



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, September 14, 2011

6:30 p.m. Public Session

Founders Hall, 1100 N. Grand Avenue
Walnut, CA 91789

Welcome to a meeting of the Mt. San Antonio College Board of Trustees. If you wish to address the Board for any reason, please fill out one of the cards available on the table and give it to the Board Secretary. Those requesting to speak on an agenda item will be called upon at the time the item is under consideration. Anyone wishing to speak to items not on the agenda will be called upon under the "Communication" section. *Comments are limited to no more than three minutes per person.*

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.

CALL TO ORDER (6:30 p.m.)

PUBLIC SESSION (Flag Salute)

INTRODUCTIONS AND RECOGNITION

- **Introduction of the following newly appointed and promoted classified staff and faculty:**

Newly Appointed Classified Staff

Heather Franco, Clerical Specialist, Facilities Planning & Management
Nancy Gardner, ESL Instructional Support Assistant, ESL
Bruno Granillo, Lead Custodian, Custodial Services

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.

Newly Appointed Classified Staff (continued)

Krystal Hong, ESL Instructional Support Assistant, ESL
Guillermo Miranda, Office Assistant, Financial Aid
Alma Nunez, Office Assistant, Financial Aid
Elisa Phillips, Computer Facilities Assistant, Information Technology
Tiffany Rusich, ESL Instructional Support Assistant, ESL
Sarah Smith, ESL Instructional Support Assistant, ESL

Newly Promoted Classified Staff

Lanny Arifin, Payroll Coordinator, Fiscal Services

New Faculty

David Beydler, Professor, Mathematics, Computer Science
Thomas Butler, Professor, Fine Arts
Michael Campbell, Professor, Mathematics, Computer Science
Daniel Cantrell, Professor, Communication
Diana Felix, Counselor/Coordinator, Student Support Services
Francisco Gomez, Professor, English, Literature & Journalism
Corie Hernandez, Professor, Psychiatric Technician
Mei-Ling Hsieh, Professor, Communication
Tiffany Kuo, Professor, Music
Stephen Lancaster, Professor, Mathematics, Computer Science
Kenneth Miller, Professor, Electronics & Computer Technology
David Mrofka, Professor, Earth Sciences & Astronomy
Richard Myers, Professor, English, Literature & Journalism
May Padilla, Professor, Registered Veterinary Technician/Animal Science
Robert Purcell, Jr., Professor/Assistant Coach, Football, Physical Education
Martin Ramey, Professor, Business Administration
Aaron Salinger, Professor, Foreign Languages
Tonya Santiago, Professor, Nursing
Niki Tran, Professor, Interior Design
Shari Wasson, Professor, Fine Arts
Daniel Wheeler, Professor, Learning Assistance

- **Recognition**

Awarding of a Certificate of Service to the following retiring classified staff member:

Eula Mae Gray, Student Relations Specialist, 40 years of service

APPROVAL OF MINUTES

Approval of minutes of the regular meeting of August 24, 2011. (See backup packet pages 1 through 11.)

REPORTING OF ACTION TAKEN IN CLOSED SESSION

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. Comments are limited to no more than three minutes per person.

REPORTS

The Board requests that constituent group reports and other scheduled reports be limited to no more than five minutes.

1. Associated Students Report
2. Senates
 - A. Academic Senate
 - B. Classified Senate
3. Employee Groups
 - A. Faculty Association
 - B. CSEA Units
 - C. Other Unrepresented Groups
4. President – Bill Scroggins, President/CEO
 - Financial Aid Report – Vice President Yamagata-Noji

CONSENT CALENDAR

All matters listed under **Consent Calendar** are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for discussion and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar.

HUMAN RESOURCES

1. Consideration of approval of Personnel Transactions, dated September 14, 2011. (See backup packet pages 12 through 32.)

INSTRUCTION and STUDENT SERVICES

2. Consideration of ratification of a contract with the Cal Poly Pomona Foundation, Inc., for the Regional Information Systems Security Grant. (See backup packet page 33.)

3. Consideration of approval of a contract with University Student, Inc., an auxiliary organization of California State University, Northridge, for the Family & Consumer Sciences Discipline/Industry Collaborative grant. (See backup packet page 34.)
4. Consideration of approval of a grant renewal, contracts, acceptance of funds, and activities for the Center of Excellence grant. (See backup packet page 35.)
5. Consideration of approval of an affiliation agreement with the San Bernardino County Fire Department for the Paramedic program, effective September 15, 2011. (See backup packet page 36.)
6. Consideration of approval of additions and changes to Continuing Education programs. (See backup packet page 37.)
7. Consideration of approval of a ceramics card for purchase of clay by ceramics students. (See backup packet page 38.)

ADMINISTRATIVE SERVICES

8. Consideration of approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. (See backup packet pages 39 and 40.)
9. Consideration of ratification of an agreement with Vavrinek, Trine, Day & Co., LLP, to conduct an audit, as required, to obtain Fiscal Independence status. (See backup packet page 41.)
10. Consideration of approval of Resolution No. 11-02, implementing Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, beginning with the 2010-11 fiscal year financial reporting. (See backup packet pages 42 through 44.)
11. Consideration of ratification of an agreement with Iron Mountain for the period July 1, 2011, through June 30, 2012, with an option to renew for four additional years. (See backup packet page 45.)
12. Consideration of approval of Resolution No. 11-03 – Appropriations Limit for 2011-12. (See backup packet pages 46 through 48.)
13. Consideration of approval of an agreement with SchoolsFirst Federal Credit Union for an Automated Teller Machine Site License and Maintenance. (See backup packet page 49.)
14. Consideration of approval of the College's participation in the PEPPM National Contract Program. (See backup packet page 50.)
15. Consideration of approval of a three-year Applications Services Agreement with PrestoSports to redesign and host the College's athletic website. (See backup packet page 51.)

16. Consideration of approval to reduce to 5% the retention for JPI Development Group, Inc. for the Physical Education Building Renovation – Fire Sprinkler project (Bid No. 2863). (See backup packet page 52.)
17. Consideration of approval of agreements to provide Professional Design and Consulting Services with Hill Partnership, Inc. for the Building 40 Feasibility Study project; with Hill Partnership, Inc. for the Classroom Building Renovation (formerly Agricultural Sciences Lab) Expanded Site Development project; and with Marlene Imirzian & Associates Architects for the Food Service Building project. (See backup packet pages 53 and 54.)
18. Consideration of approval of the following Change Orders:
 - Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 9. (See backup packet pages 55 through 57.)
 - Bid No. 2853 Design Technology Center – Brewster Electrical (Electrical Contractor) – Change Order No. 10. (See backup packet pages 57 through 59.)
 - Bid No. 2855 Administration Building Remodel – Angeles Contractor (General Contractor) – Change Order No. 9. (See backup packet pages 60 through 62.)
 - Bid No. 2859 Administration Building Remodel – Rancho Pacific Electrical, Inc. (Electrical Contractor) – Change Order No. 8. (See backup packet pages 62 through 64.)
 - Bid No. 2861 Physical Education Program Building Renovation – HMI Construction (General Contractor) – Change Order No. 3. (See backup packet pages 65 and 66.)
19. Consideration of ratification of the following Contract Amendments:
 - Contract Classroom Building Renovation (formerly Agricultural Sciences Lab) Fire Sprinkler Design Services – Hill Partnership, Inc. (Consultant) – Amendment No. 2. (See backup packet page 67.)
 - Contract Agricultural Sciences Complex – Partial Construction Phase Services – Hill Partnership, Inc. (Consultant) – Amendment No. 3. (See backup packet pages 67 and 68.)
20. Consideration of approval of the following Proposed Gifts and Donations to the College:
 - Am-Tec Security – Four GE 2011 NX8RF and Nine DSC 2010 Home Security Systems, valued by donor at \$1,950, to be used by the Natural Sciences Division.

ACTION ITEMS

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

1. Public Hearing on Proposed Budget to be adopted for the Fiscal Year 2011-12.
2. Consideration of approval of the Budget for Fiscal Year 2011-12 (distributed as a separate document). (See backup packet pages 69 through 71.)
3. Consideration of approval of proposed revisions to Board Policy 4270 – Use of General Education Courses Completed at Other Accredited Institutions. (See backup packet pages 72 and 73.)

BOARD COMMUNICATION

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.

ADJOURNMENT

Future Board Meetings: October 26, 2011
 November 16, 2011 (3rd Wednesday)
 December 14, 2011 (2nd Wednesday)

Upcoming Events:

September 15-October 14 **Michael Falzone: Examined** (Art Exhibit) – Art Gallery
 Reception: Thursday, September 15, 4:00-6:00 p.m.

September 22, 2011 **International Students Welcome Reception** – 4:00-6:00 p.m., Founders Hall

September 23-25, 2011 **Associated Students Fall Leadership Conference** – UCLA Conference Center at Lake Arrowhead

September 27, 2011 **Welcome Reception for President Bill Scroggins** – 5:00-7:00 p.m., Founders Hall

October 13, 2011 **Black College Summit on Transfer** 3:00-7:00 p.m., Student Life Center

October 21-23, 2011 **The Bacchae** (Theater production) – 8:00 p.m. on October 21 and 22; 2:00 p.m. on October 23, Clarke Theater

October 22, 2011 **Fall Music Department Student Showcase** – 8:00 p.m., Feddersen Recital Hall

October 26, 2011 **Fall Wind Ensemble Concert 1** – 8:00 p.m., Clarke Theater

November 3, 2011 **Citizens Oversight Committee Meeting** – 6:00 p.m., Founders Hall

November 4 & 5, 2011 **Fall Choral Concert** – 8:00 p.m., Feddersen Recital Hall

Upcoming Sports Events:

September 16, 2011 **Women’s Soccer vs. L.A. Pierce** – 4:00 p.m., Soccer Field

September 16-17, 2011 **Men’s Water Polo Tournament** – All Day, Pool

September 17, 2011 **Football vs. College of the Desert** – 1:00 p.m., Hilmer Lodge Stadium

September 21, 2011 **Women’s Water Polo vs. Chaffey** – 3:00 p.m., Pool
Men’s Soccer vs. Santa Ana – 4:00 p.m., Soccer Field
Men’s Water Polo vs. Chaffey – 4:15 p.m., Pool
Men’s Water Polo vs. Concordia University – 5:30 p.m., Pool

September 23-24, 2011 **Women’s Water Polo Tournament** – All Day, Pool

September 27, 2011 **Men’s Soccer vs. El Camino** – 2:00 p.m., Soccer Field
Women’s Soccer vs. El Camino – 4:00 p.m., Soccer Field

September 30, 2011 **Volleyball vs. L.A. Trade Tech** – 6:00 p.m., Gym

October 1, 2011 **Football vs. Bakersfield** – 6:00 p.m., Hilmer Lodge Stadium

October 4, 2011 **Men’s Soccer vs. East Los Angeles** – 4:00 p.m., Soccer Field
Women’s Soccer vs. East Los Angeles – 6:00 p.m., Soccer Field

October 5, 2011 **Men’s Water Polo Alumni Game** – 5:30 p.m., Pool
Women’s Water Polo Alumni Game – 7:00 p.m., Pool

October 7, 2011 **Women’s Soccer vs. Compton** – 4:00 p.m., Soccer Field
Men’s Soccer vs. Compton – 6:00 p.m., Soccer Field

October 14, 2011 **Women’s Soccer vs. L.A. Harbor** – 4:00 p.m., Soccer Field
Men’s Soccer vs. L.A. Harbor – 6:00 p.m., Soccer Field

October 19, 2011 **Women’s Water Polo vs. Cerritos** – 3:00 p.m., Pool
Men’s Water Polo vs. Cerritos – 4:15 p.m., Pool

October 22, 2011 **Football vs. Grossmont** – 6:00 p.m., Hilmer Lodge Stadium

October 25, 2011 **Men's Soccer vs. Long Beach** – 5:00 p.m., Soccer Field
 Women's Soccer vs. Long Beach – 7:00 p.m., Soccer Field

October 28, 2011 **Volleyball vs. Pasadena City College** – 6:00 p.m., Gym

October 29, 2011 **Football vs. Saddleback** – 1:00 p.m., Hilmer Lodge Stadium

November 9, 2011 **Men's Wrestling vs. Palomar** – 7:00 p.m., Gym

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 the President's Office, 1100 N. 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

**BACKUP INFORMATION PACKET
FOR
REGULAR MEETING**

September 14, 2011





MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, August 24, 2011

MINUTES

CALL TO ORDER

The study session of the Board of Trustees of Mt. San Antonio College was called to order at 4:06 p.m. on Wednesday, August 24, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, Hall, and Student Trustee Hernandez were present.

STAFF PRESENT

Bill Scroggins, President/CEO; Michael D. Gregoryk, Vice President, Administrative Services; Virginia Burley, Vice President, Instruction; and Audrey Yamagata-Noji, Vice President, Student Services.

1. PUBLIC COMMUNICATION

None.

2. STUDY SESSION

Trustee Elections

Board members met with Paul Mitchell (Redistricting Partners) and Kimi Shigetani (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 has contracted with CCLC and Redistricting Partners to conduct an analysis of the College district. In the last decade, there has not been significant growth or change in the ethnic breakdown of the college district. The district grew by just 0.3 percent. Latinos are 56 percent of the total population, or 438,702 people, a five percent jump in the last decade. Asians account for 22 percent of the population, or 173,111 people, an increase of three percent in the last 10 years. African Americans decreased from five percent of the population to four percent. Mr. Mitchell noted that Latinos are concentrated in the

northwestern portion of the district and in the city of Pomona. The Asian community is concentrated in the southwestern portion of the district in Walnut, Rowland Heights, and Diamond Bar.

Mr. Mitchell presented Board members with several versions (with five and seven Board members) of wards drawn using traditional redistricting principles to create either Majority Minority or Influence Latino and Asian districts. In each version, the lines were drawn using city boundaries and school districts as initial guides and provided for both Majority Minority and Influence Latino and Asian seats. Mr. Mitchell said each possible ward was completely free of any vulnerability under the California Voting Rights Act and meets all federal Voting Rights Act Section 2 requirements.

Any changes made to the College Board structure wouldn't take effect until the November 2013 election. The timeline for making a decision by the Board was discussed.

Board members shared concerns about splitting school districts, cities, and neighborhoods into different wards. Board members will review the information provided by the League and Redistricting Partners and will offer input into possible different configurations.

The Study Session recessed at 5:20 p.m.

3. CLOSED SESSION

The Board convened Closed Session at 5:45 p.m.

The Board discussed the following items:

- Conference with Labor Negotiations Teams, per California Government Code Section 54957.6
Faculty Association and CSEA, Chapters 262 and 651
- Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(c) (one case)
- General Consolidated Construction, Inc.'s May 2, 2011, Claim Pursuant to Government Code Sections 910 et seq. – Athletic Storage Building Project (Bid No. 2808-09) (Case No. 0811-1)

4. PUBLIC SESSION

The public meeting reconvened at 6:38 p.m.

5. INTRODUCTIONS/RECOGNITION

- **Introductions**

The following newly appointed staff were introduced to the Board:

Classified Staff

Sue Ceja, Receptionist/Clerical Assistant, Humanities & Social Sciences Division
 Stacy Lee, Student Services Program Specialist, Admissions & Records
 Ricardo Pena, Custodian, Custodial Services
 Sangvan Thaysankram, Receptionist/Clerical Assistant, English, Literature, &
 Journalism
 Marcus White, Custodian, Custodial Services

6. APPROVAL OF MINUTES

It was moved by Trustee Bader, seconded by Trustee Chyr, to approve the minutes of the regular meeting of July 25, 2011. Motion unanimously carried. Student Trustee concurred.

7. ACTION TAKEN IN CLOSED SESSION

Trustee Chen Haggerty reported that, in closed session, the Board voted unanimously to disapprove payment to General Consolidated Construction, Inc. (Case No. – 0811-1) for the Athletic Storage Building Project (Bid No. 2808-09).

8. PUBLIC COMMUNICATION

- Academic Senate President Eric Kaljumagi spoke in opposition to Board action item #2 – Confidential and Management Reclassification and Pay Scale Adjustments. While providing specific reasons for opposition to most positions, Mr. Kaljumagi noted that, in normal times, the Senate would not object to District attempts to rectify salary inequities or market imbalances. However, with mid-year budget cuts a near certainty and a District structural budget deficit, he asked the Board to refrain from increasing management salaries beyond basic cost-of-living adjustments. President Kaljumagi referred Board members to Academic Senate Resolution 2009-15 where the Senate recommended that the College focus on student learning with respect to institutional planning and budget development so that the student learning experience is the first priority.
- Physical Education Dean Joe Jennum announced that Mt. SAC has again won the coveted Pepsi NATYCAA Cup. The NATYCAA Cup recognizes athletic excellence at the two-year college level. Each year, a program is awarded this Cup based upon the State/Regional finishes of a college's five top men's and women's athletic programs. This is the second time in three years that Mt SAC has received the award. Dean Jennum thanked the Board, administration, faculty, and staff for making this a wonderful institution that students want to attend.

9. REPORTS

A. Eric Kaljumagi, Academic Senate Vice President, reported the following:

- The first full Senate meeting of the year will be held in September.
- President Kaljumagi said the Academic Senate exists to advise the Board on "academic and professional matters." The Senate has a goal and priority-setting retreat planned for August 25. An invitation was extended to Board members to

suggest any academic and professional matters that the Senate might discuss this year. He provided the Board with copies of the Senate's 2010-11 Goals and Strategic Objectives. Noting that the 10+1 academic and professional matters guide the bulk of the Senate's work, he provided a listing of those academic and professional matters with the Board.

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

- Ratification ballots for the new faculty contract were mailed to all Faculty Association members. Ninety-five percent of the Association members (who voted) voted to ratify the new Agreement. On behalf of the Faculty Association, President Galbraith urged the Board to approve Action Item #1. The Association believes that the agreement is fair, focuses on accountability, and is in the best interest for the faculty, students, and the District.
- The Faculty Association was very pleased to learn that there will not be a Board of Trustees election this year. President Galbraith congratulated Trustee Baca, Trustee Bader, and Trustee Chyr for continuing to serve on the Mt. SAC Board. The Association looks forward to working with the District and continuing its harmonious relationship with the Board.
- President Galbraith said the Faculty Association is ready to get back to school. It will be providing "welcome back" goodies to faculty during sign-in for the Opening Faculty Meeting at the Convocation Day, this Friday.

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

- In preparation for Convocation Day, the Classified Senate has worked closely with CSEA, Chapter 262 to plan afternoon breakout sessions. These sessions will include such topics as Introductory Word and Excel, Ergonomics, Payroll Portal, Q&A regarding the Chapter 262 contract, and participatory governance. President Martinez thanked Dr. Scroggins for including classified staff in this event.
- President Martinez spoke in opposition to Board action item #2 – Confidential and Management Reclassification and Pay Scale Adjustments. Noting that community colleges have faced a fiscal crisis for the past two years, the District asked College staff to help find ways to reduce spending. Ideas were brought forward and implemented that resulted in reduced departmental budgets and eliminated classified employee positions. Classified staff continue to assume more workload both to better serve students and because they fear layoffs. She pointed out that the District has sent out a Request for Proposals to approximately 14 companies to conduct a comprehensive classification study for all non-academic positions, which includes managers, confidential/supervisory, and classified employees. While President Martinez said she does not dispute the rationale presented to the Board, she suggested that the reclassification and upgrade for these employees should be addressed through the classification study.

D. President Scroggins' report included the following:

- President Scroggins congratulated Trustees Baca, Bader, and Chyr on their reelection to the Board. He said this is a great vote of confidence in the Board members as leaders and reaffirms that the voters believe the College is going in

the right direction. As the new President, Dr. Scroggins said this is gratifying for him.

- Enrollment Management Dean George Bradshaw presented a preliminary fall enrollment report. As of today, 25,632 full-time credit students are enrolled for the fall semester – up 4.18 percent over last fall. Of this number, 15,323 are part-time credit students (up 12 percent), and 10,309 are full-time (down 5.8 percent). Fall credit class offerings dropped by 4 percent, from 2,941 in 2010 to 2,824. Dr. Bradshaw noted that the numbers will fluctuate as more students continue to register and add/drop classes during the initial weeks of the semester.

President Scroggins noted that, while the number of sections offered has declined, the College is seeing an increase in students. This is because faculty are voluntarily adding students over the class limits. Dr. Scroggins thanked faculty for their willingness to serve additional students.

Trustees asked for information showing a comparison of the number of students enrolled from other communities (within the district) over the last two years.

- The College will hold its annual Convocation (flex day for faculty) this Friday. Opening meetings are scheduled for both faculty and classified staff. Following the opening meetings, additional professional development activities are scheduled for all staff. The annual Welcome Back BBQ is scheduled to be held in Founders Hall from 11:00 a.m. – 2:00 p.m. Board members were invited to participate in all activities.
- Dr. Scroggins notified Board members that the Los Angeles County Committee on School District Organization is accepting nominations. Trustee Hall was the only trustee who lives in the supervisorial district with a vacancy. Before agreeing to be nominated, he asked for more information on the Committee's meeting schedule.

10. INFORMATIONAL REPORT

Board members were provided with a written update on the Distance Learning Program, prepared by Meghan Chen, Dean, Library and Learning Resources.

Mt. SAC's Distance Learning Program has experienced steady growth since the June 2010 report to the Board. The College now has 130 courses available in online or hybrid delivery, while 11 new course proposals are in development. The College increased the number of sections of Distance Learning by 112 sections, or 34.5 percent, from 2009-10. More specifically, hybrid classes grew by 129 percent, while online classes declined by 17 percent. The program enables students to earn two degrees, earn 11 certificates, and complete more than 50 percent of credits in general education through Distance Learning. Approximately 1.6 percent of students in the Distance Learning program take only online courses; the vast majority take a combination of traditional, hybrid, and online courses.

Mt. SAC's student retention and success rates in online classes trail those in hybrid and traditional classes, consistent with State and national statistics on student success in distance learning courses. Baseline figures for 2008-09 showed an overall success rate in traditional classes at 68.1 percent, compared to 61.4 percent in hybrid classes, trailed by 56.6 percent in online classes.

The number of faculty certified to teach Distance Learning courses is now 195 compared to 135 in 2010, an increase of 44 percent. From 2006-10, 414 faculty completed Blackboard Basics training; that figure is now 453, an increase of 9 percent.

11. CONSENT AGENDA

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

HUMAN RESOURCES

1. Approval of Personnel Transactions, dated August 24, 2011.
2. Approval of a contract with Liebert Cassidy Whitmore for Hiring the Equal Employment Opportunity (EEO) Way Training.
3. Approval of a contract with Professional Interpreting Services – DEAFinitely Professional Interpreting Services.

INSTRUCTION and STUDENT SERVICES

4. Approval to accept funds and approve activities for the Student Support Services Grant.
5. Approval of a contract with UCLA Conference Center in Lake Arrowhead for the Annual Associated Students Fall Leadership Conference.
6. Approval of a contract with Ted Tapia Mailing Services, Inc.
7. Approval of activities and acceptance of funds for the Campus Suicide Prevention grant.
8. Approval of a contract with Santa Rosa Junior College for the Family & Consumer Sciences Discipline/Industry Collaborative grant.
9. Ratification of a contract with the Regents of the University of California, on behalf of its Irvine campus, for the Promoting STEM Research to College Freshmen and Sophomores grant.
10. Approval to accept funds for the Career Technical Education Community Collaborative grant.
11. Approval of activities and acceptance of funds for the Talent Expansion in Science and Technology – An Urban Partnership grant.
12. Approval of activities for the Title V – Developing Hispanic-Serving Institutions grant.
13. Approval of a contract with Hilltop Creative Group for the Center of Excellence Career and Technical Education Hub.
14. Approval of activities and acceptance of funds for the Basic Skills grant.

15. Approval for the Men's Water Polo team to travel to the Naval Academy in Annapolis, MD, for a tournament September 2–5, 2011.
16. Approval of additions and changes to the Continuing Education Fee-Based program.
17. Approval of an addition and a change to the Continuing Education Adult Education program.

ADMINISTRATIVE SERVICES

18. Approval of the Appropriation Transfers and Budget Revisions Summary.
19. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
20. Approval of the Quarterly Financial Status Report for the period ending June 30, 2011.
21. Approval of the Quarterly Investment Report for the period ending June 30, 2011.
22. Approval of the 2012 contract for the Chancellor's Office Tax Offset Program (COTOP).
23. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
24. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 13.
25. Approval of the Foundation for California Community Colleges Microsoft Campus Agreement for the period October 1, 2011, through September 30, 2014.
26. Approval of an agreement with Moodlerooms, Inc. for a learning management system.
27. Approval of a contract with PAL id studio for the Childcare Facility Furniture Consulting Services.
28. Approval of a three-year Maintenance and Service Agreement with Eaton Corporation for three Uninterrupted Power Supply units and one Liebert unit (battery backup) at the Data Center.
29. Approval of agreements to provide Professional Design and Consulting Services with H2 Environmental Consulting for Classroom Building Renovation (formerly Agricultural Sciences Lab) project; with HMC Architects for the Student Services Annex Building project, and with Webb Food Service Design Consultants for the Row Building Food Laboratory 19B-5 project.

30. Approval of the following Bid:

- Bid No. 2892 Carpet, Installation, and Resilient Flooring. Awarded to Tandus Flooring, Inc.

31. Approval of the following Change Orders:

- Bid No. 2605 Art Studio Renovation – Inland Empire Builders (General Contractor) – Change Order No. 11.
- Bid No. 2652 Campus-wide Infrastructure – Phase F – Inland Empire Builders (General Contractor) – Change Order No. 5.
- Bid No. 2773 Agricultural Sciences Complex – K.A.R. Construction, Inc. (Concrete Contractor) – Change Order No. 9.
- Bid No. 2775 Agricultural Sciences Complex – Harbor Construction Co., Inc. (General Contractor) – Change Order No. 16.
- Bid No. 2777 Agricultural Sciences Complex – Continental Plumbing (Plumbing Contractor) – Change Order No. 15.
- Bid No. 2808-09 Athletic Storage Building – General Consolidated Construction, Inc. (General Contractor) – Change Order No. 4.
- Bid No. 2829 Child Development Center – Edge Development (Building Concrete and Masonry Contractor) – Change Order No. 2.
- Bid No. 2851 Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 4.
- Bid No. 2852 Design Technology Center – West Tech Mechanical (HVAC Contractor) – Change Order No. 4.
- Bid No. 2853 Design Technology Center – Brewster Electrical (Electrical Contractor) – Change Order No. 9.
- Bid No. 2858 Administration Building Remodel – DSG Corporation (Mechanical Contractor) – Change Order No. 1.
- Bid No. 2882 Purchase of Furniture for Administration Building – Corporate Business Interiors (Allsteel) (Furniture Contractor) – Change Order No. 1.

32. Approval of the following Contract Amendments:

- Contract Annual Fire Alarm Monitoring – First Fire Systems (Consultant) – Amendment No. 1.
- Contract Annual Water Treatment Service Agreement – Water Chemists Incorporated (Consultant) – Amendment No. 1.

33. Ratification of the following Contract Amendments:

- Contract Design Technology Center – HMC Architects (Professional Design and Consulting Services Consultant) – Amendment No. 8.
- Contract Administration Building Renovation – PAL id studio (Professional Design and Consulting Services Consultant) – Amendment No. 1.
- Contract Physical Education Program Building Renovation – PAL id studio (Professional Design and Consulting Services Consultant) – Amendment No. 1.

Motion unanimously carried. Student Trustee concurred.

12. FISCALLY INDEPENDENT STATUS

At the request of the Board, Associate Vice President Baldwin provided information on the difference between being fiscally accountable and fiscally independent, and costs related to becoming fiscally independent. Being fiscally accountable allows the College to produce its own warrants (accounts payable and payroll); however, the College is still under the control of the County Superintendent of Schools' Office. The County Office continues to submit PERS and STRS reports on behalf of the College. That would change with fiscal independence. Internal controls are the biggest issue when becoming either fiscally accountable or fiscally independent. The College did excellent on its fiscally accountable audit and expects to do as well on the fiscally independent audit. While Associate Vice President Baldwin didn't know the exact cost of the audit, she said the fiscally accountable audit was approximately \$22,000. Even if the College is able to become fiscally independent, it will remain under the umbrella of the County Superintendent's Office, and they could audit the College at any time. Ms. Baldwin said the County Superintendent's Office and the Chancellor's Office have been very cooperative during this process.

It was moved by Trustee Hall, seconded by Trustee Bader, to approve submitting an application to the Los Angeles County Superintendent of Schools requesting Fiscal Independence status. Motion unanimously carried. Student Trustee concurred.

13. CONTRACT WITH PROFESSIONAL ACCOUNT MANAGEMENT

Trustee Hall said he realizes that, at times, the Board is asked to ratify items; however, he said he really doesn't like to ratify items when it can be easily anticipated in advance that they need Board approval.

It was moved by Trustee Hall, seconded by Trustee Chyr, to ratify a contract with Professional Account Management for processing parking citations. Motion unanimously carried. Student Trustee concurred.

14. COLLECTIVE BARGAINING AGREEMENT WITH FACULTY ASSOCIATION

Board members commented that, even with a reduction in classes offered, the College has experienced an extraordinary increase in the number of students served with no increase in compensation to staff for several years. Board members said they appreciate everyone's help in reducing costs and, while this action isn't taken lightly, feel it's justifiable to reward employees for their hard work and sacrifices that have been made in recent years.

It was moved by Trustee Hall, seconded by Trustee Chyr, to approve the Three-Year Negotiated Agreement between the Faculty Association and the District. Motion unanimously carried. Student Trustee concurred.

15. RECLASSIFICATION AND PAY SCALE ADJUSTMENTS

Each Board member commented that, while there is no doubt that the recommended salary increases are well deserved, timing is an issue. The College has been asked to come together to find ways to save money, and staff have done a magnificent job. Board members said they are interested in seeing the College conduct its reclassification study before taking action to change individual positions.

Dr. Scroggins said he appreciated the Board members validating the solid reasons for the recommendation, and he is sensitive to the issue of timing. He shared the changes that the College has gone through during the last three years since the College became fiscally accountable. This will be reviewed after the reclassification study has been completed.

It was moved by Student Trustee Hernandez, seconded by Trustee Baca, to approve the Confidential and Management Reclassification and Pay Scale Adjustments. Motion failed with a 0-5 vote. Student Trustee Hernandez did not concur.

16. REVISIONS TO BOARD POLICY 4270 – USE OF GENERAL EDUCATION COURSES COMPLETED AT OTHER ACCREDITED INSTITUTIONS

Board members received for first reading and discussion proposed revisions to Policy 4270 – Use of General Education Courses Completed at Other Accredited Institutions. No additional revisions were recommended. The revised policy will be brought back to the Board in September for approval.

17. BOARD COMMUNICATION

- All Board members shared the following comments:
 - Congratulations were offered to newly-appointed staff.
 - All Trustees mentioned how happy they are that the College will save at least \$1 million by not having to run a Trustee election.
 - Dean Jennum and his staff were congratulated for winning the coveted Pepsi NATYCAA Cup.
- Trustee Chyr said it is a privilege to be associated with Mt. SAC. Even though these are very difficult financial times, Trustee Chyr said he hopes the College will do everything possible to open up more sections for students.

- Trustee Hall congratulated Trustees Baca, Bader, and Chyr on their reelection to the Board. He agreed with President Scroggins that having no one run against the incumbents is a great vote of confidence by the community. Trustee Hall commented that the 2010-11 listing of accomplishments in the fall opening meeting handout is a good reminder of last year's many wonderful achievements.
- Trustee Baca said he plans to not only attend Friday's Convocation activities, but will also be presenting with Vice President Yamagata-Noji on the Student Success Task Force. He also said that he concurred with Trustee Chyr on the College maintaining as high a level of section offerings as possible.
- Trustee Bader thanked Dean Bradshaw for the enrollment report. She was pleased to see that, even with reduced sections, enrollment is up four percent.
- Student Trustee Hernandez said he attended the CCLC Student Trustee Conference and found it to be very beneficial.
- Trustee Chen Haggerty said that she is a faculty member at Rio Hondo College and is also allowing more students into her class. As we all struggle through these difficult fiscal times, Trustee Chen Haggerty reminded us that we are family and will get through it together.

18. ADJOURNMENT

The meeting adjourned at 8:31 p.m.

WTS:dc

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Personnel Transactions

CLASSIFIED EMPLOYMENT

Permanent New Hires

Name:	Ju-Ong, Linda	
Position:	ESL Instructional Support Assistant	New: Yes
Department:	ESL	
Sal Range/Step:	A-45, Step 1	Salary: \$1,241.19/month
Job FTE:	0.475	# Mos.: 12
Effective:	10/3/11	

Name:	Ortiz, Calixto	
Position:	ESL Learning Resources Technician	New: Yes
Department:	ESL	
Sal Range/Step:	A-62, Step 1	Salary: \$1,469.96/month
Job FTE:	0.475	# Mos.: 12
Effective:	9/15/11	

Personal/Professional Growth Benefits

Three Semester/Four Quarter Units or more, Lower Division Work - \$150

Montoya, Robert
Tran, Chuong

Three Semester/Four Quarter Units or more, Upper Division Work - \$500

Alcala, Heidi
Aparicio, Erika
Robinson, Donna

Prepared by: Human Resources Staff

Reviewed by: Annette Loria

Recommended by: Bill Scroggins

Agenda Item: Consent #1

SUBJECT: Personnel Transactions

DATE: September 14, 2011

CLASSIFIED EMPLOYMENT

Personal/Professional Growth Benefits (continued)

Associate's Degree - \$500

Zaragoza, Yvonne

Bachelor's Degree - \$500

Alcala, Heidi

Master's or Higher - \$1,500

Robinson, Donna

SUPERVISORY EMPLOYMENT

Name:	Todd, David	
Position:	Supervisor, Flight Training Program	New: Yes
Department:	Technology & Health	
Sal Range/Step:	S-9, Step 1	Salary: \$5,145.75/month
Job FTE:	0.75	# Mos.: 11
Effective:	9/15/11	

TEMPORARY EMPLOYMENT

Substitute Employees

Per employment list (See page 17 of the personnel transactions.)

Hourly Non-Academic Employees

Per employment list (See page 18 of the personnel transactions.)

Professional Experts Employees

Per employment list (See pages 18 and 19 of the personnel transactions.)

Student Employees

Per employment list (See pages 19 through 21 of the personnel transactions.)

SUBJECT: Personnel Transactions

DATE: September 14, 2011

ACADEMIC EMPLOYMENT

Initial Salary Adjustments

Name: Kuo, Tiffany
 Position: Professor New: No
 Department: Music
 Sal Range/Step: Column III, Step 4 Salary: \$71,300.00/annual
 Job FTE: 1.0 # Mos.: 10
 Effective: 8/29/11
 Remarks: Initially placed at Column 1, Step 1

Initial Salary Adjustments (Temporary Contract)

Name: Hutchinson, James
 Position: Professor New: No
 Department: Respiratory Therapy
 Sal Range/Step: Column III, Step 9 Salary: \$106,131.84/annual
 Job FTE: 1.0 # Mos.: 12
 Effective: 8/29/11
 Remarks: Initially placed at Column I, Step 1

Salary Advancement for Full-time Faculty Column Crossover 2011-12

Coursework and/or degree earned

Name: Dougherty, Michelle
 Position: Professor New: No
 Department: English, Literature & Journalism
 Sal Range/Step: Column II, Step 8 Salary: \$79,830.00/annual
 Contract status: Tenure # Mos.: 10
 Job FTE: 1.0
 Effective: 8/29/11

Approval of Payment for Work Experience Instructor/Coordinator – Summer 2011

Payment for the following faculty members at 0.1 LHE per student enrolled in the Work Experience courses, according to the District Faculty Agreement, Article 10, Workload.

<u>Instructor</u>	<u>Number of Students</u>	<u>Amount</u>
McIntyre-Fitzgerlad, Claudine	9	\$1,165.10
Ramirez, Jesus	11	\$1,375.90
West, Alice	24	\$3,206.94

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Banking Leave of Absence with Pay**

<u>Faculty Name</u>	<u>Department</u>	<u>Number of LHEs</u>	<u>Semester</u>
Leader, Jennifer	American Language	1	Spring 2012

Fall 2011**Credit Hourly Instructors/Substitutes**

NAME	HOURLY RATE	NAME	HOURLY RATE
Aasi, Fazal K	74.44	Anglin, Marie M	79.75
Abate, Amy Marie	67.14	Arakaki, Christine Maryann	67.14
Abbott, James Christopher	74.44	Arellano, Jesus	67.14
Abdel-Rahman, Ahmad	79.75	Armstrong, Monica T	67.14
Abuzalaf, Laura Rose	74.44	Ashton, Pippin Kiyomi	67.14
Acuff, Mark Christian	74.44	Atalla, Seema V	69.49
Adebayo-Ige, Morenike V	67.14	Aviles, Gregory	67.14
Adele, David Scott	74.44	Axibal, Allan Luis	67.14
Agustin, Sherly Fechaln	69.49	Azucar, Martha Alicia	67.14
Al-Faris, Khalid A	69.49	Azul, Amy Rebekah	71.92
Alcala, Paul	71.92	Badre, Albert F	67.14
Alexander, Eldon Lawrence	79.75	Bain, Brooke C	69.49
Ali, Kenshaka	67.14	Baker, Jeffery A	67.14
Altman, Robert G	71.92	Bark, Andrew J	71.92
Altmire, Matthew Dean	71.92	Barnes, George R	69.49
Alvarado, Alexandra	67.14	Barron, Sergio	71.92
Alvarado, Noel M	79.75	Barry, Jay A	69.49
Alvarez, Veronica Iris	71.92	Bartz, Virginia Jo Ann	67.14
Alverson, David John	67.14	Batcheller, Keith Howard	71.92
Alwash, Suzanne Reynolds	67.14	Bava, Jose	77.05
Alzate, Angela Maria	67.14	Bayle, M Dolores	71.92
Ambrose, Arthur S	67.14	Beckman, Richard C	67.14
Anastasia, Stephen J	69.49	Benner Davis, Cherie A	74.44
Andersen, Anne	71.92	Berenji, Nima Saljooghi	67.14
Anderson, Dennis William	69.49	Bernard, Steven Anthony	67.14
Anderson, Lida L	74.44	Berry, Theresa M	74.44
Anello, Andrea	71.92	Bhojani, Shehzad S	69.49

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Bjorck, Sharon-Rose	69.49	Campbell, Lois T	79.75
Bladh, Eric M	67.14	Carletello, Valerie Anne	67.14
Blake, Martha Days	79.75	Carlson, Gina A	69.49
Boada, Miriam Magdalena	77.05	Carroll, Don R	79.75
Boerem, R M	74.44	Carter, Brian C	71.92
Bohigian, Christopher W	67.14	Casale, Kimie Hiasa	74.44
Borton, Robert Leroy	79.75	Cascella, Henry H	74.44
Botterud, Scott John	69.49	Casian, Elizabeth	69.49
Bouse, Robin Marie	71.92	Castello Jr, Anthony Ernest	74.44
Bower Jr, James Edward	71.92	Cavina, Kristan	71.92
Brandler, Marcielle Y	69.49	Ceniceroz, Jonathan R	74.44
Brooks, Alan	69.49	Cermak, John Charles	71.92
Brown Jr, Robert	67.14	Chaffin, Deborah M	71.92
Brown, Dennis Paul	71.92	Champion, Arnita La Vonne	69.49
Brown, Michael M	69.49	Chan, Franny Wai	74.44
Brown, Yuka Goto	71.92	Chan, Kitty Kit-Hing	67.14
Brownstein, Marianne	71.92	Chan, Linda Anne	74.44
Bruther, Thomas Joseph	67.14	Chance, Patricia B	71.92
Buckalew, James Kenneth	79.75	Chandler, Gregory A	71.92
Buckwalter, Michael Thomas	74.44	Chang, Chiu Chin	71.92
Burnett, Kirk Gary	71.92	Chang, Derek Kong	79.75
Buzby, Linda M	69.49	Chang, Hsiao-Ying	77.05
Byce, Joann M	71.92	Chavarria, Gabriela	67.14
Cahow, Matthew J	77.05	Chen, Daniel L	77.05
Cahueque, David Anthony	74.44	Chen, Rae-Shae W	71.92
Cailipan, Adelaine V	67.14	Cherng, Pein Lee	69.49
Caldani, Patricia Bernadette	67.14	Chevalier, Angelis	69.49
Caldwell, Ellen C	67.14	Chien, Gwendoline S	67.14
Callaci, Allen John	69.49	Chou, Kathy Jame Chu	71.92
Calverley, Russell Norman	67.14	Cienik, Margaret A	71.92
Cammayo, Christina Gloria	74.44	Clacken, Jennie Marie	74.44
Campbell, Faye Daines	71.92	Clapp, Daniel Lee	79.75

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Clark, Gregory L	69.49	Dennis, Maria Vradimirovna	74.44
Cockrum, Dennis C	67.14	Denton Jr, John Phillip	71.92
Coleman, Debra A	74.44	Diaz, Linda C	71.92
Cook, David J	71.92	Diederichs, Melanie Alta	74.44
Cooper, Hollis Tenley	67.14	Dillon, Joyce H	69.49
Couch, Anna J	71.92	Dinkel Ybarra, Brenda	67.14
Cox, Steven Boyd	67.14	Diskin, William E	69.49
Crandall, William Reese	77.05	Domingues, Cameron	77.04
Crane, Barbara N	74.44	Dominick, Samuel A	67.14
Creed, Rick	69.49	Donahue, John M	71.92
Crespo, Beverly B	191.48	Dong, Meijuan	77.05
Crichlow, Brian James	69.49	Doshi, Dhaval Praful	67.14
Crugnale, Timothy John	69.49	Douangchampa, Famm	67.14
Cushing, William P	74.44	Drakou-Sarantopoulos, Helen	74.44
Dabirian, Shahabedin	74.44	Dubiel, John Alexander	71.92
Daigre, Victorine Elizabeth	79.75	Dunaway, Jourdan Rae	67.14
Daley, Wendy Lynn	67.14	Dunipace, Taber D	67.14
Dallal, Veronica	67.14	Durant, Matt	67.14
Damansouz, Firouzeh	74.44	Duron, Sally Christine	67.14
Damico, Anthony P	71.92	Dutreaux, Renee Louise	69.49
Dang, Han N	71.92	Eckenrode, Adam T	67.14
Darke, Tammy	74.44	Edmond, David Anthony	67.14
Dave, Kirit M	71.92	Edwards, Charles Webley	71.92
Davies, Judith A	69.49	Efron, Alan Jerome	74.44
Davis Jr, Charles M	74.44	Elardi, Frank Paul	67.14
Davis, Victor B	71.92	Elkoussy, Kamilia Mohamed	74.44
Day, Charmaine Laura	71.92	Ellis, Richard Harold	69.49
Day, Damon P	74.44	Emadi, Makan	71.92
De Benedetto, Maria	71.92	Engle, Diedre Elizabeth	74.44
De La Rosa, Daniel	74.44	Entus, Robert M	77.05
Deas, Grady Anthony	67.14	Era, James Donald	69.49
Del Castillo, Steve S	69.49	Erbe, Cynthia Ann	74.44

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Erickson, Eric Luther	71.92	Garland, Jeffery Buddy	71.92
Erskine, N Jeanne	71.92	Geagley, Bradley Keith	67.14
Erturk, Florence Jeanne	74.44	Genovese, Maria	67.14
Espy, Sheila Y	69.49	Genovese, Richard S	69.49
Estu, Michael Peter	69.49	Gentry, Lavon L	79.75
Evanshine, Sharon Kay	71.92	Giles, Naomi Ruth	74.44
Eyre, Michael John	67.14	Gilliam, Mike L	77.05
Falzone, Michael J	69.49	Golden, Nancy S	77.05
Faradineh, Rahim Alavi	71.92	Gomez-Lecaro, Maria Elena	74.44
Farnum, Martin F	79.75	Goodwin, Scott	67.14
Farris, Bob L	77.05	Green, Beverly Sue	77.05
Farschman, Kurt Van	69.49	Green, Michael G	74.44
Fay, Jason W	67.14	Greenberg, Herschel	74.44
Fell, Devon Rachelle	67.14	Grey, Gene	77.05
Felten, Angelique M	67.14	Grubb, Barbara Jo	74.44
Fernandez, Mark Antonio	69.49	Guerrero, Lisa M	69.49
Fields, Gale Anthony	69.49	Habayeb, Olga N	77.05
Fleming, Judith Ann	67.14	Hackmann, Debra Jeanne	79.75
Flores, Caleb	67.14	Haddock, Lynette Gay	71.92
Flores, Cynthia Alicia	74.44	Hagerman, Yvonne M	67.14
Fonseca, Maria Guadalupe	69.49	Haines, Ashley J	69.49
Ford, James P	71.92	Haines, Janice Jacqueline	74.44
Forest, Roger Dean	69.49	Hall, Kathryn S	77.05
Francev, Peter K	79.75	Hallsted, Christopher	74.44
Freeland, Edward William	77.05	Hamby, Bobbi Page	67.14
Freeman, Criss A	71.92	Hampton, Steven Michael	67.14
Fuentes, Antonio	71.92	Hancock, Joy Elizabeth	74.44
Fuentes, Wilma Luceros	67.14	Haney, Randy G	71.92
Fukushima, Norikazu Jun	79.75	Hao, Josephine	67.14
Galloway, Kent William	74.44	Harirchi, Madjid	77.05
Garcia Dena, Jose Manuel	69.49	Harsany, Stephen C	74.44
Garcia, Victor M	71.92	Hartmann, Corinne Marie	71.92

SUBJECT: Personnel Transactions

DATE: September 14, 2011

ACADEMIC EMPLOYMENT

Fall 2011

Credit Hourly Instructors/Substitutes (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Hastings, Nancy E	67.14	Impert, Walter William	71.92
Hattar, Michael M	69.49	Irvine, Cynthia D	69.49
Haven II, Michael Paul	74.44	Isaacs, Gary Allen	69.49
Heimann, Thomas Albert	69.49	Ito, Billy Suranaronk	74.44
Heinicke, David Ross	74.44	Ito, Lorraine Yamashita	71.92
Hendrix, Jeffrey Glenn	79.75	Jackiw, Erik John	69.49
Heney, Hugh William	71.92	Jackson, Lucy Mutindi	67.14
Henry, Darryl	79.75	Jackson, Robert L	71.92
Henry, Janette Ann	67.14	Jacobs, Gail D	74.44
Hernandez Jr, Guillermo	71.92	Jacobs, Reuben E	67.14
Hernandez Patlan, Maria P	74.44	Jaimes, Franciella Marie	69.49
Herrick, Dinah R	67.14	James, Stephen Charles	69.49
Heyrat, Mahmood	74.44	Jannati, Elmira	67.14
High, Kathleen Elizabeth	74.44	Jaramillo, Fermin	74.44
Hight, Deana Marie	67.14	Jarboe, Thomas Ray	67.14
Hight, Lisa Ann Midori	71.92	Jayachandran, Sanjay	77.05
Hoekstra, Thomas Richard	71.92	Jenkins, Tina S	71.92
Holinsworth, Julie Lee	67.14	Jensen, Karen L	74.44
Holland, Daniel Patrick	79.75	Jensvold, Angela S	77.05
Hollenshead, Marcia G	74.44	Jobbitt, Rafaela	67.14
Hollimon, Keith Anthony	69.49	Johnpeer, Gary D	71.92
Horwitz, Ellen Sandra	74.44	Johnson, Eric Garrison	67.14
Howey, Dawn Marie	74.44	Johnson, Kent James	71.92
Howland, Tina Marie	67.14	Johnson, Susan M	71.92
Huber, Peggy	67.14	Jollevet Jr, Felix	77.05
Huffman, David Leon	74.44	Joneja, Kamal Preet	71.92
Hughes, Richard O	71.92	Jones, Jeffery	71.92
Hulett, Philip C	69.49	Jones, Joanna Patricia	71.92
Humaciu, Matthew Frank	71.92	Jones, Vanessa Maria	67.14
Hunter-Buffington, Carri	69.49	Jose, Benjamin Kyle	67.14
Hutchinson, James Gregory	74.44	Joshua, Stacey Jae	74.44
Ildefonso, Nelson J	69.49	Kahn, Joan Deborah	71.92

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Kamiya, Kaoru	71.92	Lahey, Michael John	77.05
Kang, Eun Suk	74.44	Lahham, Lina	69.49
Kantenwein, Karin E	67.14	Lahr-Dolgovin, Roberta	79.75
Karadanopoulos, Michael	69.49	Lam, Albert	79.75
Karmiryan, Ruzanna	74.44	Lam, Wood C	74.44
Kassis, Noura I	77.05	Lambright, Kenneth Preston	69.49
Kauk, Melissa J	69.49	Lampert, Karen Michelle	74.44
Kaur, Raminder	79.75	Landeros, Teresa Alonso	69.49
Kay, Gary L	67.14	Lane, John Stanton	67.14
Keeney, Mary Adela	69.49	Lannom, David L	77.05
Kelly, Donna R	79.75	Lape, Eric Scott	69.49
Kelly, Sean P	67.14	Laronga, Barbara	69.49
Ketcham, Charles Austin	71.92	Larson, Sandon Scott	67.14
Key Ketter, Leah Marie	74.44	Lastrapes, Martin L	71.92
Khattar, Fayez Fouad	71.92	Laub, Kathleen Ann	74.44
Kiang, Grace Hwei-Ching L	74.44	Lawson, Katherine A	69.49
Kilanski, Paul J	69.49	Lawton, Judith M	74.44
Kim, Myong-Sook	77.05	Lazar, Edward R	71.92
King, Yesenia	67.14	Lebeau-Walsh, Laurie Jean	71.92
Kinnes, Scott S	77.05	Lee, Bianca Aquilla	74.44
Kinney, Michael Sean	71.92	Lee, Brian Herbert	69.49
Kinoshita, Kenneth Masaru	71.92	Lee, Chongui Keith	77.05
Klassen, Masako Okamura	77.05	Lee, Johnnie S	74.44
Kneedy Cayem, Kara	67.14	Lee, Monica Jean	74.44
Kogat, Lisa Elaine	74.44	Lefler, Patricia S	74.44
Kordich, Jason	71.92	Lepp, Jodi Lynn	71.92
Kowalski, Francis S	69.49	Leung, Sing Lit	79.75
Kozich, Jeffrey Stuart	74.44	Levelle, Peter Anthony	67.14
Kranz, Karyn C	74.44	Lewis, Nicole Beth	77.05
Kremer, Amelia E	71.92	Li, Ling	77.05
Kuroki, Hirohito	69.49	Li, Xiaoyan C	79.75
Labrit, Guillermo	74.44	Likens, John D	67.14

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Lim, Camilla O	71.92	Martin, Margot	77.05
Lin, Irene C T	74.44	Martinez, Elizabeth Angela	67.14
Little, David A	67.14	Martino, Leanora	71.92
Liu, Melanie Sensen	71.92	Mason, Clair S	69.49
Lloyd, Anthony Frazier	79.75	Mather, Nicholas S	69.49
Lo Piccolo, Joseph	71.92	Mattoon, Mark D	77.05
Long, Gary William	191.48	Mattoon, Michelle Heather	74.44
Long, Terri Smith	74.44	Mayfield, Ronald William	67.14
Lopez, Robert M	67.14	Mazhar, Wajeeha	67.14
Lord, Harry Chester	71.92	Mc Cabe, Dale C	74.44
Louis, Iris Guerra	71.92	Mc Cready, Lynne Ann	69.49
Loupe, Leleua L	74.44	Mc Kennon, Anna L	71.92
Lowe, Josephine N	71.92	McIntosh Landis, Melissa A	71.92
Loy Jr, James R	69.49	McIntyre Fitzgerald, Claudine	71.92
Loya, Robert E	71.92	Medina, Moises	71.92
Lubman, Marie Dorothy	74.44	Medrano, Mayda Victoria	67.14
Lukenbill, Casey Maureen	74.44	Megowan, John Gregory	71.92
Luther, Mihoko Terada	67.14	Melo, Filipe A	71.92
Ly, Hoa Thi	71.92	Mendenhall, Laurence	77.05
Lynch, Charlotte L	71.92	Mendoza, Hugo	67.14
Lynch-Thompson, Candace	69.49	Menon, Kaushiki	69.49
Lyon, Natalia Zorairovna	74.44	Mercier Jr, Paul G	67.14
Lyons, Arlette Angele	69.49	Meredith, Donald De Wayne	71.92
Madani, Behrang	69.49	Merrill, James D	71.92
Madsen, Christopher	67.14	Meshkin, Nahid	67.14
Madsen, Gamble	71.92	Middleton, Gloria M	77.05
Mahood, Karen Suzan	67.14	Miller, Michael L	67.14
Mallard, Julie Ann	74.44	Millward, William R	67.14
Manarino, Michele M	67.14	Miranda III, Gerardo	67.14
Marcy, Peggy Corrine	71.92	Miranda, Carlos R	69.49
Marella, Danilo C	77.05	Misanchuk, Rose M L	74.44
Martin JR, George T	77.05	Mittler, William W	67.14

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Mo, Daisy Carmen	74.44	Nichol, Michael L	71.92
Moden, Lisa Marie	69.49	Nichols, Sarah Roxanna	67.14
Molina, Lorena	71.92	Nightwine-Robinson, Diana	74.44
Montero, Sasha	71.92	Nikkhoo, Kristine Suzanne	67.14
Moon, Ginny H	67.92	Njoo, Shuxian Fu	69.49
Moore, Barbara J	71.92	Nln, Teerlina	67.14
Morales Beasley, Stacey A	74.44	Noriega, Kumiko M	71.92
Morris, Naluce	77.05	Norton, Carol A	67.14
Moskovitz, David F	71.92	Null, Nicholas E	71.92
Mulick, Brian Robert	69.49	O'Dell, Rene L	71.92
Mullane, Douglas M	74.44	Ogden, Beckette Anne	71.92
Muniz, Edgar	71.92	Oja, Michelle E	71.92
Murrey, Brittney Elizabeth	67.14	Okubo, Emi	67.14
Musaitif, Linda M	69.49	Olague, Jose Luis	67.14
Musallet, Omar A	74.44	Ong, Hai Tuan	69.49
Mushik, Martin P	71.92	Ortiz, Janet L	69.49
Myers-Mc Kenzie, Laurel	69.49	Osendorf, Daniel Robert	69.49
Naasz, Jaleh	69.49	Ott, Serena Echerle	67.14
Nafzgar, Sara Ann	74.44	Padua, Sonia H	77.05
Nahabedian, Steven	74.44	Pai, Ronald	79.75
Nakamatsu, Stacie Y	67.14	Palmeri, Thomas F	74.44
Nakatani, Farrah Dawn	67.14	Panosian, Alis	77.05
Nazzal, Jane S	71.92	Pappas SR, Gus T	74.44
Negrete, Charlotte	74.44	Parise, Alejandra	67.14
Nelson, Donald Francis	69.49	Parish, Justine L	69.49
Nelson, Mark Stephen	69.49	Park, Byoung Hye	74.44
Nemeth, Stanley Harvey	79.75	Park, Jinsun	79.75
Netsawang, Pison	69.49	Parks, Yumi Catalina	67.14
Nguyen, Cynthia N	74.44	Patton, Jennifer E	67.14
Nguyen, Hoang-Quyen Huu	74.44	Pawlak, Mark Walter	71.92
Nguyen, Kelvin Phi	69.49	Paz, Ross Louie Coria	67.14
Nguyen, Tracy	71.92	Pedroja, Joy	71.92

SUBJECT: Personnel Transactions

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ACADEMIC EMPLOYMENT

Fall 2011

Credit Hourly Instructors/Substitutes (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Peng, Grace C	74.44	Regenfuss, Annalisa	69.49
Penido, John L	79.75	Rhee, Joseph Hakjin	71.92
Perez Gonzalez, Jose	74.44	Rieben, Michael J	71.92
Perez, Salud J	67.14	Rietveld, Liza Anne	74.44
Petrilla, Ginny L	71.92	Riggs, Alison Mary	71.92
Petry, Petra	67.14	Ripley, Denise Bigelow	69.49
Pewthers, Van C	71.92	Rivas, Mario E	67.14
Pham, Hoa Thi Hong	71.92	Rivas, Michael Rodney	74.44
Phelps, Scott Miller	67.14	Rivera, David	69.49
Phillips, Kimberly M	74.44	Roberts III, Charles Lewis	71.92
Pivonka-Jones, Jamie Ann	71.92	Roberts III, Frank E	71.92
Poehner, William John	67.14	Roberts, Janet Elena	74.44
Pollock, Dorothy Ann	71.92	Roberts, Rhonda K	71.92
Poulter, Clint H	74.44	Robles, Dolores D	71.92
Prehn, Marilu A	71.92	Robles, Donice Kaye	74.44
Prehn, Richard Wayne	71.92	Roderick, Evans H	74.44
Provenzano, Maureen L	71.92	Rodriguez, Carmen B	71.92
Pyle, Lynn Rene	69.49	Rohlander, Nathan P	67.14
Quandt, Timothy D	69.49	Rojas, Rubilena	67.14
Queen, Kathryn Townsend	67.14	Romero, Alicia	71.92
Quintana, Velia E	69.49	Romero, Edward Perez	74.44
Rachele, Sharon Jean	79.75	Rosen, Paul M	67.14
Rahman, Mustafizur	71.92	Ross, Ronda Kay	67.14
Ramal, Randy	79.75	Rowley, Dianne Louise	74.44
Ramirez Jr., Raymundo	67.14	Rubio, Sara Veronica	67.14
Ramirez, Ana L	69.49	Ruh, Lani S	67.14
Ramirez, Benito Delgado	67.14	Ruiz, Catherine L	69.49
Ramirez, Jesus Olivares	69.49	Runyen, Amy R	71.92
Ramos, Christopher	79.75	Saito, Saeko N	71.92
Randazzo, John Michael	71.92	Salazar, Luis G	67.14
Rasmussen, Keith	67.14	Saleh, Marian Baha	69.49
Reagan, Evette Flores	71.92	Salvador, So-Young Han	74.44

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Sanchez, Cynthia	69.49	Smith, Randy L	69.49
Sandhu, Sandeep K	74.44	Soltanmorad, Katryn	69.49
Sandoval, Marlene	67.14	Sorcabal, Charles John	77.05
Santillan, Richard Anthony	79.75	Soto, Sandi Marie	69.49
Santostefano, Michela	71.92	Spanu, Luisa	74.44
Saul, Julie Marie	69.49	Spitzer, Jessica H	79.75
Schafer, Carl William	77.05	Spradlin, Sandra	74.44
Schenck, Steven L	71.92	Srulevitch, David D	79.75
Scheys, Rene J	71.92	Staley, Garrett H	71.92
Schroeder, Christopher	67.14	Staylor, Daniel Sean	67.14
Scoggins, Harold Dewey	67.14	Steele, Lisa S	69.49
Serbia, Elizabeth Angelique	71.92	Stefan, John Andrew	77.05
Sergio, Louis Anthony	77.05	Stephan, Richard Raymond	69.49
Shakespeare, Tyson Lee	67.14	Stephenson, Carol L	71.92
Sharp, Diane R	69.49	Stevens, Kathleen A	74.44
Sharrett, Zachary T	69.49	Stier, Gregory Wade	79.75
Shea, Nan Lee	71.92	Stovall Dennis, Kathryn Ann	67.14
Shea, Nora Jeannette	67.14	Straw, Ellen Katrina	71.92
Shear, Michelle J	74.44	Strivewell, Daniel B	71.92
Sheridan-Solis, Ann	71.92	Stubbe, Robert G	67.14
Shew, Roger C	67.14	Stubbs, Thomas Edward	77.05
Shiff, Jason A	67.14	Stuntz, Lori A	74.44
Shipman, Heather Lynn	69.49	Sweet, William Robert	69.49
Shirinyan, Ara A	74.44	Sweetman, Susan E	74.44
Shum, Mee W	69.49	Syiem, Josephine June	71.92
Sladek, Dave Arnold	69.49	Syiem, Paul R	74.44
Smedley, Deanna Evelyn	67.14	Tanner, William T	79.75
Smith, Bailey K	67.14	Tarman, Shana Levette	77.05
Smith, Elaine A	71.92	Tarnoff, Steven Ray	67.14
Smith, Gary Michael	69.49	Tauchi, Saori	71.92
Smith, Kirk Douglas	69.49	Tay, Sophia Shiz Yin	67.14
Smith, Larry S	67.14	Teeguarden, Tom L	67.14

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Thankamushy, Sreekanth	71.92	Watson, Dawn Marie	67.14
Thay, Cecelia	69.49	Webster, Carol Ann	67.14
Thomas Jr., John Gilbert	67.14	Wei, Bor-Ji	74.44
Thompson, Keith A	67.14	Welch, Rosanne M	74.44
Todd, David James	74.44	Wen, Zhong	67.14
Todd, Janet L	79.75	Wessinger, Nancy Louise	79.75
Torres, Andrea R	69.49	West, Alice Elizabeth	71.92
Tracey, Michael S	71.92	White, Raymond Arthur	77.05
Tram, Vui K	74.44	Williams, Dekita M	69.49
Tran, Tuan A	79.75	Williams, Robert Thomas	74.44
Trokkos, Mireille Touma	77.05	Williams, Stephen A	77.05
Tsai, Chiungling	74.44	Willingham, Leticia	67.14
Ugas-Abreus, Buenaventura	74.44	Wills, Laura M	67.14
Valdez, John D	69.49	Wilson, Ann Marie	67.14
Valentino, Sherene E	74.44	Wong, Jack Yim-Yin	71.92
Valenzuela, Mei B	71.92	Wong, Rich	74.44
Vance, Debra S	74.44	Woodhead, Diane E	67.14
VanderVis, Melinda K	74.44	Worsley, Margaret H	67.14
Varellas, Barbara A	74.44	Wright, Sheila L	74.44
Vargas, Albert Thomas	79.75	Wu, David Qixing	77.05
Vasquez, Gregorio Manuel	69.49	Yan, Julia Erica	67.14
Vasquez, Joseph H	71.92	Yates, Sheryl Ann	67.14
Vazquez Celaya, Sandra	67.14	Yokoyama, Brian Akira	71.92
Vidales, Monique D	71.92	Yoon, Aimee Jean	67.14
Vo, Chuong H	67.14	Yoshioka, Georgina Alice	71.92
Voda, Mircea R	71.92	Young, Alexander J	67.14
Vogel, Esther	67.14	Young, Keening	67.14
Vy, Virginia H	69.49	Young, Shahla Rahman	67.14
Wagner, Alexander Corby	71.92	Yount, Jonathan W	69.49
Walter, Kenneth	69.49	Zamel, Mary Ann	69.49
Watanabe, Larry	71.92	Zawahri, Louis	71.92
Watkins, Priscilla Gayle	77.05	Zeidel, Scott Wayne	79.75

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**ACADEMIC EMPLOYMENT****Fall 2011****Credit Hourly Instructors/Substitutes** (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
Zelaya, Gina B	74.44	Zumaeta, Haydee A	74.44
Zhou, Elaine Q	71.92		

Fall 2011**Non-Credit Hourly Instructors/Substitutes**

NAME	HOURLY RATE	NAME	HOURLY RATE
Aghyarian, Meray M	47.38	Cooke IV, David G	47.38
Allen, Yvonne Chen	50.75	Cridland, Patricia Lea	49.04
Baker, Nathalie Willemze	47.38	Dapello Jr, Alfred	49.04
Barreto, Norma Carvalho	47.38	Daugherty, Sue Lynn	50.75
Barry, Angela	49.04	De Franco, Xinhua Li	50.75
Beightol, Donna Marie	49.04	De Vries, Judy Kay	49.04
Beizai, Robin F	49.04	Devi, Maya P	47.38
Belblidia, Abdelillah	50.75	Drewry-Van Ommen, Woltertje	47.38
Bhowmick, Nivedita	49.04	Edwards, Augusta Jo Ann	47.38
Briggs, Carol P	47.38	Eldred, Stacy Lynn	47.38
Brink, Janna Kathryn	49.04	Evans, Douglas Mc Call	50.75
Capraro Jr, John Carl	49.04	Ewing, Lynn A	47.38
Caranci, Dayna Lee	47.38	Fong, Tom	47.38
Carmelli, Orna	47.38	Fowler, Mina	50.75
Casian, Elizabeth	50.75	Friedman, Karena	47.38
Chang, Jane	47.38	Gilbertson, Cathy Sue	47.38
Chang, Linda Gale	49.04	Gyurindak, Katalin	50.75
Chaplot, Surekha	52.53	Hannon, Laura Ann	50.75
Cheng, Anny Ho-Ting	50.75	Hardman, Douglas James	52.53
Chinn, Sherry Lee	49.04	Henry, Pamela L	47.38
Chou, Kathy Jame Chu	50.75	Herbst, Mark A	49.04
Chu, Amy K	49.04	Hutter, Donna Marie	49.04
Conte, Kelly Okura	47.38	Im, Anne Kwang B	49.04

SUBJECT: Personnel Transactions

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ACADEMIC EMPLOYMENT

Fall 2011

Non-Credit Hourly Instructors/Substitutes (continued)

NAME	HOURLY RATE	NAME	HOURLY RATE
James, Darrell	47.38	Rogers, Rosalind Rochelle	49.04
Johnson, Jean Ella	52.53	Rohrenbacher, Jennifer J	49.04
Kao, Brenda	50.75	Rosen, Paul M	47.38
Kim, Grace Unkyong	50.75	Ryan, Rebecca A	47.38
Klein, Gabriella Lobasov	47.38	Rzonca, Shelly Kristin	47.38
Kletzien, Kristi Pederson	50.75	Sanetrick, Michael Peter	50.75
Kolta, Shirley G	49.04	Silva, Sandra Jane	49.04
Laffey, Mary	50.75	Smith, Heather J	49.04
Ledezma, Erica Yolanda	49.04	Stringfellow, Susan Joy	47.38
Lundblade, Shirley Mae	50.75	Stump, Celeste S	49.04
Matte, Angela M	49.04	Sunnaa, Andrea J	52.53
Mc Farlin-Stagg, Zina	49.04	Szok, Kenneth Francis	52.53
McClelland, Jana Kay	47.38	Tamburro, Melody Lynn	47.38
Melone, Donna Basken	49.04	Taylor, Star Tennille	50.75
Messore, James L	47.38	Toloui, Mitra	50.75
Middleton, Michael Joseph	49.04	Tom, Aaron Patrick	47.38
Miho, Yoshiko Dana	49.04	Trimble, Jill Ann	47.38
Ngo, Michael Smith	49.04	Tucker, Raymond Michael	47.38
Nguyen, Hoang Quyen	49.04	Tyson, Erin J	47.38
Nixon, Lorrie M	49.04	Vandepas, Deborah J	50.75
Oppenstein, Caridad	47.38	Vanegas, Yazmin	50.75
Ortega, Sonia E	52.53	Velarde, Margaret G	47.38
Paphatsarang, Bounyou	47.38	Walden, Carl Eugene	47.38
Poortenga, Debra Sue	49.04	Walter, Kenneth	49.04
Prasad, Gayatri K	50.75	Warner, Angela S	50.75
Rafter, John Michael	49.04	Warner, Benjamin L	47.38
Ramalingam, Leah Rae	49.04	White, Shelby Lynn	49.04
Ray, Jamie M	50.75	Williams, Anne Ross	47.38
Reynolds, Martha Esta	47.38	Williams, Stephen Odeal	47.38
Rios, Amparo Isabel	47.38	Winner, Nacira	49.04
Rodriguez, Guillermina	47.38	Yang, Kaishung Min-Li	49.04
Rodriguez, Linda M	47.38	Yanuarua, Christina M	50.75

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**TEMPORARY EMPLOYMENT****Hourly Non-Academic Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Beck, Jonathan	Art Model	Fine Arts	21.00	09/15/11-06/26/12
Blackwell, Jana	Art Model	Fine Arts	21.00	09/15/11-06/29/12
Blackwell, Pamella	Art Model	Fine Arts	21.00	09/15/11-06/29/12
Cesar, Veronica	Mailroom Operator Aide	Mailroom Services	10.87	09/15/11-06/30/12
Gabrielsson, Sheri	Study Skills Assistant II	The Writing Center	11.32	08/29/11-06/30/12
Ihrke, Junko	Study Skills Assistant I	Adult Basic Education	10.27	09/15/11-06/30/12
Pesqueira, David	Study Skills Assistant III	Tutorial Services	12.48	08/25/11-02/19/12
Ruiz, Edrick	Study Skills Assistant III	Tutorial Services	12.48	07/01/11-08/31/11
Vallejos, Michelle	Disabled Students Aide	DSP&S	8.00	09/15/11-09/30/11

Professional Expert Employees

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Allen, Douglas	Sound Engineer II	Technical Services	20.00	07/02/11-06/28/12
Alzate, Angela	Technical Expert II	Nursing	45.00	08/29/11-06/22/12
Blake, Nicholas	Teaching Aide	Adult Basic Education	13.27	08/29/11-12/21/11
Brink, Janna	Project Coordinator	ESL	35.00	08/29/11-06/30/12
Cardona, Fernando	Lecturer-Fire Technology	Fire Technology	37.26	08/29/11-06/30/12
Darwin, Katherine	Instrument Simulator Inst.	Continuing Education	30.00	08/29/11-07/31/12
Di Donato, Lisa	Project Manager	Research & Inst. Effect.	55.00	07/01/11-09/30/11
Frochen, Stephen	Technical Expert I	Technology & Health	35.00	08/29/11-06/17/12
Frochen, Stephen	Not-for-Credit Instructor I	Technology & Health	35.00	08/29/11-06/17/12
Gilbreath, Fern	Interpreter IV	Continuing Education	38.00	07/12/11-06/30/12
Grove, Monica	Athletic Injury Specialist	Kinesiology	22.00	07/01/11-06/30/12
Ha, Chauly	Technical Expert II	Nursing	45.00	08/29/11-06/22/12
Hankerd, Lisa	Health Promotion Spec.	Fire Technology	24.00	09/06/11-06/30/12
Hardman, Elizabeth	Teaching Aide	Adult Basic Education	13.27	08/29/11-06/30/12
Haroutunian, Todd	Lecturer-Fire Technology	Fire Technology	37.26	08/29/11-06/30/12
Hecox, Susan	Project Expert/Specialist	ESL	25.00	07/01/11-06/30/12
Johnson, Jeff	Lecturer-Fire Technology	Fire Technology	37.26	08/29/11-06/30/12
Kelly, Meagan	Interpreter II	DSP&S	22.00	08/29/11-06/30/12
Kim, Johnston	Project Expert/Specialist	Perkins/Respiratory	25.00	08/17/11-06/17/12
Lacayo, Alexandria	Athletic Injury Specialist	Kinesiology	22.00	07/01/11-06/30/12
Landas, Michael	Athletic Injury Specialist	Kinesiology	22.00	07/01/11-06/30/12
Lara-Gomez, Johanna	Medical Assistant	Technical Expert I	35.00	08/29/11-06/30/12
Mahler, Ryan	Interpreter I	DSP&S	18.00	08/15/11-06/30/12
Marroquin, Yolanda	Registered Nurse I	Health Services	28.94	09/07/11-06/30/12
McGhee, Mary	Technical Expert III	Information Technology	55.00	09/01/11-06/30/12
Miranda, Raul	Theatrical Rigger II	Theater	16.50	09/15/11-06/29/12
Montellano, Emmanuel	House Manager	Technical Services	12.75	08/06/11-06/30/12
Morales, Sarah	Interpreter II	DSP&S	22.00	08/29/11-06/30/12

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**TEMPORARY EMPLOYMENT****Professional Expert Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
O'Connell, Charles	Paramedic Specialist	Medical Services	15.60	07/01/11-06/30/12
Offutt, Bret	Lecturer-Fire Technology	Fire Technology	37.26	08/29/11-06/30/12
Preacher, Jon	Not-for-Credit Instructor I	Technology & Health	35.00	08/29/11-06/17/12
Razo, Angelica	Technical Expert II	Nursing	45.00	08/29/11-06/29/12
Riggs, Alison	Technical Expert I	Nursing	35.00	08/22/11-06/22/12
Robles, Dolores	Technical Expert I	Family & Consumer Sci.	35.00	09/01/11-06/30/12
Santos, Roderick	Technical Expert II	Nursing	45.00	08/29/11-06/22/12
Seibert, Amanda	Athletic Injury Specialist	Kinesiology	22.00	07/01/11-06/30/12
Smith, Lindsey	Teaching Aide	Agricultural Sciences	13.27	07/01/11-06/28/12
Tasedan, Hisano	Athletic Injury Specialist	Kinesiology	22.00	07/01/11-06/30/12
Thompson, Cory	Lecturer-Fire Technology	Fire Technology	37.26	08/29/11-06/30/12
Thompson, Wendy	Interpreter II	DSP&S	22.00	08/29/11-06/30/12
Tinson, Kiser	Lecturer-Fire Technology	Fire Technology	37.26	08/29/11-06/30/12
Walter, Kenneth	Lecturer-Fire Technology	Kinesiology	37.26	07/01/11-06/29/12
Williams, Gloria	Interpreter I	DSP&S	18.00	08/29/11-06/30/12
Yip, Randy	Technical Expert II	Nursing	45.00	08/29/11-06/22/12

Student Employees

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Aguero, Jesse	Student Assistant V	The Writing Center	12.50	08/29/11-02/27/12
Akkouche, Jamila	Student Assistant I	CDC	8.00	08/22/11-12/31/11
Arias, Eduardo	Student Assistant II	Technical Events	8.75	08/29/11-02/28/12
Ballinger-Keesey, Mitchell	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Barretto, Teresa	Student Assistant I	DSP&S	8.00	08/09/11-08/12/11
Boye, Giseline	Student Assistant II	Admissions & Records	8.75	08/29/11-01/06/12
Cardona, Leonard	Student Assistant III	Information Technology	10.00	08/15/11-12/16/11
Carrera, Michael	Student Assistant V	Information Technology	12.50	08/15/11-12/16/11
Casillas, Vanessa	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Castro, Mayra	Student Assistant I	CDC	8.00	08/29/11-12/31/11
Chagolla, Jessica	Student Assistant I	DSP&S	8.00	07/25/11-08/12/11
Chaidez-Ibanez, Rocio	Student Assistant V	Perkins-Nutrition	12.50	08/22/11-12/21/11
Chavez, Steven	Student Assistant V	The Writing Center	12.50	08/15/11-02/27/12
Coprigh, Jazzmine	Student Assistant IV	Learning Assistance Ctr.	11.25	07/01/11-08/14/11
Corcuera, Raul	Student Assistant V	The Writing Center	12.50	08/29/11-02/19/12
Cruz Nguyen, Jennifer	Student Assistant IV	Adult Basic Education	11.25	08/29/11-02/26/12
Culross, LeeAnn	Student Assistant II	Admissions & Records	8.75	08/29/11-01/06/12
Davalos, Alexandria	Student Assistant III	High School Outreach	10.00	08/15/11-02/17/12
Delgado, Angel	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Diaz, Derek	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Duenas, Cristal	Student Assistant I	CDC	8.00	08/29/11-12/31/11
Duenas, David	Student Assistant III	The Writing Center	10.00	07/05/11-08/11/11

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**TEMPORARY EMPLOYMENT****Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Eidsvoog, Melissa	Student Assistant III	Information Technology	10.00	08/15/11-12/16/11
Evangelista, Erendira	Student Assistant II	Admissions & Records	8.75	08/29/11-01/06/12
Flores, Diana	Student Assistant IV	The Writing Center	11.25	08/29/11-02/27/12
Flores, Yvette	Student Assistant I	DSP&S	8.00	07/25/11-08/12/11
Frey, Nicholas	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Gadwood, Casey	Student Assistant I	DSP&S	8.00	07/25/11-08/12/11
Garcia, Daniela	Student Assistant I	DSP&S	8.00	07/25/11-08/12/11
Garcia, Krystal	Student Assistant IV	The Writing Center	11.25	08/29/11-02/27/12
Garcia, Mary	Student Assistant II	Natural Sciences	8.75	08/08/11-08/27/11
Garcia, Mary	Student Assistant II	Natural Sciences	8.75	08/29/11-02/24/12
Green, Kristyn	Student Assistant IV	DSP&S	11.25	08/29/11-02/24/12
Gutierrez, Andrea	Student Assistant V	The Writing Center	12.50	08/26/11-02/27/12
Hasenbein, John	Student Assistant I	DSP&S	8.00	07/25/11-08/12/11
Hernandez, Ana	Student Assistant II	Counseling	8.75	08/29/11-12/30/11
Hernandez, Christina	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Hernandez, Kimberly	Student Assistant II	Admissions & Records	8.75	08/29/11-01/06/12
Herrera, Elias	Student Assistant I	DSP&S	8.00	07/25/11-08/12/11
Hosbach, Shelly	Student Assistant II	Admissions & Records	8.75	08/29/11-01/06/12
Inouye, Christina	Student Assistant IV	Business Division	11.25	08/29/11-02/28/12
John, Elisha	Student Assistant III	Adult Basic Education	10.00	08/29/11-02/26/12
Juarez, Maria	Student Assistant IV	Adult Basic Education	11.25	08/29/11-02/26/12
Jurado, Jennyfer	Student Assistant III	Mathematics	10.00	08/27/11-12/18/11
Knoll, Micah	Student Assistant V	The Writing Center	12.50	08/29/11-02/27/12
Lee, Christine	Student Assistant III	The Writing Center	10.00	08/29/11-02/27/12
Lee, Hannah	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Lessmueller, Stephanie	Student Assistant III	Nutrition & Food	10.00	08/22/11-12/21/11
Long, Nicholas	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Lopez, Lorena	Student Assistant I	Child Development Ctr.	8.00	08/22/11-12/31/11
Luna, Valeria	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Magallanes, Angelica	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Mares, Adriana	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Matthews, Kathleen	Student Assistant I	Child Development Ctr.	8.00	08/15/11-12/31/11
Mendoza, Lidia	Student Assistant III	Fashion	10.00	08/29/11-12/18/11
Ojeda, Evelyn	Student Assistant V	Information Technology	12.50	08/15/11-12/16/11
Osorio, Xchel	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Pang, Bonnie	Student Assistant V	Theater	12.50	08/29/11-02/17/12
Pawlak, Mary	Student Assistant III	Agricultural Sciences	10.00	07/01/11-08/28/11
Pennings, Megan	Student Assistant III	Career & Transfer Svcs.	10.00	08/29/11-12/31/11
Peralta, Sean	Student Assistant III	ESL	10.00	07/01/11-08/28/11
Pervez, Anna	Student Assistant III	Career & Transfer Svcs.	10.00	08/29/11-12/31/11
Pinedo, Amanda	Student Assistant V	DSP&S	12.50	08/29/11-02/24/12
Powers, Randy	Student Assistant II	Earth Sciences, Astron.	8.75	07/01/11-08/28/11

SUBJECT: Personnel Transactions**DATE:** September 14, 2011**TEMPORARY EMPLOYMENT****Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Quintana, Krystal	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Quiroz de Corona, Rosario	Student Assistant I	Child Development Ctr.	8.00	08/29/11-12/31/11
Ralph, Jeffrey	Student Assistant II	Public Safety	8.75	07/05/11-08/12/11
Randell, Jasmine	Student Assistant II	DSP&S	8.75	08/29/11-02/24/12
Reed, Tyanna	Student Assistant II	Counseling	8.75	08/29/11-12/30/11
Roberts, Sabrina	Student Assistant V	The Writing Center	12.50	08/15/11-02/26/12
Rodriguez, Regina	Student Assistant II	Child Development Ctr.	8.75	08/29/11-12/31/11
Rosado, Jacklyn	Student Assistant IV	Event Services	11.25	08/29/11-02/26/12
Rusich, Brittany	Student Assistant II	ESL	8.75	08/29/11-02/26/12
Sandoval, Glenn	Student Assistant IV	Purchasing	11.25	08/29/11-02/24/12
Schlickemeyer, Coutney	Student Assistant I	Child Development Ctr.	8.00	08/29/11-12/31/11
Stegner, Lisa	Student Assistant IV	The Writing Center	11.25	08/29/11-02/26/12
Tenney, Danielle	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Tran, Huy	Student Assistant III	The Writing Center	10.00	08/15/11-02/26/12
Trinh, David	Student Assistant III	DSP&S	10.00	08/29/11-02/24/12
Trujillo, Wendy	Student Assistant I	Child Development Ctr.	8.00	08/15/11-02/24/12
Tsai, Clarence	Student Assistant II	DSP&S	8.75	08/29/11-12/21/11
Ulrich-Soloman, Eric	Student Assistant III	Career & Transfer Svcs.	10.00	08/29/11-12/31/11
Valenzuela, Andrea	Student Assistant II	Math, Computer Sciences	8.75	09/01/11-02/18/12
Vigneswaran, Thenushiya	Student Assistant II	DSP&S	8.75	08/29/11-02/24/12
Wailase, Salote	Student Assistant IV	High School Outreach	11.25	08/15/11-02/17/12
Wiley, Rebecca	Student Assistant III	The Writing Center	10.00	08/15/11-02/26/11
Yao, Peng	Student Assistant I	ESL	8.00	08/29/11-02/26/12
Zaporozhets, Valeria	Student Assistant III	Honors	10.00	08/16/11-12/19/11

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Regional Information Systems Security Grant Contract with the Cal Poly
Pomona Foundation, Inc.

BACKGROUND

Mt. San Antonio College currently has an Advanced Technological Education grant titled "Regional Information Systems Security Center," funded by the National Science Foundation. The grant's major activities focus on the information systems security industry and include the following: workforce development; curriculum development, revision, and dissemination; faculty professional development; and outreach and partnership development. As part of the grant activities, permission is requested to enter into contract with the Cal Poly Pomona Foundation, Inc., an auxiliary organization of California State Polytechnic University, Pomona.

ANALYSIS AND FISCAL IMPACT

Mt. San Antonio College will subcontract \$15,450 to the Cal Poly Pomona Foundation, Inc., for collaboration on grant activities, including travel/outreach to regional high schools and community colleges, materials and supplies for virtual cyber defense competitions, and stipends for faculty and students to participate in the summer virtual learning environment. The contract will commence June 1, 2011, and terminate on September 30, 2011. Although the Cal Poly Foundation was in possession of this agreement since May, Mt. SAC was just notified of its acceptance.

Activities will be carried out with grant funds. The project will not impact the College budget.

Funding Source

National Science Foundation.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the contract with the Cal Poly Pomona Foundation, Inc.

Prepared by: Adrienne J. Price

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #2

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Family & Consumer Sciences Discipline/Industry Collaborative Grant
Contract with University Student Union, Inc.

BACKGROUND

Mt. San Antonio College currently has a grant titled "Family and Consumer Sciences Discipline/Industry Collaborative," funded by the California Community Colleges Chancellor's Office. The project is designed to improve vocational and technical education statewide by implementing a comprehensive plan integrating the objectives of the Carl D. Perkins Career and Technical Education Act State Plan priorities. As part of the grant activities, permission is requested to enter into contract with University Student Union, Inc., an auxiliary organization of California State University, Northridge.

ANALYSIS AND FISCAL IMPACT

The grant will sponsor the California Consumer Affairs Association's 37th Annual Conference, which will be held at California State University, Northridge, on October 27-28, 2011. This professional development event will cover consumer affairs topics such as 2011 consumer laws; consumer frauds, issues, and trends; the Consumer Financial Protection Bureau; legal aid for low-income consumers; credit and debt collection scams; and foreclosure and loan modification fraud. Permission is requested to enter into contract with University Student Union, Inc., for facilities and audiovisual equipment, in an amount not to exceed \$1,500.

Activities will be carried out with grant funds. The project will not impact the College budget.

Funding Source

California Community Colleges Chancellor's Office.

RECOMMENDATION

It is recommended that the Board of Trustees approves the contract with University Student Union, Inc.

Prepared by: Adrienne J. Price

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #3

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Center of Excellence Grant Renewal, Contracts, Acceptance of Funds,
and Activities

BACKGROUND

1. The Center of Excellence (COE) is funded by the California Community Colleges Economic and Workforce Development Program to conduct environmental scanning. In partnership with business and industry, the COE researches, analyzes, and presents information on regional economic and workforce needs, customized for community colleges.
2. The COE partners with other colleges on research projects and may charge other colleges for the work conducted by Mt. SAC's COE. In 2011-12, the COE will provide research services to the Centers hosted by San Bernardino Community College District and City College of San Francisco.
3. The COE is conducting a statewide analysis of the labor market for mobile media jobs and needs to obtain "real time" data on current job openings. Wanted Analytics will provide customized labor market information for the selected occupations and keywords.

ANALYSIS AND FISCAL IMPACT

1. Grant renewal:
 - The Center of Excellence Grant is renewed each year by the Chancellor's Office. The grant award is \$205,000 for the period of July 1, 2011, through June 30, 2012.
2. Contract with community colleges:
 - The contract with San Bernardino Community College District is effective August 22, 2011, to November 31, 2011, and the COE will receive \$17,000 for the work performed.
 - The contract with City College of San Francisco is effective August 26, 2011, to June 30, 2012, and the COE will receive \$15,000 for the work performed.
3. Contract with new vendor:
 - The contract with Wanted Analytics will be effective September 15, 2011, to October 31, 2011, for a cost of \$1,200. Contractor will be paid from the Center of Excellence budget.

There is no cost to the District.

Funding Source

California Community Colleges Chancellor's Office Economic and Workforce Development Program.

RECOMMENDATION

It is recommended that the Board of Trustees approves the renewal of the COE grant, accepts the funds from San Bernardino Community College District and City College of San Francisco, and approves the contract with Wanted Analytics.

Prepared by: Joumana McGowan/Audrey Reille

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #4

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: San Bernardino County Fire Department Affiliation Agreement

BACKGROUND

Students enrolled in the Paramedic Program require use of clinical facilities for training. The San Bernardino County Fire Department has agreed to accept paramedic interns and will provide students with excellent training opportunities

ANALYSIS AND FISCAL IMPACT

The new affiliation agreement between Mt. SAC and the San Bernardino County Fire Department is the standard agreement to accept paramedic interns used by the Paramedic Program. No changes or amendments have been made.

The agreement shall be effective September 15, 2011.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the affiliation agreement between Mt. San Antonio College and the San Bernardino County Fire Department.

Prepared by: Sarah Daum

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #5

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Continuing Education

BACKGROUND

Continuing Education presents a variety of offerings each semester.

ANALYSIS AND FISCAL IMPACT

Changes to current contracts:

From:	Contract #1112 Metropolitan Water District of Southern California Instruction Staff TBD – <u>176 hours</u>	To:	Same Same <u>Swopes, Edward – 80 hours @ \$69.49/hour</u> <u>Garcia, Daniel – 96 hours @ \$71.92/hour</u>
From:	LA Works Basic Skills Lab Additional Instructor LA Works is funded through WIA (Workforce Investment Act)	To:	<u>Sanchez, Jose - @ \$45/hour</u> <u>(not to exceed 600 hours)</u>

Community Services Program – New Fee Based Classes/Programs:

Course Title/Program	Presenter	Remuneration	Fee
Ice Skating for Tots	Center Ice Arena	60% of registration fees	\$55
Ice Skating for Kids			\$55
Ice Skating for Teens and Adults			\$55
Ice Skating – Tot and Me			\$75

Funding Source

All instructors/presenters are paid based on student registration fees collected, or per contract stipulations.

RECOMMENDATION

It is recommended that the Board of Trustees approves the additions and changes, as presented.

Prepared by: Donna Burns

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #6

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: New Ceramics Card for Advanced Ceramics Students

BACKGROUND

Ceramics students with more advanced skills are required to use Nara porcelain clay for some projects. This clay is priced best if purchased in bulk.

ANALYSIS AND FISCAL IMPACT

The Fine Arts Department purchases porcelain clay in 2,000 lb. lots. Students are not required to purchase ceramics cards, but they are able to purchase a 25 lb. bag of clay should they elect to purchase a ceramics card at the bulk price of \$8.25, which represents the actual cost charged by the vendor. Fiscal Services will validate the actual fee amount prior to charging the students.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the request for ceramics cards, as defined above.

Prepared by: Sue Long

Reviewed by: Virginia R. Burley

Recommended by: Bill Scroggins

Agenda Item: Consent #7

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Independent Contractors

BACKGROUND

Approval of Independent Contractors.

ANALYSIS AND FISCAL IMPACT

Periodically, there is a need to hire independent contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines. Following is a list of independent contractors for Board approval:

PROVIDER	AREA/DEPARTMENT	SERVICE/ASSIGNMENT	DATE(S)	AMOUNT
Yvette Buccino	Student Services CARE Program	Facilitate Personal Development Workshops	9/27/11- 11/21/11	Not to exceed \$960
Andrea Baker- Wilkerson	Instruction – Music Department	Musician - Vocalist at Jazz Day	10/19/11 and 5/23/12	Not to exceed \$400
Ramon Banda	Instruction – Music Department	Musician - Drummer at Jazz Day	10/19/11 and 5/23/12	Not to exceed \$400
Chris Colangelo	Instruction – Music Department	Musician – Bass Player at Jazz Day	5/23/12	Not to exceed \$200
Ron Eschete	Instruction – Music Department	Musician – Guitarist at Jazz Day	10/19/11 and 5/23/12	Not to exceed \$400
Roger Gerard	FCS Discipline/ Industry Collaborative Grant	Write nine hospitality articles for FCS website	7/1/11- 6/30/12	Not to exceed \$1,890
Roger Gerard*	FCS Discipline/ Industry Collaborative Grant	Plan and implement hospitality professional development symposium	7/1/11- 6/30/12	Not to exceed \$750
Kristy Lauria (dba Graphic Edge)	FCS Discipline/ Industry Collaborative Grant	Develop graphics for “Entrepreneur Teaching Guide”	7/1/11- 6/30/12	Not to exceed \$5,000

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #8

SUBJECT: Independent Contractors

DATE: September 14, 2011

PROVIDER	AREA/DEPARTMENT	SERVICE/ASSIGNMENT	DATE(S)	AMOUNT
Paul Morin	Instruction – Music Department	Musician – Bass Player at Jazz Day	10/19/11 and 5/23/12	Not to exceed \$400
Deborah Norris	FCS Discipline/ Industry Collaborative Grant	Create interior design program showcase	9/1/11-6/30/12	Not to exceed \$1,000
Linda Umbdenstock	Research & Institutional Effectiveness	Facilitate training and planning to develop processes for creating a culture of meaningful assessment	8/9/11-6/30/12	Not to exceed \$10,000

Funding Sources

Restricted General Fund – FCS Discipline/Industry Collaborative Grant, Student Services/CARE program

Unrestricted General Fund – Instruction/Music Department, Student Services/Student Life/LEAD program, Research & Institutional Effectiveness

RECOMMENDATION

It is recommended that the Board of Trustees approves the list of Independent Contractors, as presented.

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Agreement with Vavrinek, Trine, Day & Co., LLP for Fiscal
Independence Audit

BACKGROUND

On August 24, 2011, the Board of Trustees authorized the submittal of an application with the Los Angeles County Superintendent of Schools and the California Community Colleges Chancellor's Office in order to obtain Fiscal Independence status, effective July 1, 2012. As part of this process, the District is required to be audited by an external independent Certified Public Accountant (CPA) firm.

ANALYSIS AND FISCAL IMPACT

Upon receipt of the District's application for Fiscal Independence status, the Los Angeles County Superintendent of Schools recommended the CPA firm of Vavrinek, Trine, Day & Co., LLP (VTD) to conduct the audit. This is the same firm that conducted the audit for the Fiscal Accountability status. VTD has experience in conducting the specific kind of audit that is required to obtain Fiscal Independence status and they have agreed to complete the audit within the College's specified timeline. The auditors were at Mt. SAC to conduct the audit on September 6-9, 2011, and their final report will be submitted to the Los Angeles County Superintendent of Schools by September 23. The fee for their services will be between \$24,000 and \$27,000. The fee is based on anticipated cooperation from personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, a new fee estimate will be discussed before additional costs are incurred.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the agreement with Vavrinek, Trine, Day & Co., LLP to conduct an audit, as required, to obtain Fiscal Independence status.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #9

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Resolution No. 11-02 - Fund Balance Guidelines

BACKGROUND

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance and Governmental Fund Type Definitions*, to change how fund balance information is reported, improve the usefulness of fund balance reporting, and attempt to make fund balance classifications easier to understand, by establishing new fund balance classifications.

ANALYSIS AND FISCAL IMPACT

The District reports its financial statements following the Business Type Activity (BTA) model of GASB Statement Nos. 34 and 35, in accordance with the recommendation of the California Community Colleges Chancellor’s Office. However, we have chosen to include “fund” financial statements in the annual audited financial report to provide a more useful presentation. Districts have not been officially notified by the Chancellor’s Office that they need to comply with GASB 54, but Fiscal Services has chosen to implement GASB Statement No. 54 per the recommendation of the College’s audit firm, which will be effective for the 2010-11 fiscal year financial reporting. Therefore, the District must adopt a resolution establishing this new fund balance procedure. The new governmental fund balance category definitions, as listed in the Resolution, will replace the term Reserves, Designated and Undesignated.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended the Board of Trustees approves Mt. San Antonio College’s Resolution No. 11-02 implementing Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, beginning with the 2010-11 fiscal year financial reporting.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #10

MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE MT. SAN ANTONIO
COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA,
IMPLEMENTING GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB 54),
FUND BALANCE REPORTING AND GOVERNMENTAL FUND TYPE DEFINITIONS THAT
IS EFFECTIVE WITH THE 2010-11 FISCAL YEAR FINANCIAL REPORT.**

RESOLUTION NO. 11-02

WHEREAS, the Governmental Accounting Standards Board (GASB) has adopted Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, and

WHEREAS, the Mt. San Antonio Community College District wishes to comply with GASB 54 beginning with the 2010-11 fiscal year financial report;

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Mt. San Antonio Community College District, hereby adopts the following guidelines:

Fund Balance Guidelines

The District will maintain Fund Balance reservations, as defined below, in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. Accordingly, Fund Balance will be comprised of the following categories that are listed in the order of hierarchy from non-spendable to spendable:

- **Non-spendable Fund Balance** – consists of funds that cannot be spent due to their form or funds that legally or contractually must be maintained intact. Prepaid expenses are to be included in this category.
- **Restricted Fund Balance** – consists of funds that are mandated for a specific purpose by “external parties” (State, Federal, private donor), constitutional provisions, or enabling legislation (State grants).
- **Committed Fund Balance** – consists of funds that are set aside for a specific purpose by the Board of Trustees – “internal.” Formal Board action by resolution must be taken prior to the end of the fiscal year. These amounts cannot be used for any other purpose unless the Board removes or changes the specific use through the same formal Board action that established the commitment. While Board action to establish the commitment must occur prior to the end of the fiscal year, the exact amount may be determined subsequent to the release of the annual financial statements. The difference between Restricted and Committed; is the Fund Balance that is either mandated by an “external party” or an “internal action.”

- **Assigned Fund Balance** – consists of funds that are set aside with the intent to be used for a specific purpose by the Board, or designee(s), to assign funds. Examples of assigned balances include, but are not limited to, assignments for facility emergencies, scheduled maintenance contributions, and Board of Trustee election expenses. The Board has delegated authority to the Vice President, Administrative Services or the Associate Vice President, Fiscal Services to assign funds. Assigned funds cannot cause a deficit in the Unassigned Fund Balance.
- **Unassigned Fund Balance** – consists of excess funds that have not been classified in the previous four categories. All funds in this category are considered spendable resources. The General Fund should be the only fund that reports a positive unassigned fund balance amount. This category also provides the resources necessary to meet unexpected expenditures and revenue shortfalls. The ten percent (10%) reserve designated per Board Policy is considered an Unassigned Fund Balance.

Minimum Fund Balance Policy

The Board of Trustees recognizes that sound fiscal management comprises the foundational support of the entire District. To make that support as effective as possible, the Board intends to maintain, in accordance with Board Policy 6200 - Budget Preparation, a minimum Unassigned Fund Balance of no less than 10% of unrestricted general fund expenditures.

PASSED AND ADOPTED by the Governing Board on September 14, 2011, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTENTIONS:

Board of Trustees of the Mt. San Antonio
Community College District

Dr. William T. Scroggins, College President/CEO

Attest:

Dr. Manuel Baca
Clerk of the Board of Trustees
Mt. San Antonio Community College District

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Agreement with Iron Mountain

BACKGROUND

Iron Mountain is the leader in information management services, assisting more than 140,000 organizations with storing and protecting information. Information Technology and Fiscal Services utilize Iron Mountain's media vault services to store digital data and paper files in case of a disaster. Fiscal Services is utilizing this service on a temporary basis until the Administration building renovation is completed. Information Technology performs nightly backups of almost all computer systems, servers, and databases to digital tapes. These tapes are sent off-site on a daily basis via secure Iron Mountain transport to their vault for storage and rotated back to the College for reuse on a set schedule. Iron Mountain's vault has all appropriate measures of security including keycard access, video surveillance, tape scanning, and online tape tracking.

ANALYSIS AND FISCAL IMPACT

Mt. SAC receives a 30% list price discount on services and a 23% discount from list price on storage. Currently, Iron Mountain monthly invoices average \$1,000 depending on the total number of days in a month and the total number of site visits. An annual agreement not to exceed \$14,000 with the option to renew for four additional years provides continuity for disaster recovery planning and data management.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the agreement with Iron Mountain for July 1, 2011, through June 30, 2012, with an option to renew for four additional years.

Prepared by: Victor A. Belinski/Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #11

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Resolution No. 11-03 - Appropriations Limit for 2011-12

BACKGROUND

In accordance with Article XIII-B of the Constitution and Chapter 1205 Statutes of 1980, the Board of Trustees is required to establish by resolution an appropriations limit for 2011-12.

ANALYSIS AND FISCAL IMPACT

The attached Resolution No. 11-03 establishes Mt. San Antonio Community College District's appropriations limit for 2011-12 at \$258,244,675.

For 2011-12, the District's budgeted appropriations subject to the limitation are \$116,383,568. This means we are approximately \$141.9 million under our statutory spending limit. (See attached Gann Limit worksheet.)

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees adopts Resolution No. 11-03, as required by law.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #12

RESOLUTION NO. 11-03

**RESOLUTION OF THE GOVERNING BOARD OF THE
MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
SETTING THE DISTRICT APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2011-12**

As required by Article XIII-B of the Constitution and Chapter 1205 Statutes of 1980.

WHEREAS, on November 6, 1979, the people of California passed Proposition 4, a constitutional amendment requiring appropriations limits for State and local government units; and

WHEREAS, Article XIII-B of the Constitution and Chapter 1205 Statutes of 1980, implements Proposition 4, and requires the Board of Trustees to establish by resolution and appropriations limit each fiscal year beginning with 1981-82; and

WHEREAS, the documentation used in determining the appropriations limit for fiscal year 2011-12, has been made available to the public in the Office of Administrative Services for fifteen (15) days prior to the adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby establishes a fiscal year 2011-12 appropriations limit of \$258,244,675.

I HEREBY CERTIFY THAT the foregoing is a full, true, and correct copy of a resolution adopted by the Governing Board of Mt. San Antonio Community College District of Los Angeles County, California, at its meeting here on September 14, 2011.

AYES, and in favor of, Board Members:

NOES, Board Members:

ABSENT, Board Members:

William T. Scroggins, Ph.D.
College President/CEO and
Secretary, Governing Board

**CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2011-12**

DISTRICT NAME: Mt. San Antonio Community CollegeDATE: September 14, 2011**1. 2011-12 APPROPRIATIONS LIMIT:**A. **2010-11 Appropriations Limit** \$250,967,769B. **2011-12 Price Factor:** 1.0251

C. Population Factor:

1) **2009-10 Second Period Actual FTES:** 31,797.322) **2010-11 Second Period Actual FTES:** 31,918.463) **2011-12 Population Change Factor:** 1.0038

(Line C.2. divided by line C.1.)

D. **2010-11 Limited Adjusted by Inflation and Population Factors** \$258,244,675
(Line A multiplied by line B and line C.3.)

E. Adjustments to Increase Limit:

1) Transfers in of Financial Responsibility \$-----

2) Temporary Voter-Approved Increases _____

3) Total Adjustments – Increase _____

Sub-Total \$-----

F. Adjustments to Decrease Limit:

1) Transfers Out of Financial Responsibility \$-----

2) Lapses of Voter-Approved Increases _____

3) Total Adjustments – Decrease <_____>

G. **2011-12 Appropriations Limit** \$258,244,675**2. 2011-12 APPROPRIATIONS SUBJECT TO LIMIT:**A. State Aid (General Apportionment, Apprenticeship Allowance,
Basic Skills and Partnership for Excellence) \$ 99,099,910B. State Subventions (Homeowners' Property Tax Relief,
Timber Yield Tax, etc.) 138,651C. Local Property Taxes 17,482,524

D. Estimated Excess Debt Service Taxes -----

E. Estimated Parcel Taxes, Square-Foot Taxes, etc. -----

F. Interest on Proceeds of Taxes 63,776G. Local Appropriations from Taxes for Unreimbursed State,
Court and Federal Mandates < 401,293 >H. **2011-12 Appropriations Subject to Limit** \$ 116,383,568

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Agreement with SchoolsFirst Federal Credit Union for Automated Teller
Machine Site License and Maintenance

BACKGROUND

On July 23, 2003, the Board of Trustees approved entering into an agreement with SchoolsFirst Federal Credit Union (formally Orange County Teachers' Federal Credit Union) to install an automated teller machine (ATM) at the parking lot entrance of the Administration building (Building 4) for the convenience of Mt. SAC employees. This ATM was removed in August 2009 due to the Administration building remodel that would make the ATM inaccessible. SchoolsFirst Federal Credit Union removed the ATM at that time.

ANALYSIS AND FISCAL IMPACT

It is anticipated that the Administration building will reopen in October 2011, and Mt. SAC employees would like to have the ATM reinstalled. SchoolsFirst has agreed to install a new state-of-the-art ATM that will be compliant with the new Americans With Disabilities Act legislation. The new ATM will have Text-to-Speech capability and will also be image-enabled. SchoolsFirst will purchase and install the new ATM and provide maintenance at no cost to the District.

Credit union members or members of another credit union who are members of The CO-OP Network will not pay a service charge for using this ATM. In addition, SchoolsFirst Federal Credit Union has agreed to pay Mt. SAC 50% of the total monthly surcharges received by non-members who use the ATM.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended the Board of Trustees authorizes entering into an agreement with SchoolsFirst Federal Credit Union for an Automated Teller Machine Site License and Maintenance.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #13

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT PEPPM National Contract Program

BACKGROUND

PEPPM is a 27-year-old technology bidding and purchasing program for educational agencies. The cooperative is coordinated by the Central Susquehanna Intermediate Unit (CSIU) of Milton, PA; and the Kern County Superintendent of Schools in Bakersfield, California, which awards bids on behalf of California schools, agencies, and libraries for technology equipment, software, and supplies. Its purpose is to reduce the cost of doing business by leveraging volume discounts with a broad range of vendors for commonly needed items. The College seeks to join the PEPPM National Contract Program.

ANALYSIS AND FISCAL IMPACT

The College's participation in the PEPPM National Contract Program is allowed under the Kern County Superintendant of Schools award as the lead educational agency for the State of California. Furthermore, Public Contract Code Section 20652 allows the governing board of any community college district, without advertising for bids and when the board has determined it to be in the best interest of the district, to authorize the purchase of goods or services through another public agency that has awarded a contract based on a formal bid process which permitted its bid to be used ("piggybacked") by other public agencies.

PEPPM, through the Kern County Superintendent of Schools, has contracts with numerous reputable technology equipment, software, supplies, and related equipment suppliers that can be a resource for best pricing, availability, and support considerations that affect the College's purchases. There are no membership fees to join or participate in the PEPPM Program; the total cost of the cooperative program is funded through a fee paid by the participating vendors based on actual sales.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves the College's participation in the PEPPM National Contract Program.

Prepared by: Thomas G. Meikle

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #14

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: PrestoSports Application Services Agreement

BACKGROUND

In order to improve and increase the visibility and image of Mt. SAC's sports teams, the College Athletic Department would like to enter into an Application Services Agreement with PrestoSports to redesign and host the athletic website for the College. PrestoSports will provide the technical expertise needed to redesign, set up, and host a professional-appearing website for Mt. SAC Athletics.

ANALYSIS AND FISCAL IMPACT

The Athletic Department and Information Technology have evaluated available software and webhosting service providers that could assist with redesigning and hosting the Mt. SAC athletics website. They have determined that the services provided by PrestoSports meet the College's needs for a fair and reasonable cost.

Funding Source

Unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approves entering into a three-year Application Services Agreement with PrestoSports, in the amount of \$12,000.00 (\$4,000.00 per year).

Prepared by: Joseph Jennum/Thomas G. Meikle

Reviewed by: Michael D. Gregory

Recommended by: Bill Scroggins

Agenda Item: Consent #15

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: August 24, 2011

CONSENT

SUBJECT: Request for Retention Reduction for Physical Education Building
Renovation – Fire Sprinkler (Bid No. 2863)

BACKGROUND

Public Contract Code Section 9203 requires that the College withhold retention in the amount of not less than 5% of the contract price until final completion and acceptance of a project and allows the College to make full payments at any time after 50% of the work has been completed, conditional upon satisfactory progress being made.

ANALYSIS AND FISCAL IMPACT

The following contractor has performed satisfactorily and has requested that the retention being held by the College be reduced from 10% to 5% of the total contract amount. The current retention amount already collected for this project represents more than 5% of the contract amount.

<u>Project Name</u>	<u>Contractor</u>	<u>% Complete</u>
Physical Education Building Renovation – Fire Sprinklers	JPI Development Group, Inc.	70%

There is no financial impact to the Measure R Bond budget.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves reducing to 5% the retention for JPI Development Group, Inc., as presented.

Prepared by: Thomas G. Meikle

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #16

BOARD OF TRUSTEES		
MT. SAN ANTONIO COLLEGE		
DATE: <u>September 14, 2011</u>	CONSENT	
SUBJECT: <u>Professional Design and Consulting Services</u>		

BACKGROUND

In order to commence design on construction and renovation projects, it is necessary to retain the services of qualified professionals.

ANALYSIS AND FISCAL IMPACT

The following contracts are presented for approval:

#1	Consultant:	Hill Partnership, Inc.	
	Project:	Building 40 Feasibility Study	
Item	Description:	Amount	
	Professional consulting services to provide a feasibility study establishing the scope and an estimate of construction costs of the structural, mechanical, electrical, and accessibility improvements necessary to obtain Field Act certification. Fixed fee:	\$47,450.00	
	Reimbursable expenses:	\$500.00	
	Contract Amount	\$47,950.00	

#2	Consultant:	Hill Partnership, Inc.	
	Project:	Classroom Building Renovation (Formerly Agricultural Sciences Lab) Expanded Site Development	
Item	Description:	Amount	
	Professional architectural and engineering services to expand site developments south of Classroom Building Renovation project and north of the new Design Technology Center building. Plans shall consist of access, landscape, and hardscape improvements including a free-standing elevator. Fixed fee:	\$160,000.00	
	Contract Amount	\$160,000.00	

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk
 Recommended by: Bill Scroggins Agenda Item: Consent #17

SUBJECT: Professional Design and Consulting Services

DATE: September 14, 2011

#3	Consultant:	Marlene Imirzian & Associates Architects	
	Project:	Food Service Building	
Item	Description:	Amount	
	Professional architectural and engineering services to construct a 12,000-square-foot Food Service facility. Fixed fee:	\$502,000.00	
	Food service consultant	\$52,000.00	
	Allowance to obtain LEED Silver Certification	\$50,000.00	
	Reimbursable expenses:	\$20,000.00	
	Contract Amount		\$624,000.00

Funding Source

Measure RR Bond Anticipation Note funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the contracts, as presented.

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Design Technology Center (Change Orders)

BACKGROUND

Design Technology Center (Change Orders).

As of August 1, 2011, Change Orders for the Design Technology Center project totaled \$1,050,728.71, or 6.6% of all contracts. Changes totaling 2.8% of all contracts were owner-requested changes, 2.2% were required by the Architect, 0% was required to update Campus Standards, 0.7% was to address unforeseen conditions, and 0.9% was for Division of the State Architect, updated code requirements, and other miscellaneous changes.

ANALYSIS AND FISCAL IMPACT

The following changes were necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

Bid No.	2849	Contractor:	RC Construction (General Contractor)	CO No.	9
Item	Change and Justification:			Amount	Time
1	Revise the HVAC system at the storage room to provide cooling for the newly added audiovisual equipment. <i>Owner-directed change-design modification.</i>			\$0.00	0 days
2	Replace a coiling door with glazing and modify metal stud framing for the newly added audiovisual equipment. <i>Owner-directed change-design modification.</i>			\$10,951.24	0 days
3	Add approximately 285 square feet of soffit framing due to the change in the ceiling height in the lobby space. <i>Architect/Engineer requirement-additional details required.</i>			\$5,554.00	0 days
4	Furr out two columns in Rooms 218 and 219 to allow for framing and drywall of the rooms. <i>Architect/Engineer requirement-additional details required.</i>			\$1,771.00	0 days
5	Provide backing for monitors in the lobby. <i>Owner-directed change-design modification.</i>			\$223.00	0 days
6	Revision to Change Order No. 8, clerical error.			\$0.09	0 days

Prepared by: Gary L. Nellesen

Reviewed by: Thomas G. Meikle/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #18

SUBJECT: Design Technology Center (Change Orders)

DATE: September 14, 2011

Bid No.	2849 (cont.)	Contractor:	RC Construction (General Contractor)	CO No.	9
Item	Change and Justification:		Amount	Time	
7	Demo and patch drywall in areas that required installation of additional brackets and supports. The counter supports were not added prior to wallboard installation. <i>Miscellaneous change-back charge to Structural Steel contractor.</i>		\$1,384.09	0 days	
	Total		\$19,883.42	0 days	
	Original Contract Amount			\$4,998,000.00	
	Net Change by Previous Change Orders			\$410,415.02	
	Net Sum Prior to This Change Order			\$5,408,415.02	
	Amount of Change Order No. 9			\$19,883.42	
	New Contract Sum			\$5,428,298.44	
	Percentage of Change to Contract, to Date				8.61%

The following Change Orders have previously been approved by the Board of Trustees:

Design Technology Center	Date	Amount	%	Bid No. 2849 RC Construction (General Contractor)
Contract Amount		\$2,707,000.00		
Change Order No. 1	July 2010	\$1,464.72	0.59%	Rain delays; Relocate fence.
Change Order No. 2	August 2010	\$1,681.69	1.0%	Increase wall thickness; Insulation at roof for mechanical unit.
Change Order No. 3	December 2010	\$27,666.00	0.55%	Roofing; Rubber tile flooring.
Change Order No. 4	January 2011	\$37,232.00	0.74%	Metal wall panels; Revised floor finishes.
Change Order No. 5	April 2011	\$33,221.73	0.66%	Metal stud furring wall, change all wood doors to 100% FSC, miscellaneous concrete work; Revise corridor ceiling heights; Provide framing changes at wheelchair lift; 1,200-gallon water tank.
Change Order No. 6	May 2011	\$65,889.48	1.32%	Fire alarm system and column furring; Revise drinking fountain; Revise wall framing; Change opening of doors; Automatic door openers; Ductwork in assembly space; Add soffit.
Change Order No. 7	June 2011	\$79,375.30	1.59%	Architectural metal louvers.

SUBJECT: Design Technology Center (Change Orders)

DATE: September 14, 2011

Design Technology Center (continued)	Date	Amount	%	Bid No. 2849 RC Construction (General Contractor)
Change Order No. 8	July 2011	\$163,884.10	3.28%	Marker boards; Revise room layouts; Metal stud framing; Anti-graffiti coating and glazing; Replace drywall with wonder board; Expansion joints; Revise door hardware.

Bid No.	2853	Contractor:	Brewster Electrical (Electrical Contractor)	CO No.	10
Item	Change and Justification:		Amount	Time	
1	Change nineteen exterior light fixtures to LED lighting and change poles from 10' to 12' to match new Campus Standards and improve energy efficiency. <i>Owner-directed change-Campus standard.</i>		\$14,852.00	0 days	
2	Revise corridor ceiling plan to accommodate ductwork and conflicting framing. <i>Architect/Engineer requirement-design modification.</i>		\$0.00	0 days	
3	Revision to Change Order No. 7, Item No. 6 - the amount indicated was \$902.00 over the approved amount. <i>Architect/Engineer requirement.</i>		<\$902.00>	0 days	
Total			\$13,950.00	0 days	
Original Contract Amount			\$2,491,338.00		
Net Change by Previous Change Orders			\$318,479.16		
Net Sum Prior to This Change Order			\$2,809,817.16		
Amount of Change Order No. 10			\$13,950.00		
New Contract Sum			\$2,823,767.16		
Percentage of Change to Contract, to Date			13.34%		

The following Change Orders have previously been approved by the Board of Trustees:

Design Technology Center	Date	Amount	%	Bid No. 2853 Brewster Electric (Electric Contractor)
Contract Amount		\$2,491,338.00		
Change Order No. 1	June 2010	\$4,085.49	0.56%	Revise high voltage feeder location; repair conduit in sidewalk; repair light pole locations.

SUBJECT: Design Technology Center (Change Orders)**DATE:** September 14, 2011

Design Technology Center (continued)	Date	Amount	%	Bid No. 2853 Brewster Electric (Electric Contractor)
Change Order No. 2	July 2010	\$200,409.40	8.0%	Add rooftop lighting; Revise lighting layout; Floor boxes; Protection screen locations; Add lights in Hallway 123; Exterior light fixture.
Change Order No. 3	October 2010	\$18,452.01	0.74%	Add light in corridor; Power and conduit to irrigation controller; Add power at AHU unit.
Change Order No. 4	November 2010	\$6,710.26	0.27%	Roofing credit; Power to automatic doors; Install disconnect switch.
Change Order No. 5	January 2011	\$44,136.96	1.77%	Wire baskets; Sump drain; Store existing emergency blue phone; Add power to EMS control panels; FLEX vs. EMT.
Change Order No. 6	March 2011	\$14,352.01	0.58%	Delete intrusion alarm; Interior and exterior lighting controls; Revise power distribution in Room 137.
Change Order No. 7	May 2011	<\$24,998.00>	0.1%	Power smoke detector to fire alarm system; Revise power in Rooms 158 and 143; Revise electrical design in Assembly Space ; Reinstall disconnects; Connect fire alarm to coiling door; Ceiling-mounted receptacles; Credit for Public Address systems; Lighting control zones; Install annunciate panel.
Change Order No. 8	July 2011	\$5,498.00	0.22%	Temporary power for elevator installation; Relocate boiler control panel location; Install wall-mounted light fixture at wheelchair lift; Column furring at Room 113.
Change Order No. 9	August 2011	\$39,833.00	1.60%	Fire stopping; Install projection screen and project lift in Assembly space; Revise communications; Three duct detectors on second floor.

SUBJECT: Design Technology Center (Change Orders)

DATE: September 14, 2011

Funding Sources

State Capital Outlay and Measure R Bond funds.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the Change Orders, as presented.

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Administration Building Remodel (Change Orders)

BACKGROUND

Administration Building Remodel (Change Orders).

As of August 1, 2011, Change Orders for the Administration Building Remodel project totaled \$1,302,531.33, or 20% of all contracts. Changes totaling 11.2% of all contracts were owner-requested changes, 2.4% were required by the Architect, 1.5% was required to update Campus Standards, 3.1% were to address unforeseen conditions, and 1.2% was for Division of the State Architect, updated code requirements, and other miscellaneous changes.

ANALYSIS AND FISCAL IMPACT

The following changes are necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

Bid No.	2855	Contractor:	Angeles Contractor (General Contractor)	CO No.	9
Item	Change and Justification:		Amount	Time	
1	Add structural steel supports to the existing concrete wall at the abandoned stairway opening to accommodate existing conditions. <i>Unforeseen field conditions.</i>		\$2,364.92	2 days	
2	Add roller window shades to eighteen newly added windows to control outside lighting and interior room temperature. <i>Owner-directed change-additional details required.</i>		\$6,270.07	2 days	
3	Revise the door, frame, hardware and signage of the exterior hollow metal door to an aluminum/glass storefront system to suit its use as a main access route and match the building finishes. <i>Owner-directed change-design modification.</i>		\$10,892.96	2 days	
4	Paint the exterior of the building in lieu of the original design of exposed concrete. <i>Owner-directed change-design modification.</i>		\$16,493.22	8 days	
5	Provide additional concrete paving at the southwest side of the building to ensure correct drainage and to improve access to the building. <i>Architect/Engineer requirement-additional details required.</i>		\$20,013.26	3 days	

Prepared by: Gary L. Nellesen

Reviewed by: Thomas G. Meikle/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #18

SUBJECT: Administration Building Remodel (Change Orders)**DATE:** September 14, 2011

Bid No.	2855 (cont.)	Contractor:	Angeles Contractor (General Contractor)	CO No.	9
Item	Change and Justification:			Amount	Time
6	Add metal flashing trim at the perimeter of eight door and louver openings; this work is necessary to weather-seal the transition between the corrugated metal panels and openings. <i>Architect/Engineer requirements-additional details required.</i>			\$2,475.74	0 days
7	Anchor a steel plate cap over an existing floor opening to properly seal the opening. <i>Architect/Engineer requirements-additional details required.</i>			\$720.78	1 day
8	Provide additional structural wall support at the low wall in Room 211; additional support was not indicated on the original architectural plans. <i>Architect/Engineer requirements-additional details required.</i>			\$1,713.77	1 day
9	Add structural stiffeners to the metal stud framing within the main skylight per the structural engineer's recommendation. <i>Architect/Engineer requirements-additional details required.</i>			\$3,274.33	2 days
	Total			\$64,219.05	21 days
	Original Contract Amount			\$2,582,000.00	
	Net Change by Previous Change Orders			\$686,668.22	
	Net Sum Prior to This Change Order			\$3,268,668.22	
	Amount of Change Order No. 9			\$64,219.05	
	New Contract Sum			\$3,332,887.27	
	Percentage of Change to Contract, to Date			29.08%	

The following Change Orders have previously been approved by the Board of Trustees:

Administration Building Remodel	Date	Amount	%	Bid No. 2855 Angeles Contractor Inc. (General Contractor)
Contract Amount		\$2,582,000.00		
Change Order No. 1	July 2010	\$121,159.78	4.69%	Add punch windows and roller shade for skylight.
Change Order No. 2	August 2010	\$35,942.34	6.08%	Modify roofing application to cover parapet wall.
Change Order No. 3	September 2010	\$12,125.52	6.79%	Reinforce penthouse duct openings.
Change Order No. 4	January 2011	\$68,526.69	9.44%	Penthouse wall panels; Roof reinforcement for HVAC; Parapet membrane.
Change Order No. 5	March 2011	\$67,389.36	12.05%	Human Resources Department reconfiguration, repair existing walls, and access controls hardware.

SUBJECT: Administration Building Remodel (Change Orders)

DATE: September 14, 2011

Administration Building Remodel (continued)	Date	Amount	%	Bid No. 2855 Angeles Contractor Inc. (General Contractor)
Change Order No. 6	April 2011	\$14,704.38	12.62%	Revise concrete stair landing, Room 130 transaction counter, and casework.
Change Order No. 7	May 2011	\$254,114.61	22.46%	Add exterior steel canopies; modify interior walls due to reconfiguration of rooms; Add exterior windows; Fiscal Services vault Fit-Out; Add card readers.
Change Order No. 8	June 2011	\$106,705.54	26.59%	Plaster patching at existing areas; Add windows where previously was colored glass block; Print Services shelving; Storefront hardware and wall framing.

Bid No.	2859	Contractor:	Rancho Pacific Electrical, Inc. (Electrical Contractor)	CO No.	8
Item	Change and Justification:		Amount	Time	
1	Provide conduit infrastructure for power and data receptacles in Room 229 to support additional office equipment; and revise conduit in Room 227 due to changes with the ceiling system. <i>Owner-directed change-added scope.</i>		\$7,925.00	3 days	
2	Relocate light fixtures in Room 244 to improve room lighting conditions. <i>Architect/Engineer requirement-additional details required.</i>		\$2,709.00	0 days	
3	Change light fixtures in newly re-configured Room 228. <i>Owner-directed change-added scope.</i>		\$1,184.00	0 days	
4	Provide an electrical/data floor box in the middle of Room 201 to supply power and data to the conference table. <i>Owner-directed change-added scope.</i>		\$4,145.00	2 days	
5	Provide emergency power to the access control system; add access control to four door openings to provide building security. <i>Architect/Engineer requirement-additional details required.</i>		\$16,783.00	8 days	
6	Provide new conduit and power to three mechanical units to accommodate the new equipment locations; the mechanical contractor installed the equipment in the wrong locations. <i>Miscellaneous change-back charge to mechanical contractor.</i>		\$3,481.00	2 days	
7	Modify light fixtures in the corridor that conflict with the mechanical ductwork. <i>Architect/Engineer requirement-additional details required.</i>		\$1,714.00	0 days	

SUBJECT: Administration Building Remodel (Change Orders)

DATE: September 14, 2011

Bid No.	2859 (cont.)	Contractor:	Rancho Pacific Electrical, Inc. (Electrical Contractor)	CO No.	8
Item	Change and Justification:			Amount	Time
8	Provide power to five Energy Management control panels not shown on the original drawings. <i>Architect/Engineer requirement-additional details required.</i>			\$3,991.00	0 days
	Total			\$41,932.00	15 days
	Original Contract Amount			\$1,667,700.00	
	Net Change by Previous Change Orders			\$357,832.50	
	Net Sum Prior to This Change Order			\$2,025,532.50	
	Amount of Change Order No. 8			\$41,932.00	
	New Contract Sum			\$2,067,464.50	
	Percentage of Change to Contract, to Date			23.97%	

The following Change Orders have previously been approved by the Board of Trustees:

Administration Building Remodel	Date	Amount	%	Bid No. 2589 Rancho Pacific Electric (Electrical Contractor)
Contract Amount		\$1,667,000.00		
Change Order No. 1	July 2010	\$103,488.00	6.21%	Add emergency communication system and LEED-required metering.
Change Order No. 2	September 2010	\$20,600.00	7.44%	Replace existing 12kv conductors.
Change Order No. 3	October 2010	\$21,597.00	8.74%	Improve penthouse lighting.
Change Order No. 4	January 2011	\$47,020.50	11.56%	Entrance canopy lighting and power.
Change Order No. 5	March 2011	\$48,959.00	14.49%	Power and data reconfiguration.
Change Order No. 6	April 2011	\$24,528.00	15.96%	Added power requirements due to space changes; Temporary power to A/C unit; Light fixture revisions.
Change Order No. 7	June 2011	\$91,640.00	21.46%	Added data/communications outlets for access control and equipment. Fiscal vault fit-out; Audiovisual equipment updates.

SUBJECT: Administration Building Remodel (Change Orders)

DATE: September 14, 2011

Funding Sources

State Capital Outlay and COPS funds.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Change Orders, as presented.

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Physical Education Program Building Renovation (Change Order)

BACKGROUND

Physical Education Program Building Renovation (Change Order).

As of August 1, 2011, Change Orders for the Physical Education Program Building Remodel project totaled \$84,509.72, or 2.85% of all contracts. Changes totaling 0.7% of all contracts was owner-requested changes, 1.8% was required by the Architect, 0.1% was required to update Campus Standards, 0.1% was to address unforeseen conditions, and 0.2% was for Division of the State Architect, updated code requirements, and other miscellaneous changes.

ANALYSIS AND FISCAL IMPACT

The following changes are necessary in order to provide the College with an operational and complete project and to provide additional items not included in the original contract:

Bid No.	2861	Contractor:	HMI Construction (General Contractor)	CO No.	3
Item	Change and Justification:			Amount	Time
1	Install additional reinforcement to the existing pipe columns. This work is necessary to provide structural integrity across existing welded joints in the column. <i>Unforeseen field condition.</i>			\$7,391.33	0 days
2	Grind the stiffener plates that are to be installed against the existing beam web in order to ensure consistent field welds. The existing beam web was found to be curved once the ceilings were removed. <i>Unforeseen field condition.</i>			\$5,404.94	0 days
	Total			\$12,796.27	0 days
	Original Contract Amount			\$1,883,000.00	
	Net Change by Previous Change Orders			\$64,239.12	
	Net Sum Prior to This Change Order			\$1,947,239.12	
	Amount of Change Order No. 3			\$12,796.27	
	New Contract Sum			\$1,960,035.39	
Percentage of Change to Contract, to Date				4.09%	

Prepared by: Gary L. Nellesen

Reviewed by: Thomas G. Meikle/Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #18

SUBJECT: Physical Education Program Building Renovation (Change Order)

DATE: September 14, 2011

The following Change Orders have previously been approved by the Board of Trustees:

Physical Education Program Building Remodel	Date	Amount	%	Bid No. 2861 HMI Construction (General Contractor)
Contract Amount		\$1,883,000.00		
Change Order No. 1	April 2011	\$14,580.49	0.77%	Over-excavate 12" of footing to expose firm soil bottom; Remove drywall and patch back at eight locations.
Change Order No. 2	June 2011	\$49,658.63	2.64%	Height of wall increase; Casework replacement; Framing in corridors; New chain-link fence line posts; Furr out wall for drinking fountain chiller; Demolish existing planters.

Funding Source

Measure RR Bond Anticipation Note.

RECOMMENDATION

It is recommended that the Board of Trustees approves the Change Order, as presented.

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

CONSENT

SUBJECT: Professional Design and Consulting Services (Contract Amendments)

BACKGROUND

In order to commence design on construction and renovation projects, it is necessary to retain the services of qualified professionals.

ANALYSIS AND FISCAL IMPACT

The following contract amendments are presented for ratification:

#1	Consultant:	Hill Partnership Inc.	No.	2
	Project:	Classroom Building Renovation (Formerly Agricultural Sciences Lab) Fire Sprinkler Design Services		
Item	Description:		Amount	
	Professional design services to provide Fire Sprinkler design and specifications for the Classroom Building Renovation project. Fixed fee:		\$10,780.00	
	Total		\$10,780.00	
	Original Contract Amount		\$361,300.00	
	Net Change by Previous Amendments		\$7,710.00	
	Net Sum Prior to This Amendment		\$369,010.00	
	Amount of Amendment No. 2		\$10,780.00	
	New Contract Sum		\$379,790.00	

#2	Consultant:	Hill Partnership Inc.	No.	3
	Project:	Agricultural Sciences Complex – Partial Construction Phase Services		
Item	Change and Justification:		Amount	
	Additional professional architectural and engineering services to provide Civil and Landscaping Consultant services for the redesign of the south slope access ramp, sidewalk, and landscaping. Fixed fee:		\$10,450.00	
	Total		\$10,450.00	
	Original Contract Amount		\$100,000.00	
	Net Change by Previous Amendments		\$46,266.00	
	Net Sum Prior to This Amendment		\$146,266.00	
	Amount of Amendment No. 3		\$10,450.00	
	New Contract Sum		\$156,716.00	

Prepared by: Gary L. Nellesen

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Consent #19

SUBJECT: Professional Design and Consulting Services (Contract Amendments)

DATE: September 14, 2011

Funding Source

Measure RR Bond funds.

RECOMMENDATION

It is recommended that the Board of Trustees ratifies the Contract Amendments, as presented.

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

ACTION

SUBJECT: Budget for Fiscal Year 2011-12

BACKGROUND

In accordance with Title 5 of the California Code of Regulations, Section 58300, community college districts must adopt a final budget each year on or before September 15.

Until the overall economy recovers, California, and thus California community colleges, will continue to struggle at a time when resources are scarce, but demand for services is high. This leaves colleges to rely on their reserves to sustain operations during these difficult economic times. Despite the budget pitfalls, Mt. SAC has maintained healthy reserves that will enable it to sustain operations for the 2011-12 fiscal year, while planning for further expenditure reductions for the 2012-13 fiscal year and beyond.

The proposed budget includes updated actual information from 2010-11, plus revised revenue and expenditure projections for 2011-12. Most expenditures, such as salaries, fringe benefits, supplies, utilities, contracts, and services, are considered to be ongoing and part of what is called the operational or status-quo budget.

ANALYSIS AND FISCAL IMPACT

The 2011-12 proposed budget reflects the best possible projections considering the current State budget crisis. As always, the budget is considered a dynamic planning document flexible enough to be responsive to the College's needs, yet very dependent upon uncertain, variable revenue. It is unknown at this time if the College will experience further revenue reductions for this fiscal year. If State revenues are less than anticipated, mid-year "Trigger Cuts" will be enacted. As a precaution, the proposed budget has \$1,839,377 of the fund balance earmarked as Assigned (previously known as Designated) Fund Balance, for this purpose.

Apportionment revenue is based on \$4,565 per Credit FTES and \$2,745 per Noncredit FTES. In addition, courses that qualify under the new Enhanced Noncredit criteria are funded at \$3,232 per FTES. Apportionment revenue has been budgeted at the estimated 2011-12 base allocation. Mt. SAC will also experience yet another year of workload reductions in the amount of \$7,996,179, which equates to a 5.956% decrease in State apportionment revenue and a reduction of 1,869 funded FTES (6.2%). In anticipation of this workload reduction, the College reduced 533 course sections, which signifies a 1,609 FTES (5.1%) decrease beginning with the Fall 2011 semester. Apportionment revenue has also been reduced on a one-time basis by an additional \$301,113 due to an anticipated enrollment fee and property tax shortfall.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: Bill Scroggins

Agenda Item: Action #2

SUBJECT: Budget for Fiscal Year 2011-12

DATE: September 14, 2011

Although the College received \$3,180,097 in growth funds for 2010-11, there is no provision for growth funding in the current budget. In addition, this will be the fourth consecutive fiscal year that no cost-of-living adjustment (COLA) has been allocated to community colleges.

Lottery funds are projected to increase from \$112 to \$117 per FTES, which equals \$173,142 in increased revenue. Interest earnings continue to decrease year-to-year due to the projected \$961 million in statewide apportionment deferrals. Included in the proposed budget are ongoing unrestricted general fund revenues totaling \$137,362,853, which is over \$3.9 million less than the total revenue budgeted for the 2010-11 Adopted Budget.

In the 2011-12 proposed budget, Faculty will receive a 2% on-schedule salary increase and a \$755 increase toward the annual District contribution for health and welfare benefits for a total cost of \$1,469,349. This is the first negotiated salary increase faculty have received since the 2007-08 fiscal year. Annual employee step-and-column salary progression and employer paid benefit increases represent \$1,402,485 in ongoing expenditure budget increases. A budget increase of \$536,907 for retiree health benefits is due to a significant increase in retirees, as a result of the retirement incentive offer in June 2011, and a 4.1% overall increase in health premiums. Also notable, is the unemployment insurance rate hike, which increased over 124% from .72% in 2010-11 to 1.61% in 2011-12, for a total budget increase of \$641,727. This rate is a record high for California public schools.

In 2009-10, Mt. SAC's categorical programs suffered a severe budget reduction totaling \$6.5 million. Since this reduction, the College has been augmenting these vital programs with one-time unrestricted general fund "categorical support" backfill to fund employees' salaries and benefits, and to keep operations and services functioning. Instead of continuing to show employees' salaries and benefits as one-time categorical support, the affected positions have been moved to the unrestricted general fund, which increased ongoing expenditures by \$1,726,505.

Although the total ongoing expenditure budget increased by \$6.4 million from 2010-11, the College was able to mitigate this increase by reducing \$4.6 million in ongoing expenditures. These budget savings include the reduction of operational budgets (\$496,800), the elimination of vacant positions (\$2.4 million), and class reduction savings (\$1.7 million). The net effect represents an ongoing (unrestricted) expenditure budget increase of \$1.8 million from the 2010-11 Adopted Budget. Total ongoing expenditures are estimated at \$144,776,137 leaving a projected ongoing structural budget deficit of \$7,413,284.

Fortunately, instead of an estimated \$1,509,868 ongoing budget deficit that was projected for 2010-11, the fiscal year ended with a \$9.8 million positive variance. This was largely the result of careful planning, conserving, and sacrifice across the campus. Although this is definitely news to celebrate, the College must be mindful that it is not out of the woods yet. Mt. SAC's healthy reserves will allow it to continue the many outstanding programs and services for which it is known, while allowing for careful consideration of budget plans for the 2012-13 fiscal year and beyond.

SUBJECT: Budget for Fiscal Year 2011-12

DATE: September 14, 2011

Also through careful planning, one-time expenditures totaling \$3,576,917 were offset by \$1.2 million in budget savings due to the large number of vacant positions resulting from the retirement incentive. Based on Mt. SAC's recent actuarial study, the annual required contribution to the OPEB Trust was greatly reduced for the 2011-12 fiscal year only, resulting in a one-time savings of \$1.6 million. As a result of these one-time budget reductions, the total amount for one-time expenditures has been reduced to \$748,344. Mt. SAC was fortunate to save approximately \$1 million this fiscal year, as there was no opposition to the Board members up for re-election.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees reviews and approves the Budget for 2011-12, per Title 5 requirements. (Distributed as a separate document.)

**BOARD OF TRUSTEES
MT. SAN ANTONIO COLLEGE**

DATE: September 14, 2011

ACTION

SUBJECT: Proposed Revisions to Board Policy 4270 – Use of General Education
Completed at Other Accredited Institutions

BACKGROUND

Mt. San Antonio College is required to have an Acceptance of Transfer Credits policy (WASC Accreditation standard II.B.2.c) by which the College accepts and applies courses completed at other institutions of higher education. Board Policy 4270 and Administrative Procedure 4270 specify the policy and procedures for accepting equivalent general education courses that will be applicable toward Mt. SAC's graduation requirements.

ANALYSIS AND FISCAL IMPACT

After careful review and deliberation, and utilizing the College's shared governance process, revisions to Board Policy 4270 have been suggested.

The proposed language has been approved by the College's Academic Senate, and the Student Preparation and Success Council. It was reviewed by the Board of Trustees at its August meeting with no further revisions proposed.

Funding Source

Not applicable.

RECOMMENDATION

It is recommended that the Board of Trustees approves proposed revisions to Board Policy 4270 – Use of General Education Courses Completed at Other Accredited Institutions.

Prepared by: Audrey Yamagata-Noji

Recommended by: Bill Scroggins

Agenda Item: Action #3

SUBJECT: Proposed Revisions to Board Policy 4270 – Use of General Education Courses Completed at Other Accredited Institutions

DATE: September 14, 2011

Chapter 4 – Academic Affairs

BP 4270 Use of General Education Courses Completed at Other Accredited Institutions

References:

Title 5 Section 55061-55063

~~Mt. San Antonio College will accept general education course credit earned by a student who has satisfactorily completed the general education course(s) at a regionally accredited institution of higher education. The general education course credit(s) earned will be applied to the Mt. SAC Associate Degree graduation requirements and the Public Speaking requirement.~~

~~Exceptions to this policy are that no courses lower than the equivalent of English 1A and the equivalent of Speech 1A that are offered at Mt. SAC will be used to meet the English Language requirement.~~

It shall be the policy of Mt. San Antonio College to accept equivalent general education courses from regionally accredited institutions of higher education and, as reasonable, to apply them to courses applicable to Mt. SAC graduation requirements. Determination of equivalent courses shall be deemed the purview of discipline faculty through a process recommended by the Academic Senate.

When there is not an equivalent course offered by Mt. San Antonio College, general education credit will be applied as determined by AP 4270.

~~Course credit issued by a Regional Occupational Program (ROP) and/or Adult Education center which has been designated as college level by the issuing agency will be accepted if the agency is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) or the Senior College Commission, under the auspices of the Western Association of Schools and Colleges (WASC).~~

Adopted May 26, 2004

Revised April 26, 2006

Legal Citation Revised April 5, 2011