



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 25, 2011

### MINUTES

#### CALL TO ORDER

The study session of the Board of Trustees of Mt. San Antonio College was called to order at 2:10 p.m. on Wednesday, May 25, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

John S. Nixon, President/CEO; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. STUDY SESSION

##### *Trustee Elections*

Board members met with Paul Mitchell (Redistricting Partners) and Stacy Berger (CCLC) to discuss the California Voting Rights Act (CVRA) which requires boards with at-large election systems to review their underlying voter patterns to determine if a “districted” system would empower subgroups. The release of new census data and the significant population changes over the past decade are forcing many elected bodies to look at their election processes. Districts that are currently using at-large election systems will fall under scrutiny during this time, as voting rights groups are carefully watching the outcome of these analyses.

The Board recently contracted with CCLC and Redistricting Partners to conduct an analysis of the College district. Mr. Mitchell said they would like to meet with the Board in about 60 days to present a written analysis and different mapping configurations. The Board will receive several versions of mapping which may include proposals to increase the Board membership from its current five to seven or even nine members.

Any changes made to the College Board structure wouldn't take effect until the November 2013 election.

The Board took a brief recess at 3:15 p.m. The meeting reconvened at 3:35 p.m.

### **2011-12 College Budget**

Vice President Gregoryk reviewed the work that has been completed to date by the President's Advisory Task Force on Fiscal Planning. The Task Force has identified the College priorities, and the Vice Presidents are working to identify reductions at the team level. The Task Force will meet again on June 1. It is hoped that a recommendation will be forwarded to the President soon after.

Mr. Gregoryk distributed a 2011-12 budget update following the Governor's May Revision. The revised proposed budget is relatively positive for the State and for community colleges. State revenues increased by \$6.6 billion in new revenues between the current and next fiscal years, yielding a decline in the State budget deficit. As a result, the Governor proposes no additional cuts to community colleges, and, in fact, proposes to pay down (partially) the deferral of revenue to community colleges. A pay down would not yield additional revenue, but it would pay colleges revenue in the fiscal year in which it is owed. In addition, the proposal identifies \$57 million in unbudgeted property tax revenues for the current year, which should partially mitigate a deficit in this year's apportionment revenue. The May Revision has no other cuts or augmentations affecting community colleges, but it does maintain the cuts to community colleges for 2011-12 taken earlier in the year (\$6.8 million for Mt. SAC).

Mr. Gregoryk said the consensus in Sacramento is that an all-cuts budget is off the table.

The Study Session recessed at 4:15 p.m.

### **3. CLOSED SESSION**

The Board convened Closed Session at 5:30 p.m.

Staff Present: John S. Nixon, President/CEO; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources

The Board discussed the following items:

- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6  
Faculty Association and CSEA, Chapters 262 and 651
- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (one position)

The meeting adjourned at 6:00 p.m. to join a reception in honor of the College's National Championship Forensics Team.

### **4. PUBLIC SESSION**

The public meeting reconvened at 6:32 p.m.

## 5. **MOMENT OF SILENCE**

The Board observed a moment of silence in memory of John (Jack) Sommers, Jr, Professor, Administration of Justice. Professor Sommers joined the College as an adjunct professor in 1996, and was teaching Administration of Justice Report Writing this semester. Professor Sommers passed away on May 8, at the age of 68.

## 6. **INTRODUCTIONS/RECOGNITION**

- **Introductions**

- The following newly appointed staff were introduced to the Board:

Classified Staff

Leslie Hennings, Secretary, Student Life Office  
Yesenia Reyes, Caseworker, Student Services/CalWORKs  
Joshua Stratton, Lead Custodian, Custodial Services

- **Recognition**

- Board members congratulated the College Forensics Team for capturing the national title at the Phi Rho Pi Speech Tournament and for winning the Sylvia Mariner Perpetual Sweepstakes Award. Coach John Vitullo was also recognized for being presented with the Distinguished Service Award by Phi Rho Pi for his contributions to the national forensics organization for community colleges.
- The Board congratulated students Lisa Bastio and Rene Kouassi for being two of 60 students (of the 785 nominated) selected to receive the prestigious Jack Kent Cooke Foundation Undergraduate Transfer Scholarship. In 2010, Mt. SAC was the first college in the history of the scholarship competition to have two winners in the same year. The scholarships provide \$30,000 per year for up to three years.

Lisa Bastio, Rene Kouassi, Patrick Martinez (student trustee), and Xavier Padilla (President, Associated Students) surprised Dr. Nixon by presenting him with the Honors Program Runnebohm Award. The award is given to a person who exemplifies the qualities that define and support offering an Honors education at Mt. SAC. President Nixon was thanked for his steadfast dedication to Honors Education.

- Board President Chen Haggerty thanked Jaejin Eum in abstention for representing the students on the College's Citizens Oversight Committee for the past 1½ years. Trustee Chen Haggerty said the Committee is doing an excellent job of informing the public about the College's progress related to bond projects.

- The following retiring faculty and managers were given Certificates of Service for their years of service by Board President Chen Haggerty. They were all wished success and luck in retirement.

Katherine Calkins, Professor, Music, 36½ years of service

Maria Luisa Fuller, Professor, Learning Assistance, 10 years of service

John Gardner, Professor, Mental Health Technology, 36 years of service

Sheryl Hullings, Director, Enterprise Application Systems, 37 years of service

Susanna Jones, Director, Financial Aid, 37 years of service

Terrance Krider, Professor, Respiratory Therapy, 30 years of service

Douglas Martin, Professor, Mathematics, 22½ years of service

Carol Norton, Professor, Learning Assistance, Writing/Reading, 20 years of service

Stephen Runnebohm, Dean, Humanities & Social Sciences, 24 years of service

Herminia (Irma) Zuniga, Counselor, 32 years of service

- Trustee Chen Haggerty reminded Board members that this is Patrick Martinez's last meeting as Student Trustee because he will be traveling in Europe next month. She presented Student Trustee Martinez with a plaque thanking him for his year of service and said that he has been an exemplary student trustee this past year serving as an excellent spokesman for student interests.

## **7. APPROVAL OF MINUTES**

It was moved by Trustee Hall, seconded by Trustee Baca, to approve the minutes of the regular meeting of April 20, 2011, and the special meetings of May 5 and May 12, 2011. Motion unanimously carried. Student Trustee concurred.

## **8. ACTION TAKEN IN CLOSED SESSION**

Trustee Chen Haggerty reported that, in closed session, the Board voted unanimously to uphold the arbitrator's recommendation to temporarily reduce the compensation for employee #2776 by three steps, for six months.

## **9. PUBLIC COMMUNICATION**

Professor Rebecca Hatch invited Board members to attend the Humanities & Social Sciences Division Research Showcase scheduled for tomorrow from 12:00-3:00 p.m. The exhibit will include the work (posters and abstracts) of 42 students that was presented at conferences this year. A recognition ceremony is scheduled at 3:00 p.m.

## **10. REPORTS**

All those presenting reports welcomed Dr. Scroggins to Mt. SAC.

A. Xavier Padilla, Associated Students President, reported the following:

- President Padilla said the Students and Educators of Distinction event was a great success. He thanked Board members for attending.

- Associated Students had 16 students in attendance at Dr. Nixon's retirement celebration. President Padilla said it was an honor for students to participate and show their gratitude to Dr. Nixon for all his support during his presidency.
- Today, Associated Students hosted the spring annual Athletics Fair. President Padilla commended Athletics Senator Kacy Padilla for a great job in coordinating the event.
- President Padilla introduced Bruno Hernandez and Alex Mendoza, incoming Student Trustee and Associated Students President, respectively. Both students introduced themselves to the Board.

B. Liesel Reinhart, Academic Senate Vice President, reported the following:

- The full Senate met on May 12 and took the following action:
  - Approved Resolution 11-02 Study Abroad. The Senate supports restoration of the Study Abroad program.
  - Approved Resolution 11-03 Senate-Appointed Positions. Future Senate appointees will serve two-year terms (the current rule dictates one- or three-year terms, depending on the position) with a mandatory mid-term review.
  - Approved Board Policy 4270 Use of General Education Courses. The Senate recommends that the Board of Trustees revises its policy which directs the College to accept equivalent-general education courses from other institutions and to apply them (where reasonable) to Mt. SAC graduation requirements.
  - The Senate recommends that the Board of Trustees approves what will be the College's first AA-T degree (in Psychology). A second AA-T degree (in Communication Studies) is expected to be approved by the Senate tomorrow, meeting the legal requirement that the College offer AA-T degrees in fall 2011.
- The College did not approve the Senate's recommendation to hire an additional educational research assessment analyst (Resolution 11-01), citing cost issues. The Senate encouraged the College to hire an additional analyst when circumstances permit.
- The Senate has elected its officers for 2011-12. They are:
 

Eric Kaljumagi, President	Richard McGowan, Vice President
Dan Smith, Secretary	Michelle Grimes-Hillman, Director
Lance Heard, Director	Antoine Thomas, Director
Tom Edson, Director	Kisha Williamson, Director

Voting for Senator-at-large concluded on May 20. Results will be announced on June 9.

- Vice President Reinhart noted that Richard McGowan will be replacing her as Senate Vice President. She said it has been a great experience and wonderful education working with everyone; however, she is eager to go back to working with her students.

C. Donna Lee, Classified Senate President, reported that the Classified Recognition Ceremony, *The Classys*, was held today to honor and celebrate classified staff.

President Lee offered congratulations to the recipients of the First Annual Classified Excellence Awards:

- College Leadership - Laura Martinez, Professional & Organizational Development
- Best Attitude - Jeff George, Marketing & Public Information
- Creativity & Innovation - Dena Schumaker, Natural Sciences Division
- College Appreciation - Karen Naveda, Arts Division
- Citizenship - Darlene Vale, Agricultural Science
- Campus Improvement - Jose Briceno, Custodial Services
- Rookie of the Year - Marlene Ward, VTEA/Perkins
- College Excellence - Donna Lee, Biological Sciences
- Commitment to Student Service - Caridad Oppenstein, Language Learning Center
- Outstanding Achievement – Anna Acosta, VTEA/Perkins

In addition, Classified Senate awarded Professional Growth Scholarships to Bill Ito, Katherine Martinez, and Edwin Romero.

The Senate was pleased to recognize Dr. Nixon for his continued support of classified staff.

D. Jennifer Galbraith, Faculty Association President, reported the following:

- Yesterday, the Faculty Association honored Association members who are retiring as well as members who received tenure at the Faculty Association's Annual Retirement/Tenure Tea. President Galbraith thanked Trustees Chen Haggerty and Chyr, President Nixon, and Vice President Burley for attending.
- The Faculty Association Scholarship Ceremony will be held on Saturday, June 4, from 3:00-5:00 p.m. in Founders Hall. This year 15 students will be awarded scholarships for their achievements here at Mt. SAC.
- The results for the 2011-12 Faculty Association Executive Board elections will be announced at the June 7 Representative Council meeting. Up for election are President, Vice President, Treasurer, Secretary, two Full-time Directors, one Part-time Director, and six Part-time Representatives at Large.

E. Laura Martinez, CSEA, Chapter 262 President, reported the following:

- Last week, the College began its celebration of Classified School Employees' Week with the Appreciating Classified Employees (ACE) Program. President Martinez thanked all participants, noting that it provided an excellent opportunity to demonstrate the many ways classified employees contribute to the success of students.
- As usual, the management staff did an outstanding job at the Annual Classified Luncheon. Staff greatly appreciate the time and effort put into this event. Other activities for the week included bingo and a pizza lunch at the Horticultural Unit's Pond Area. Classified School Employees' Week concluded with today's Classys. President Martinez congratulated Donna Lee and the Classified Senate for a spectacular show!
- President Martinez commended Dr. Nixon for the great strides he has made in classified participation in the shared governance process and CSEA looks forward to Dr. Scroggins continuing this commitment.

- F. Johnny Jauregui, CSEA, Chapter 651 President, reported the following:
- President Jauregui thanked those managers who participated in the Appreciating Classified Employees event. Mr. Jauregui worked with Vice President Loria and Dean Chen and believes they found the event to be interesting and enlightening.
  - President Jauregui thanked Dr. Nixon for his support of SB 1419, a CSEA-sponsored bill to establish reasonable safeguards for school districts to follow prior to contracting-out classified services.
- G. President Nixon's report included the following:
- President Nixon echoed earlier comments regarding Student Trustee Martinez's exemplary service representing students on the College Board of Trustees.
  - Dr. Nixon thanked everyone who helped plan his retirement celebration. The event meant a lot to him and his family.
  - The College learned today that the College athletic program was named the 2010-11 National Association of Two-Year Collegiate Athletic Administrators (NATYCAA) Cup Champions. This is a very prestigious award and is presented to the state's top overall community college athletic program. Since its inception in 2004, Mt. SAC has never finished lower than 6<sup>th</sup> place in NATYCAA Cup standings. This is the second time Mt. SAC has won this award – the first time was in 2008-09.
  - Dr. Nixon introduced Mt. SAC's incoming president, Dr. Bill Scroggins. Dr. Nixon said he has known Dr. Scroggins for almost 20 years and believes he will be a good president. Dr. Scroggins will assume the College presidency on July 1, 2011.

## **11. CONSENT AGENDA**

It was moved by Trustee Hall, seconded by Student Trustee Martinez, to approve or ratify the following items:

### **PRESIDENT'S OFFICE**

1. Approval of the 2011-12 meeting calendar for the Mt. San Antonio College Board of Trustees.
2. Approval of an agreement with the law firm of Liebert Cassidy Whitmore to provide legal and consulting services to the College in regard to employment relations and education law, including representation in labor negotiations and in administrative and court proceedings, as requested by the College. Term of agreement is from June 1, 2011 through May 31, 2012.

### **HUMAN RESOURCES**

3. Approval of Personnel Transactions, dated May 25, 2011.
4. Approval of a contract with Center for Collaborative Solutions.

## **INSTRUCTION and STUDENT SERVICES**

5. Approval to destroy roll books and other associated class records, for terms summer 2003 through spring 2008, that have been imaged.
6. Approval of the academic calendar for 2012-13.
7. Approval for Chamber choir students and faculty member Bruce Rogers to participate in the Pavarotti Choir of the Decade Competition to be held in Cardiff, Wales, October 9–16, 2011.
8. Approval to accept an augmentation of the CTE Hub grant and extensions of three Center of Excellence grants.
9. Approval of activities and a contract for the Family and Consumer Sciences Discipline/Industry Collaborative grant.
10. Approval of activities and acceptance of funds for the Song-Brown Registered Nurse Education Program Grant.
11. Approval of a contract with RP Group, Inc., for Pilot Program for Course Material Rental grant.
12. Approval of Community Services programs and courses for summer 2011.
13. Approval of Contract Training through Continuing Education.
14. Approval of the Honors Recognition Dinner scheduled for June 3, 2011, at a cost not to exceed \$2,500.

## **ADMINISTRATIVE SERVICES**

15. Approval of the Appropriation Transfers and Budget Revisions Summary.
16. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
17. Approval of the Quarterly Financial Status Report for the period ending March 31, 2011.
18. Approval of the Quarterly Investment Report for the period ending March 31, 2011.
19. Approval of the Eighteenth Amendment to the Master Agreement By and Between Mt. San Antonio College and Mt. SAC Auxiliary Services, effective July 1, 2011, through June 30, 2016.
20. Approval of an agreement with Mandate Resource Services, LLC for State-mandated cost claim preparation services for actual annual claims for fiscal year 2010-11 plus estimated claims for fiscal year 2011-12.



21. Approval to reject a Claim Against the District by Sara I. Lindsay, and instructed Administrative Services to notify the claimant of the rejection in accordance with Government Code Sections 910 through 915.4.
22. Approval of an agreement for the use of Mt. SAC as an Incident Command Support Camp Facility by the Los Angeles County Fire Department.
23. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
24. Approval to ratify the purchase of Restroom Paper Goods that exceeded the bid threshold.
25. Approval to reduce to 5% the retention for Harbor Construction Co., Inc. on their contract for the Agricultural Sciences Complex (General Construction) (Bid No. 2775), and for American Electric Company on their contract for the Agricultural Sciences Complex (Electrical) (Bid No. 2779).
26. Approval of various agreements to provide Professional Design and Consulting Services with Breen Engineering for the Child Development Center Project; with P2S Engineering, Inc. for the Agricultural Sciences Complex Project; with H2 Environmental Consulting Services, Inc. for the Gym Building Abatement Project, with Pool Service by Kevin for the Annual Custodial Supplies Project, and with Steve Rogers Acoustics LLC for the Agricultural Sciences Complex Project.
27. Approval of the following Change Orders:
  - Bid No. 2773      Agricultural Sciences Complex – KAR Construction Inc. (Concrete Contractor) – Change Order No. 8.
  - Bid No. 2775      Agricultural Sciences Complex – Harbor Construction Co. (General Contractor) – Change Order No. 14.
  - Bid No. 2779      Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 10.
  - Bid No. 2846      Design Technology Center – K.A.R. Construction (Caissons and Concrete Contractor) – Change Order No. 7.
  - Bid No. 2849      Design Technology Center – RC Construction (General Contractor) – Change Order No. 6.
  - Bid No. 2851      Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 3.
  - Bid No. 2852      Design Technology Center – West Tech Mechanical (HVAC Contractor) – Change Order No. 2.
  - Bid No. 2853      Design Technology Center – Brewster Electric (Electrical Contractor) – Change Order No. 7.
  - Bid No. 2855      Administration Building Remodel – Angeles Contractor, Inc.

(General Contractor) – Change Order No. 7.

28. Approval of the following Contract Amendments:

- Contract Classroom Building Renovation (Former Agricultural Sciences Lab) – Hill Partnership, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 1.
- Contract Physical Education Building Renovation – Kishimoto Architects, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 10.

29. Approval of the following Completion Notice:

- Bid No. 2840 Humanities Building Exterior Improvement Bridge Project – Y & M Construction, Inc. (Contractor)

30. Consideration of approval of the following Proposed Gifts and Donations to the College:

- Lyssette Trejo – Sofa (Pottery Barn), valued by donor at \$1,500, to be used by the Bridge Program of the Student Services Division.
- Dorothy Brunoll – Presolite MZ-4206 12-Volt Aircraft Starter, valued by donor at \$350, to be used by the Aircraft Maintenance Technology Program of the Technology and Health Division.
- Michael Bauer – Power Plant Maintenance Manuals, valued by donor at \$4,000, to be used by the Aviation Maintenance Program, of the Technology and Health Division.

Motion unanimously carried. Student Trustee concurred.

## **12. PURCHASE OF FURNITURE**

It was moved by Trustee Bader, seconded by Trustee Chyr, to approve purchase of furniture for the Physical Education Building Renovation project. Motion unanimously carried. Student Trustee concurred.

## **13. EMPLOYMENT CONTRACT FOR PRESIDENT/CEO**

It was moved by Trustee Hall, seconded by Trustee Bader, to approve an employment contract for Dr. Bill Scroggins to be President/CEO of Mt. San Antonio College, effective July 1, 2011. Motion unanimously carried. Student Trustee concurred.

## **14. PROPOSED BOARD POLICY 5000 – STUDENT SUCCESS**

Board members received for first reading and discussion proposed Board Policy 5000 – Student Success. No revisions were recommended. The proposed policy will be brought back to the Board in June for approval

## **15. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Congratulations were offered to newly-appointed staff.
  - Incoming president Bill Scroggins was welcomed to the College.
  - Retiring staff were thanked for their years of service and wished the best in retirement.
  - Student Trustee Martinez was thanked for his service on the Board. He was described as being engaging, genuine, and relationship-oriented.
  - Forensics Team students were again congratulated for capturing the national title at the Phi Rho Pi Speech Tournament.
  - Professor John Vitullo was congratulated for winning the Distinguished Service Award from Phi Rho Pi.
  - Students Rene Kouassi and Lisa Bastio were again congratulated for receiving the Jack Kent Cooke award.
  - Trustees mentioned the many events they have attended, including: the Agricultural Sciences dedication ceremony, the Classified Staff Service Awards/Recognition Ceremony, the Veterans Recognition Ceremony, Students and Educators of Distinction Ceremony, Dr. Nixon's retirement party, EOPS/CARE/CalWORKs Awards Ceremony, and the Faculty Association Retirement/Tenure Tea.
- Trustee Chyr said it's been an active month. He said it is gratifying to see real stories come to life. There is so much going on at the faculty and staff levels that impact students. Trustee Chyr specifically mentioned Eula Gray who has dedicated her life to helping students reach their maximum potential. He said he is continually amazed with how people dedicate their lives to Mt. SAC. Trustee Chyr congratulated all those who make this College unique. As he has stated before, Trustee Chyr said he feels blessed to be a part of the College.
- Trustee Hall referenced an article where the Washington D.C.-based non-profit Aspen Institute ranked the nation's top 120 community colleges, which included Mt. San Antonio College. He noted that only five from California were selected.
 

Trustee Hall said he plans to again participate in the Relay for Life, sponsored by the American Cancer Society, on June 25 and 26. Dr. Hall said he will match any donation made by a College staff member up to \$100.
- Trustee Baca thanked Professor Liesel Reinhart and other members of the Nixon retirement party committee. It was a great event.
 

Trustee Baca said he recently had the opportunity to visit with Hilda Solis's west coast representative. He thanked Darrow Soares and Sarah Daum for allowing the representative to come to campus and view the Building Automation Program.
- Trustee Bader said this is such a busy time of year, and she has enjoyed the many events she has attended. She noted that the EOPS/CARE/CalWORKs ceremony is always inspirational.
- Student Trustee Martinez thanked Trustee Baca's wife for all her work in making the table centerpieces at Dr. Nixon's retirement party. He also commended the Honors Program for all they do for students. He thanked everyone for their support during his year of service on the Board.

- Trustee Chen Haggerty echoed the many accolades offered by other trustees. She also commented on prioritizing course offerings, which is very difficult in tough times. Trustee Chen Haggerty asked everyone to think about community colleges by asking the question – do we want to be the back door for K-12 or the entrance for higher education? She said community colleges need to start thinking about their role.

## **16. ADJOURNMENT**

The meeting adjourned at 8:14 p.m.

JSN:dc