



# MT. SAN ANTONIO COLLEGE

## SPECIAL MEETING OF THE BOARD OF TRUSTEES

**Saturday, October 9, 2010**

### MINUTES

#### CALL TO ORDER

The special meeting of the Board of Trustees of Mt. San Antonio College was called to order at 11:10 a.m. on Monday, October 9, 2010. Trustees Baca, Bader, Chyr, Hall, and Student Trustee Martinez were present. Trustee Chen Haggerty arrived at 11:20 a.m.

#### STAFF PRESENT

John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; 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. HUMAN RESOURCES

It was moved by Trustee Baca, seconded by Trustee Chyr, to approve the Personnel Transactions, dated October 9, 2010. Motion unanimously carried. Student Trustee concurred.

#### 3. ACCREDITATION

President Nixon and the Board members discussed the upcoming accreditation site visit, scheduled for October 25-28, 2010. Dr. Nixon shared a listing of visiting team members.

Barbara McNeice-Stallard, Director of Research & Institutional Effectiveness, said that, during the visit, the College will demonstrate, in an evidence-based way, the work we do. Ms. McNeice-Stallard reviewed the timeline of the visit noting that Board members should attend the exit report scheduled for Thursday, 1:30 p.m., in the Feddersen Recital Hall. In January, the Accrediting Commission will review reports from all fall site visits, and the College should receive notification of the Commission's action in early February.

Dr. Ginny Burley said the College's self study is an excellent report. Preparation of the self study was completed by teams for each standard. The draft report was posted on

the web so it was available to everyone. The College community was invited to review the report and offer input.

Dr. Burley reviewed two standards that the College feels it does not completely meet. The first is II.A.2.i *The institution awards degrees and certificates based on student achievement of a program's stated learning outcomes*. Dr. Burley said the College is making significant progress in awarding degrees and certificates based on student learning outcomes. In order to meet this standard, Dr. Burley said the College will develop a plan for creating student learning outcomes for all degrees and certificates and monitor the progress and allow for improvements. Dr. Nixon pointed out that colleges have until 2012 to come into compliance on any standard or substandard that cites compliance with student learning outcomes. There was continued discussion about the development and assessment of student learning outcomes across campus.

The second standard that the College feels it only partially meets is IV.a.1 *Institutional leaders create an environment for empowerment, innovation, and institutional excellence. They encourage staff, faculty, administrators, and students, no matter what their official titles, to take initiative in improving the practices, programs, and services in which they are involved. When ideas for improvement have policy or significant institution-wide implications, systematic participative processes are used to assure effective discussion, planning, and implementation*. Classified staff have voiced concerns that they believe they were not appropriately included in the development of the self study. Through CSEA, concerns have been brought forward about whether the College encourages classified staff to have a strong voice on campus. Since classified staff had every opportunity to give input into the self study and they didn't, this brought up a more fundamental issue that classified staff feel marginalized because they have so little representation on governance committees. Classified staff are interested in establishing parity with faculty and want to be involved in planning at the unit level. The College is establishing a committee, patterned after the Academic Mutual Agreement Council (AMAC), which will include officers of the two classified unions and several administrators. That committee will meet regularly to discuss issues related to College governance. We are also reviewing membership of all college committees and councils to the end of assuring appropriate representation of classified staff. Dr. Nixon noted that, where appropriate, the College can assure an opportunity for participation; however, it cannot ensure participation.

The Board adjourned for a lunch recess at 12:30 p.m. The meeting reconvened at 12:55 p.m.

#### **4. PRESIDENTIAL SEARCH**

Dr. Don Averill, Consultant with PPL, Inc., reported that the presidential search committee held its first meeting on September 30. At that time, the committee began work on the announcement. They hope to complete the document on Monday. The proposed announcement will be given to the Board for approval at its October 27 meeting. Dr. Averill reviewed the search timeline. It is anticipated that the committee will conduct its interviews in early February. A public forum for candidates is tentatively scheduled for March 8, and the Board will conduct its final interviews on March 10 and 11. Board members asked for a listing of the committee membership.

Dr. Averill said that PPL will conduct preliminary background checks on the candidates selected by the committee to be interviewed. When the committee selects its three to

five candidates to forward to the Board, PPL will conduct extensive background checks on those candidates. This state and federal search will include a crime search, litigation issues search, and the candidate's credit rating.

Dr. Averill reminded Board members that, in August, they reviewed a proposed survey to be distributed campuswide and to selected community representatives in order for the Board to receive input into the qualities others would like the new president to possess. Copies of the completed survey were shared with Board members. Dr. Averill noted that the survey was sent out campuswide, to members of the College Foundation Board, to members of the Citizens Oversight Committee, and to district K-12 superintendents. Two hundred seventy surveys were completed. Dr. Averill reviewed the survey results, including the nine-page list of identified challenges for the new president.

Dr. Averill reviewed the tools PPL will be using as they look at recruiting candidates for this position. This will be a nationwide search, and he expects a good pool of candidates.

## **5. COLLEGE STRATEGIC OBJECTIVES**

Board members had previously been given copies of the "Final Report – Mt. SAC Strategic Plan – Strategic Objectives 2009 to 2010." The report summarized the College's 2009-10 Strategic Objectives noting the accomplishments of each as well as recommendations for the 2010-11 Strategic Objectives. The Institutional Effectiveness Committee and President's Advisory Council are working to determine if the current College Goals need to be revised.

## **6. CLOSED SESSION**

The Board adjourned to Closed Session at 1:37 p.m. to discuss the following items:

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

The meeting reconvened to regular session at 2:34 p.m.

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

None.

## **8. ADJOURNMENT**

The meeting adjourned at 2:35 p.m.

JSN:dc