



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, February 19, 2014

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order by Board President Chyr at 5:32 p.m. on Wednesday, February 19, 2014. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall, Hidalgo, Santos, and Student Trustee Maureira were present.

#### STAFF PRESENT

Bill Scroggins, President/CEO; James Czaja, Vice President, Human Resources; Irene Malmgren, Vice President, Instruction; and Audrey Yamagata-Noji, Vice President, Student Services, were present. Mike Gregoryk, Vice President, Administrative Services, was absent due to illness. Trustee Hidalgo left the meeting at 8:15 p.m.

#### 1. PUBLIC COMMUNICATION REGARDING CLOSED SESSION

None.

#### 2. CLOSED SESSION

The Board adjourned to Closed Session at 5:33 p.m. to discuss the following items:

1. **Conference with Legal Counsel - Existing Litigation, per Government Code Section 54956.9(a): EEOC Claim No. 480-2013-02278** (case name unspecified, as disclosure would jeopardize settlement negotiations).
2. **Conference with Legal Counsel – Existing Litigation, per California Government Code Section 54956.9(a): EEOC Claim No. 480-2013-02278** (case name unspecified, as disclosure would jeopardize settlement negotiations). **Public Employee: Discipline/Dismissal/Release.**
3. **Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 – Non-Reemployment of Contract, Faculty** (one case).

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

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

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

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

### 3. PUBLIC SESSION

The public meeting reconvened at 6:33 p.m., and the Pledge of Allegiance was led by Trustee Judy Chen Haggerty.

### 4. MOMENT OF SILENCE

- A moment of silence was observed in memory of retired employee **James Deiner**, who passed away on January 16, 2014, at the age of 69, after a relatively short battle with bone cancer. He first worked at Mt. SAC in Public Safety and then in the Maintenance and Operations area for 38 years, before enjoying retirement in his home in Yucaipa with his family. He was born in Pennsylvania where he married his wife, Peg, at age 19, and then moved to California. At his passing, they were just days away from celebrating their 50<sup>th</sup> wedding anniversary. He is survived by his wife, five children (Sherry, Jim, John, Jerry, and Jason), 13 grandchildren, and one great grandchild. He will be remembered for his readiness to help anyone at any time. He loved people, and he loved Mt. SAC, and he will be missed by all.

The College extends its deepest condolences to Mr. Deiner's family and friends.

### 5. INTRODUCTIONS

- The following newly appointed Classified employees were introduced:
  - **Gabriel Aragon**, Refuse and Recyclable Collector (Grounds) (absent)
  - **Christopher Duran**, Electrician (Facilities Planning and Management) (absent)
  - **Gloria Munguia**, Budget and Accounting Technician (Fiscal Services) (present)
- The following newly appointed Management employee was introduced:
  - **Marisa Fierro**, Director, Development and Alumni Relations (Foundation) (present)
- The following temporary Special Projects Administrator was introduced:
  - **Annette Limon**, Special Projects Manager (Community and Career Education) (present)

### 6. RECOGNITION

- A Certificate of Service was presented to the following retiring staff member:
  - **Michael Kwiatkowski**, Project Program Specialist, Tutorial Services, seven years of service (absent). Because Mr. Kwiatkowski was not present to receive his certificate, it will be mailed to his home.

- The **Mt. SAC Robotics Team** and Coach **Martin Mason** were congratulated for their back-to-back National Championships in Robo-magellan (a large-scale ground-based autonomous navigation challenge). The Team is also the current National Technical Machinists Association Combat Robot champions with their robot SACrifice. The Team has again qualified for the International VEX Robotics Championships. The Team was the International Champion in 2010 and has finished in the top 10 for college and universities in five of the last seven years. At tonight's meeting, several robotic demonstrations were performed along with a slide show.

## **7. APPROVAL OF MINUTES**

It was moved by Trustee Baca, seconded by Trustee Bader, and passed to approve the minutes of the regular meeting of January 8, 2014. Student Trustee concurred.

## **8. REPORTING OUT OF ACTION TAKEN IN CLOSED SESSION**

- Regarding Item No. 1: In closed session this evening, the Board approved a settlement with the EEOC and a settlement and release with a former Classified employee (number ending in 5848), subject to approval of the parties. The vote was 7 to 0.
- Regarding Item No. 2: In closed session this evening, the Board took action to approve a settlement and release for an employee (number ending in 4072). The vote was 7 to 0.
- Regarding Item No. 3: In closed session this evening, the Board took action to non-re-employ a faculty contract for an employee (number ending in 4955). The vote was 7 to 0.
- Regarding Item No. 4: None.

## **9. PUBLIC COMMUNICATION**

- James Stone, a geography professor, spoke regarding the recent changes to Mt. SAC's policy regarding the number of approved faculty sabbatical leaves, and he urged the Board to reconsider their leave policy. He said that sabbaticals don't cost the College much, and sabbaticals have always been understood as a benefit that faculty earn after a number of years of service to be spent pursued outside of normal teaching and advising duties. He talked about what he planned to do while on his sabbatical and how those studies would have enhanced his classes.
- Kim-Leiloni Nguyen, an anatomy professor, spoke about the value of her sabbatical leave in 2007. She recommended that the College grants more sabbatical leaves in the future.
- Christina Hernandez, a history and art history professor, spoke regarding her concern that the College is not granting more sabbaticals. She talked about the benefits she experienced from her sabbatical and urged the College to grant more sabbaticals.
- Tamra Horton, an English professor, spoke about her sabbatical leave in 2007-08, what a great experience it was, and the positive affects it had on her as a professor. She urged the College to grant more sabbaticals.

## 10. REPORTS

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

- **May Ochoa**, President, Associated Students
- **Dan Smith**, President, Academic Senate
- **Deejay Santiago**, President, Classified Senate
- **Lance Heard**, President, Faculty Association
- **Bill Rawlings**, Acting President, CSEA 262 (no written report)
- **Bill Lambert**, Executive Director, Mt. SAC Foundation

## 11. BOARD COMMUNICATION

A. Trustee Baca read the following reminder: "At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members."

B. All Board members shared the following comments:

- They welcomed new employees Gabriel Aragon, Christopher Duran, Gloria Munguia, Marisa Fierro, and Annette Limon.
- They congratulated Michael Kwiatkowski on his retirement.
- They congratulated the Robotics Team and Coach Martin Mason for their back-to-back National Championships.

C. Student Trustee Maureira reported the following:

- She enjoyed the robotics demo.
- She's glad to be returning to school for the Spring semester.
- She's looking forward to performing in Puttin' on the Hits and urged everyone to purchase tickets for the show.

D. Trustee Bader reported the following:

- She attended an event for Walnut City council members Bob Pacheco and Mary Su.
- She congratulated the newly tenured faculty.
- She attended a summit in the City of Pomona regarding recent violence, where 250 concerned citizens attended.
- public/private partnerships.
- She attended the National Community College Legislative Conference in Washington, DC. The opening session luncheon had a panel of three people, (David Leionhardt, former Washington Bureau Chief for the *New York Times*; Melody Barnes, former assistant to President Obama; and Ari Fleisher, former press secretary to President Bush).

She attended a meeting of California Delegation, which was led by California community college lobbyists. They said that President Obama's scorecard for colleges doesn't have much interest on Capitol Hill for this year. Meetings were arranged with representatives from Mt. SAC, Citrus, and Chaffey colleges with

Representative Judy Chu, Representative Gloria Negrete McLeod, and aides from Representative Gary Miller's and Representative Janet Napolitano's offices.

The speakers at the Senate Congressional Forum were Senators Marco Rubio, Tim Scott, Lamar Alexander, Charles Schumer, and Elizabeth Warren.

She met with Judy Chu, who is working to establish a VA clinic in the Pasadena City College area.

She spoke with other representatives and aides about the Pell Grant, and Sue Keith, from Citrus, spoke about Veterans' program.

E. Trustee Santos reported the following:

- She attended several Baldwin Park Women's Club lunches and events.
- She visited LACOE's Headstart Parent Policy Committee.
- She attended an Inland Empire legislative briefing on poverty.
- She attended some chamber of commerce events, such as the Irwindale Installation dinner, lunches and breakfasts for El Monte and West Covina.
- She attended the San Gabriel Valley Regional State-of-the-Chamber lunch.
- She attended a Women's Conference in Pomona.
- She attended the LACSTA Community College Collaboration meeting at Rio Hondo.
- She attended the Community College Effective Trustee Workshop in Sacramento, where she learned about finance, dual and concurrent enrollment, adult school, etc. She enjoyed the keynote speaker, who spoke on collaboration between community colleges and other public agencies and the private sector. She attended the SanFacc meeting. While there, she also attended the Latino Trustees meeting.

F. Trustee Baca reported the following:

- He attended the Athletic Hall of Fame dinner and was impressed with the level of talent and academy of our alumni.
- He is looking forward to performing in Puttin' on the Hits.
- He attended the Association of American Colleges and Universities Legislative Conference in Washington, DC with State Chancellor Brice Harris and other members of the Board of Governors. He also met with Senator Barbara Boxer and said that both democrats and republicans are looking at how to streamline the Pell Grant. He's also involved with workforce investment and veterans support and how the federal government can support us to a greater extent.
- He said he looks forward to seeing student leaders at the March in March event in Sacramento.

G. Trustee Chen Haggerty reported the following:

- She attended the annual Trustee Workshop in Sacramento.
- The ACES committee is planning the May event in Newport Beach.
- She attended the Athletic Hall of Fame dinner and was impressed with the honorees' backgrounds.

- She visited Loma Linda University's Allied Health Department, and said that they are impressed with the students from Mt. SAC, a target school for recruitment. She also visited their robotic facility, where they demonstrated a robotic hand.

H. Trustee Hall reported the following:

- He attended the Athletic Hall of Fame dinner, and he mentioned that Kay Reagan won an award for attending the most games at Mt. SAC. Ron Renecke, a former Mt. Sac student, is now the Milwaukee Brewers manager.
- He mentioned that Super Bowl Seattle Seahawks player Bruce Irvin and coach Rocky Seto both played for Mt. SAC. Rocky went on to play at USC and then for the Seahawks under Coach Pete Carroll, and Bruce went on to play at West Virginia and now coaches with Pete Carroll.
- He was a speaker at the Walnut Republican Women's Federated Club, where he spoke about Mt. SAC for about two hours.
- He'll be performing in Puttin' on the Hits and is holding a most-tickets-sold contest again this year.
- He commended Bill Rawlings for stepping up to be the acting president of CSEA 262.
- He'll be attending the Board Study Session on Saturday.

I. Trustee Hidalgo reported the following:

- He attended the Community College Effective Trustee Workshop in Sacramento, where he learned more about the Student Success Act, financing, and the Brown Act.
- He attended the Cash for College event at Mt. SAC.
- He met with President Scroggins for lunch to get to know more about the College.
- He looks forward to attending Puttin' on the Hits.

J. Trustee Chyr reported the following:

- Nothing new to report.

## **12. PRESIDENT SCROGGINS' REPORT INCLUDED THE FOLLOWING:**

- He welcomed new employees Gabriel Aragon, Christopher Duran, Gloria Munguia, Marisa Fierro, and Annette Limon, particularly the new Foundation staff and Foundation Board members.
- He congratulated Michael Kwiatkowski on his retirement.
- He congratulated the Robotics Team and Coach Martin Mason for their back-to-back National Championships.
- He announced that the Annual Board Study Session on February 22, 2014, will be held at Mt. SAC in Founders Hall.
- He reminded the audience about the Classified Spring Opening Meeting/Faculty Spring Flex and Professional Development Day, which will take place on Friday, February 21.

- He pointed out that *Mt. SAC's 2012-13 Annual Report to the Community* is now available.
- He introduced George Bradshaw, Dean of Enrollment, who talked about the Spring Enrollment Status Report.

Mr. Bradshaw began by explaining that Spring enrollment started off soft, partly because the economy is improving. To assist in boosting enrollment, marketing efforts were implemented including targeted emails to students and external outreach to high schools. Spring enrollment data showed that enrollment increased slightly from 26,065 in Spring 2013 to 26,463 this year. Total class offerings are also up slightly from Spring 2013 (2,901) to 3,000 this year.

Mr. Bradshaw's report is included with these minutes on the College website.

- 13.** An Informational Report was presented by Rosa Royce, Associate Vice President, Fiscal Services regarding Budget Update (Governor's January Proposal).

Ms. Royce gave an overview of the Governor's 2014-15 budget proposal for community colleges. The State is projecting revenue growth as a result of strong income tax collections, and education is one of Governor Brown's priorities. As proposed, there will be no changes to current student fees. Nearly \$593 million is proposed to eliminate all cash apportionment deferrals (Mt. SAC's deferral was \$313 million in 2012-13). The governor also proposed allocating \$39 million for Proposition 39 energy-efficiency projects and workforce development. Mt. SAC would receive approximately \$1 million. Governor Brown has proposed providing the Chancellor's Office with \$1.1 million to develop leading indicators of student success and to monitor districts' performances. He also reiterated his commitment to provide funding in 2015-16 to implement the plans being developed by regional Adult Education consortia.

Ms. Royce's report is included with these minutes on the College website.

- 14.** An Informational Report was presented by Aida Cuenza-Uvas, Director, Arise Program; and Elijah Lagafuaina, an Arise Program Student-Athlete, regarding Arise Grant Update. Mr. Lagafuaina shared that he is fighting the stereotypes that student-athletes have been saddled with for years, and that they can't play without good grades. He said he's here to make a difference on the field and in the classroom to his other fellow athletes. Academically, he's one of the most successful athletes in the Arise Program. Elijah said that there are about 30 Polynesians on campus, and Dr. Yamagata-Noji said that, in the past, there have been 250-300.

Ms. Cuenza-Uvas provided an update on the program, which started in 2011 and was funded by a \$2 million grant. More than 300 students have participated in activities that support diverse student needs including English language development, counseling and advising, and basic skills instruction. Several workshops designed and offered by the AmLA Department and Writing Center have also been offered.

Ms. Cuenza-Uvas's report is included with these minutes on the College website.

**15. CONSENT CALENDAR**

It was moved by Trustee Hall, seconded by Trustee Chen Haggerty, and passed to approve or ratify the following items:

## **ADMINISTRATIVE SERVICES**

1. Approval of the Appropriation Transfers and Budget Revisions Summary.
2. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
3. Approval of the Quarterly Investment Report ending December 31, 2013.
4. Approval of the Quarterly Financial Status Report ending December 31, 2013.
5. This item was pulled and acted upon separately (see Paragraph No. 16).
6. Approval of the revision of a contract with G2Solutions Incorporated to provide the College with a secured electronic connection with the Department of Justice to process fingerprint Live-Scan for newly hired faculty, staff, and volunteers.
7. Approval of a renewal agreement with Student Transportation of America, Inc. for bus services for transporting students to athletic events, field trips, and Continuing Education programs.
8. Approval of a renewal agreement with Verizon Wireless for the operation of a mobile/wireless communications facility.
9. This item was pulled and acted upon separately (see Paragraph No. 17).
10. Approval to pay a 50% advance deposit to Midas Event Supply for the cost of 200 chairs, not to exceed \$1,450.
11. Approval of agreements to provide Professional Design and Consulting Services with H2 Environmental Consulting Services for Classroom Building Demolition, P2S Engineering, Inc. for Facilities Emergency Operations Center and Food Services Building Projects, PAL id Studio the Professional and Organizational Development and the Humanities Building Testing Services Center Projects, and with Ariane Lehew Associates for the Parking Structure Project.
12. This item was pulled and acted upon separately (see Paragraph No. 18).
13. This item was pulled and acted upon separately (see Paragraph No. 19).
14. Approval to purchase audio-visual equipment for the following Bid:
  - Bid No. 2961 Purchase of Audio-Visual Equipment – CompView, Los Angeles, CA, for Extron Control Systems and Epson Video Projectors; and Golden Star Technology, Cerritos, CA, for Da-Lite Screens.
15. This item was pulled and acted upon separately (see Paragraph No. 20).
16. This item was pulled and acted upon separately (see Paragraph No. 21).



17. Approval of the following Contract Amendment:
  - Contract Building 12 Classroom Modernization – H2 Environmental Consulting Services (Professional Design and Consulting Services) – Amendment No. 2.
18. Approval of the following Completion Notices:
  - Bid No. 2831 Child Development Center – Floor Coverings, Moore Flooring, Inc. (Contractor)
  - Bid No. 2946 Temporary Classrooms – General Construction, GDL Best Contractors, Inc. (Contractor)
19. Approval of the following Proposed Gifts and Donations to the College:
  - Gloria Baca – Assortment of Interior Design Books, valued by donor at \$2,000, to be used in the College Library.
  - Renato Basille – Dance Costumes and Dance Shoes from the 2013 Primetime Emmy Awards, valued by donor at \$4,800, to be used by the Dance Department for Fall and Spring Dance Productions.
  - Gene Wyne – Two Cabinets, Machine Tools, and Stock Instruments, valued by donor at \$1,500, to be used by the Industrial Design and Engineering Department.

## **HUMAN RESOURCES**

20. Approval of Personnel Transactions.
21. Approval of Recommendation to Employ Faculty Under Second Contract – 2014-15.
22. Approval of Recommendation to Employ Faculty Under Third Contract – 2014-16.
23. Approval of Recommendation to Grant Tenure – 2014-15.

## **INSTRUCTION**

24. Approval for Journalism students and a faculty member to attend the College Media Advisers Spring National Convention in New York, NY, March 13-16, 2014.
25. Approval for Aeronautics students and a faculty member to attend the Women In Aviation, International Conference in Orlando, FL, March 6-9, 2014.
26. Approval for Forensics students and a faculty member to attend the Phi Rho Pi National Championship Tournament in Denver, CO, April 3-12, 2014.
27. Approval for Phi Theta Kappa students and faculty to attend the Phi Theta Kappa International Convention in Orlando, FL, April 24-26, 2014.
28. Approval for students and faculty to attend the Health Occupations Students of America Leadership Conference in Anaheim, CA, March 29-April 1, 2014.
29. Ratification for participation of Aeronautics students and faculty who attended a practice event in Prescott, AZ, January 17-19, 2014.

30. Ratification for participation of Aeronautics students and faculty who attended the SAFECON Conference in Prescott, AZ, February 2-9, 2014.
31. Approval of the Developmental Education Spring Conference at Mt. SAC, April 18, 2014.
32. Approval for acceptance of funds from Kaiser Permanente Baldwin Park Medical Center.
33. Approval of an affiliation agreement with Saddleback Memorial Medical Center.
34. Approval of a contract amendment to the ambulance service for the 2014 Mt. SAC Relays.
35. Approval of an amendment to the contract with In-N-Out Burger.
36. This item was pulled and acted upon separately (see Paragraph No. 22).
37. Approval of modified courses effective with the 2014-15 academic year.
38. Approval of Continuing Education Division additions and changes to courses.

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

39. Approval of a Consulting Agreement with the McCallum Group, Inc.
40. Ratification of a contract with P & R Business Services to provide temporary accounting expertise, on an as-needed basis, as Mt. SAC Foundation accounting transitions to the Fiscal Services Department.

#### **STUDENT SERVICES**

41. Approval of a contract with AcademicWorks.

Student Trustee concurred.

### **16. CONSENT ITEM #5 – RE-ISSUANCE OF STALE-DATED WARRANTS**

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

Trustee Bader asked why there are so many stale-dated warrants and why so many showed up at the same time. Rosa Royce answered that the Post Office lost a batch of warrants or there was a transmission error. When students started calling, it was realized that something happened at the Post Office and the warrants didn't get mailed. In the past, the County would handle these; but now, Mt. SAC, being fiscally independent, is responsible to replace them if they are over two years old.

Motion carried. Student Trustee concurred.

**17. CONSENT ITEM #9 – RENEWAL AGREEMENT WITH ORBACH, HUFF, SUAREZ & HENDERSON LLP FOR LEGAL CONSULTING SERVICES**

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

Trustee Santos asked why there is a fee increase. Dr. Scroggins said that this firm has saved the College approximately \$3.5M, so the increase is reasonable.

Motion carried. Student Trustee concurred.

**18. CONSENT ITEM #12 – ADMINISTRATION BUILDING SITE IMPROVEMENTS PROJECT REDUCTION OF \$220,128 TO THE CONTRACT AMOUNT**

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

Trustee Bader said that this is a very impressive item. The statistics for this Lease/Leaseback project is a good example since it finished on time and under the Guaranteed Maximum Price by \$220,128, or -15.8%.

Motion carried. Student Trustee concurred.

**19. CONSENT ITEM #13 – PURCHASE OF FIVE 2014 GMC SAVANA EIGHT-PASSANGER VANS**

Approval to purchase five 2014 GMC Savana eight-passenger vans for the following Bid:

- Bid No. 2958 Purchase of Vans – Thorson Motor Center – Pasadena, CA

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

Trustee Bader said that she hoped that Reynolds Buick was considered. She would like to see them get more bid rewards in the future. Dr. Scroggins said that their bid was approximately \$1,500 more per vehicle than the lowest bidder. Trustee Hall added that what a car dealer can sell a car for sometimes is dependent upon how close they are to achieving certain program objectives that have been laid down for them by the factory. The closer the dealer gets to achieving that objective, it can then sell cars for less because of factory incentives. So, he suspects that this is perhaps what happened at the time of the bid.

Motion carried. Student Trustee concurred.

**20. CONSENT ITEM #15 – CHILD DEVELOPMENT CENTER UNILATERAL CHANGE ORDERS**

Ratification of the following Child Development Center Unilateral Change Orders:

- Bid No. 2827 Doja, Inc. (Grading Contractor) – Change Order No. 9.
- Bid No. 2832 Continental Plumbing (Plumbing Contractor) – Change Order No. 7.
- Bid No. 2833 Comfort Conditioning Co., Inc. (Plumbing Contractor) – Change Order No. 4.

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

Trustee Hall said that Consent Item #s 15 and 16 were linked, and he asked where the College stands with regards to the completion of the Child Development Center? Gary Nellesen said that this project was bid publically in 2009 using the multi-prime delivery method with 11 contractors bidding. The general building contractor failed financially, and about nine months were lost, so that contractor was replaced by the bonding company. The project is essentially complete and is in the process of being signed off by the DSA inspectors. However, there is still some landscaping being done, and there are some changes in the playground design due to some safety requirements that weren't met, which amount to about 60 days.

Trustee Hall asked if the claims against the College, amounting to about \$450K, are going to be offset by the Bond. Mr. Nellesen said that we will settle the four claims with the contractors, most likely through mediation, which is part of the unilateral change orders and puts the College in a good position to negotiate a fair settlement with the contractors. He said that we will certainly pay them what we owe. He said that most of that amount, all but about \$30,000, is due to the problem with the general contractor, so we'll pass those costs on to the bonding company. Our claim is \$6 million, but we will approach the bond maximum, which is over \$3 million.

Motion carried. Student Trustee concurred.

## **21. CONSENT ITEM #16 – CHILD DEVELOPMENT CENTER CHANGE ORDERS**

Ratification of the following Child Development Center Change Orders:

- Bid No. 2830 Liberty Mutual/Safeco (General Contractor) – Change Order No. 9.
- Bid No. 2831 Moore Flooring (Flooring Contractor) – Change Order No. 4.

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

Since this item was linked with Item #15, there were no further questions.

Motion carried. Student Trustee concurred.

## **22. CONSENT ITEM #36 – TWO SABBATICAL LEAVE APPLICATIONS FOR ACADEMIC YEAR 2014-15**

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

Trustee Baca would like to follow up with where the College is in terms of sabbaticals being granted now and what the plan is for the future. He asked how many sabbaticals have been granted since 1967. He wanted to follow up on the history and asked if there is a maximum that can be granted in a year. President Scroggins said that there is no limit on the number of sabbaticals that can be granted. He also said that we'll do a little more promotion and will hold another training session on writing sabbaticals. The last one wasn't very well attended.

Motion carried. Student Trustee did not concur.

**23. ACTION ITEM #1 – RE-APPOINTMENTS AND APPOINTMENT TO THE CITIZENS OVERSIGHT COMMITTEE**

It was moved by Trustee Bader, seconded by Trustee Baca, to re-appoint Paul Breit, Theodore (Ted) Ebenkamp, Marilyn A. Peters, and Michael J. Zhang as Business/At-Large Community Representatives, and to appoint Paul Maselbas as the Taxpayer Organization Representative to the Citizens Oversight Committee, effective January 2014 through December 2015.

Trustee Chen Haggerty asked if this committee has been faced with quorum problems. Dr. Scroggins said that the requirement, by law, is that two meetings be held per year and Mt. SAC holds four per year. Also, there hasn't been a problem with attendance.

Student Trustee Maureira asked if there is a Student Representative currently on the committee. Denise Lindholm responded that Alex Mendoza is the representative, and that the Associated Student Body is responsible for appointing a replacement for him.

Motion carried. Student Trustee concurred.

**24. INFORMATION ITEM #1**

The Board received, for information, revised Administrative Procedure 4350 – Student Travel Guidelines.

Trustee Baca mentioned that the public doesn't expect a Board member to know everything that is happening at the College. However, Trustee Hall recommended that the Board still approves student travel out of the country. Dr. Scroggins said that the change will be made to include Trustee Hall's recommendation, and it will be brought back to the next meeting, again as an Information item.

**25. ADJOURNMENT**

The meeting adjourned at 9:27 p.m.

WTS:dl



# Associated Students Report

*Presented By A.S President Amayrani Ochoa; September 11, 2013*

**Puttin' on the Hits** Associated Students will dance to the beat of "What Does The Fox Say?" and "Beat It" in this year's Puttin' On The Hits. During the first week of school Associated Students officers and Mt. SAC students will be performing a flashmob to promote the show.

----- ▼ **UPCOMING EVENTS** ▼ -----

**A.S. Visibility:** A.S. Visibility is scheduled for March 4-5 (Wed., Thur.) from 10 a.m. -2 p.m. & 5:30 p.m.-6:30 p.m. During the event Associated Students will have a booth set up by the Student Life Center to promote and inform students about student government.

**Join-A-Club Days:** Join-A-Club Days are scheduled for March 18-20 (Tues., Wed., Thur.) from 9a.m. -1 p.m. During Join-A-Club Days clubs will set up their booths along the 9C Patio to promote their club and recruit students interested in campus involvement.

**Blood Drive:** The monthly Blood Drive will be taking place March 4 & 5 (.) from 9 a.m.-7 p.m.

**March in March:** Mt. SAC Students will be participating in the "March In March" on March 3, 2014 in Sacramento, CA. The students will take a bus to Sacramento on March 2 and join a march on the state capitol on March 3 in support of community college funding. We will return to campus at midnight on March 3. If schedule allows, we may be visiting Trustee Baca at the Board of Governors meeting.

**Academic Senate Report  
to the Board of Trustees  
February 19, 2014**

Full Senate Activity

The full Senate is on break until March 6. The Academic Senate Executive Board will meet on February 27 to set the first agenda for the Spring semester. The agenda will include a proposed administrative procedure, our Executive Board nominations, as well as appointments to two committees and five task forces.

State Accreditation Workshop

Irene Malmgren and I attended the State Academic Senate's Accreditation Institute on February 8 & 9 in La Jolla. Susan Clifford from ACCJC presented her perspective on a number of currently proposed changes to the accreditation process, the draft of which was reviewed in detail in subsequent breakout sessions. She did note that ACCJC intends to focus more on outcomes and data and less on processes and intent.

Other sessions that we attended covered issues variously related to accreditation. I attended presentations on the trustee's role in setting student achievement standards, an overview of the draft revisions to the standards, emerging topics in accreditation, and faculty roles and responsibilities in the process. During the session word came that several colleges had been removed from sanctions by the ACCJC.

Faculty Hiring

Fourteen full-time faculty positions have been approved thus far by the College President, twice as many as we had at the same time last year. In addition, two one-year temporary hires have been authorized. We thank the President for his actions. We have not replaced all of the vacancies, but these hires put the college in a better position to serve students and capture growth.

Flex Activities for Winter

A day of voluntary professional development activities will be held this Friday, February 21. Faculty will be able to choose workshops on a variety of subjects during two combined sessions and three breakout sessions. The Classified Flex Day events will occur at the same time, allowing Classified and Faculty members to attend each other's sessions. The Academic Senate would like to thank the Faculty Association for providing lunch to attendees, and the President's office for providing breakfast. I would especially like to thank the tireless work of Jeff Archibald, Laura Martinez, Rosa Asencio and Beta Meyer.

Respectfully submitted,  
Dan Smith  
President, Academic Senate



*Strengthen, Increase, Promote and Advance*

**Faculty Association Report  
To the Board of Trustees  
February 19, 2014**

1. Negotiations

The Faculty Association had the first meeting with the District negotiators. The teams have reached tentative agreements on 4 items. The tone was focused, respectful, inclusive, and productive. Credit is due to the District team and their leadership. The FA negotiations team is optimistic about the progress of future sessions as a result. The next session will be February 28<sup>th</sup>.

2. Service Center One Meeting

Local CTA Chapter presidents met at the Pomona Fairplex today. Angela Su and Christine Balentine provided presentations. Budgets and the Local Control Funding Formula were the topics. FA President Lance Heard was pleased to have Dr. Scroggins accompany him to this team building effort.

3. Puttin' on the Hits 2014

The Faculty Association's annual scholarship fundraiser, Puttin' on the Hits, has a Friday show in sixteen days. Please purchase tickets as soon as possible. If you are unable to attend the show, but still wish to donate to the Faculty Association Student Scholarships, or have tickets, but wish to give more, a donation form is included with this report.

4. Representative Council

The Faculty Association Representative Council will have its first Spring meeting on Tuesday March 11<sup>th</sup>. At this meeting the Representatives will be voting on the 2015-16 Academic Calendar and nominations for the 2014-15 FA Executive Board will be opened. Available positions are Vice President (1 year term), Treasurer ( 2 year term ), Secretary (1 year term), 3 FT Directors (2 year term) and one PT Director (2 year term), as well as 6 PT Representatives at Large.

5. STRS Funding

Assemblyman Ron Bonta of Oakland, Chair of the Committee on Public Employees, Retirement, and Social Security scheduled the first hearing today on finding a permanent funding solution for the STRS Defined Benefit Program. The Faculty Association applauds this effort to provide future retirement security for teachers who are not eligible for social security. We encourage everyone to support efforts to close the STRS funding gap and the legislators who will need to be relied upon to enact a responsible solution.

Respectfully submitted by,  
Lance Heard, Faculty Association President





## **MT. SAN ANTONIO COLLEGE CLASSIFIED SENATE**

**REPORT TO THE BOARD OF TRUSTEES  
WEDNESDAY FEBRUARY 19, 2014**

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1. Classified Senate met on Thursday January 9<sup>th</sup> & Thursday February 6<sup>th</sup> At these meeting we discussed:
  - a. California Community Colleges Classified Senate (4CS) South Region Leadership Retreat
  - b. Classified Valentine's Day Coffee Break event on Thursday February 13<sup>th</sup>
  - c. Classified Recognition Ceremony
    - i. The Classys will be on Wednesday May 21, 2014 in the Clarke Theater from 9:00 am – 11:00 am.
  - d. Pint Challenge Blood Drive
    - i. Tuesday May 27<sup>th</sup> (10:00 am – 4:00 pm)
    - ii. Lawn area between Library & Student Life
  - e. Classified Leadership Institute
    - i. Crowne Plaza in Ventura California
    - ii. June 19– June 21, 2014
  - f. Classified Senate office relocation
2. Next meeting is scheduled for Thursday March 12th at 1:00 pm in Founders Hall.
3. Welcome to the newly appointed and promoted staff and congratulations to all retirees.

Respectfully Submitted by,  
Deejay R. Santiago, Ed.D.  
President, Classified Senate



## **Foundation Report to the Board of Trustees February 19, 2014**

The Foundation has a strong start in 2014. We have three new team members since my last report. As you've met, Marisa Fierro, Director of Development and Alumni Relations is overseeing all annual fundraising operations, developing a governing alumni body, manage daily Foundation operations and assists me with campus partnerships and engagement. Robin Barton spent ten years with the Mt. SAC bookstore and brings fiscal knowledge to assist us in our financial transition among other qualities. Sarah Shaalan, a Mt. SAC alumna, offers part-time administrative support in our office. With a newly expanded team we have spent a number of hours outlining responsibilities and strategies to execute significant goals.

We have also developed a new goal structure that coincides with our Foundation Board meeting dates. To have accomplished by our April 2 meeting we have identified our priorities including: developing bylaws and a governing structure for an alumni association board, revisiting policies and procedures including gift acceptance and acknowledgment processes, and creating a donor tracking and analysis system within our database.

With new staff in place and direction in the office, I am positioned to expand my frontline fundraising reach. Along those lines, I am pleased to report some recent meetings with members of the Mt. SAC community that provide insight into the types of conversations that the Foundation is going to have a great deal more of in the future. A few examples include:

- Athletic Hall of Fame Induction Ceremony—as you know we honored an exceptional class of former athletes, program supporters and administrators a couple of weeks ago. It is a great time to talk with these individuals about their long-term relationship with the college. We have begun those conversations and will continue them with this class of Hall of Famers and future ones as well.
- I met last week with Katie and Bob Gereke. Katie was a long time member of the Child Development faculty. She has generously given money over the last 10 years to support an annual book award to help students in the program. Katie and Bob and I had wonderful discussion about creating an endowment to ensure that
- Another example is a meeting I had earlier this week with Leslye Hein Prum and her husband Sam. Leslye is an alumna of Mt. SAC and her dad, Dr. Morris Hein, was the long time chair of the Chemistry department here at the college. Dr. Hein passed away in December. I am working with Leslye to create an endowed scholarship in her dad's memory. His reach extended well beyond this college—the textbook that he authored has been published now for 47 years and has been used by millions of chemistry students around the world.

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

# Board of Trustees Spring 2014 Enrollment Update

February 19, 2014

# The New Crisis

- Colleges across the state are experiencing downward enrollment shifts (loss of student enrollment) at the same time the state is budgeting new dollars targeted at growth.
- In order to address this, the Instruction Team convened a committee to explore options to increase enrollment.
- Initially, our Spring 2014 enrollment appeared a bit sluggish.

# Mt. SAC's Response: Communication & Coordination

- Strategy meetings were held with leaders from:
  - Instruction
  - Information Technology
  - Public Affairs
  - Student Services

# New Initiatives

- Targeted Email and Student Portal Campaign
  - Over 40,000 emails to students
  - Real-time notices to students regarding open seats in courses in which they've waitlisted
- New Lists of continuously updated open classes ([www.mtac.edu](http://www.mtac.edu))
- Reevaluation of course offerings and redirecting of limited resources into high demand course areas (e.g., ENGL, SPEECH, MATH, BIOL, CHEM, HIST, POLI, etc.)

# New Initiatives Continued

Press Releases to media outlets

Announcements on the campus marquee and internal message boards

External Outreach to targeted high schools to promote programs and services

Internal "In-reach" to current students and recent applicants to inform them of enrollment opportunities

# Unduplicated Credit Enrollment by Headcount History

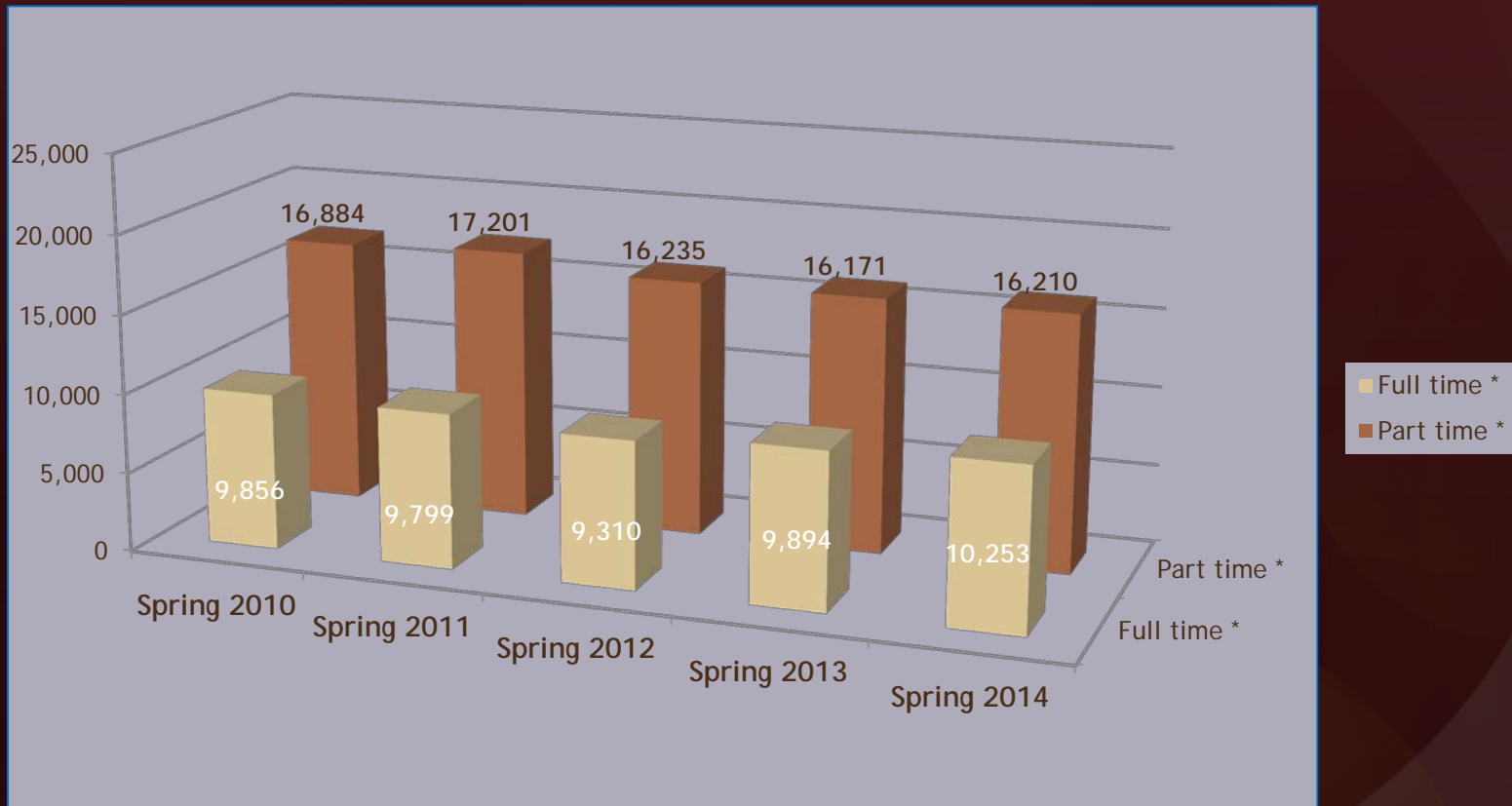
	Spring 2010	Spring 2011	Spring 2012	Spring 2013	Spring 2014
End of Term	26,740	27,000	25,545	26,065	26,463 **
Full time *	9,856	9,799	9,310	9,894	10,253
Part time *	16,884	17,201	16,235	16,171	16,210

\* Full time students - enroll 12 or more units. Part time students - enroll less than 12 units.

\*\*As of February 19, 2014



# Full-Time to Part-Time Enrollment Comparison



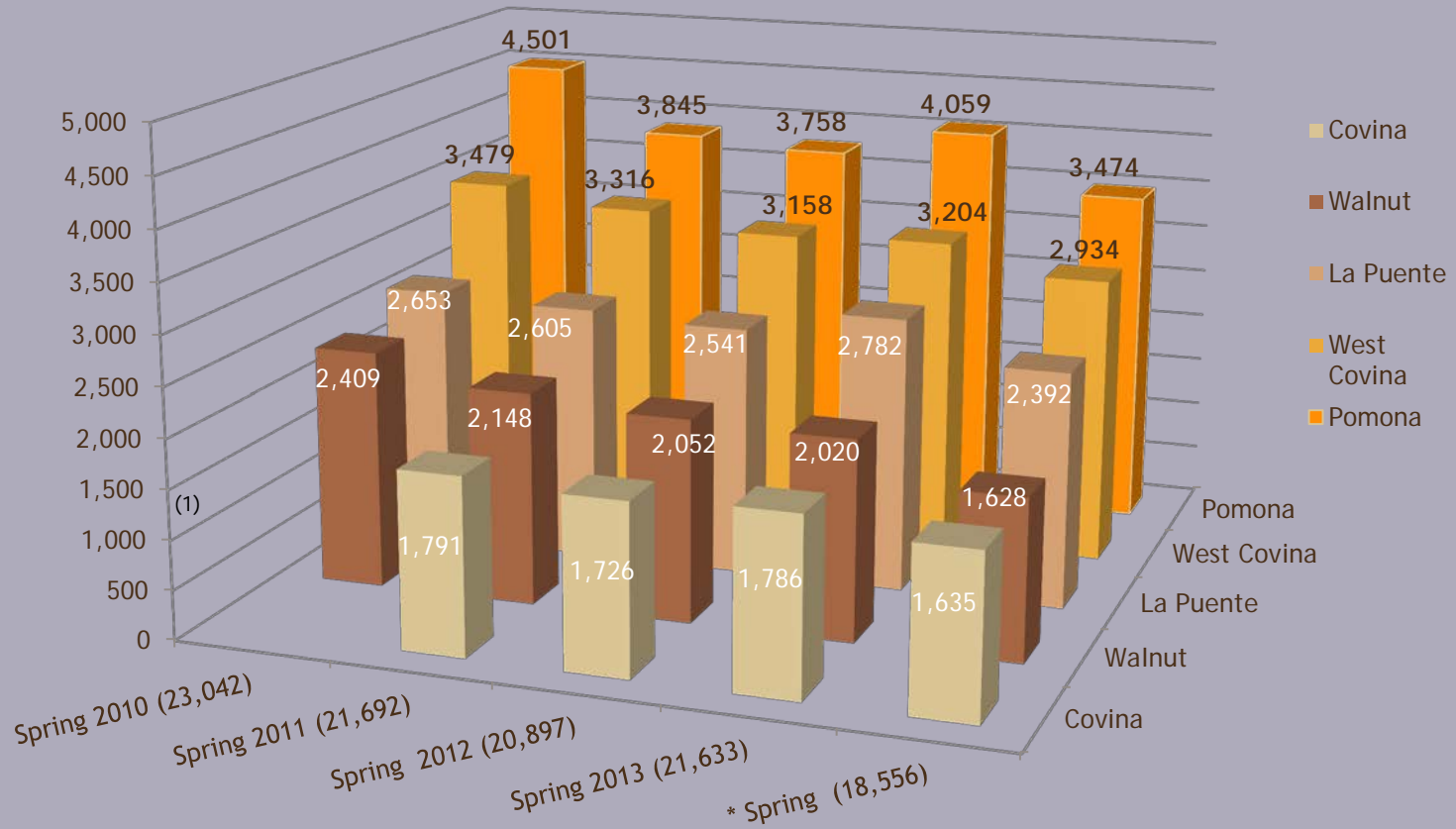
# Total Class Offerings Comparison

	Spring 2010	Spring 2011	Spring 2012	Spring 2013	Spring 2014	Prior year change
End of Term	2,926	2,931	2,699	2,901	3,000*	* As of February 19, 2014

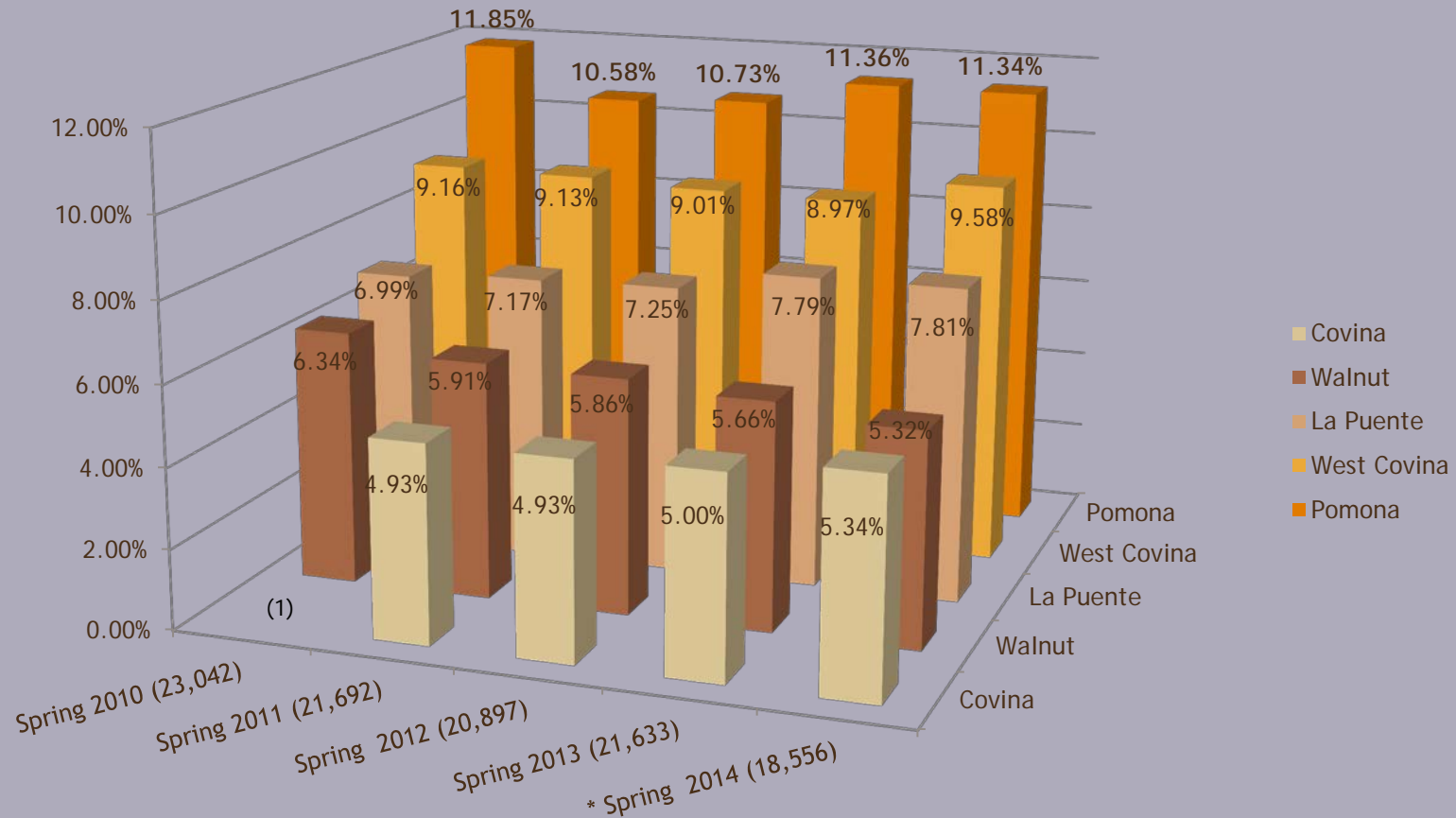
# Credit FTE Comparison

	Spring 2010	Spring 2011	Spring 2012	Spring 2013	Spring 2014	Prior year change
FTE actual	11,293	11,239	10,569	10,843	10,471 (1)	The Spring 2014 figure will fluctuate until all enrollment is posted at term end
(1) "Potential Credit FTES" as of February 19, 2014						

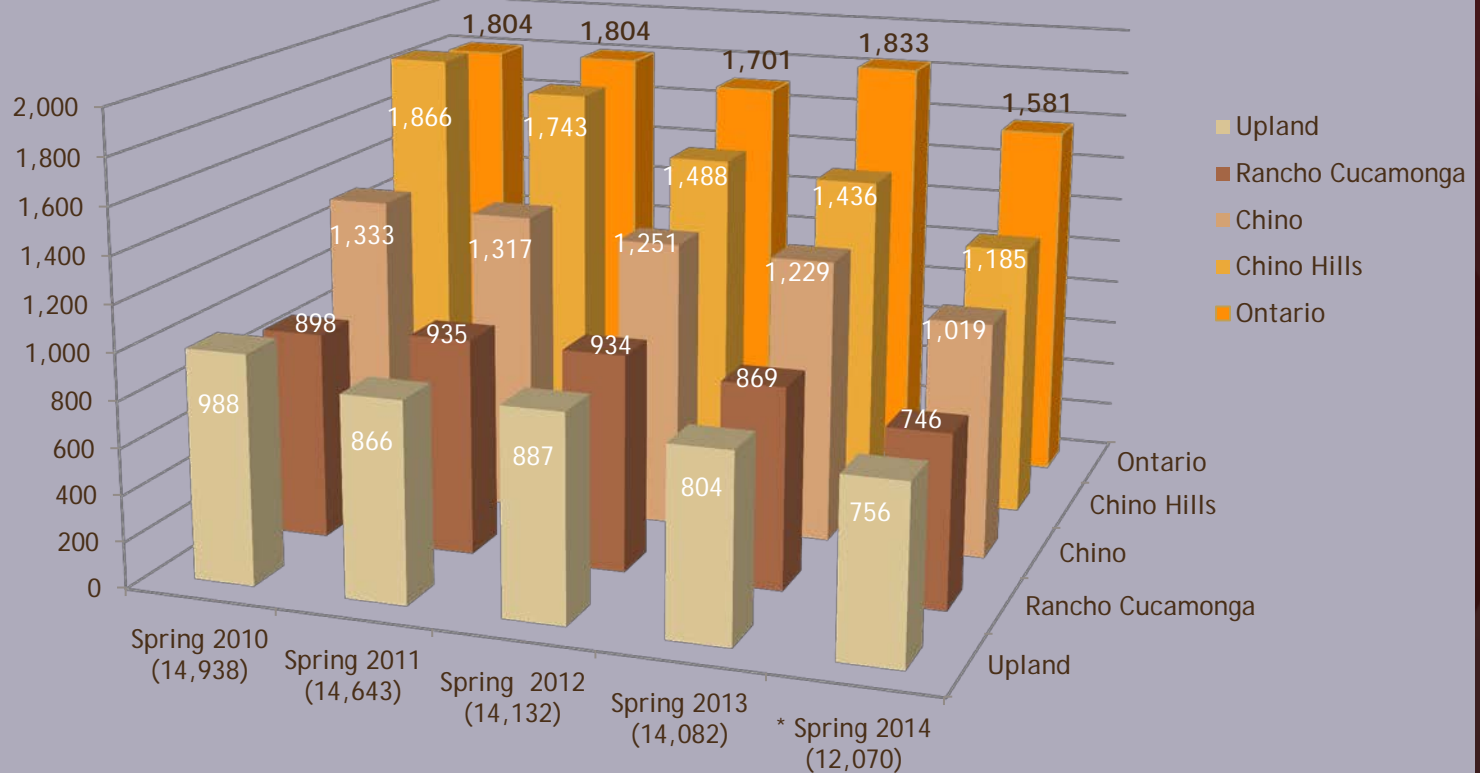
# Top 5 In-District Enrollment Cities



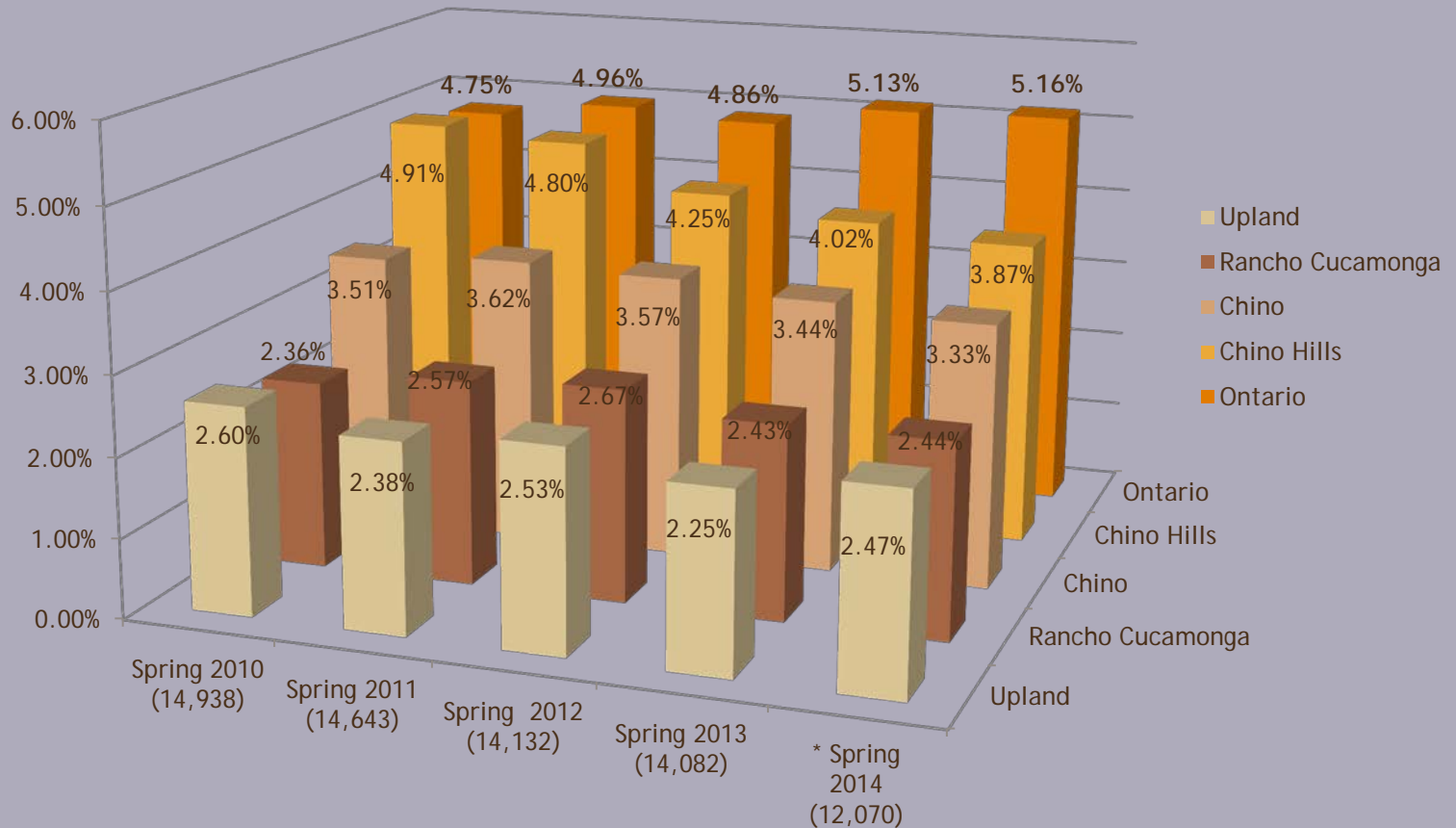
# Top 5 In-District Enrollment (Percentage)



# Top 5 Out-of-District Enrollment Cities



# Top 5 Out-of-District Enrollment (Percentage)



# Outcomes

- Mt. SAC is on target to meet our aggressive credit enrollment targets (23,515 FTE) for the 2013-14 academic year
- Campus continues to do a good job of serving our local populations
- Found that high school feeder students are placing into higher levels of English
- Large bureaucracies can be nimble and responsive to the needs of the community and students



# Questions?



**2014-15 GOVERNOR'S BUDGET  
PROPOSALS  
FOR  
CALIFORNIA COMMUNITY COLLEGES**

**February 19, 2014**

# Introduction

- State projecting Revenue Growth as a result of strong Personal Income Tax Collections
- Increased the estimates for Proposition 98 by approximately \$6.3 billion
- Governor's top priorities: Education, pay the wall of debt, and the creation of a stabilization account
- Governor's message is to allocate public funds with wisdom and prudence

# Budget Highlights

- \$155.2 million (3%) Restoration of Access, to be allocated by the Board of Governors (BOG) in a manner that gives first priority to districts identified as having the greatest unmet need in adequately serving their community's higher educational needs - for Mt. SAC approximately \$3.9 million
- No changes to the current student fees
- \$48.5 million (0.86%) Cost-of-Living Adjustment (COLA) - for Mt. SAC approximately \$1.1 million

# Budget Highlights

- \$100 million to support Student Success Programs
  - For Mt. SAC approximately \$2.5 million
  - Match: Credit 1 to 3 and Noncredit 1 to 1
  - Potential Risk: 50% Law Compliance
- \$100 million to strengthen support for under-represented students - for Mt. SAC approximately \$2.5 million
- \$87.5 million for Scheduled Maintenance (one-time funds) - for Mt. SAC approximately \$2.2 million - Match 1 to 1 with Bond Funds
- \$87.5 million for Instructional Equipment (one-time funds) - for Mt. SAC approximately \$2.2 million - Match 1 to 3 - Match needed will be approximately \$720,415

# Budget Highlights

- \$592.4 million to eliminate all cash apportionment deferrals - in 2012-13 Mt. SAC's deferral was \$31.3 million
- \$39 million for Proposition 39 Energy Efficiency Projects and Workforce Development - for Mt. SAC approximately \$1 million



# Budget Highlights

- Improve stability of the base apportionment by moving the deadline to determine backfill funding necessary to resolve RDA shortfalls - the Governor will provide \$38.4 million for 2013-14 and \$35.6 million for 2014-15
- \$1.1 million for the Chancellor's Office to develop leading indicators of student success and to monitor districts' performance; and \$2.5 million to provide local technical assistance to support implementation of effective practices across all districts

# Budget Highlights

- Governor reiterates the commitment to provide funding in 2015-16 to implement the plans being developed by Regional Adult Education Consortia





# Rainy Day Fund

- Creates a rainy day fund to avoid using deferrals again, if current funding levels decline during the next revenue downturn
- Proposes a Constitutional Amendment that would mandate a portion of State Revenue Growth that exceeds a minimum level, especially from taxes on volatile capital gains, and will be dedicated to a special reserve fund



# CALSTRS

- The Governor states the intent to formulate a plan in the 2015-16 fiscal year that will resolve the CalSTRS fund shortfall within 30 years



# Questions





Informational Report  
the **Board of Trustees**  
February 19, 2014

# ARISE PROGRAM (AANAPISI GRANT)

PRESENTED BY AIDA CUENZA-UVAS, DIRECTOR



# BRIEF OVERVIEW

- Asian American Native American Pacific Islander Serving Institutions (AANAPISI) Federal Grant, awarded to Mt. SAC in October 2011
- \$2 Million award, over 5 years
- Grant objectives focus on instructional support, counseling intervention, student development, professional development, and research and evaluation, all of which are aimed at addressing the unique needs of AANAPI students
- Unique and divergent needs of AANAPI students: language development support for non-native English speakers (NNES) and academically underprepared Asian American Pacific Islander students

# COORDINATING EFFORTS TO PROVIDE SUPPORT FOR AANAPI STUDENTS

- 2012-13, established the [AANAPISI Operational Advisory](#)
- Academic Senate-appointed faculty & program staff
- Meets once a month, Fall and Spring (3<sup>rd</sup> Thursday)
- Last Spring 2013, developed a review and approval process for instructional project proposals
- Approved projects for 2013-14: Conversation Circles, speech resources development, tutor and faculty training in working with NNES students with ESL issues



## All Arise Students Needs & Activities

### Needs

- a complete and updated educational plan
- support for basic skills instruction
- Cultural awareness
- leadership development
- career development activities

### Activities

- **Instructional Support:** English Learning community; tutoring support
- **Counseling Intervention:** Educational advisement and counseling, one-one meetings, small group presentations
- **Cultural Awareness:** fieldtrips, AANAPI heritage month celebration
- **Student Development:** Leadership Retreat, Milestone Recognition



## All Arise Students Updates

Outcomes	Outcome	Description
	67% have a MAP	212/313 Arise students in year 2 had educational plans on file
	80% success rate	186 students enrolled in English writing learning communities offered since Summer 2012
	63% met graduation writing requirement within 3 semesters	ENGL 67 cohort (n=28) that started in SU 2012 and passed ENGL 1A by SP 2013
	18 recognized transfers/graduates	Milestones Recognition Ceremony
	92% of the students who participated reported feeling more confident as a communicator.	1 <sup>st</sup> Leadership Retreat Summer 2013
Next Steps	<ul style="list-style-type: none"> <li>• Ed Plan goal: 90% by end of Summer 2014</li> <li>• Pre-planning 2<sup>nd</sup> Leadership Retreat (August 2014)</li> <li>• Pre-planning Milestones Recognition Ceremony (June 4, 2014)</li> </ul>	



## Non-native English speaking (NNES) students Unique Needs and Activities

### Unique Needs

- **Language development support**
- Support for basic skills instruction
- Tutoring support with specialized knowledge in assisting students with ESL issues

### Activities

- Writing Workshops, specifically designed for NNES (e.g., subject/verb agreement)
- Verbs Boot Camp (VBC), 4-day workshop (potential to earn certificate)
- Writing Boot Camp (WBC), 4 day workshop (potential to earn certificate)
- Conversation Circles, 6 sessions offered during Fall 2013
- AMLA Faculty tutoring
- Tutor in the Classroom (TC)
- Tutoring, Writing Center
- Resource development for NNES students in Speech courses



*First group of VBC  
certificate awardees*

## Non-native English speaking (NNES) students Outcomes and Next Steps

### Outcomes

- The grant funded Tutors in the Classroom (TCs) for eight AMLA sections, Fall 2012 to Fall 2013, which had a 73% success rate (70% success rate for sections without a TC)
- Of the 72 students who participated in AMLA tutoring during Winter and Summer 2013, there was a 79% success rate in the AMLA class for which they were tutored.
- Verbs Boot Camp, Writing Boot Camp and Conversation Circles are well-received by students.

### Next Steps

- Tracking method for data collection on students using AMLA Faculty tutoring has been refined (moved to BANNER)
- Request submitted to refine and offer more Conversation Circles sessions in Spring 2014
- Request submitted to continue resource development for NNES students taking speech courses, including tutoring support training

# FACULTY PERSPECTIVE

*“Through the grant, we have been able to implement interventions we’ve wanted to do for years. These unique resources , like the verbs boot camp and conversation circles, help to accelerate students’ English language development.”*

Evelyn Hill-Enriquez, AMLA Faculty

# STAFF PERSPECTIVE

Elizabeth Casian reports that after participating in voluntary workshops and the boot camps, students are more active, motivated and engaged (feedback from faculty). Faculty are integrating these specialized workshops into their courses.

# FALE FONO

- A “community meeting house”
- Pacific Islanders or Polynesians (Poly’s) meet to discuss student concerns
- Cutting-edge approach to improve Pacific Islander student achievement
- Integrate Poly culture and values
- Work towards cultivating students’ sense of purpose, direction, and commitment
- Parent messages about school as a priority



## Pacific Islander students Unique Needs and Activities

### Unique Need

- A **culturally-sensitive support system** to navigate the college system
- Guidance with negotiating and meeting the classroom environment and expectations
- A **safe space** to discuss and understand stereotypes of their community, the influence of their cultural values and practices on behavior, and the value of their student contributions
- A **community of peers that fosters** personal growth, accountability, and expectations for **student success** through positive peer pressure

### Activities

- Educational advisor support
- “Fale Fono” meetings
- Peer mentor support
- Study Hall
- Participation in learning communities
- Promotion of culture through fieldtrips, invited guest speakers, and AAPI Heritage month activities, AAPI conferences



# A STUDENT'S REFLECTION ON "POLY'S AREN'T EXPECTED TO SUCCEED . . ."

*The stereotypes make us think we can't. The stereotypes make us think we're good enough to play on the football field but not good enough to get straight A's. These stereotypes make us believe that we're only good enough to play sports and that's it. They make us believe we're not worth something more or not able to accomplish big things.*

(Student in Fale Fono, April 2013)



*The Fale Fono, A Student's Perspective*  
**Elijah Lagafuaina, Arise Program, Student-Athlete**

# SUMMARY

The grant has afforded our institution the **additional, yet temporary, resources** to pilot activities to support students' academic needs, personal development, and student development. We have been fortunate to focus our efforts on the unique needs of **English language learners**, academically **underprepared AANAPI students, especially Pacific Islander students**, and other similarly underprepared students.



# THANK YOU

*Mahalo (Hawaiian)*

*Si Yu'os Ma'ase (Chamorro/Guahan/Guam)*

*Faa fetai lava (Samoan)*

*Xie xie (Chinese Mandarin)*

*Malo (Tongan)*

*Maraming Salamat (Tagalog/Philippines)*

*Arigatoo Gozaimasu (Japanese)*

*Cam o'n ban (Vietnamese)*

*Kamsahamnida (Korean)*

On behalf the students, we extend our heartfelt gratitude for the support that the Board of Trustees, our senior administration, stakeholders, and faculty/staff have provided.