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Subject: [ANNOUNCE] August Board Briefs

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Attached are the August Board Briefs, a summary of meeting highlights and actions taken by the Mt. SAC Board of Trustees.

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(909) 594-5611 Ext. 4121 Board Briefs 8-27-08.doc



# BOARD BRIEFS

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

**Meeting Date:** Wednesday, August 27, 2008 **Location:** Founders Hall  
**Future Board Meetings:** September 24, October 15

## CAMPUS LEADERSHIP REPORTS

Reports were given by the Academic Senate, Classified Senate, Faculty Association, CSEA, and Associated Students—all of which underscored their support of Measure RR, Mt. SAC's campus improvement bond initiative. Detailed presentations are reported in the detailed minutes 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 Personnel Transactions, dated August 27, 2008, as corrected.
- Approved the College's conflict of interest code.
- Approved to ratify Meet/Confer Agreement between the District and Confidential Employees for 2008-09.
- Approved to ratify Meet/Confer Agreement between the District and Supervisory Employees for 2008-09.
- Approved to ratify Meet/Confer Agreement between the District and Management Steering Committee for 2008-09.
- Approved the Emergency Medical Services Program accreditation site visit and related expenditures.
- Approved the Center of Excellence grant renewal for 2008-09.
- Approved the Continuing Education Programs and Courses for Fall 2008.
- Approved submitting an application on behalf of the Governing Board and the College President/CEO to the Los Angeles County Superintendent of Schools requesting Fiscal Accountability Status, effective July 1, 2009.
- Approved a three-year agreement (2008-09, 2009-10, and 2010-11) with Vicenti, Lloyd & Stutzman, LLP for basic auditing services.
- Approved subscribing to the Fraud Alert Hotline Service provided by VLS Fraud Solutions, which is a professional service of Vicenti, Lloyd & Stutzman, LLP.
- Approved change orders for classroom remodel, Student Services Center renovation, planetarium remodel, Parking Lot B improvements, Science Building interior/exterior improvements.
- Ratified completion notices for the Music Building expansion and Founders Hall renovation.

### ACTION ITEMS

*Items discussed and acted upon separately by the Board.*

- Approved the 2008-09 adopted budget (subject to change based on pending state budget actions).
- Approved Emergency Resolution No. 08-02 –Campuswide Repairs of Chino Hills Earthquake Damage.
- Approved to certify the Subsequent Final Environmental Impact Report and adoption of the Statement of Overriding Considerations, the Statement of Facts and Findings, the Mitigation Monitoring Program, and the Campus Master Plan Update 2008.
- Approved an Agreement for Program Management/Construction Management Services with Bovis Lend Lease, Inc., contingent on the passage of the Measure RR Bond in the November 2008 General Elections and State Capital Outlay funding as it is released by the Chancellor's Office.
- Approved incorporating the ManageMen's OS1 cleaning program into Facilities Planning and Management's custodial operations.

## PRESENTATIONS

- Administrative Services VP **Mike Gregoryk** reviewed the proposed 2008-09 budget, which includes total ongoing revenue of \$144,978,505 and proposed ongoing expenditures of \$145,948,588, leaving a projected budget deficit of \$970,083. Mr. Gregoryk noted that anticipated revenues are subject to change, based on the adopted state budget and Mt. SAC's resulting state allocation. He also suggested ways in which the deficit could be covered. Mr. Gregoryk reported that Unrestricted General Fund Revenues of \$20,517,479 represent a 13.5% overall reserve balance, which is well above the Board's minimum 10% reserve mandate. He also noted that there will likely be no COLA funded for this fiscal year when the state budget is adopted. And although Mt. SAC hopes to receive 2.29% in growth funds, the College's Budget Committee has continually recommended that growth funds not be included in the budget until growth in FTES is achieved and funded by the state.
- Student Services VP **Audrey Yamagata-Noji** presented a preliminary overview of fall student enrollment. She reported unduplicated credit enrollment at 23,921 (as of August 26), representing a 3% increase of last year's enrollment. Total full-time students totaled 9,861 (6% increase), while credit units totaled 254,180 (4% increase). First-time students totaled 5,724 (7% increase), while continuing students totaled 18,701 (4% increase). Dr. Yamagata-Noji reported that 13,811 applications were processed (up by 1,437 over '07), 1,222 new students have declared they will seek A.A./A.S. degree only, 273 will seek certificates only, and 4,824 declared they plan to transfer. Additionally, 2,913 new students said they enrolled at Mt. SAC to meet general education university requirements (up by 2,506).

Marketing Director **Clarence Brown** presented the "Dream It, Be It!" enrollment marketing campaign and described the various media and vehicles used to execute the campaign: high school yearbook ads, print ads, mall kiosk ads, a freeway billboard, airport display ads, transit ads, website and marquee promotions, and soon-to-be posted street banners. A "Dream It" direct mail piece was developed and sent to nearly 10,000 new high school grads from local districts. Dr. Yamagata-Noji also reported on the various outreach efforts made to students and parents and the various Connect 4 Early Registration workshops held over the summer to matriculate students.

- Safety and Risk Management Director **Karen Saldana** reviewed campus emergency procedures and actions taken during the Chino Hills earthquake, which occurred on July 29. Staff was commended for the orderly execution of the College's emergency evacuation and assessment plan. Ms. Saldana and Facilities Planning and Management Director **Gary Nellesen** presented visual examples of damaged facilities, which were described as minor to moderate.

## BOARD RECOGNITIONS

### Newly Hired Staff

#### Classified

- Silva Arzunan, Student Services Program Specialist, Disabled Student Programs & Services
- Ligaya Macayaon, Staff Nurse, Student Health Services
- Jason Torres, Laboratory Technician, Business & CIS, Business Division

#### Management

- Tamika Addison, Assistant Director, Child Development Center, Child Development Center

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

Dr. John S. Nixon, *President/CEO*

#### TRUSTEES

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