



MT. SAN ANTONIO COLLEGE

SPECIAL MEETING OF THE BOARD OF TRUSTEES

Saturday, April 11, 2009

MINUTES

CALL TO ORDER

The special meeting of the Board of Trustees of Mt. San Antonio College was called to order at 9:00 a.m. on Saturday, April 11, 2009. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall and Student Trustee Jamison were present.

STAFF PRESENT

John S. Nixon, President/CEO; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; Virginia Burley, Vice President, Instruction; and Jack Miyamoto, Interim Vice President, Human Resources

1. PUBLIC COMMUNICATION

None.

2. ACCREDITATION

Dr. Nixon introduced Kristina Allende, English Professor and Accreditation Co-Chair. Professor Allende shared copies of the 2010 Accreditation Visit Timeline, pointing out that the College is fully engaged in developing a self study for the visit.

Dr. Nixon said one of the themes that run through accreditation is “dialogue.” In preparation for the October 2010 visit, the College has formed a steering committee and teams for each of the four standards. Each team selected its co-chairs and has begun work to draft responses on the standards. The drafts are very rough at this point; however, Barbara McNeice-Stallard (Accreditation Co-Chair) and Kristina Allende have begun revising those drafts into narratives. Dr. Nixon said the draft document will be shared with Board members well in advance of asking them to approve it.

Board members were provided with copies of the accreditation visiting team’s recommendations from the October 2004 visit. Dr. Nixon said that a significant component of preparing for the self study and visit is responding to the previous team’s recommendations. Dr. Nixon asked Board members to specifically look at recommendation number four – Dialogue. He pointed out that Mt. SAC was one of the first colleges to work with and receive an accreditation visit under the (then) new standards. In the early years, visiting teams focused on dialogue; since then, it has

received less attention. Two primary areas now of focus are institutional planning and student learning outcomes.

Dr. Nixon said the other three recommendations given to the College in 2004 relate to institutional planning and evaluation. By starting the self study process early, he believes the College can make sure it is honoring the spirit and definition of the standards.

3. COLLEGE BUDGET

Vice President Gregoryk distributed a very preliminary 2009-10 budget. He said that there are many unknowns because everything is contingent on the May ballot initiatives. Community colleges were treated fairly well during the last State budget negotiations process; however, he said that, should the ballot initiatives not pass, he believes community colleges will lose additional funding and may have to make major reductions.

The budget comparison history shared with Board members projects a deficit of \$970,083 for 2008-09; however, Mr. Gregoryk said he doesn't really expect a deficit at year-end because of the action taken to freeze vacancies. He said the College has taken other actions that will also benefit the College in the long run, including reducing the number of students served for which we are not reimbursed. At its highest, the College was serving 2,000 students over the funded cap. Dr. Nixon said the College continues to monitor enrollment and has taken some steps (e.g., schedule reduction) that will see savings in 2009-10. He said that, just from freezing vacant positions, the College expects to save about \$1.5 million this year.

4. COLLEGE CONSTRUCTION

Board members were given a project planning guide for the Measure RR Building Program. The guide includes the Measure RR project list and schedule, and descriptions and budgets for each project. Mr. Gregoryk said the proposed schedules could be impacted because of state funding. In reviewing the project budgets, Mr. Gregoryk said it is the College's intention to live within project budgets. If problems should arise, the College will consider downsizing the size of a project.

Vice President Gregoryk also shared information on Measure RR projects to be funded, either fully or partially, in the first bond series. He reviewed each of the 20 items explaining the project budget and how much would be funded each year. At this point, the College isn't sure how much money will be obtained from the first series of bonds. He reminded Board members that the College has promised voters that we would keep their costs to \$25 per \$100,000 of assessed valuation. The determination on the amount of the first series will be made in June when the College receives the Assessor's and Treasurer's reports.

Trustee Hall raised the issue of building with energy conservation and generation for the future in mind. He would like to see the College take advantage of tax incentives and grants offered through the state and federal "green" programs. Mr. Gregoryk said College staff are receiving training in LEED (low energy efficiency design) and that is definitely being incorporated into new projects.

Mr. Gregoryk said that the College is planning to update its Facilities Master Plan by the end of the year. It was last updated in 2005.

The Board took a brief recess at 10:45 a.m. The meeting reconvened at 10:50 a.m.

5. ANNUAL BOARD SELF-EVALUATION

President Nixon distributed a compilation of survey responses from Board Members to questions regarding the Board's areas of strengths, and those areas they thought needed improvement.

Some of the topics discussed by the Board included:

- While Board members attend conferences and workshops throughout the year for training and development purposes, it was suggested that it might be beneficial to attend a conference or workshop as a team. It was decided that the Board would consider making a presentation at a statewide conference on an annual basis.
- Dr. Nixon said he noticed several comments related to the College Foundation. He wanted to reinforce that he continues to give focus to the development of the College Foundation. Board members suggested that the College is going to need to find ways to partner with local businesses and organizations in order to bring more funding to the College.
- Board members were assured that Information Technology can support increased on-line classes. There was some concern noted about the annual cost of Blackboard. Dr. Nixon said he is impressed with the quality control in place for on-line classes, including both the training of faculty and delivery of curriculum.
- Dr. Nixon addressed an item mentioned in the self-evaluation regarding recruitment of foreign students. While the College continues to be committed to growth in this program, there are two barriers: 1) the management position for this program is frozen; and 2) because of the economy, enrollment at community colleges is booming and the College is turning away local students. Dr. Nixon pointed out that the College is currently serving 400-500 international students.
- Trustee Chen Haggerty said she continues to be interested in programs that promote mental wellness throughout the campus. Dr. Nixon said the College is in the middle of making sure all classrooms have telephones in case of emergency. Vice President Yamagata-Noji added that in terms of the College's ability to assist with trauma, a full-time licensed clinical social worker has been hired.

6. REVIEW OF BOARD CODE OF ETHICS/STANDARDS OF PRACTICE (Administrative Procedure 2715)

Dr. Nixon said both the Accrediting Commission and the Community College League of California have indicated that it is good practice for the Board to review its Code of Ethics statement regularly. It was the consensus of the Board that the current Board Code of Ethics/Standards of Practice needs no revision.

7. CLOSED SESSION

The Board adjourned to Closed Session at 11:23 a.m. to discuss the following item:

- Public Employee Performance – President/CEO, Discussion of Goals Pursuant to Government Code 54957

The public meeting reconvened at 11:45 a.m.

8. ACTION TAKEN IN CLOSED SESSION

None.

9. ADJOURNMENT

The meeting adjourned at 11:46 a.m.

JSN:dc