



MT. SAN ANTONIO COLLEGE

SPECIAL MEETING OF THE BOARD OF TRUSTEES

**Friday, March 2, 2012
1:00 p.m. Public Session**

**Saturday, March 3, 2012
8:30 a.m. Public Session**

**DeVry University
901 Corporate Center Drive, Rooms 204/206
Pomona, CA 91768**

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.

MARCH 2, 2012

CALL TO ORDER (1:00 p.m.)

PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda. Under provisions of the Brown Act, the Board is prohibited from discussing or taking action on oral requests that are not part of the agenda. Public comment on agenda items from anyone completing a card will be heard prior to the Board's vote on the item. Comments are limited to no more than three minutes per person.

ACTION ITEMS

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

*Note: Below are estimated presentation times. The schedule will allow for discussion and breaks.

1. SABBATICAL APPLICATIONS

Consideration of non-approval of sabbatical applications for 2012-13. (See backup packet page 1.)

2. BOARD SELF-EVALUATION AND PRIORITY SETTING

Board Discussion (30 minutes)

3. REDISTRICTING

Board Discussion (30 minutes)

DISCUSSION ITEMS

No action will be taken on items listed. All items are being provided to the Board of Trustees for information only.

1. COLLEGE BUDGET PRESENTATIONS

- A. Current Year Update and 2012-13 Projection by Linda Baldwin, Associate Vice President, Fiscal Services (30 minutes)
- B. Long-Term Budget Planning by Bill Scroggins, President (30 minutes)
- C. Retiree Medical Benefits by Mike Gregoryk, Vice President, Administrative Services (10 minutes)
- D. Status Quo Budget Review: Austerity Budget by Bill Scroggins, President (15 minutes)
- E. Communication and Board Resolution by Bill Scroggins, President (10 minutes)
- F. Reallocation of Resources Within Instruction by Virginia Burley, Vice President, Instruction (20 minutes)
- G. Increasing International Students by Audrey Yamagata-Noji, Vice President, Student Services (30 minutes)
- H. Change in Auxiliary Services Practices by Mike Gregoryk, Vice President, Administrative Services (20 minutes)
- I. Role of the Foundation by Lisa Sugimoto, Interim Director, Foundation (20 minutes)

MARCH 3, 2012

CALL TO ORDER (8:30 a.m.)

PUBLIC COMMUNICATION

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DISCUSSION ITEMS

No action will be taken on items listed. All items are being provided to the Board of Trustees for information only.

*Note: Below are estimated presentation times. The schedule will allow for discussion and breaks.

2. FACILITIES MASTER PLAN PRESENTATION

Gary Nellesen, Director, Facilities Planning & Management (30 minutes)

3. PRIORITIZING MEASURE RR PROJECTS PRESENTATION

Mike Gregoryk, Vice President, Administrative Services (20 minutes)

4. LEASE/LEASEBACK PROCESS PRESENTATION

Phil Henderson and Sharon Suarez, Attorneys with Orbach, Huff & Suarez, LLP (30 minutes)

5. PLANNING PROCESS FOR MAINTENANCE AND RENOVATION PRESENTATION

Gary Nellesen, Director, Facilities Planning & Management (20 minutes)

6. ENDOWMENT BONDS FOR SCHEDULED MAINTENANCE AND TECHNOLOGY PRESENTATION

Gary Nellesen, Director, Facilities Planning & Management (15 minutes)

RECESS FOR LUNCH (12:00 p.m.)

CALL TO ORDER (1:00 p.m.)

7. INTEGRATED PLANNING PRESENTATION

Virginia Burley, Vice President, Instruction (15 minutes)

8. KEY PERFORMANCE INDICATORS PRESENTATION

Bill Scroggins, President, and Barbara McNeice-Stallard, Director, Research & Institutional Effectiveness (20 minutes)

9. PERSONNEL PRESENTATIONS

Annette Loria, Vice President, Human Resources:

- Negotiations (20 minutes)
- Criteria for Replacement of Vacant Positions (15 minutes)
- Reclassification Project (15 minutes)

10. DELEGATION OF AUTHORITY

- Contracts: Allow the President to sign up to a certain dollar amount?
- Acceptance of Grants: Required to come to the Board?

11. RESEARCH

- Hiring of Student Employees: Do they need Board approval? Can this be delegated to the President?

ADJOURNMENT

Future Board Meetings: March 28, 2012
 April 25, 2012
 May 23, 2012

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 Denise Lindholm, Executive Assistant to the President and Board of Trustees, 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
MT. SAN ANTONIO COLLEGE**

DATE: March 2, 2012

ACTION

SUBJECT: Sabbatical Leave Applications for Academic Year 2012-13

BACKGROUND

The Board of Trustees may grant sabbatical leaves for purposes of a project, study, travel, or a combination thereof. Applications for sabbatical leaves are reviewed by the Salary and Leaves Committee for recommendation to the President and the Board of Trustees. The Committee membership is composed of three professors and three managers. The Vice President of Instruction serves as chairperson.

ANALYSIS AND FISCAL IMPACT

The Salary and Leaves Committee received no applications for sabbatical leaves for the 2012-13 academic year. The information session was publicized and held, as is the usual custom, but no faculty submitted applications. Therefore, there are no recommendations for sabbatical leaves resulting from the current year's process. At such time as it is advisable to once again fund sabbatical leaves, the College has committed to approving previously reviewed sabbatical leave proposals that were found to meet all required criteria involving proposed benefit to the students and to the instructional programs. There are eight faculty members on the historical list of sabbatical proposals that have been formally vetted by the Salary and Leaves Committee and previously recommended to the Board for its consideration.

Fiscal impact of sabbatical leaves is determined by combining the salary savings of the sabbatical recipient with the cost of replacement. First, noting that the District pays 80% of the full salary for the faculty on sabbatical leave and assuming a median annual salary of \$80,000, the savings is approximately \$16,000 (20% of \$80,000) per full year sabbatical granted. The cost of the backfill for their full teaching loads for classes taught by adjunct faculty for one faculty member on leave for the full year is nearly \$39,000. This net cost of \$23,000 per sabbatical does not include the loss of the non-teaching service provided by full-time faculty. This service is not replaced when backfilling with adjunct faculty.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees does not approve the sabbatical leaves for the 2012-13 academic year.

Submitted by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Action #1