



# BOARD BRIEFS

Summary of meeting highlights and actions taken by the Mt. SAC Board of Trustees

**Meeting Date:** Wednesday August 28, 2013 **Location:** Founders Hall

**Future Board Meetings:** September 11, October 23, November 20

## CAMPUS LEADERSHIP REPORTS

Reports were given by the Academic Senate, Faculty Association, CSEA 262 and 651, and Associated Students. Detailed presentations will be reported in the official minutes when posted online.

## ACTIONS OF THE BOARD

### CONSENT CALENDAR

*Matters 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 are enacted by a single motion and vote. Below is a partial list of items approved. For a complete list, please see the agenda on the college's website.*

- Approved the Appropriation Transfers and Budget Revisions Summary.
- Approved hiring various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
- Approved the Quarterly Investment Report ending June 30, 2013.
- Approved the Quarterly Financial Status Report ending June 30, 2013.
- Approved the 2014 contract for the Chancellor's Office Tax Offset Program (COTOP).
- Approved the reissuance of stale-dated Warrant No. 07092685 in the amount of \$687.
- Approved an agreement with Ellucian Company L.P. for technical services to install the International Student & Scholar Management software module.
- Approved contracts to provide Lease/Leaseback construction services for the Campus-wide Door Hardware Improvements project and the Audio Visual Systems Improvements project.
- Approved reducing the retention from 10% to 5% for Bid No. 2834 - Child Development Center Electrical Package – Tri-Power Electric, Inc. (Electrical Contractor).
- Approved Bid No. 2951 - Performing Arts Center – Liberty Climate Control, Inc. (Contractor).
- Approved modified courses to be effective the 2013-14 academic year.
- Approved the Men's and Women's Cross Country teams to participate in an invitational meet in Eugene, Oregon, October 4-6, 2013.
- Approved Singcopation's participation at the 56<sup>th</sup> Annual Monterey Jazz Festival, September 20-23, 2013, in Monterey.
- Approved Athletic Special Events expenditures and contracts for the 2013-14 academic year.
- Approved an affiliation agreement with Ontario Training Center for students in the Fire Academy.
- Approved of activities and acceptance of funds for the new Title V – Developing Hispanic-Serving Institutions Grant – Building Pathways of Persistence and Completion Grant.
- Approved activities and acceptance of funds for the Campus Suicide Prevention Grant.
- Approved ratification of the agreement with the Chancellor's Office of the California Community Colleges for the Student-Right-To-Know subscription.
- Approved activities and acceptance of funds for the Asian American and Native American Pacific Islander-Serving Institutions (AANAPISI) Grant.
- Approved the purchase of choral collections from Sand Castle Music, Inc. for the Mt. SAC Chamber Singers.
- Approved additions and changes for the Continuing Education Division.
- Approved a Memorandum of Understanding with Aurora Charter Oak Behavioral Health Care.

## INFORMATIONAL REPORTS

- **Dr. George Bradshaw**, Dean, Enrollment Management, gave a preliminary fall enrollment report. As of the board meeting, 27,180 credit students were enrolled for the fall semester—up 1.27% over last fall. Of this number, 16,563 were part-time credit students and 10,289 were full-time. Fall credit class offerings increased 3.9%, from 2,847 in 2012 to 2,959. The numbers will fluctuate as more students continue to register and add and drop classes during the initial weeks of the semester. As in previous years, a majority of the college's in-district enrollment comes from Pomona (3,590), West Covina (3,077) and La Puente (2,551). Out-of-district enrollment showed 1,642 students listing Upland as their city of residence while another 1,235 students traveled from Chino Hills. The college also continued to draw out-of-district students from Ontario, Rancho Cucamonga and Chino.
- **Dr. Terri Long**, Dean of Instructional Services, reported on Credit Course Repetition. State regulations governing course repetitions in community colleges have undergone significant changes, most recently the removal of repeatability from most lab and activity courses offered at Mt. SAC. Effective summer 2013, the ability to repeat courses was removed from all courses except those in which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree; intercollegiate athletics courses in which student athletes are enrolled to participate in an organized competitive sport; and intercollegiate academic or vocational competition courses that are designed specifically for non-athletic competitive events. At Mt. SAC, 21 courses have maintained repeatability because of the bachelor's degree requirement; 26 courses have maintained repeatability due to intercollegiate athletics, and five courses have maintained repeatability because they are designed for academic or vocational competition. There are exceptions for individual students. These include: occupational work experience, special classes for students with disabilities, legally mandated training courses, and courses offered in response to a significant change in industry or licensure standards.
- **Meghan Chen**, Dean, Library & Learning Resources, reported on the college's Distance Learning Program. Noting that it allows students to earn two degrees and 11 certificates and complete more than 50% of credits in general education. The college offered 10 more sections of online classes than last year. During 2012-13, nearly 6,200 students took an online course, while nearly 8,000 enrolled in a hybrid class. Enrollment in online classes showed a decrease (-3%) from 2011-12, while enrollment in hybrid courses showed a slight increase (1%). Student success in hybrid and online classes has increased in the past two years. For the 2012-13 term, success rates in traditional classes continued to exceed those of online and hybrid classes. The success rate in traditional classes was 69%, 63% in hybrid classes (1.5% increase), and 58% (1.8% increase) in online classes.

## ACTION ITEMS

- Approved agreements to provide Professional Design and Consulting Services for the following projects: Coast Compressor Company for the Semi-Annual Compressor Maintenance and Services Agreement; with First Fire Systems for Annual Fire Alarm Monitoring; with Gala Systems for the Gala Stage Lift Annual Maintenance Agreement; with S.P. Pool Care for the Annual Pool Maintenance and Service Agreement; with Hill Partnership, Inc. for the Classroom Improvements – Phase 2 project; with P2S Engineering, Inc. for the Student Success Center LEED Commissioning; with Cambridge West Partnership for the Final Project Proposal for the new Career and Technical Education Building, the Master Planning Five-Year Construction Plan and Space Inventory, and the Facilities Master; and with Newcomb Anderson McCormick for Solar Photovoltaic System Support. *(Pulled from Consent Calendar)*
- Approved Personnel Transactions dated August 28, 2013.
- Approved three-year negotiated Agreement between CSEA, Chapter 262 and the District for 2011-14
- Approved three-year negotiated Agreement between CSEA, Chapter 651 and the District for 2011-14
- Approved three-year Agreement between the Faculty Association and the District for 2011-14
- Approved contract with Credentials Order Processing Service Inc. for Parkingplus
- Approved amendment to Dr. Scroggins' Employment Agreement for the period July 1, 2013, to June 30, 2014

## INFORMATIONAL ITEMS

- The Board was presented Administrative Procedure 3110 – Academic Department Reorganization for information only.

## INTRODUCTIONS

### Newly Hired Staff

#### Classified

- **Stephanie Bolechowski**, Secretary (Public Safety)
- **John Estacio**, Financial Aid Systems Specialist (Financial Aid)
- **Rafael Valadez**, Custodian (Custodial Services)

#### Promotion

- **Ronald Titus**, Payroll Coordinator

### Recognition

- A representative from the United States Aircraft Insurance Group (USAIG) presented a plaque to Mt. San Antonio College honoring a 30-year partnership with the college and in appreciation for its dedication to aviation safety. Accepting the award on behalf of the college were **Robert Rogus** and **Linda Rogus**, co-chairs of the Mt. SAC Aeronautics and Transportation program.

For the complete agenda and minutes for this Board of Trustees meeting,  
please visit: <http://www.mtsac.edu/administration/trustees/meetings.html>

#### TRUSTEES

Dr. Manuel Baca, Rosanne Bader, Fred Chyr, Dr. David K. Hall, Judy Chen Haggerty, *Esq.*  
Karina Maureira, *Student Trustee*

Dr. William Scroggins, *President & CEO*