes student refunds.
- Performs specialized duties in the student accounts module within the enterprise application system including managing student accounts, performing enterprise application systems procedure testing, and setting up new fees/payment codes as necessary.
- Creates processes that generate student refunds and performs other technological functions as needed.
- Receives, counts, and reconciles registration monies (cash and cash equivalent). Posts funds collected to appropriate accounts and categories. Verifies and reconciles revenue categories on cash summary reports, ensuring accuracy and detail for audit trail purposes.
- Consults and coordinates with Admissions and Records, Financial Aid, and other departments across campus on business process changes, as a result of system updates, researches these changes for potential problems, and develops and implements solutions.
- Provides technical and functional direction to other department staff including providing guidance and assistance in problem resolution.
- Exercises appropriate discretion in carrying out duties to include maintaining security and confidentiality of student account records mandated by Family Educational Rights and Privacy Act (FERPA) regulations, and in accordance with state, federal, and local laws and regulations, and College policies and procedures.
- Extracts and downloads information to prepare reports and audit accuracy of data.
- Prepares IRS form 1098-T filing information. Coordinates with third party vendor annually; prepares duplicate, replacement and corrected 1098-T forms for students.
- Researches and resolves issues with student accounts related to student fee processes.
- Attends and participates in various meetings as assigned.
- Learns and applies emerging technologies as necessary to perform duties in an efficient, organized, and timely manner.
- Performs other related duties as assigned.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

QUALIFICATIONS

Knowledge of:

- Current principles, practices, and methods of public accounting and finance in a public agency.
- Financial operations of community college operations such as accounts receivable, tuition, financial aid, and other student fees and revenue sources.
- Basic principles and practices of providing technical and functional direction and training to assigned staff.
- Record keeping, information processing requirements, policies and procedures related to the maintenance of student accounts and payments.
- Principles and practices of cash handling procedures.
- Automated accounting application and finance systems; computer software related to accounts receivable.
- Computer applications related to work, including word processing, database, and spreadsheet software.
- Applicable federal, state, and local laws and regulations, regulatory codes, ordinances, and College policies and procedures relevant to assigned area of responsibility.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, students, and staff, including individuals of various ages, abilities, socio-economic and ethnic groups.

Skills & Abilities to:

- Interpret, apply, explain, and ensure compliance with applicable federal, state, and local laws and regulations, policies and procedures of accounting, and basic student account processes.
- Coordinate and participate in the processing and verification of incoming monies and receipting processes.
- Evaluate and make recommendations for improvements in operations, procedures, policies, or methods.
- Evaluate and make recommendations for improvements in operations, procedures, policies, or methods.
- Establish, maintain, and research student account records and other related accounting records and files.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Make accurate arithmetic, financial, and statistical computations.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.
- Compose correspondence and reports independently or from brief instructions.
- Operate modern office equipment including computer equipment and specialized software application programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Understand scope of authority in making independent decisions.
- Review situations accurately and determine appropriate course of action using judgment according to established policies and procedures.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to an Associate's Degree in accounting, finance, business administration, or related field from regionally accredited college or university, and five (5) years of experience in accounting, finance, or cash management.

Preferred Qualifications:

Experience in a Bursar's Office in higher education and/or a Bachelor's degree is desirable.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Incumbents in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Incumbents must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

ENVIRONMENTAL ELEMENTS

Incumbents work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Incumbents may interact with staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

**LIBRARY TECHNICIAN, CATALOGING
FLSA NON-EXEMPT – A-76**

DEFINITION

Under general supervision, performs a variety of more complex paraprofessional library support services; provides direct service and assistance to staff and students; provides technical and functional direction to assigned Library Technicians.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Dean, Learning and Library Resources. Exercises technical and functional direction and provides training to assigned staff.

CLASS CHARACTERISTICS

This is a classification, within the Library Technician series, that is responsible for cataloging and collection maintenance and customer service tasks including, resolving customer issues, interpreting library policies, and cash reconciliation. Incumbents may assist patrons at public desks such as the circulation desk and throughout the library. This class is distinguished from the other levels in the class series in that it performs complex library support services requiring specialized knowledge, skill, and training.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

- Makes necessary Fund Code entries and Discount totals in the Manage Invoices tab in Acquisitions menu.
- Performs quality control checks by checking for duplicate items, correct call numbers on labels provided by book vendors, and make changes as necessary to keep Library Catalog current and correct for better accessibility to students, faculty, and staff.
- Works extensively in Online Computer Library Center (OCLC) to search, retrieve, download entries, and make corrections in order to bring bibliographic records into the Library's Catalog and/or create course reserves and Local Holdings in the Reserve collection.
- Deletes Local Holdings, as appropriate, when Instructor's remove material from the Reserves collection.
- Deletes discarded titles from library catalog, as appropriate.
- Processes, maintains and creates holdings for standing orders, continuations, and law collections including updates, which may occur annually, semiannually, and quarterly.
- Trains student workers in the completion of work assignments; assists in the recruitment and selection of student workers and provides recommendations for hiring.
- Assists students and staff at the circulation desk and directs library patrons to appropriate locations; responds to complex complaints, inquiries, questions, and requests for information; interprets and applies regulations, policies, procedures, systems, rules, and precedents in response to inquiries and complaints from patrons; answers calls, resolves questions and problems, or directs callers to appropriate staff as necessary.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

- Identifies damaged materials; uses discretion in resolving fee and fine disputes; collects and records fees and fines.
- Receives and discharges library materials, registers library patrons, and makes changes to accounts as needed.
- Maintains accurate and detailed library records including copy cataloging, verifies accuracy of information, researches discrepancies, and records information.
- Identifies and suggests solutions to resolve problems in cataloging processes; seeks advice and direction as appropriate.
- Assesses damaged books and resource materials; cleans, mends, covers, and repairs damaged books and other instructional materials; assists in the discarding of old books and materials according to established policies and procedures.
- Searches shelves for overdue and lost items.
- Prepares circulating materials for use.
- Receives, logs, labels, and prepares materials for use by patrons.
- Copies catalogs and processes continuations. Receives and checks books against invoice to verify for accuracy. Checks for duplicates and verifies that all continuations follow succession.
- Performs a wide variety of routine clerical duties to support operations, including filing, preparing records and basic reports, developing signage and flyers, and ordering and maintaining office and other related supplies.
- Maintains accurate and detailed records, verifies accuracy of information, researches discrepancies, and records information.
- Assists patrons with operating library equipment including microfilm reader printer, copier, and scanner.
- Maintains copier supplies.
- Receives and sorts delivered or returned library materials and a variety of correspondence.
- Learns and applies emerging technologies and, as necessary, to perform duties in an efficient, organized, and timely manner.
- Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Basic principles and practices of providing technical and functional direction to assigned staff.
- Standard library practices and procedures including circulation and copy cataloging.
- Principles, practices, and techniques of effectively dealing with the public.
- Extensive knowledge of library classifications, cataloging, and bibliographic terminology.
- Alphabetic and numeric systems for classifying and organizing library materials.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Record keeping principles and procedures.
- Principles and practices of data collection and report preparation.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

- Arithmetic principles and cash handling.
- Modern office practices and technology, including personal computer hardware and software applications related to the work.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, students, and staff, including individuals of various ages, disabilities, various socio-economic and ethnic groups.

Skills & Abilities to:

- Work extensively in OCLC to search, retrieve, download entries, and make corrections in order to bring bibliographic records into the Library's Catalog.
- Inspect the work of assigned staff and maintain established quality control standards.
- Train assigned staff in proper and safe work procedures.
- Exercise judgment to implement effective courses of action to complete assigned work.
- Maintain accurate logs, records, and basic written records of work performed.
- Follow department policies and procedures related to assigned duties.
- Understand and follow oral and written instructions.
- Operate modern office equipment including computer equipment and specialized library services software applications programs.
- Organize own work, set priorities, and meet critical time deadlines.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Understand scope of authority in making independent decisions.
- Review situations accurately and determine appropriate course of action using judgment according to established policies and procedures.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to an Associate's degree from a regionally accredited college in library science or a related field and three (3) years of technical support experience in a library environment, or two (2) years of experience equivalent to Librarian Technician.

Licenses and Certifications:

None.

SUBJECT: New Classified Job Classification Descriptions

DATE: September 13, 2017

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This classification primarily works indoors and requires frequent standing in and walking between work areas. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Incumbents in this classification frequently bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and shelve materials. Incumbents must possess the ability to lift, carry, push, and pull materials and objects weighing up to 35 pounds, and occasionally heavier weights with the use of proper equipment.

ENVIRONMENTAL ELEMENTS

Incumbents work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Incumbents may interact with staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Acceptance of 2017-18 Basic Skills Initiative Grant Funds and Activities</u>	

BACKGROUND

Mt. San Antonio College has been awarded an allocation from the California Community Colleges Chancellor’s Office, Basic Skills Initiative (BSI) Grant, in the amount of \$1,241,378 for 2017-18. This grant funds activities that support development of the basic skills programs and services that are in alignment with identified categories associated with the statewide Basic Skills Initiative. Mt. San Antonio College completes an annual assessment of BSI-funded programs and activities serving English as a Second Language/basic skills students. This report is published annually in November. The funding period is July 1, 2017, through June 30, 2018.

ANALYSIS AND FISCAL IMPACT

Expenditures for speakers, conference expenses, food, beverages, grant-approved promotional items, and marketing endeavors related to BSI-funded programs and activities will not to exceed \$40,000 for the 2017-18 academic year.

Funding Source

California Community Colleges Chancellor’s Office, Basic Skills Initiative Grant.

RECOMMENDATION

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

Prepared by: Madelyn A. Arballo Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #25

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

DATE: September 13, 2017

CONSENT

SUBJECT: 2017-18 Regional Consortium for Adult Education Membership and
Designees

BACKGROUND

Mt. San Antonio College is currently a member of the Mt. San Antonio College Regional Consortium for Adult Education. Participation in the Consortium enables Mt. SAC to be eligible for funding under the Adult Education Block Grant (AEBG), AB104. The Regional Consortium is comprised of the following member districts: Baldwin Park Unified School District (USD), Bassett USD, Charter Oak USD, Covina-Valley USD, East San Gabriel Valley ROP, Hacienda La Puente USD, Mt. San Antonio Community College District, Pomona USD, and Rowland USD. The Consortium Steering Committee consisting of district leaders comprises a governance structure within the Regional Consortium.

ANALYSIS AND FISCAL IMPACT

Of the overall 2017-18 Mt. San Antonio Regional Consortium allocated fund, Mt. SAC's portion is \$720,843 which includes \$319,569 for Consortium joint expenditures. The remaining \$438,124 is Mt. SAC's member allocation with which to provide noncredit students with AEBG programs and services. The Regional Consortium Steering Committee must annually confirm Consortium membership and Steering Committee designees with the receipt of each member's Governing Board consent.

Mt. SAC is proposing the following 2017-18 Steering Committee designees:

- Primary Designee: Dr. Madelyn A. Arballo, Dean, School of Continuing Education
- Alternate Designee: Dr. Tami Pearson, Associate Dean, Career Education and Workforce Development

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees confirms and approves Mt. SAC's 2017-18 Adult Education Regional Consortium membership and Steering Committee designees.

Prepared by: Madelyn A. Arballo

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #26

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Contract Agreement with Kellogg West Conference Center and Lodge</u>	

BACKGROUND

Per Assembly Bill (AB) 104, Adult Education Block Grant (AEBG), the Mt. San Antonio Regional Consortium for Adult Education has been engaged in collaborative planning to improve educational opportunities and create pathways for adult learners. The consortium will be hosting a one-day professional development conference at Kellogg West Conference Center and Lodge on October 25, 2017, for faculty and staff from the nine member institutions. Consortium faculty and staff will present instructional, student services, and technology best practices that promote student outcomes and transitions.

ANALYSIS AND FISCAL IMPACT

Authorization is requested to enter a contract with Kellogg West Conference Center and Lodge for facilities and equipment rental, audiovisual needs, and catering not to exceed \$20,000.

Funding Source

New Contract – AB104 Grant Restricted Funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the contract with Kellogg West Conference Center and Lodge.

Prepared by: Madelyn A. Arballo/Ryan Whetstone Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #27

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

DATE: September 13, 2017

CONSENT

SUBJECT: Partnership Agreement Between Pomona Unified School District and
Mt. San Antonio College's School of Continuing Education - Adult
Education

BACKGROUND

Pomona Unified School District (PUSD) representatives are requesting to expand the existing partnership with Mt. San Antonio College's School of Continuing Education (SCE) by entering into a Partnership Agreement. In the past several years, PUSD decreased Pomona Adult and Career Education (PACE) programs and services for adults, particularly in off-site City locations, leaving a gap in services within their district for English Language Learners. The City of Pomona and PACE have mutually agreed and would like to schedule Mt. SAC noncredit classes in City community centers. Working as Adult Education Block Grant (AEBG) Regional Consortium partners with SCE, PACE has requested Mt. SAC English as a Second Language (ESL) instruction, starting with Renacimiento Community Center, which has been recently refurbished by the City of Pomona. PACE faculty who meet Mt. SAC's ESL discipline-minimum qualifications will be paid by the College through Instructional Service Agreements. Mt. SAC will direct the curriculum and instruction for the off-site classes.

ANALYSIS AND FISCAL IMPACT

The College will collect apportionment, include students as part of the Workforce Innovation and Opportunity Act Title II grant for payment points, and count students in reporting AEBG participant outcomes. In addition to instruction, students attending noncredit classes in Pomona will also benefit from receiving Noncredit Student Success and Support Program core services including orientation, assessment, educational planning, and counseling. The term of the Agreement is September 14, 2017, through June 30, 2018. The City of Pomona already has an ongoing Use of Facilities agreement established with the College, including Renacimiento Community Center.

Funding Source

Unrestricted General Fund – Noncredit Apportionment.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the Partnership Agreement between Pomona Unified School District and Mt. San Antonio College's School of Continuing Education.

Prepared by: Madelyn A. Arballo/Liza Becker

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #28

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>School of Continuing Education Additions and Changes</u>	

BACKGROUND

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

ANALYSIS AND FISCAL IMPACT

1. Community Services – Program Changes

Course Title/Program	From	To
Make Extra Income: Auto Wholesale Business from Home	Material Fee: \$20	Material Fee: \$25
<u>Community Health Programs:</u> <ul style="list-style-type: none"> • Basic Life Support Provider • Heartsaver CPR AED –Adult & Pediatric 	Primary/Assistant Instructor	Morris, Jabari
Violin for Beginners and First Year Students	Fee: \$162	Fee: 6 weeks @ \$152 12 weeks @ \$302 16 weeks @ \$402
Water Technology Program	Cross-Connection Control – Certified Tester Cross-Connection Control – Certified Specialist	Backflow Prevention Assembly Tester Cross-Connection Control – Program Specialist

Prepared by: Madelyn A. Arballo Reviewed by: Irene M. Malmgren
 Recommended by: Bill Scroggins Agenda Item: Consent #29

SUBJECT: School of Continuing Education Additions and Changes

DATE: September 13, 2017

2. New Contracts

Course Title/Program	Expenses	Fee
<p>Contract #1718-003 Los Angeles County Office of Education 11411 Valley Boulevard El Monte, California 91731</p> <p>Microsoft Office, Bookkeeping, Payroll and Accounts Payable/Receivable, Administrative Assistant Training</p> <p>August 1, 2017 – June 30, 2018</p> <p>Instruction:</p> <ul style="list-style-type: none"> • Buchanan, Gilbert (Buchanan & Associates) • Leadership Build, LLC • Quintana, Yolanda 	<p>Catering - \$2,200</p> <p>Instruction – Not to Exceed: \$53,000 (800 hours @ \$60-\$70/hour)</p>	<p>Fee: \$104,755</p>
<p>Pearson VUE 5601 Green Valley Drive Bloomington, Minnesota 55437</p> <p>Test Proctoring Service</p>	<p>Pearson VUE will pay Mt. SAC \$5-\$50/student</p>	<p>No Fee</p>
<p>Data Recognition Corporation (DRC) 20 Ryan Ranch Road Monterey, California 93940</p> <p>Test Proctoring Service</p>	<p>DRC will pay Mt. SAC \$5-\$50/student</p>	<p>No Fee</p>
<p>Educational Testing Service (ETS) MS 34 Q Attention HiSET Admin P.O. Box 6666 Princeton, New Jersey 08541</p> <p>Test Proctoring Service</p>	<p>ETS will pay Mt. SAC \$5-\$50/student</p>	<p>No Fee</p>

SUBJECT: School of Continuing Education Additions and Changes

DATE: September 13, 2017

3. Contract Education Development Programs

Agency (Description of Services)	Expenses
<p><u>TAP Grant Statewide Program Support</u> Margaret Schmidt Business Solutions 8735 Pratt Avenue Durham, California 95938</p> <p>September 14, 2017 – January 31, 2018</p>	<p>Services not to exceed \$45,000, and includes all related travel expenses.</p>
<p>Emerging Leaders Institute: Train-the-Trainer San Jose City College 600 South Bascom Santa Jose, California 95128</p> <p>Jonae Pistoresi 1252 Billie Court Merced, California 95340</p> <p>Patty Pistoresi 3270 Tragon Street Madera, California 93637</p> <p>Panera Bread 5110 Cherry Avenue San Jose, California 95118</p> <p>October 9-10, 2017</p>	<p>Registration fee: \$200/person</p> <p>Flat fee for services rendered: \$4,672</p> <p>Flat fee for services rendered: \$4,672</p> <p>Catering not to exceed \$5,000</p>

Funding Source

Community Services - Student Registration Fees.
 New Contracts – Contracting Agency.
 Contract Education Development Programs - Technical Assistance Provider (TAP) Grant Funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the School of Continuing Education additions and changes.

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

DATE: September 13, 2017

CONSENT

SUBJECT: Affiliation Agreement with Hill Medical Corporation

BACKGROUND

Students enrolled in the Radiologic Technology Program require use of facilities for training. Hill Medical Corporation, with locations in Glendora and Pasadena, California, has agreed to accept Radiologic Technology students and will provide our students with excellent training opportunities. Authorization is requested to enter into an affiliation agreement with Hill Medical Corporation.

ANALYSIS AND FISCAL IMPACT

The new affiliation agreement between Mt. San Antonio College and Hill Medical Corporation is the standard Mt. SAC agreement. No changes or amendments have been made.

The agreement shall be effective September 14, 2017, through August 1, 2020.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes approval of the affiliation agreement with Hill Medical Corporation.

Prepared by: Jemma Blake-Judd

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #30

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Affiliation Agreement with the City of Fountain Valley Fire Department</u>	

BACKGROUND

Students enrolled in the Emergency Medical Technician (EMT)/Paramedic Program require the use of facilities for training. The City of Fountain Valley Fire Department, located in Fountain Valley, California, has agreed to accept EMT/Paramedic students and will provide our students with excellent training opportunities. Authorization is requested to enter into an affiliation agreement with the City of Fountain Valley Fire Department.

ANALYSIS AND FISCAL IMPACT

The affiliation agreement between Mt. San Antonio College and City of Fountain Valley Fire Department is the standard Mt. SAC agreement.

The agreement shall be effective September 14, 2017, through July 31, 2020.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the affiliation agreement with the City of Fountain Valley Fire Department.

Prepared by: Jemma Blake-Judd Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #31

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

DATE: September 13, 2017

CONSENT

SUBJECT: Child Development Center Acceptance of 2017-18 Funds

BACKGROUND

The Mt. San Antonio College Child Development Center has received contracts from the California Department of Education, Early Education Support Division. Contract Numbers CCTR-7108 and CSPP-7227 provide general childcare and development programs.

ANALYSIS AND FISCAL IMPACT

Contract Number CCTR-7108 provides funding of \$616,852. Contract Number CSPP-7227 provides funding of \$314,447. Both contracts are valid July 1, 2017, through June 30, 2018.

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

Funding Source

California Department of Education, Early Education Support Division.

RECOMMENDATION

It is recommended that the Board of Trustees approves the acceptance of funds from the California Department of Education.

Prepared by: Tamika Addison/Jennifer Galbraith

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #32

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Child Development Center Grant Amendment</u>	

BACKGROUND

The Mt. San Antonio College Child Development Center has received contracts from the California Department of Education, Early Education Support Division. Contract Number CSPP-6209 has been amended to reflect an increase in funding for the 2016-17 grant year.

ANALYSIS AND FISCAL IMPACT

The retroactive grant amendment increases funding from \$314,447 to \$354,447. Matching funds are not required.

Funding Source

California Department of Education, Early Education Support Division.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the amended contract with the California Department of Education, Child Development Division.

Prepared by: Tamika Addison/Jennifer Galbraith Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #33

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

DATE: September 13, 2017

CONSENT

SUBJECT: Contract Agreement Between the Center of Excellence Strong
Workforce Program (Los Angeles/Orange County) and the Orange
County Business Council

BACKGROUND

The California Community Colleges Strong Workforce Program provided funding to local colleges and regional consortia for investments in Career Technical Education (CTE) programming and efforts supporting CTE. The Los Angeles/Orange County Center of Excellence for Labor Market Research (COE) has committed to the region a Los Angeles/Orange County workforce report that will support investments of Strong Workforce funding. The Orange County Business Council (OCBC) has been identified as the key workforce partner with the expertise to provide qualitative data and information to the overall bi-county workforce report. This contract secures OCBC's contribution to this important and necessary work. Authorization is requested to enter into a contract agreement with the Orange County Business Council.

ANALYSIS AND FISCAL IMPACT

The OCBC will identify and analyze strategic issues and write narrative text documenting economic, education and labor market issues facing the Southern California Region, focusing on Orange County to contribute to the Los Angeles/Orange County Strong Workforce report to be conducted, finalized, and released in Fall 2017.

Additionally, the OCBC report and analysis will be clear and concise in a readable and organized format with expository exhibits as needed to illustrate and distribute the findings and with a full description of the methodology employed.

The performance period is from September 15 through December 29, 2017.

The COE will remit payment to OCBC for an amount not to exceed \$50,000.

Funding Source

Strong Workforce Program (Orange County).

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the contract agreement between the COE Strong Workforce Program and the Orange County Business Council.

Prepared by: Lori Sanchez/Jennifer Galbraith

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #34

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>Work Experience 2017-18 Affiliation Agreement: Brethren</u>	
	<u>Hillcrest Homes</u>	

BACKGROUND

Title V of the California Education Code permits the College to extend the classroom beyond the campus. The Work Experience Program provides students with an opportunity to earn academic credit while gaining career specific experience that is guided, supervised, and evaluated by industry professionals. This is achieved by establishing cooperative relationships with community partners to serve as host work sites.

ANALYSIS AND FISCAL IMPACT

As a 50-acre retirement community with independent, assisted living, and convalescent care offering multiple dining facilities, a cafe, gift shop, and fitness center, Brethren Hillcrest Homes offers a variety of Work Experience opportunities for our Accounting, Business, Hospitality, Marketing, and Nutrition students.

The affiliation agreement will be effective September 14, 2017, through September 13, 2018.

There will be no cost to the District.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the affiliation agreement with Brethren Hillcrest Homes.

Prepared by: _____	Jennifer Galbraith	Reviewed by: _____	Irene M. Malmgren
Recommended by: _____	Bill Scroggins	Agenda Item: _____	Consent #35

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

DATE: September 13, 2017

CONSENT

SUBJECT: Contract Agreement with Volt Athletics

BACKGROUND

The Track & Field Program is requesting authorization to enter into a contract with Volt Athletics for their online Strength and Conditioning Program with our student athletes. Volt Athletics provides a custom sport specific web-based program. They provide an individualized training plan that can be accessed online, anywhere, and at any time. This program allows advanced use of technology in the classroom. Volt training is backed by the latest science and research, utilizing only the safest and most effective training methods.

ANALYSIS AND FISCAL IMPACT

The Volt training program will provide an individualized training program that can be accessed online. The cost will not exceed \$2,000 for the 2017-18 fiscal year. This represents a reduction of \$1,500 from the 2016-17 fiscal year agreement.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the contract agreement with Volt Athletics.

Prepared by: Joe Jennum

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #36

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

DATE: September 13, 2017

CONSENT

SUBJECT: College Futures Foundation Grant: Approval of Contract

BACKGROUND

Mt. San Antonio College currently has a grant titled “Innovation in Higher Education Program Planning,” funded by the College Futures Foundation. The purpose of the initiative is to support innovations that reduce the time it takes students to complete degrees and credentials or reduce the total cost of attendance for students, or both. As part of the grant activities, authorization is requested to increase a contract with National Center for Inquiry and Improvement (NCII).

ANALYSIS AND FISCAL IMPACT

Mt. SAC will increase a subcontract with NCII to support the development of an Equity Institute and to reimburse travel of speakers at California Guided Pathways Institutes. The subcontract will not exceed \$33,238. The Equity Institute will focus on concrete tools and strategies that colleges can use to ensure that pathways incorporate “equity by design” and help institutions uncover and address potential sources of unconscious bias and other inequities in college policies and practices. The contract will commence on August 10, 2017, and will terminate on September 30, 2019.

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

Funding Source

College Futures Foundation.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the contract with NCII.

Prepared by: Adrienne J. Price

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #37

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

DATE: September 13, 2017

CONSENT

SUBJECT: Student Support Services Grant: Acceptance of Funds and
Authorization of Purchases

BACKGROUND

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

ANALYSIS AND FISCAL IMPACT

This grant award notification is for the third year of funding (\$225,666) of a five-year award. The performance period for this grant is September 1, 2015, through August 31, 2020. The budget period for the third year of this grant is September 1, 2017, through August 31, 2018.

The funding agency has approved the expenditure of grant funds to support the following: counseling, classified, and student personnel; employee benefits; employee and student travel and professional development; instructional and non-instructional supplies and materials; technology; food supplies and/or catering; printing/marketing; promotional items; and other grant-related costs.

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

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

Funding Source

U.S. Department of Education.

RECOMMENDATION

It is recommended that the Board of Trustees accepts the Student Support Services grant funds and authorizes the purchases.

Prepared by: Adrienne J. Price

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #38

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	CONSENT
SUBJECT:	<u>Title V, Developing Hispanic-Serving Institutions Grant: Acceptance of Funds and Authorization of Purchases and Activities</u>	

BACKGROUND

Mt. San Antonio College received an award notification for a Title V, Developing Hispanic-Serving Institutions grant titled “Building Pathways of Persistence and Completion,” funded by the U.S. Department of Education. The overarching purpose of the grant is to develop curriculum design models and support structures that accelerate students’ certificate completion, graduation, and/or transfer rates. The grant will focus on five integrated components critical to improving the success of Hispanic and other at-risk populations as they move through Mt. SAC’s educational pipeline:

- Enable students to make more informed educational goals,
- Provide support services that accelerate students into and promote retention in college-level coursework,
- Create sustainable and scalable cohort models that move students quickly into college-level coursework and promote faster completion of certificate/degree/transfer programs in specific disciplines,
- Increase and enhance communication with students, and
- Provide faculty with professional development opportunities and resources that promote student success and completion.

As part of the grant activities, authorization is requested to provide advance payment (deposits) to vendors for grant-related activities, to purchase food for grant-related meetings that occur throughout the year (not to exceed \$3,000 per event), to purchase promotional items for grant-sponsored events that occur throughout the year (not to exceed \$2,000 per event), and to reimburse travel for non-Mt. SAC employees to participate in grant-sponsored events.

ANALYSIS AND FISCAL IMPACT

This grant award notification is for the fifth year of funding (\$649,747) of a five-year award. The total grant award is \$3,247,502.

The performance period for this grant is October 1, 2013, through September 30, 2018. The budget period for the fifth year is October 1, 2017, through September 30, 2018.

Prepared by:	<u>Adrienne J. Price</u>	Reviewed by:	<u>Irene M. Malmgren</u>
Recommended by:	<u>Bill Scroggins</u>	Agenda Item:	<u>Consent #39</u>

SUBJECT: Title V, Developing Hispanic-Serving Institutions Grant: Acceptance of
Funds and Authorization of Purchases and Activities

DATE: September 13, 2017

The funding agency has approved the expenditure of grant funds to support the following: faculty, classified, management, hourly, and student personnel; employee benefits; travel and professional development; equipment; instructional and non-instructional supplies, materials, and software; food supplies and/or catering; contracted services; printing/marketing; promotional items; student stipends; and other grant-related costs.

Funding Source

U.S. Department of Education.

RECOMMENDATION

It is recommended that the Board of Trustees accepts the Title V, Developing Hispanic-Serving Institutions grant funds and authorizes the purchases and activities.

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE:	<u>September 13, 2017</u> CONSENT
SUBJECT:	<u>Memorandum of Understanding and Payment of Fees – 2020 Olympic Team Trials, Track & Field</u>

BACKGROUND

In May 2017, Mt. San Antonio College submitted a bid proposal (distributed as a separate document) to USA Track and Field (USATF) to host the 2020 U.S. Olympic Team Trials, Track & Field. On June 28, 2017, USATF announced that the College was the successful bidder. The Trials are a pinnacle event leading up to the 2020 Tokyo Olympic Games and will provide athletes the opportunity to participate in one of the most highly anticipated meets in the world. Only the top three men and top three women in each event will earn the right to become a member of the United States Olympic Team. The Trials are scheduled for Friday, June 19 through Sunday, June 28, 2020. The economic impact to the city is projected at \$32-37 million.

ANALYSIS AND FISCAL IMPACT

Hosting the 2020 U.S. Olympic Team Trials involves joining the efforts of the host community, USATF, and the U.S. Olympic Committee in areas such as event administration, corporate support, marketing, promotion, local government agency support, and the selection of management of volunteers and officials. As part of the bid proposal, periodic payments to the USTAF are due for the rights to host the event, athlete support, and athlete prize money. The payments to USATF will be funded from a combination of existing Athletics Special Events funds, ticket sales revenue, sponsorship, and donations made to the event.

Following is the payment schedule:

- May 2017 - \$20,000 Bid Fee (held as partial payment of the Rights Fee)
- August 2017 - \$105,000 Rights Fee
- February 2018 - \$187,500 Rights Fee
- February 2019 - \$187,500 Rights Fee
- February 2020 - \$1,250,000 Athlete Support/Prize Money
- June 2020 - \$1,250,000 Athlete Support/Prize Money

USATF required the College to sign a Memorandum of Understanding (distributed as a separate document) acknowledging the terms and conditions in the bidding handbook prior to announcement of the event. A formal long-form agreement is expected from the USATF by the end of September.

SUBJECT: Memorandum of Understanding and Payment of Fees – 2020 Olympic
Team Trials, Track & Field

DATE: September 13, 2017

Funding Source

Athletics Trust Fund – Mt. SAC Relays; Auxiliary Services – Athletics Special Events; Event-generated Revenue.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the Memorandum of Understanding and authorizes the approval of advance payments of fees to the USTAF.

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Honors Ambassadors Club Fund-raisers for Scholarships</u>	

BACKGROUND

Education Code 51521 requires that all organizations that conduct fund-raising to benefit students require prior approval from the District's governing board. The Associated Student Body Accounting Manual, published by the Fiscal Crisis & Management Assistance Team (FCMAT), states that scholarships paid from student body fund-raisers rather than from outside donations are normally not allowed because they do not benefit a group of students. The Board of Trustees may approve student club's fund-raisers specifically to raise scholarships funds. The funds will be disbursed in accordance with the established selection criteria for all scholarships through the Financial Aid scholarship procedures.

ANALYSIS AND FISCAL IMPACT

The Honors Ambassadors Club is requesting authorization to hold fund-raisers for scholarships to be awarded during the annual Mt. SAC Scholarship Awards Ceremony held in May or June of each academic year. The scholarship awarded per individual student will not exceed \$500.

Funding Source

Honors Ambassadors Student Club Fund-raisers.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the fund-raisers to raise funds for scholarships for the Honors Ambassadors Club.

Prepared by: Heidi Lockhart/Andrea Fejeran Sims Reviewed by: Audrey Yamagata-Noji
Recommended by: Bill Scroggins Agenda Item: Consent #41

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

DATE: September 13, 2017

CONSENT

SUBJECT: Independent Contractors: Note Takers for the Disabled Student
Programs and Services

BACKGROUND

Approval of Note Takers as Independent Contractors for the Disabled Student Programs and Services (DSP&S) for the Summer 2017 Intersession.

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:

Providers	Not to Exceed
Anctil, Tabitha	\$96
Aranda, Noemi	\$96
Dy, Naomi	\$96
Gardella, Denisse	\$96

Providers	Not to Exceed
Hernandez, Savannah	\$96
Nicho, Lauren	\$96
Perez, Janet	\$96
Rodriguez, Marianna	\$96

Funding Source

Restricted Categorical Fund – Disabled Student Programs and Services.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the list of Note Takers as Independent Contractors for the Disabled Student Programs and Services.

Prepared by: Grace Hanson

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #42

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE:	<u>September 13, 2017</u> CONSENT
SUBJECT:	<u>Ratification of West Covina Unified School District Facilities Use Agreement for Noncredit Instruction at Rio Verde Academy for the Academic Year 2017-18</u>

BACKGROUND

West Covina Unified School District (WCUSD) has available space at the Rio Verde Academy site for Mt. San Antonio College’s School of Continuing Education (SCE) to provide noncredit instruction. For the academic year 2017-18, SCE would like to offer noncredit courses in the following areas: Adults with Disabilities, Citizenship, English as a Second Language, Education for Older Adults, and Short-term Vocational subjects. Courses are planned for Fall, Winter, and Spring terms. Mt. SAC will need to hire a site coordinator to provide campus oversight during the session. Moreover, as part of the WCUSD Facilities Use Agreement, Mt. SAC will reimburse WCUSD for custodial services and utilities.

ANALYSIS AND FISCAL IMPACT

The duration of the Facilities Use Agreement is September 2, 2017, through June 30, 2018. The cost of custodial services and utilities will be billed at \$310/day.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the ratification of the West Covina Unified School District Facilities Use Agreement.

Prepared by: Madelyn A. Arballo/Tami Pearson Reviewed by: Irene M. Malmgren
Recommended by: Bill Scroggins Agenda Item: Consent #43

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

DATE: September 13, 2017

CONSENT

SUBJECT: Memorandum of Understanding: Los Angeles County Workforce
Development Board – Phase II

BACKGROUND

The Los Angeles County Workforce Development Board (WDB) is requesting that Mt. San Antonio College enter into Phase II of a Memorandum of Understanding (MOU). The purpose of this MOU, Phase II, is to describe the resource sharing agreement between the Los Angeles County WDB and the partners of the America's Job Center of California (AJCC) System for the County of Los Angeles (Partners), in accordance with California Employment Development Department Directive WSD16-09, Workforce Innovation and Opportunity Act Phase II Memorandums of Understanding – Comprehensive AJCCs. Mt. SAC is a required regional partner.

In addition, this MOU makes amendments to and confirms the agreements made in MOU Phase I that established and described the formal cooperative relationship between the WDB and the AJCC System Partners. Phase I of the MOU was approved at the June 2016 Board of Trustees Meeting. Phase II of this MOU does not constitute a binding financial commitment, but rather an intention by the Parties to commit specific resources on a year-to-year basis, as applicable and as allocations and budgets permit.

ANALYSIS AND FISCAL IMPACT

The Regional Plan MOU, Phase I, served to establish the framework for providing shared services to employers, incumbent workers, job seekers, and others by establishing a regional aligned support system with integrated services. Specifically, the Plan seeks to develop regional leadership and operational partnerships among community college, industry, labor, and other workforce and economic development entities to strengthen coordination and to improve the delivery of services.

Phase II's goals continue with the following:

- Ensure that all required partners are identified and continue to clarify partners' roles and responsibilities within the Regional Plan.
- Identify the major operational elements of aligning partners' services.
- Establish cost sharing agreements for AJCC infrastructure and other system costs.

Prepared by: Madelyn A. Arballo

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #44

SUBJECT: Memorandum of Understanding: Los Angeles County Workforce
Development Board – Phase II

DATE: September 13, 2017

It is expected that the outcome of the alignment and shared responsibility will be:

- Low-income, recipients of public assistance, limited English-speaking, veterans, individuals with disabilities, foster youth, reentry, and other high priority at-risk populations.
- Increased scope and breadth of opportunities for youth, especially low-income, at-risk, disconnected, and out-of-school youth, and those from low-income communities, who graduate prepared for post-secondary vocational training, post-secondary education, and/or a career.

The term of this MOU is September 1, 2017, through June 30, 2020.

Funding Source

Workforce Innovation and Opportunity Act, Title I and II.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the ratification of the Memorandum of Understanding, Phase II, with the Los Angeles County Workforce Development Board.

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

DATE: September 13, 2017

CONSENT

SUBJECT: Agreement between Pomona Unified School District and Mt. San Antonio College's School of Continuing Education – High School

BACKGROUND

The Pomona Unified School District (PUSD) and Mt. San Antonio College's School of Continuing Education (SCE) have a mutual interest in expanding noncredit course offerings to Fall, Winter, and Spring terms as a 6th period assignment to PUSD high school district faculty. Mt. SAC and PUSD would enter into a Partnership Agreement, with courses offered on the seven PUSD high school campuses. PUSD faculty who meet Mt. SAC's discipline minimum qualifications will be paid by the College through Instructional Service Agreements. Mt. SAC will direct the curriculum and instruction for the off-site classes.

ANALYSIS AND FISCAL IMPACT

Mt. SAC's SCE will enroll the students into noncredit classes, the College will collect apportionment, and the College will have oversight of the curriculum and instruction. In addition to instruction, students attending noncredit classes at Pomona high schools will also benefit from receiving Noncredit Student Success and Support Program core services including orientation, assessment, educational planning, and counseling. Funding is also requested for faculty non-teaching hours to develop new courses at an amount not to exceed \$10,000.

The period for this Partnership Agreement is August 10, 2017, through June 30, 2018.

Funding Source

Unrestricted funds/noncredit apportionment

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the ratification of the Pomona Unified School District and Mt. San Antonio College's School of Continuing Education Partnership Agreement.

Prepared by: Madelyn A. Arballo

Reviewed by: Irene M. Malmgren

Recommended by: Bill Scroggins

Agenda Item: Consent #45

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	CONSENT
SUBJECT: <u>Contract with Cal Poly Pomona Foundation, Inc. for the High School Outreach Department's Annual Training Day</u>	

BACKGROUND

The High School Outreach Department is requesting that the Board ratify a contract with Cal Poly Pomona Foundation, Inc. for its annual department training held on August 9-10, 2017, at the Kellogg West Conference Center. Outreach Administrators and full-time staff participate in team building activities and strategies to maintain quality service to our students. Other areas of review were:

1. Strategies for reaching more students at our local high schools;
2. Reassignment of high schools to Outreach Specialists;
3. Planning of future High School Outreach events; and
4. Developing goals and a plan of action to implement.

ANALYSIS AND FISCAL IMPACT

The contract covers parking, continental breakfast, lunch, refreshments, and use of meeting rooms at Kellogg West Conference Center. The training will host 10 participants. The total amount of the contract is not to exceed \$1,320.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the ratification of the contract with Cal Poly Pomona Foundation, Inc. for the High School Outreach Department's Annual Training Day.

Prepared by: Tannia Robles Reviewed by: Audrey Yamagata-Noji
Recommended by: Bill Scroggins Agenda Item: Consent #46

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

DATE: September 12, 2017

CONSENT

SUBJECT: Contract Amendment: UCLA Conferences and Catering – Housing and Hospitality Services

BACKGROUND

As part of the College's Student Equity Plan, an authorization was requested to approve the contract with UCLA Conferences and Catering – Housing and Hospitality Services for the Minority Male Initiative (MMI) Planning and Development Retreat that was held on August 17-19, 2017. The primary goal of the MMI Planning and Development Retreat was to provide minority male students the opportunity to develop personally, emotionally, and academically and to continue with refining intervention strategies to enhance success for minority male students. The MMI Planning and Development Retreat attendance consisted of 30 students and 10 staff.

ANALYSIS AND FISCAL IMPACT

The UCLA Conferences and Catering – Housing and Hospitality Services contract was approved by the Board at their August 10, 2017, meeting. The contract included lodging, meals, and the use of a meeting room. The total amount of the contract was to not exceed \$9,000. However, additional cost was not included in the contract and an adjustment was made on the final invoice.

Authorization is requested to approve a non-refundable deposit that was due on August 11, 2017 in the amount of \$7,212. In addition, the revised total amount of the contract is not to exceed \$11,000.

Funding Source

Restricted Fund – Student Equity.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the increase in the contract with UCLA Conferences and Catering – Housing and Hospitality Services.

Prepared by: Francisco Dorame

Reviewed by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Consent #47

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	ACTION
SUBJECT:	<u>Budget for Fiscal Year 2017-18</u>	

BACKGROUND

In accordance with Title 5 of the California Code of Regulations, Section 58300, community college districts must adopt a final budget each year on or before September 15.

The proposed budget includes updated actual information from 2016-17, plus revised revenue and expenditure projections for 2017-18 (distributed as a separate document). Most expenditures, such as salaries, fringe benefits, supplies, utilities, contracts, and services, are considered to be ongoing and part of what is called the operational or status-quo budget.

ANALYSIS AND FISCAL IMPACT

As expected, the Governor signed the 2017-18 State Budget on June 27, 2017. The 2017-18 Budget Act continues to increase the State’s Rainy Day Fund and pay down accumulated debts and liabilities to counter the potential fiscal impact of federal policy changes on California, and the potential end of an economic expansion that has surpassed historical averages. The Governor’s key priorities are centered in investing on education, counteracting the effects of poverty, and improving the State’s streets, roads, and transportation infrastructure.

The 2017-18 State Budget includes \$74.5 billion in Proposition 98 funding. This is an increase of \$3.1 billion over the revised 2016-17 funding for K-12 and community colleges. The State Budget includes important investments for community colleges and shows strong commitment to innovation and completion. Some of the new features for the community colleges’ budget include \$150 million in one-time funding to develop and implement “Guided Pathways Grants” and \$25 million for a new Completion Grant Program to provide up to \$2,000 to community college students who meet specified criteria.

In addition to the \$150 million investment in Guided Pathways Grants, the most significant revenue increases for community colleges consist of: \$57.8 million for a 1% Enrollment Growth, \$183.6 million Increase to Base Allocation, \$97.6 million for a 1.56% cost-of-living adjustment (COLA), \$76.9 million in one-time funds for Physical Plant and Instructional Support, and \$38.9 million in one-time funds for Proposition 39 Clean Energy Job Creation Fund. These additional revenues, and Mt. SAC’s healthy fund balance (reserves), will enable the College to sustain programs and services for the 2017-18 fiscal year.

Prepared by: <u>Myeshia Armstrong/Rosa M. Royce</u>	Reviewed by: <u>Michael D. Gregoryk</u>
Recommended by: <u>Bill Scroggins</u>	Agenda Item: <u>Action #2</u>

SUBJECT: Budget for Fiscal Year 2017-18

DATE: September 13, 2017

Although, community colleges have a favorable budget year, it is important to remember that colleges continue to have major increases in operating expenses primarily due to increases in rates for the PERS and STRS pension obligations in the coming years. While employer pension obligations rate increases totaled \$317 million from 2013-14 to 2017-18, the Legislative Analyst's Office expects this to reach \$902 million through 2024-25. Another concern is shortfalls in State revenues because these revenues considerably rely on State income tax collections from capital gains, which are highly volatile. Given these circumstances, the College needs to plan carefully to be prepared to meet the challenges ahead. Therefore, our collaborative work to improve efficiencies, capture growth, and use revenue increases wisely must continue in order to maintain Mt. SAC's fiscal health and stability.

The College ended the fiscal year with a \$2,920,440 surplus and a \$43,857,311 fund balance for the 2016-17 fiscal year. This is an increase to the fund balance of \$23,100,524 when compared to the 2016-17 Adopted Budget fund balance of \$20,756,787. The difference is the increases of unbudgeted revenues for \$4,282,939, unexpended expenditure budgets for \$10,971,955, and the fund balance of the Revenue-Generated accounts for \$7,845,630.

The most significant unbudgeted revenues are comprised of increases in the 2015-16 Growth for \$1,007,004; Apportionment Prior Year Adjustments for Faculty Hiring, Increase to the Base, and Property Taxes in Vehicle License Fees for \$750,534; 2016-17 Statewide Apportionment Deficit that did not materialize, resulting in \$806,056 one-time apportionment revenues; and \$1,645,637 for Nonresident Tuition, Interest, and Miscellaneous Revenues.

The \$10,971,955 Unexpended Expenditure Budgets is primarily due to unexpended budgets for hourly faculty, vacancies for classified and management staff, and committed operating expenses that will carry over to the fiscal year 2017-18. A large amount is due to the New Resources Allocation Phases 5 and 6, approved by President's Cabinet on July 26, 2016, November 1, 2016, and March 21, 2017. These budgets were increased on an ongoing and one-time basis. As of June 30, 2017, budgets were not expended due to the following factors: 1) extended time needed to implement plans; 2) operational expenditures required formal bids; and 3) timelines to complete projects overlapped fiscal years.

The Revenue-Generated accounts ended the 2016-17 fiscal year with a designated fund balance of \$7,845,630 that will be carried over to the 2017-18 fiscal year.

The budget is considered to be a dynamic planning document that should retain a level of flexibility due to variable revenue. Apportionment revenues are included at \$5,151 for Credit and CDCP (Enhanced Noncredit Career Development and College Preparation) FTES and \$3,098 for Noncredit FTES. The Apportionment revenues also include a 1.56% cost-of-living adjustment of \$2,493,309 and an increase to the Base Allocation of \$4,546,089. The College declined 374 FTES from 2015-16 to the 2016-17 fiscal year. The budget includes the restoration of these FTES with a net Stability/Restoration Adjustment of \$60,689.

SUBJECT: Budget for Fiscal Year 2017-18

DATE: September 13, 2017

Other ongoing revenues have also fluctuated from year to year. These changes consist of a decrease of \$6,992 in Lottery revenues mainly as a result of the decrease in FTES from 32,420 to 31,928, an increase of \$150,000 in Interest due to the elimination of the apportionment deferrals, and an increase of \$275,000 in Nonresident Tuition Fees to align with actual revenues received in 2016-17. The total Ongoing Revenue in the Unrestricted General Fund is \$182,374,487, which is \$8 million more than the total revenue budgeted for the 2016-17 Adopted Budget.

The most notable ongoing expenditure increases are comprised of: \$1,369,957 in annual step-and-column salary progression along with the associated employer-paid contributions, \$1,426,913 in the State Teacher's Retirement System (STRS) employer contribution due to the increase in the rate from 12.58% to 14.43%, \$654,050 in Public Employee Retirement System (PERS) employer contribution as a result of the increase in rate from 13.88% to 15.53%, \$1,352,404 in Management and Classified Positions previously approved to be funded with one-time funds and positions funded through the New Resources Allocation Requests Phases 5 and 6, \$476,652 in Hourly Faculty Budget to restore FTES to arrive to the apportionment funded base of 2015-16, and \$923,898 for the 2017-18 New Resources Allocation Requests Phase 7 as approved by President's Cabinet on July 11, 2017. The Ongoing Budget includes a \$2,500,000 contribution to the OPEB Trust as approved by the Board of Trustees on May 27, 2015.

The ongoing expenditures also include a 2% increase applied to salaries and the annual health and welfare allocation for all employee groups for \$3,164,434. This increase has been approved by the Board of Trustees for faculty, and is pending Board approval for CSEA 262, CSEA 651, Management, and Confidential employee groups. The total ongoing expenditures for the Unrestricted General Fund increased from the 2016-17 Adopted Budget by \$9,148,731.

The total ongoing expenditures for the Unrestricted General Fund are estimated at \$183,476,155, leaving a projected ongoing deficit of \$1,101,668. However, the College's actual results have consistently performed better than budgeted, due to conservative revenue assumptions and underspending that occurs throughout the fiscal year. The actual results for the last three years were: minor Ongoing Deficit of \$342,800 in 2014-15, Ongoing Surplus of \$8,555,505 in 2015-16, and Ongoing Surplus of \$6,643,870 in 2016-17.

The proposed budget includes a total of \$12,424,756 between a prior year fund balance and one-time revenues to fund one-time expenditures for the 2017-18 fiscal year. The prior year fund balance, which becomes the current year beginning fund balance, totals \$13,269,552. The one-time revenues include a decrease of \$844,796 in the 2017-18 Apportionment Deficit. The 2017-18 Growth is estimated at \$1,352,240, and is not included in the 2017-18 Adopted Budget as these revenues will change multiple times during the year and the final number will be known in February or March of 2019.

SUBJECT: Budget for Fiscal Year 2017-18

DATE: September 13, 2017

The proposed budget also includes one-time expenditures for a total of \$12,424,756, which consists of \$2,842,370 in carryover budgets from 2016-17, \$5,599,225 in commitments for the New Resources Allocation Requests Phases 1 to 8, \$2,000,000 for the Mt. San Antonio College STRS/PERS Trust contribution, \$143,981 for Immediate Needs Requests, \$154,250 for the Mt. SAC Auxiliary Services Unfunded PERS Liability, \$275,000 to support the International Student Program, \$250,000 for the Computer Replacement Program, \$486,454 for Faculty Positions, \$403,776 for Hourly Faculty to earn the 2017-18 Growth, and \$391,548 in One-Time Savings from Vacant Positions.

The Revenue-Generated accounts in the Unrestricted General Fund ended with a fund balance of \$7,845,630 for the 2016-17 fiscal year; this fund balance, along with the 2017-18 estimated revenues of \$3,214,858, are the source of funding for the budgeted expenditures of \$11,060,488. Revenue-Generated Accounts include funds designated for College Programs.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees reviews and adopts the Budget for 2017-18, per Title 5 requirements.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	ACTION
SUBJECT:	<u>Memorandum of Understanding with West Covina Unified School District</u>	

BACKGROUND

Mt. SAC is in a continuing process to expand dual enrollment of high school students in our credit classes. The Board of Trustees has approved Memoranda of Understanding (MOUs) with four school districts in our service area resulting in more than two dozen dual enrolled class sections on high school campuses during the 2017-18 school year. Twelve of those class sections are to be offered through the current MOU with West Covina Unified School District.

Mt. SAC is now extending that partnership with West Covina Unified School District to explore the creation of an Early College High School (ECHS) program to further deliver Mt. SAC credit courses to the students at the Rio Verde Academy site. This site is currently leased by Mt. SAC to offer noncredit adult education courses—a program not offered directly by WCUSD.

The Early College High School program allows students to fulfill and exceed admission coursework requirements and receive college units through dual enrollment. By blending high school and college courses in a rigorous, yet supportive, program, it compresses the time to complete a high school diploma and the first two years of college. The purpose of ECHS is to raise high school and college graduation rates for students who are traditionally under-served.

To begin the developmental process for the ECHS at the Rio Verde site during 2017-18, a Memorandum of Understanding with WCUSD is proposed to authorize and share expenses for a Principal and Administrative Assistant who will provide guidance and oversight for the ECHS program’s creation and facilitate coordination between WCUSD and the College. The MOU also establishes how the College will reimburse WCUSD for Mt. SAC’s share of administrative costs associated with overseeing the program.

ANALYSIS AND FISCAL IMPACT

The College agrees to share equal obligation in the payment of expenses for the total compensation package of a designated Principal and Administrative Assistant who will oversee the ECHS program at the Rio Verde Academy site.

Funding Source

Unrestricted General Fund.

Recommended by:	<u>Bill Scroggins</u>	Reviewed by:	<u>Michael D. Gregoryk</u>
		Agenda Item:	<u>Action #3</u>

SUBJECT: Memorandum of Understanding with West Covina Unified School District

DATE: September 13, 2017

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the MOU with West Covina Unified School District.

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE:	<u>September 13, 2017</u> ACTION
SUBJECT:	<u>South Campus Site Improvements, Demo/Grading/Paving</u> <u>(Re-Bid No. 3166)</u>

BACKGROUND

In November 2015, the Board of Trustees approved the South Campus Site Improvement project. This project entails grading and other site improvements required to prepare the West Parcel site, located on the property southwest of Grand and Temple Avenues, adjacent to the main campus, for the purchase and installation of a ground-mounted solar photovoltaic system, under a separate design-build agreement. The scope of work for this project includes, but is not limited to, utility work, site improvements, and fencing as well as the implementation of habitat mitigation, landscape, and irrigation necessary to comply with all permit and approval conditions imposed by the responsible agencies.

No definite steps have been taken towards committing Mt. SAC to the South Campus Site Improvement project or any portion thereof. Any prior construction work at the site is outside the scope of the South Campus Site Improvement project and is not a project as defined by the California Environmental Quality Act (CEQA). The award of the contract, which is conditional and non-binding, is intended only to preserve the option of constructing the South Campus Site Improvement project, to maintain schedules, and further to responsibly finance the project (acting as responsible stewards). The award of contract is best understood as a mechanism for maintaining pricing for the proposed project, but the project may be modified or not implemented at all depending upon a number of factors, including CEQA environmental review.

ANALYSIS AND FISCAL IMPACT

Bids were advertised in the Inland Valley Daily Bulletin in accordance with Education Code 81641. Forty-six contractors were invited to participate in the bid process with eight contractors attending the job walk. Four bids were received and publicly opened on August 2, 2017. The lowest responsible, responsive bidder is AMPCO Contracting, Inc., Anaheim, CA. A summary of bids is as follows:

Prepared by: Teresa Patterson/Gary L. Nellesen Reviewed by: Myeshia Armstrong
Recommended by: Bill Scroggins Agenda Item: Action #4

SUBJECT: South Campus Site Improvements, Demo/Grading/Paving (Re-Bid No. 3166)

DATE: September 13, 2017

<u>Company/Location</u>	<u>Base Bid Amount</u>	<u>Alternate No. 1 Amount</u>	<u>Total Bid</u>
AMPCO Contracting, Inc., Anaheim, CA	\$4,258,024	\$0	\$4,258,024
SJD&B, Inc., Rancho Cucamonga, CA	\$4,314,628	\$25,875	\$4,340,503
Southern California Grading, Irvine, CA	\$5,325,450	\$41,440	\$5,366,890
Crew, Inc., Rancho Dominguez, CA	\$5,974,500	\$75,000	\$6,049,500

Public Contract Code 20103.8 allows public entities to include alternate prices for items that may be added to, or deducted from, the scope of work in the contract for which the bid is being submitted.

This bid package included an additive alternate to provide and install 500 square feet of truncated dome pre-cast concrete pavers. The College has elected to award Additive Alternate No. 1 for the total bid amount of \$4,258,024.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees authorizes the approval of the South Campus Site Improvements, Demo/Grading/Paving project (Re-Bid No. 3166), and awards the contract to AMPCO Contracting, Inc.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	ACTION
SUBJECT:	<u>Meet-and-Confer Agreement Between the Confidential Employees and the District for 2017-18</u>	

BACKGROUND

As a result of the Meet-and-Confer process with Confidential Employees and the District, an agreement was reached on the following:

Salaries

Salary increase of funded COLA to salary and health and welfare (2.19%) on the salary schedule, retroactive to July 1, 2017.

Health and Welfare

The District’s annual Health and Welfare benefit contribution for each eligible full-time Confidential employee shall continue to be:

2017-18 Fiscal Year: \$10,404.80

The opt-out amount is \$10,404.80 per fiscal year for Confidential Group members who opt out of a major medical health plan.

Compensation Study

The District will support a compensation study of all Confidential positions to be conducted by the Vice President, Human Resources and/or designee, retroactive to July 1, 2017.

Leave Reporting

Negative time reporting to be recorded by using an amended Confidential/Supervisory Employees Absence Report Form, effective the month immediately following Board approval of this Agreement.

Confidential Family Leave

Amend existing Confidential Family leave to include grandparent. Existing leave provision allows for the following family members: spouse/domestic partner, parent, child, grandchild, sibling, step-parent, step-child, step-grandchild, and step-sibling; retroactive to July 1, 2017.

Recommended by: <u>Bill Scroggins</u>	Reviewed by: <u>Confidential Group</u>
	Agenda Item: <u>Action #5</u>

SUBJECT: Meet-and-Confer Agreement Between the Confidential Employees and the District for 2017-18

DATE: September 13, 2017

Floating Holidays/Confidential Days

Convert floating holidays and confidential days from days to hours. Confidential employees shall be granted forty (40) floating holiday/confidential day hours that shall be used at any time within the fiscal year and may be used in quarter hour increments, retroactive to July 1, 2017.

ANALYSIS AND FISCAL IMPACT

The cost of providing these agreements is \$30,862.

Funding Sources

Unrestricted and Restricted General Funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Meet-and-Confer Agreement reached between the Confidential Employees and the District for 2017-18.

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE:	<u>September 13, 2017</u>	ACTION
SUBJECT:	<u>Meet-and-Confer Agreement Between the Management Employees and the District for 2017-18</u>	

BACKGROUND

As a result of the Meet-and-Confer process with Management employees and the District, an agreement was reached on the following:

Salaries and Health and Welfare

2017-18 Fiscal Year: 2% increase on the salary schedule, health and welfare (including opt-out), and doctoral stipend.

Professional Development

Management employees may transfer any unused portion of their conference and travel funds into a general management professional development account to support all management professional development, rolling over each year.

Classification and Salary Structure

The District will support a review of management classification descriptions and reevaluate the salary structure.

Catastrophic Leave

Management employees will join into a catastrophic leave pool with Confidential employees.

Management Support

The District and Management will establish guidelines for administrative support provided to managers.

Note: Consistent with District practices, Management employees includes Executive Management.

Recommended by: <u>Bill Scroggins</u>	Reviewed by: <u>Jennifer Galbraith</u>
	Agenda Item: <u>Action #6</u>

SUBJECT: Meet-and-Confer Agreement Between the Management Employees and the District for 2017-18

DATE: September 13, 2017

ANALYSIS AND FISCAL IMPACT

The cost of providing these agreements is \$435,870.

Funding Sources

Unrestricted and Restricted General Funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Meet-and-Confer Agreement reached between the Management Employees and the District for 2017-18.

BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE	
DATE: <u>September 13, 2017</u>	ACTION
SUBJECT: <u>Proposed Revisions to Board Policy 5010 – Admissions</u>	

BACKGROUND

Mt. SAC is updating the College’s Board Policies and proposes the following changes to Board Policy 5010 – Admissions.

ANALYSIS AND FISCAL IMPACT

The goal is to continue to review and update Mt. SAC’s Board Policies to ensure the needs of the College and its programs are being met.

Board Policy 5010 – Admissions has gone through the governance process of the College and was approved by President’s Cabinet and President’s Advisory Council.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves proposed revisions to Board Policy 5010 – Admissions.

Recommended by: Bill Scroggins Reviewed by: Audrey Yamagata-Noji
Agenda Item: Action #7

SUBJECT: Proposed Revisions to Board Policy 5010 – Admissions

DATE: September 13, 2017

Chapter 5 – Student Services

BP 5010 Admissions

References:

Education Code Sections 76000, 76001, 76002, **76004, and 76038**; Labor Code Section 3077; ~~U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; 34 Code of Federal Regulations Part 668.16(p)~~ **(U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended); BP 3255; AP 5011; ACCJC Accreditation Standard II.C.6**

Admission

The College shall admit any person possessing a high school diploma or its equivalent.

The College may provisionally admit students who meet one of the following requirements and who are capable of profiting from the instruction offered:

- persons who are over the age of 18, but who are not currently enrolled in a K-12 district; or
- persons who are apprentices, as defined in Section 3077 of the Labor Code; or
- highly gifted persons whose age or class level is equal to grades K-12, but who wish to attend advanced scholastic or vocational courses **career and technical education (CTE) courses** on a part-time basis; or
- other persons, who in the judgment of the College President/CEO or his/her designee, are capable of profiting from the instruction offered.

The ~~District~~ **College** may deny or place conditions on a student's enrollment upon finding that the applicant has been expelled within the preceding five years or is undergoing expulsion procedures in another California community college district, and that the applicant continues to present a danger to the physical safety of the students and employees of the ~~District~~ **College**.

Students who are admitted provisionally shall thereafter be required to comply with the ~~District's~~ **College's** rules, regulations, and standards for provisional students as a condition of being re-admitted in any succeeding term.

SUBJECT: Proposed Revisions to Board Policy 5010 – Admissions

DATE: September 13, 2017

Special Admission of Highly Gifted Students

~~Special Admission of Highly Gifted Students~~— The College President & CEO shall approve procedures generated via the College’s shared governance process regarding the evaluation of requests for the special admission of a student who is identified as highly gifted. If the College denies a request by such a student, the Board will record its findings and the reason for denying the request in writing within 60 days. The written recommendation and denial shall be issued at the next regularly scheduled Board meeting that occurs at least 30 days after the pupil submits the request to the District **College**.

Claims for State Apportionment for Concurrent Enrollment – Claims for State apportionment submitted by the District **College**, based on enrollment of high school pupils, shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

Dual Enrollment

The term “dual enrollment” is defined as a student receiving both high school and college credit for the same course.

~~The College President & CEO shall approve procedures generated via the College’s shared governance process regarding compliance with statutory and regulatory criteria for concurrent enrollment.~~ **The College President/CEO, in consultation with appropriate participatory governance groups as stipulated in BP 3255 - Participation in Local Decision Making, shall share, “...responsibility, for developing and recommending policy through the collaboration of administration, faculty, staff, and students for the purpose of providing high quality programs and services at the College” related to dual enrollment that meet the statutory and regulatory criteria for dual/concurrent enrollment. All College and Career Access Pathways (CCAP) partnership agreements with a school district partner shall meet statutory and regulatory requirements.**

Any eligible student whose class level is equal to grades 10-12 may attend as a special part-time student for advanced scholastic or career and technical education courses.

The College’s Board of Trustees exempts dual enrollment/concurrent students from the following fee requirements:

- **Student representation fee (Education Code Section 76060.5);**
- **Nonresident tuition fee and corresponding permissible capital outlay fee and/or processing fee (Education Code Section 76140);**
- **Course Enrollment fees (Education Code Section 76300);**
- **Apprenticeship course fees (Education Code Section 76350);**

SUBJECT: Proposed Revisions to Board Policy 5010 – Admissions

DATE: September 13, 2017

- **Any fee that is prohibited by Education Code Section 49011; and**
 - **Health fees and related Health Services (Education Code Section 76355).**
- Admissions to Specialized Programs**

~~Admission to Specialized Programs~~—In addition to meeting the academic standards for admission to the College, students wishing to enroll in a specialized course of study, especially those governed by outside licensing **and accrediting** agencies, must satisfy additional admissions requirements. Specific criteria for admission to these programs shall be approved by the College President & CEO and included in the Administrative Regulations and Procedures.

Approved: June 23, 2004

Revised: September 23, 2009

Revised: June 10, 2013

Revised: January 8, 2014

Reviewed: June 9, 2015

Revised: August 17, 2016

BOARD OF TRUSTEES	
MT. SAN ANTONIO COLLEGE	
DATE:	<u>September 13, 2017</u> ACTION
SUBJECT:	<u>Proposed Board Policy 7601 – Police and Campus Safety Department Internal Policies and Procedures (New)</u>

BACKGROUND

Mt. San Antonio College is updating the College’s Board Policies and proposes the following addition of Board Policy 7601 – Police and Campus Safety Department Internal Policies and Procedures.

ANALYSIS AND FISCAL IMPACT

The goal is to continue to review and update Mt. SAC’s Board Policies to ensure the needs of the College and its programs are being met.

Board Policy 7601 has gone through the governance process of the College and was approved by President’s Advisory Council on June 14, 2017. It was also reviewed and revised in negotiations with CSEA 262 on May 15, 2017.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves new Board Policy 7601 – Police and Campus Safety Department Internal Policies and Procedures.

Recommended by: Bill Scroggins Reviewed by: Michael D. Gregoryk
Agenda Item: Action #8

SUBJECT: Board Policy 7601 – Police and Campus Safety Department Internal
Policies and Procedures (New)

DATE: September 13, 2017

Chapter 7 – Human Resources

BP 7601 Police and Campus Safety Department Internal Policies and Procedures (NEW)

Reference:

Education Code Sections 72330-72332; Government Code 1029-1031.5; Penal Code 832-832.8, 13510-13519, 13550-13553

This Policy authorizes the President/CEO to establish internal policies and procedures for operations of the Police and Campus Safety Department. These procedures shall be written to be consistent with provisions of law, but will not encompass all laws relating to the operational policies and procedures of the Police and Campus Safety Department.

This Policy specifically authorizes the President/CEO to implement an online policy manual system to provide direction and guidance for all members of the Police and Campus Safety Department, to provide operational policies for law enforcement, and to constantly monitor changes in laws and legal decisions to ensure current knowledge and best practices. Authorized subscribers will be determined by the President/CEO and will include, at a minimum, current members of the President's Advisory Council.

In cases for which a standard policy of the online manual may differ from a Board Policy, Administrative Procedure, or Board Resolution, that policy will be reviewed by the Chief of Police in consultation with the Vice President of Administrative Services; annotated to maintain consistency with Board Policies, Administrative Procedures, and/or Board Resolutions; and referred to President's Advisory Council for recommendation to the President/CEO who will implement the changes necessary to maintain compliance.

In cases for which a standard policy of the online manual may differ from contract language or introduce matters not addressed in the exclusive bargaining agreement with CSEA 262, that policy will be reviewed by the Chief of Police and the CSEA 262 president, or designee. If mutual agreement is reached, the online manual will be annotated to maintain consistency with the exclusive bargaining agreement with CSEA 262. Differences in reaching consensus on matters subject to collective bargaining shall be subject to negotiation.

Approved: