



# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 25, 2011

2:00 p.m. Study Session  
5:30 p.m. Closed Session  
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** (2:00 p.m.)

## PUBLIC COMMUNICATION

At this time, the Board of Trustees will listen to communication from the public on the Study Session agenda item. Comments are limited to no more than three minutes per person.

## STUDY SESSION

- Meet with representatives from the Community College League of California and Political Data Inc. to evaluate the needs of the district related to Trustee elections.
- Discuss the 2011-12 College budget.

*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.*

## **PUBLIC COMMUNICATION**

At this time, the Board of Trustees will listen to communication from the public on any Closed Session agenda item. Comments are limited to no more than three minutes per person.

### **CLOSED SESSION (5:30 p.m.)**

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

### **RECEPTION FOR MT. SAC NATIONAL CHAMPIONSHIP FORENSICS TEAM (6:00 p.m. Dining Hall)**

### **PUBLIC SESSION (6:30 p.m. Flag Salute)**

### **MOMENT OF SILENCE**

Observe a moment of silence in memory of John (Jack) Sommers, Jr, Professor, Administration of Justice. Professor Sommers joined the College as an adjunct professor in 1996. He was currently teaching Administration of Justice Report Writing. Professor Sommers passed away on May 8, at the age of 68.

### **INTRODUCTIONS AND RECOGNITION**

- **Introduction of the following newly promoted staff:**

#### Classified Staff

Leslie Hennings, Secretary, Student Life Office  
Yesenia Reyes, Caseworker, Student Services/CalWORKs  
Joshua Stratton, Lead Custodian, Custodial Services

- **Recognition**

- The Mt. SAC Forensics Team for capturing the national title at the Phi Rho Pi Speech Tournament and for winning the Sylvia Mariner Perpetual Sweepstakes Award. Coach John Vitullo will also be recognized for being presented with the Distinguished Service Award by Phi Rho Pi for his contributions to the national forensics organization for community colleges.
- Lisa Bastio and Rene Kouassi for being two of 60 scholars from among 785 nominees to be selected to receive the prestigious Jack Kent Cooke Foundation Undergraduate Transfer Scholarship.

- Jaejin Eum for serving 1½ years as the student representative on the College's Citizens Oversight Committee.
- Awarding of Certificates of Service to the following retiring faculty and managers:
  - Katherine Calkins**, Professor, Music, 36½ years of service
  - Maria Luisa Fuller**, Professor, Learning Assistance, 10 years of service
  - John Gardner**, Professor, Mental Health Technology, 36 years of service
  - Sheryl Hullings**, Director, Enterprise Application Systems, 37 years of service
  - Susanna Jones**, Director, Financial Aid, 37 years of service
  - Terrance Krider**, Professor, Respiratory Therapy, 30 years of service
  - Douglas Martin**, Professor, Mathematics, 22½ years of service
  - Carol Norton**, Professor, Learning Assistance, Writing/Reading, 20 years of service
  - Stephen Runnebohm**, Dean, Humanities & Social Sciences, 24 years of service
  - Herminia (Irma) Zuniga**, Counselor, 24 years of service
- Patrick Martinez for his year of service to the students of Mt. SAC by serving as their representative on the Board of Trustees.

## **APPROVAL OF MINUTES**

Approval of minutes of the regular meeting of April 20, 2011, and the special meetings of May 5, 2011 and May 12, 2011. (See backup packet pages 1 through 14.)

## **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 – John S. Nixon, President/CEO

## 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 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.

### PRESIDENT'S OFFICE

1. Consideration of approval of the 2011-12 meeting calendar for the Mt. San Antonio College Board of Trustees. (See backup packet page 15.)
2. Consideration of approval of an agreement with the law firm of Liebert Cassidy Whitmore to provide legal and consulting services to the College in regard to employment relations and education law, including representation in labor negotiations and in administrative and court proceedings, as requested by the College. Term of agreement is from June 1, 2011 through May 31, 2012. (See backup packet pages 16 through 21.)

### HUMAN RESOURCES

3. Consideration of approval of Personnel Transactions, dated May 25, 2011. (See backup packet pages 22 through 35.)
4. Consideration of approval of a contract with Center for Collaborative Solutions. (See backup packet page 36.)



## **INSTRUCTION and STUDENT SERVICES**

5. Consideration of approval to destroy roll books and other associated class records, for terms summer 2003 through spring 2008, that have been imaged. (See backup packet page 37.)
6. Consideration of approval of the academic calendar for 2012-13. (See backup packet pages 38 and 39.)
7. Consideration of approval for Chamber choir students and faculty member Bruce Rogers to participate in the Pavarotti Choir of the Decade Competition to be held in Cardiff, Wales, October 9–16, 2011. (See backup packet page 40.)
8. Consideration of approval to accept an augmentation of the CTE Hub grant and extensions of three Center of Excellence grants. (See backup packet page 41.)
9. Consideration of approval of activities and a contract for the Family and Consumer Sciences Discipline/Industry Collaborative grant. (See backup packet page 42.)
10. Consideration of approval of activities and acceptance of funds for the Song-Brown Registered Nurse Education Program Grant. (See backup packet page 43.)
11. Consideration of approval of a contract with RP Group, Inc., for Pilot Program for Course Material Rental grant. (See backup packet page 44.)
12. Consideration of approval of Community Services programs and courses for summer 2011. (See backup packet pages 45 through 48.)
13. Consideration of approval of Contract Training through Continuing Education. (See backup packet pages 49 and 50.)
14. Consideration of approval of the Honors Recognition Dinner scheduled for June 3, 2011, at a cost not to exceed \$2,500. (See backup packet page 51.)

## **ADMINISTRATIVE SERVICES**

15. Consideration of approval of the Appropriation Transfers and Budget Revisions Summary. (See backup packet pages 52 through 78.)
16. 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 79 through 82.)
17. Consideration of approval of the Quarterly Financial Status Report for the period ending March 31, 2011. (See backup packet pages 83 through 85.)
18. Consideration of approval of the Quarterly Investment Report for the period ending March 31, 2011. (See backup packet page 86.)

19. Consideration of approval of the Eighteenth Amendment to the Master Agreement By and Between Mt. San Antonio College and Mt. SAC Auxiliary Services, effective July 1, 2011, through June 30, 2016. (See backup packet pages 87 through 89.)
20. Consideration of approval of an agreement with Mandate Resource Services, LLC for State-mandated cost claim preparation services for actual annual claims for fiscal year 2010-11 plus estimated claims for fiscal year 2011-12. (See backup packet page 90.)
21. Consideration of approval to instruct Administrative Services to reject a Claim Against the District by Sara L. Lindsay. (See backup packet page 91.)
22. Consideration of approval of an agreement for the use of Mt. SAC as an Incident Command Support Camp Facility by the Los Angeles County Fire Department. (See backup packet page 92.)
23. Consideration of approval to purchase furniture for the Physical Education Building Renovation project. (See backup packet page 93.)
24. Consideration of approval to ratify the purchase of Restroom Paper Goods that exceeded the bid threshold. (See backup packet page 94.)
25. Consideration of approval to reduce to 5% the retention for Harbor Construction Co., Inc. on their contract for the Agricultural Sciences Complex (General Construction) (Bid No. 2775), and for American Electric Company on their contract for the Agricultural Sciences Complex (Electrical) (Bid No. 2779). (See backup packet page 95.)
26. Consideration of approval of various agreements to provide Professional Design and Consulting Services with Breen Engineering for the Child Development Center Project; with P2S Engineering, Inc. for the Agricultural Sciences Complex Project; with H2 Environmental Consulting Services, Inc. for the Gym Building Abatement Project, with Pool Service by Kevin for the Annual Custodial Supplies Project, and with Steve Rogers Acoustics LLC for the Agricultural Sciences Complex Project. (See backup packet pages 96 and 97.)
27. Consideration of approval of the following Change Orders:
  - Bid No. 2773      Agricultural Sciences Complex – KAR Construction Inc. (Concrete Contractor) – Change Order No. 8. (See backup packet pages 98 and 99.)
  - Bid No. 2775      Agricultural Sciences Complex – Harbor Construction Co. (General Contractor) – Change Order No. 14. (See backup packet pages 99 through 101.)
  - Bid No. 2779      Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 10. (See backup packet pages 101 and 102.)

- Bid No. 2846 Design Technology Center – K.A.R. Construction (Caissons and Concrete Contractor) – Change Order No. 7. (See backup packet pages 103 and 104.)
- Bid No. 2849 Design Technology Center – RC Construction (General Contractor) – Change Order No. 6. (See backup packet pages 104 through 106.)
- Bid No. 2851 Design Technology Center – HPL Mechanical (Plumbing Contractor) – Change Order No. 3. (See backup packet page 106.)
- Bid No. 2852 Design Technology Center – West Tech Mechanical (HVAC Contractor) – Change Order No. 2. (See backup packet page 107.)
- Bid No. 2853 Design Technology Center – Brewster Electric (Electrical Contractor) – Change Order No. 7. (See backup packet pages 107 through 110.)
- Bid No. 2855 Administration Building Remodel – Angeles Contractor, Inc. (General Contractor) – Change Order No. 7. (See backup packet pages 111 through 113.)

28. Consideration of approval of the following Contract Amendments:

- Contract Classroom Building Renovation (Former Agricultural Sciences Lab) – Hill Partnership, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 1. (See backup packet page 114.)
- Contract Physical Education Building Renovation – Kishimoto Architects, Inc. (Professional Design and Consulting Services Consultant) – Amendment No. 10. (See backup packet pages 114 and 115.)

29. Consideration of approval of the following Completion Notice:

- Bid No. 2840 Humanities Building Exterior Improvement Bridge Project – Y & M Construction, Inc. (Contractor)

30. Consideration of approval of the following Proposed Gifts and Donations to the College:

- Lyssette Trejo – Sofa (Pottery Barn), valued by donor at \$1,500, to be used by the Bridge Program of the Student Services Division.
- Dorothy Brunoll – Presolite MZ-4206 12-Volt Aircraft Starter, valued by donor at \$350, to be used by the Aircraft Maintenance Technology Program of the Technology and Health Division.

- Michael Bauer – Power Plant Maintenance Manuals, valued by donor at \$4,000, to be used by the Aviation Maintenance Program, of the Technology and Health Division.

## ACTION ITEMS

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

1. Consideration of approval of an employment contract for Dr. Bill Scroggins to be President/CEO of Mt. San Antonio College, effective July 1, 2011. (See backup packet pages 116 through 122.)

## DISCUSSION ITEMS

All items listed for “Discussion” will be discussed by the Board of Trustees but not acted on for approval. After discussion, the Board will determine whether an item returns the following month for action or further discussion.

1. Receive for first reading and discussion proposed Board Policy 5000 – Student Success. (See backup packet pages 123 and 124.)

## 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:     June 22, 2011  
   July 25, 2011 (Monday)  
   August 24, 2011

### Upcoming Events:

May 26, 2011	<b>International Students Recognition Ceremony</b> – 4:00-6:00 p.m., Founders Hall
May 27, 2011	<b>Spring Chamber Winds Concert</b> – 8:00 p.m., Clarke Theater
May 30, 2011	<b>Memorial Day Holiday</b> (Campus Closed)

- June 3, 2011                    **24<sup>th</sup> Annual Foundation Golf Tournament** – All Day, Industry Hills Golf Club
- June 3, 2011                    **Transfer Achievement Celebration** – 6:00-8:00 p.m., Gymnasium
- June 3, 2011                    **TRIO Upward Bound Program** – 6:00 p.m., Founders Hall
- June 3 and 4, 2011            **Spring Choral Concert** – 8:00 p.m., Feddersen Recital Hall
- June 4, 2011                    **Osher Scholarship Reception** – 10:00 a.m. – 1:00 p.m., Feddersen Recital Hall
- June 4, 2011                    **Student Scholarship Awards Ceremony** – 1:00 p.m., Pacific Palms
- June 9, 2011                    **ASPIRE Recognition Ceremony** – 6:00-8:00 p.m., Student Life Center
- June 9-12, 2011                **Theater Production: The Pillowman** – 8:00 p.m. (Sunday 2:00 p.m. matinee), Studio Theater
- June 10, 2011                  **Student Leadership & Advisor Awards Ceremony** – 6:00-9:30 p.m., Feddersen Recital Hall
- June 11, 2011                  **Spring Vocal Jazz Concert** – 8:00 p.m., Clarke Theater
- June 14, 2011                  **Psych Tech Graduation Ceremony** – 7:30 p.m., Clarke Theater
- June 17, 2011                  **Commencement Ceremony** – 6:30 p.m., Hilmer Lodge Stadium
- June 18, 2011                  **Nursing Pinning Ceremony** – 6:00 p.m., Hilmer Lodge Stadium
- June 19, 2011                  **2011 Spring Semester Ends**
- June 23, 2011                  **Fire Technology Graduation Ceremony** – 6:00 p.m., Clarke Theater
- June 27, 2011                  **Farewell Reception for President Nixon** – 1:30 p.m., Founders Hall

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**

**May 25, 2011**







# MT. SAN ANTONIO COLLEGE

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 20, 2011

### MINUTES

#### CALL TO ORDER

The regular meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:00 p.m. on Wednesday, April 20, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

John S. Nixon, President/CEO; Virginia Burley, Vice President, Instruction; Michael D. Gregoryk, Vice President, Administrative Services; Audrey Yamagata-Noji, Vice President, Student Services; and Annette Loria, Vice President, Human Resources.

#### 1. PUBLIC COMMUNICATION

None.

#### 2. CLOSED SESSION

The Board adjourned to Closed Session to discuss the following items:

- Government Code Section 54957: Public Employee Appointment/Employment: District President
- Conference with Labor Negotiator Annette Loria, Vice President, Human Resources, per California Government Code Section 54957.6  
Faculty Association and CSEA, Chapters 262 and 651
- Evans Brothers, Inc.'s February 4, 2011, Claim Pursuant to Government Code Sections 910 et seq. – Design Technology Center, Site Preparation & Site Utility Relocation Project (Bid No. 2844)
- Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(c) (one case)
- Public Employee Discipline/Dismissal/Release, per California Government Code Section 54957 (one position)



### **3. PUBLIC SESSION**

The public meeting reconvened at 6:42 p.m.

### **4. MOMENT OF SILENCE**

The Board observed a moment of silence in memory of Enrique Diaz and Marilyn Kaecke. Enrique Diaz was a Teaching Assistant in the Learning Assistance Center. He joined the College in 1990, and passed away on March 28, 2011, at the age of 53. Marilyn Kaecke served as the College's Director of Student Life. She retired in 2003, after 29 years of service. She passed away on April 19, at the age of 63.

### **5. INTRODUCTIONS/RECOGNITION**

- **Introductions**

- The following newly promoted staff were introduced to the Board:

- Classified Staff

- Tiefa Fisher-Gabriana, Learning Lab Assistant II, Learning Assistance Center

- Supervisory

- Michael Angle, Supervisor, Custodial Services

- **Recognition**

- The Board congratulated Xavier Padilla for his selection to the 2011 Phi Theta Kappa All-California Academic First Team and Lisa Bastio for her selection to the 2011 Phi Theta Kappa All-California Academic Third Team.
- Health Occupations Students of America (HOSA) students were congratulated for their outstanding performance at the State Leadership Conference in Sacramento. Competing with more than 1,600 attendees, Mt. SAC's ten HOSA students won three gold, four silver, and three bronze medals in Creative Problem Solving. In addition, Mt. SAC had two finalists in Kaiser Permanente Healthcare Issues Exam, where there were over 500 competitors in this single event. Mental Health Professor and Student Advisor Mary-Ellen Reyes said that Mt. SAC was the first community college in the nation to have HOSA.

### **6. APPROVAL OF MINUTES**

It was moved by Trustee Baca, seconded by Trustee Hall, to approve the minutes of the regular meeting of March 23, 2011, and the special meetings of March 16, 30, and April 6, 2011. Motion unanimously carried. Student Trustee concurred.

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

None.

## 8. PUBLIC COMMUNICATION

None.

## 9. REPORTS

A. Xavier Padilla, Associated Students President, reported the following:

- President Padilla invited all new and returning Associated Students officers to the meeting. Following self-introductions, all those running for an office in student government introduced themselves and the office they are seeking.
- On Friday, April 15, many students protested against budget cuts for higher education outside of Senator Bob Huff's office. Students also called state legislators to speak against an all-cuts budget and asked them to work to get the tax extension on the ballot.
- Associated Students hosted a Cultural Fair on April 13 to promote and celebrate cultural diversity on campus. It was a huge success with more than 700 in attendance.

B. Eric Kaljumagi, Academic Senate President, reported the following:

- At its March 24 full Senate meeting, the Senate voted to recommend the following:
  - Resolution 11-01 – Support of Research and Institutional Effectiveness. The Senate supports the hiring of an educational research assessment analyst whose main job would be to work with faculty on learning outcome assessment and evaluation.
  - Department Course Rotation Plan. The Senate encourages departments to provide the Dean of Counseling with a document detailing in which terms courses are to be offered.
  - Counseling Intervention Plan. The Senate is interested in making students aware of the College's repeat policy. To do this, the Senate suggests that the College provide programming in Banner to provide students repeating a course with either a link to a Public Service Announcement (first repeat) or to a voluntary "Intention for Success Statement" (second repeat).
  - Revisions to AP 4235 – Credit by Examination. Revisions modify the College's practice of accepting Advanced Placement, International Baccalaureate, and College Level Examination Program exams for credit and clarifies the manner in which a department may offer course credit by means of a departmental examination.
  - The Senate recommends that the Board of Trustees establish a policy directing the Student Preparation & Success Council to "coordinate and carry out the work of measuring and defining student success at Mt. SAC and to make recommendations to the Academic Senate toward increasing equitable achievement of student success indicators."
- Eric Kaljumagi, Liesel Reinhart, Barbara Gonzales, and Antoine Thomas participated in the State Senate's "Area C" meeting on March 26.

- Liesel Reinhart, Barbara Gonzales, and Antoine Thomas attended the Academic Senate for the California Community Colleges (ASCCC) Spring Plenary April 14-16, in Burlingame.
- On behalf of the Academic Senate, President Kaljumagi congratulated Michelle Grimes-Hillman on her election to the ASCCC Executive Board.

C. Donna Lee, Classified Senate President, reported the following:

- The deadline to submit nominations for the first Classified Excellence Awards is April 21.
- Applications for a Classified Professional Growth Scholarship must be submitted by April 29.
- Recipients of the ten Classified Excellence Awards and the Professional Growth Scholarship will be announced at the Classified Service Awards/Recognition Ceremony, "The Classys," on Wednesday, May 25, at 9:30 a.m.
- This year marks the 10<sup>th</sup> anniversary of the blood drive held in memory of Professor Emeritus Dave Schmidt's daughter, Breanna. The Pint Challenge pits Mt. SAC's faculty/managers against classified staff in a friendly competition to see which group can donate the most during the day-long drive. This year's challenge is scheduled for May 24 on the east side of the Student Life Center.

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

- This year's Puttin' on the Hits was a big success. Trustees Hall, Baca, and Bader were thanked for giving of their time, talent, and money. Trustees Chyr and Chen Haggerty were thanked for their financial support. The current numbers show that the Faculty Association raised over \$16,000 for student scholarships.
- This past weekend, the Faculty Association sent 13 delegates to the Community College Association Spring Conference and WHO Awards. At the We Honor Our Own Banquet, Eric Kaljumagi was honored as the Mt. SAC local chapter WHO recipient.
- President Galbraith said the Faculty Association is concerned with the measures that the District has taken to maintain a balanced budget. She pointed out that the primary function of the College is instruction, and, last year, the District cut 800 sections of classes, resulting in 58 part-time faculty losing their jobs and hundreds of part-time faculty having their income cut at least in half. The District is planning to cut approximately 692 sections for the 2011-12 academic year. In addition to these cuts, the District suspended the successful Study Abroad program for the academic years 2010-11 and 2011-12, and, for the past two years, the Board of Trustees voted to not accept and fund the sabbatical leaves for seven faculty who had been recommended by the Salary and Leaves Committee, as stipulated in the Faculty Agreement. President Galbraith said that, for the past two years, faculty and staff have had their benefits reduced. For faculty, the reduction to benefits was over 18% of the District's contribution, which resulted in any faculty member on a two-party or a family plan paying out of pocket for benefits.

President Galbraith said that the Faculty Association understands and appreciates the fiscal responsibility that the Board has exhibited over the years

which has allowed for the accrual of a very healthy reserve account. In fact, last year the District had a positive ending balance of \$12,000,000. Additionally, the total Reserves balance has not gone below 21% for the past four years. The Faculty Association realizes that workforce reduction has led to the reduction of courses, but there are many reductions that have been made, or are proposed, that the Faculty Association believes are unnecessary.

President Galbraith said the Faculty Association believes that the District can no longer afford to cut from its primary function. While there is a need to be fiscally responsible, there is no need to continue to have reserves grow while reducing instruction and direct student support. President Galbraith asked that the Board direct Fiscal Services to work with the Budget Committee to take a realistic look at what needs to be reduced and use the reserves that have built up over time to meet the needs of students. The Faculty Association also requested that Fiscal Services attempt to project a more accurate and realistic picture of the District's budget.

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

- Both CSEA Chapters (262 and 651) were selected by CSEA Headquarters to participate in the Appreciating Classified Employees (ACE) program. This is a "job shadowing" opportunity designed to provide administrators with a first-hand view of the work performed by classified employees. The following administrators have graciously agreed to participate in this program:

Madelyn Arballo	Bill Asher
Jemma Blake-Judd	Art Cadena
Meghan Chen	Dyrell Foster
Annette Loria	Ken McAlpin
Roger Sneed	

The ACE program will be held on Monday, May 16, and will kick off the Classified School Employees Week celebration. These administrators will spend time with classified employees, learning the specifics of their jobs, and, in some cases, actually performing the classified employee's duties. Some of these duties will include working the front counter in the Counseling Department, helping children in the Child Development Center, operating heavy equipment, and assisting with the recycling program. Board members were invited to participate in the program.

- President Martinez reported that students Claudia Amezcua and Nelson Aguilar have won regional Edward R. Murrow Awards from the Radio Television Digital News Association for their work on KSAK. Claudia won for best "Use of Sound," and Nelson won for best "News Documentary." According to Ms. Martinez, these are the first two Mt. SAC students to receive this honor. Both are now in the running for the national Edward R. Murrow Award.

F. Johnny Jauregui, CSEA, Chapter 651 President, reported the following:

- President Jauregui said Facilities staff recently met to discuss cost-saving ideas and came up with some pretty creative suggestions. He assured the Board that Facilities staff is doing what they can to save funds.

- CSEA's annual conference is scheduled for July 24-29, in Las Vegas. Mr. Jauregui said that Vice President Gregoryk plans to attend. He reminded Board members that Vice President Loria attended the event last year.
- President Jauregui thanked those managers who agreed to participate in the ACE program event on May 16.

G. President Nixon's report included the following:

- President Nixon congratulated the Marketing & Communication Team, led by Clarence Brown, for winning nine PRO Awards, given by the California Community College Public Relations Organization. The team placed first in four categories (class schedule, commencement program, feature story, and student viewbook) as well as receiving four second-place and one third-place awards.
- Dr. Nixon announced that the Forensics Team won the Phi Rho Pi National Championship on April 16. The team also won the Mariner "perpetual sweepstakes" award for cumulative points – an award the College last won 12 years ago. Professor John Vitullo was congratulated for winning the national service award for his contributions to the organization.
- Dr. Nixon announced that Senator Bob Huff is scheduled to be on campus on Friday, April 29 (11:00 a.m., Student Life Center), for a town hall meeting to discuss the State budget.
- Board members were asked to calendar the May 6, 12:00 p.m., ribbon-cutting ceremony for the Agricultural Sciences Complex.
- Dr. Nixon commended Joe Jennum, Dean, Physical Education, and Bill Eastham, Director, Technical Services, for another successful Mt. SAC Relays.
- Anabel Perez, Learning Communities Counselor/Coordinator; Daniel Lamorre, Educational Research Assessment Analyst; and Maria Tsai, Senior Research Analyst, presented a report to the Board on the 2010 Summer Bridge Cohort Longitudinal Study. Board members were reminded that the College recently participated in the CLASS (California Leadership Alliance for Student Success) Initiative. Last October, the Board received a report indicating that the College planned to examine student success by tracking a cohort of Summer Bridge students for the next three years. Tonight's report is the first report of the Summer Bridge cohort group compared against a random sample of students who have similar characteristics to the Bridge cohort. After only one semester of data collection, limited conclusions can be drawn. The study showed that the success rate for the Summer Bridge cohort was four percent greater than the "control" group, and that 93 percent of Summer Bridge students persisted into the fall 2010 term.

## 10. INFORMATIONAL REPORT

Board members were provided with a written update on the Disney College Program, prepared by Heidi Lockhart, Director, Career and Transfer Services.

The Disney College Program is a six-month paid internship program that allows college students to continue their education while gaining real world experience with one of the world's major entertainment companies. Once in the program, students work for either

Disneyland or Walt Disney World for 28-32 hours per week earning \$8.68-11.50 per hour, plus they participate in education offerings that may include one or more of the following:

- A leadership speaker series whereby Disney leaders share their career paths with the students.
- Collegiate courses recommended for college credit by the American Council on Education and some of which have been articulated with Mt. San Antonio College courses.
- Professional development study to learn about the various lines of business within the resorts.

Participants, also known as “cast members,” may work in a variety of areas including attractions, bell services, cast or entertainment costuming, custodial, desk representative, host/hostess, food preparation, food service worker, guest relations, guest research, hotel front desk, lifeguard, cashier, photo imaging, reservations sales, resort transportation, and parking, retail, among others. The Disney College Program serves as a mandatory stepping stone to the Disney Professional Internships Program, which then allows participants to intern in positions requiring a greater level of knowledge of resort and company operations.

Mt. San Antonio College’s collaboration with the Disney College Program began in 2006. Overall, each year approximately 240-400 students from colleges nationwide participate in the program at Disneyland, and approximately 7,000 students nationwide participate in the program at Walt Disney World.

Genesis Olivas, a student graduate of the Disney College Program, shared his experiences and said the program had made a huge impact on his life.

## **11. CONSENT AGENDA**

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

### **PRESIDENT’S OFFICE**

1. Approval of Resolution No. 10-06, Order of Election of the Mt. San Antonio Community College District of Los Angeles County.
2. Approval of Resolution No. 10-07, Order of Election of the Mt. San Antonio Community College District of Orange County.
3. Approval of an agreement with the Community College League of California to evaluate the needs of the District related to its Trustee election process.
4. Approval of a contract with Harris Connect for the period April 18, 2011 through November 30, 2011, at a cost of \$10,800.
5. Approval of a contract with Crescendo Interactive for the period April 30, 2011 through October 31, 2012, at a cost of \$5,524.38.

## **HUMAN RESOURCES**

6. Approval of Personnel Transactions, dated April 20, 2011.
7. Approval of a Contract with Shaw HR Consulting, Inc. for Fair Employment Housing Act/Americans with Disabilities Act Reasonable Accommodation Services.

## **INSTRUCTION and STUDENT SERVICES**

8. Approval of a contract with University of Redlands Campus Events for the Upward Bound Summer Residential Program.
9. Approval of a contract with The Princeton Review Led Classroom Course Agreement for the Upward Bound Summer Residential Program.
10. Approval of a contract with Active Minds, Inc. to present an event on campus titled "Steps Toward Emotional Recovery" on May 25, 2011, at a cost of \$2,400.
11. Approval of a contract with the League of Women Voters of East San Gabriel Valley to monitor the Student Body General Elections campus voting stations for the period April 25-28, 2011, at a cost of \$500.
12. This item was pulled from the Consent Agenda and acted on separately by the Board. See paragraph 12.
13. Approval for Aeronautics students to participate in the National Intercollege Flying Association SAFECON 2011 to be held May 12-22, 2011, in Columbus, Ohio.
14. Approval of a Developmental Education Conference, "Parachutes and Ladders X – Celebrating Student Engagement," planned for May 5, 2011.
15. Approval of a Professional Development Training Session "Strategic Thinking," planned for June 2, 2011.
16. Approval of activities and acceptance of funds for the Personal and Home Care Aide State Training Program grant.
17. Approval of the Continuing Education Summer High School program.
18. Approval of additions and changes to the Continuing Education Fee-Based program.
19. Approval of an addition to the Continuing Education adult education program.
20. Approval of fees for students attending the EMT or Paramedic programs and for students participating in the National Registry Practical Examination.
21. Ratification for Robotics Team Students' participation in the Vex Robotics World Championship in Kissimmee, Florida, April 14-17, 2011.
22. Ratification of an honorarium to the César Chávez Foundation for a lecture presented by Anthony Chávez, grandson of César Chávez, for the Lyceum

Revisited Speaker Series: The Legacy of César Chávez on Thursday, April 14, 2011.

## **ADMINISTRATIVE SERVICES**

23. Approval of the Appropriation Transfers and Budget Revisions Summary.
24. Approval to hire various Independent Contractors in order to acquire the expertise needed to accomplish College goals and to meet deadlines.
25. Approval to participate in the National Purchasing Partners Group Membership.
26. Approval to purchase office and classroom furniture from Sierra School Equipment for the Agricultural Sciences Complex.
27. Approval of various agreements to provide Professional Design and Consulting Services with FBA Engineering for the Technology Building Fire Alarm Upgrade Project; with H2 Environmental Consulting for the Business Division Building Construction Project; and with Webb Food Services Design Consultants for the Food Service Facilities Planning Project.
28. Approval of the following Change Orders:
  - Bid No. 2773      Agricultural Sciences Complex – KAR Construction Inc. (Concrete Contractor) – Change Order No. 7.
  - Bid No. 2775      Agricultural Sciences Complex – Harbor Construction Co. (General Contractor) – Change Order No. 13.
  - Bid No. 2777      Agricultural Sciences Complex – Continental Plumbing (Plumbing Contractor) – Change Order No. 13.
  - Bid No. 2779      Agricultural Sciences Complex – American Electric Company (Electrical Contractor) – Change Order No. 9.
  - Bid No. 2780      Agricultural Sciences Complex – Pierre Sprinkler & Landscape, Inc. (Landscape Contractor) – Change Order No. 3.
  - Bid No. 2826      Humanities Courtyard Improvements – Green Giant Landscape (General Contractor) – Change Order No. 3.
  - Bid No. 2840      Humanities Building Exterior Improvement Bridge Project – Y & M Construction (General Contractor) – Change Order No. 5.
  - Bid No. 2847      Design Technology Center – Columbus Steel (Structural Steel/ Miscellaneous Metals Contractor) – Change Order No. 3.
  - Bid No. 2849      Design Technology Center – RC Construction (General Contractor) – Change Order No. 5.



- Bid No. 2854 Administration Building Remodel – Janus Corporation (Hazardous Materials Abatement Contractor) – Change Order No. 4.
- Bid No. 2855 Administration Building Remodel – Angeles Contractor, Inc. (General Contractor) – Change Order No. 6.
- Bid No. 2859 Administration Building Remodel – Rancho Pacific Electrical, Inc. (Electrical Contractor) – Change Order No. 6.
- Bid No. 2861 Physical Education Building Renovation – HMI Construction (General Contractor) – Change Order No. 1.
- Bid No. 2862 Physical Education Building Renovation – Empyrean Plumbing (General Contractor) – Change Order No. 1.
- Bid No. 2865 Physical Education Building Renovation – Construction Electric (Electrical Contractor) – Change Order No. 1.

29. Approval of the following Contract Amendment:

- Contract Bonita Drive and Temple Avenue Intersection Realignment – RKA Consulting Group (Professional Design and Consulting Services Consultant) – Amendment No. 1.

30. Approval of the following Proposed Gifts and Donations to the College:

- Quality Copying Inc. – Hardware and software to support network printing on campus, valued by donor at \$1,575, to be used by the Information Technology Department of the Administrative Services Division.

Motion unanimously carried. Student Trustee concurred.

## **12. CONTRACT WITH MAGIC JUMP RENTALS, INC.**

Once assured that there were no insurance issues with the equipment being rented for the Associated Students' Athletics Fair, it was moved by Trustee Hall, seconded by Student Trustee Martinez, to approve a contract with Magic Jump Rentals, Inc., in the amount of \$490, to provide carnival equipment for the Associated Students' Athletics Fair to be held on May 25, 2011. Motion unanimously carried. Student Trustee concurred.

## **13 PROPOSED REVISIONS TO BOARD POLICY 5030 – FEES**

It was moved by Student Trustee Martinez, seconded by Trustee Chyr, to approve proposed revisions to Board Policy 5030 – Fees. Motion unanimously carried. Student Trustee concurred.

#### **14. ANNUAL REVIEW OF BOARD POLICY 2015 – STUDENT MEMBER**

It was moved by Trustee Bader, seconded by Trustee Baca, to make no changes to Board Policy 2015 – Student Member and to continue to grant the Student Trustee the privileges listed below:

- The privilege to make and second motions;
- The privilege to receive compensation for meeting attendance; and
- The privilege to cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.

Motion unanimously carried. Student Trustee concurred.

#### **15. RETIREMENT INCENTIVE**

It was moved by Trustee Baca, seconded by Trustee Chyr, to adopt Resolution Nos. 10-08 and 10-09 to implement a CalSTRS and CalPERS Retirement Incentive for faculty, managers, classified, and confidential employees. Motion unanimously carried. Student Trustee concurred.

#### **16. BOARD COMMUNICATION**

- All Board members shared the following comments:
  - Congratulations were offered to newly-promoted staff.
  - Forensics students, HOSA students, the marketing team, and Xavier Padilla and Lisa Bastio were congratulated on their outstanding accomplishments.
  - All trustees enjoyed the 53<sup>rd</sup> Mt. SAC Relays and especially enjoyed meeting members of the 1960 Olympic Team. They thanked everyone for their effort in making this year's Relays successful.
  - Professor Michelle Grimes-Hillman was congratulated on her election to the ASCCC Executive Board.
- Student Trustee Martinez said he is a former forensics student and appreciates the College team's fantastic accomplishment of winning the national championship. He also indicated that he is looking forward to tomorrow's Veterans Recognition Ceremony.
- Trustee Bader said students continue to make the College proud, even during these difficult financial times. She also said she was happy to participate in this year's Puttin' on the Hits and appreciates the camaraderie that the performers enjoy.
- Trustee Baca said he was able to attend one day of the Academic Senate Plenary, which he found to be very informative. Dr. Baca said his Kiwanis Club registered thousands of students for the Relays Youth Days. He thanked Professor Emeritus Don Ruh for all his work on the Youth Days.
- Trustee Hall said he enjoyed attending the Relays Banquet with Student Trustee Martinez and members of the 1960 Olympic Team. Many athletes talked about how they qualified here at Mt. SAC for those Olympic games. For many, this was the first time they had been together since the Olympics, and they were very appreciative that they hadn't been forgotten.

Trustee Hall said he had had the opportunity to view the Budget Open Forum and appreciates having the information available to staff.

Trustee Hall said he and Trustee Baca participated in the Hands Across California event on Sunday.

- Trustee Chyr said this was the first time he has seen the Paralympic athletes compete in the Relays. Not only was he impressed with these athletes' determination and perseverance, but said they were also very fast.

Commenting on the budget crisis, Trustee Chyr said he is prepared to approve using some of the College's reserves to help protect programs as we work our way through this crisis.

- Trustee Chen Haggerty echoed the words of her colleagues in offering congratulations on so many outstanding accomplishments. She thanked everyone for their efforts on behalf of students to make these recognitions and awards possible.

## **17. CLOSED SESSION**

The Board adjourned to Closed Session at 8:13 p.m. The meeting reconvened to regular session at 10:00 p.m.

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

Trustee Chen Haggerty reported that the Board took the following action in Closed Session:

- The Board voted unanimously to disapprove payment to Evans Brothers, Inc. for its Claim No. 001 and Claim No. 002 for the Design Technology Center Site Preparation & Site Utility Relocation Contract (Bid No. 2884).
- The Board voted unanimously to dismiss classified employee #2443.

## **19. ADJOURNMENT**

The meeting adjourned at 10:01 p.m.

JSN:dc



# MT. SAN ANTONIO COLLEGE

## SPECIAL MEETING OF THE BOARD OF TRUSTEES

Thursday, May 5, 2011

### MINUTES

#### CALL TO ORDER

The special meeting of the Board of Trustees of Mt. San Antonio College was called to order at 7:32 p.m. on Thursday, May 5, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

John S. Nixon, President/CEO, and Annette Loria, Vice President, Human Resources

#### OTHERS PRESENT

Mary Dowell, Liebert Cassidy Whitmore

#### 1. PUBLIC COMMUNICATION

Representing Laura Martinez, President of CSEA, Chapter 262, Bill Rawlings thanked the Board for the work it is doing to secure a President/CEO for the College. Noting that the Board has a reputation for being fiscally conservative, Mr. Rawlings encouraged the Board to continue that practice as it negotiates a contract with the presidential candidate. As the College works with its budget problems, CSEA believes it would not be in the best interest of the College to see the new President/CEO receive a salary increase.

#### 2. CLOSED SESSION

The Board adjourned to Closed Session to discuss the employment of a College President.

#### 3. PUBLIC SESSION

The public meeting reconvened at 8:52 p.m.

#### 4. ACTION TAKEN IN CLOSED SESSION

None.

Trustee Chen Haggerty announced that the Board would hold a special meeting on Thursday, May 12, 6:30 p.m.



# MT. SAN ANTONIO COLLEGE

## SPECIAL MEETING OF THE BOARD OF TRUSTEES

Thursday, May 12, 2011

### MINUTES

#### CALL TO ORDER

The special meeting of the Board of Trustees of Mt. San Antonio College was called to order at 6:37 p.m. on Thursday, May 12, 2011. Trustees Baca, Bader, Chen Haggerty, Chyr, and Hall were present.

#### STAFF PRESENT

Annette Loria, Vice President, Human Resources

#### OTHERS PRESENT

Mary Dowell, Liebert Cassidy Whitmore

#### 1. PUBLIC COMMUNICATION

CSEA, Chapter 262 President Laura Martinez and Faculty Association President Jennifer Galbraith requested copies of the new president's contract when it is available.

#### 2. CLOSED SESSION

The Board adjourned to Closed Session to discuss the employment of a College President.

#### 3. PUBLIC SESSION

The public meeting reconvened at 7:02 p.m.

#### 4. ACTION TAKEN IN CLOSED SESSION

Trustee Chen Haggerty reported that, in Closed Session, the Board voted unanimously to approve the appointment of Dr. William Scroggins as President/CEO of the Mt. San Antonio Community College District effective July 1, 2011.

#### 5. ADJOURNMENT

The meeting adjourned at 7:07 p.m.



# MT. SAN ANTONIO COLLEGE

## BOARD OF TRUSTEES

### 2011-12 REGULAR MEETING CALENDAR

The Mt. San Antonio College Board of Trustees normally meets the fourth Wednesday of each month at 1100 N. Grand Avenue, in Founders Hall. The closed session portion of the meeting begins at 6:00 p.m., with the public session beginning at 6:30 p.m.

Special meetings may be called as needed.

The Board will meet on the following dates during 2011-12:

July 25, 2011	(4 <sup>th</sup> Monday)
August 24, 2011	
September 14, 2011	(2 <sup>nd</sup> Wednesday)
October 26, 2011	
November 16, 2011	(3 <sup>rd</sup> Wednesday)
December 14, 2011	(2 <sup>nd</sup> Wednesday)
January 25, 2012	
February 22, 2012	
March 28, 2012	
April 25, 2012	
May 23, 2012	
June 27, 2012	

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Agreement with Liebert Cassidy Whitmore

**BACKGROUND**

The agreement with the law firm Liebert Cassidy Whitmore is approved on a year-to-year basis.

**ANALYSIS AND FISCAL IMPACT**

In accordance with the agreement, the law firm of Liebert Cassidy Whitmore agrees to provide legal and consulting services to the College in regard to employment relations and education law, including representation in labor negotiations, as needed, and in administrative and court proceedings, as requested by the College.

The term of the agreement is from June 1, 2011 through May 31, 2012. The agreement shall be terminable by either party upon 30 days written notice.

The range of hourly rates for attorney time is from \$165-\$290 and from \$100-\$140 for time of paraprofessional staff.

**Funding Source**

General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the agreement with Liebert Cassidy Whitmore for the period June 1, 2011 through May 31, 2012.

## AGREEMENT FOR SPECIAL SERVICES

This Agreement is entered into between the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation (“Attorney”), and the MT. SAN ANTONIO COLLEGE (“College”).

### 1. Conditions

This Agreement will not take effect, and Attorney will have no obligation to provide services, until College returns a properly signed and executed copy of this Agreement.

### 2. Attorney’s Services

Attorney agrees to provide College with consulting, representational and legal services pertaining to employment relations matters and college law matters, including representation in negotiations and in administrative and court proceedings, as requested by College or otherwise required by law.

### 3. Fees, Costs, Expenses

College agrees to pay Attorney the sums billed monthly for time spent by Attorney in providing the services, including reasonable travel time.

The range of hourly rates for Attorney time is from One Hundred Sixty-Five to Two Hundred Ninety Dollars (\$165.00 - \$290.00), and from One Hundred to One Hundred Forty Dollars (\$100.00 - \$140.00) for time of paraprofessional staff. Attorney reviews its hourly rates on an annual basis and, if appropriate, adjusts them effective July

1. Attorneys and paraprofessional staff bill their time in minimum units of one-tenth of an hour. Communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of three-tenths (:30) of an hour.



College agrees to reimburse Attorney for necessary costs and expenses incurred by Attorney on behalf of College. Attorney bills photocopying charges at Fifteen Cents (\$.15) per page and facsimile charges at Fifty Cents (\$0.50) per page. A Fee Schedule is attached to this Agreement.

Payment by College against monthly billings is due upon receipt of statements, and is considered delinquent if payment is not received within thirty (30) days of the date of the invoice.

The California Business & Professions Code requires us to inform you whether we maintain errors and omissions insurance coverage applicable to the services to be rendered to you. We hereby confirm that the firm does maintain such insurance coverage.

**4. Arbitration of Professional Liability or Other Claims**

Disputes. If a dispute between College and Attorney arises over fees charged for services, the controversy will be submitted to binding arbitration in accordance with the rules of the California State Bar Fee Arbitration Program, set forth in California Business and Professions Code, sections 6200 through 6206. The arbitrator or arbitration panel shall have the authority to award to the prevailing party attorneys' fees, costs and interest incurred. Any arbitration award may be served by mail upon either side and personal service shall not be required.

If a dispute arises between College and Attorney over any other aspect of the attorney-client relationship, including, without limitation, a claim for breach of professional duty, that dispute will also be resolved by arbitration. It is understood that any dispute as to any alleged breach of professional duty (that is, as to whether any legal

services rendered under this agreement were allegedly unnecessary, unauthorized, omitted entirely, or were improperly, negligently or incompetently rendered) will be determined by submission to arbitration as provided by California law, and not by a lawsuit or resort to court process except as California law provides for judicial review of arbitration proceedings. **Both parties to this agreement, by entering into it, are giving up their constitutional right to have any such dispute decided in a court of law before a jury, and instead are accepting the use of arbitration.** Each party is to bear its own attorney's fees and costs.

**5. File Retention**

After our services conclude, Attorney will, upon College's request, deliver the file for the matter to College, along with any funds or property of College's in our possession. If College requests the file for the matter, Attorney will retain a copy of the file at the College's expense. If College does not request the file for this matter, we will retain it for a period of seven (7) years after this matter is closed. If College does not request delivery of the file for this matter before the end of the seven (7) year period, we will have no further obligation to retain the file and may, at our discretion, destroy it without further notice to College. At any point during the seven (7) year period, College may request delivery of the file.

**6. Assignment**

This Agreement is not assignable without the written consent of College.

**7. Independent Contractor**

It is understood and agreed that Attorney, while engaged in performing the terms of this Agreement, is an independent contractor and not an employee of College.

**8. Authority**

The signators to this Agreement represent that they hold the positions set forth below their signatures, and that they are authorized to execute this Agreement on behalf of their respective parties and to bind their respective parties hereto.

**9. Term**

This Agreement is effective June 1, 2011, ongoing and may be modified by mutual agreement of the parties. This agreement shall be terminable by either party upon thirty (30) days written notice.

LIEBERT CASSIDY WHITMORE,  
A Professional Corporation

MT. SAN ANTONIO COLLEGE

By \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

I. FEE SCHEDULE

## Hourly Rates (As of Contract Date)

Partners	\$250.00 - \$290.00
Of Counsel	\$240.00 - \$280.00
Associates	\$165.00 - \$250.00
Paraprofessionals	\$100.00 - \$140.00

II. COST SCHEDULE

1. Photocopies	\$0.15 per copy
2. Facsimile Transmittal	\$0.50 per page

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<u>Personnel Transactions</u>	

**CLASSIFIED EMPLOYMENT****Permanent New Hires**

Name: Aguirre, Glenda Melissa  
 Position: Clerical Assistant  
 Department: Adult Basic Education  
 Sal Range/Step: A-52, Step 2  
 % of Position: 100%  
 Effective: 5/26/11  
 Replaces: Alyce Roldan-Aragon

New: No

Salary: \$2,941.61/month  
# Mos.: 12

Name: Chatarpaul, Rajwattie  
 Position: Receptionist/Clerical Assistant  
 Department: CalWORKs  
 Sal Range/Step: A-59, Step 1  
 % of Position: 47.5%  
 Effective: 5/26/11

New: Yes

Salary: \$1,426.72/month  
# Mos.: 12

Name: Martinez, Julia  
 Position: Clerical Assistant  
 Department: Adult Basic Education  
 Sal Range/Step: A-52, Step 1  
 % of Position: 47.5%  
 Effective: 5/26/11

New: Yes

Salary: \$1,330.73/month  
# Mos.: 12

Name: Miranda, Sandra  
 Position: Clerical Assistant  
 Department: Financial Aid  
 Sal Range/Step: A-52, Step 1  
 % of Position: 47.5%  
 Effective: 5/26/11

New: Yes

Salary: \$1,330.73/month  
# Mos.: 12

Prepared by: Human Resources Staff      Reviewed by: Annette Loria  
 Recommended by: John S. Nixon      Agenda Item: Consent #3

**SUBJECT:** Personnel Transactions

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**DATE:** May 25, 2011

**CLASSIFIED EMPLOYMENT**

**Permanent New Hires** (continued)

Name:	Vargas, Jazmin	
Position:	Clerical Assistant	New: Yes
Department:	Financial Aid	
Sal Range/Step:	A-52, Step 1	Salary: \$1,330.73/month
% of Position:	47.5%	# Mos.: 12
Effective:	5/26/11	

**Change in Assignment**

Name:	Webster, Carol Ann	
Position:	Teaching/Learning Technology Specialist	New: No
Department:	Library/Learning Resources Division	
Sal Range/Step:	A-124, Step 6	Salary: \$7,319.57/month
% of Position:	100%	# Mos.: 12
Effective:	5/26/11	
Remarks:	Increased from 47.5% to 100%	

**Promotion**

Name:	Kam, Nancy	
Position:	Secretary	New: No
Department:	Financial Aid	
Sal Range/Step:	A-81, Step 4	Salary: \$4,328.02/month
% of Position:	100%	# Mos.: 12
Effective:	5/26/11	
Remarks:	Promoted from Clerical Specialist	
Replaces:	Jacqueline Carmona	

**Correction to Salary**

Name:	Stratton, Joshua	
Position:	Lead Custodian	New: No
Department:	Custodial Services	
Sal Range/Step:	B-46, Step 3	Salary: \$3,580.18/month
% of Position:	100%	# Mos.: 12
Effective:	4/21/11	
Replaces:	Willie Bell	

**SUBJECT:** Personnel Transactions

**DATE:** May 25, 2011

**CLASSIFIED EMPLOYMENT**

**Retirements**

Bjork, Paul, Lead Computer Operator, Information Technology, effective 6/29/11  
Buono, Maribel, Senior Systems Analyst/Programmer, Information Tech., effective 6/29/11  
Cravens, Gary, Public Safety Officer, Public Safety, effective 6/29/11  
Dent, Shirley, Admissions & Records Clerk II, Admissions & Records, effective 6/29/11  
Diaz, Martha, Educational Advisor, Counseling, effective 5/31/11  
Downs, Ardean, Veterans Services Specialist, Financial Aid, effective 6/30/11  
Gomez, Robert, Public Safety Officer, Public Safety, effective 6/29/11  
Heard, Fern Andrea, Senior Systems Analyst/Programmer, Information Tech., effective 6/29/11  
Magoni, Christina, Skills Lab Support Specialist, Library/Learning Resources Division, effective 6/30/11  
Mercier, Paul, Senior Systems Analyst/Programmer, Information Tech., effective 6/30/11  
Naveda, Karen, Administrative Secretary, Arts Division, effective 06/29/11  
Wang, Doris, Account Clerk I, Facilities Planning & Management, effective 6/24/11

**Personal/Professional Growth Benefits**

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

Banks, Clarence  
Fermin, Ernestine  
Lopez, Tatiana  
Martinez, Katherine

**Master's or Higher - \$1,500**

Bernard, Steven

**SUPERVISORY EMPLOYMENT**

**Reclassification**

Name:	Mc Ghee, Mary	
Position:	Supervisor, Banner Senior Systems Analyst/Programmer	New: No
Department:	Information Technology	
Sal Range/Step:	S-12, Step 4	Salary: \$8,574.00/month
% of Position:	100%	# Mos.: 12
Effective:	3/1/11	
Remarks:	Changed from S-11 to S-12	

**SUBJECT:** Personnel Transactions

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**DATE:** May 25, 2011

### **TEMPORARY EMPLOYMENT**

#### **Substitute Employees**

Per employment list (See page 8.)

#### **Hourly Non-Academic Employees**

Per employment list (See pages 8 and 9.)

#### **Professional Experts Employees**

Per employment list (See pages 9 and 10.)

New rates and titles effective 4/1/11

EMS Licensing Examiner I, II, III	\$15.00/hr.	\$20.00/hr.	\$25.00/hr.
Head Production Audio Engineer	\$50.00/hr.		
Head Video Utility	\$50.00/hr.		
Video Jib Operator	\$60.00/hr.		
Vision Mixer	\$50.00/hr.		

#### **Student Employees**

Per employment list (See pages 10 through 14.)

### **ACADEMIC EMPLOYMENT**

#### **Faculty Appointment**

Name:	Felix, Diana	New:	No
Position:	Counselor/Coordinator		
Department:	Student Support Services		
Salary/Range:	Column II, Step 3	Salary:	\$71,782.28/annual
Contract status:	Temporary Categorically Funded	# Mos.:	11
% of Position:	100%		
Effective:	6/6/11		
Remarks:	Contract effective from 6/6/11- 6/6/12		

#### **Approval of Stipend**

Master's Degree-\$1,500

Mason, Martin



**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**ACADEMIC EMPLOYMENT****Approval of Payment for Work Experience Instructor/Coordinator – Winter 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(s)</u>	<u>Number of Students</u>	<u>Amount</u>
Shum, Mee	5	\$ 640.26
Thorne, Beth	1	\$ 120.85
West, Alice	29	\$3,754.22

**Approval of Payment for Work Experience Instructor/Coordinator – Spring 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(s)</u>	<u>Number of Students</u>	<u>Amount</u>
Ito, Billy	21	\$2,537.89
MacIntyre, Claudine	7	\$ 906.19
Paulin, Andrew	12	\$1,450.22
Ramirez, Jesus	22	\$2,751.80

**Banking Leave of Absence with Pay**

<u>Faculty Name</u>	<u>Department</u>	<u>Number of LHEs</u>	<u>Semester</u>
Sullivan, Michael	English, Lit. & Journalism	15	Spring 2012

**Retirements**

Fuller, Maria Luisa, Professor, Learning Assistance, effective 6/30/11

Krider, Terrance, Professor, Respiratory Therapy, effective 6/20/11

Zuniga, Herminia, Counselor, Counseling, effective 6/30/11

**Additional Assignments**

<b>Provider</b>	<b>Area/ Department</b>	<b>Service/Agreement</b>	<b>Dates</b>	<b>Amount</b>
Arterburn, Pamela	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$46.22/hr.
Azul, Amy	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$43.15/hr.

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**ACADEMIC EMPLOYMENT****Additional Assignments** (continued)

<b>Provider</b>	<b>Area/ Department</b>	<b>Service/ Agreement</b>	<b>Dates</b>	<b>Amount</b>
Bjorck, Sharon-Rose	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$43.15/hr.
Ezell, Sun	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$44.66/hr.
Hallsted, Christopher	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$44.66/hr.
Hancock, Joy	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$44.66/hr.
Hill-Enriquez, Evelyn	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$41.69/hr.
Kelly, Donna	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$47.84/hr.
Key-Ketter, Leah	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$43.15/hr.
Kim, Grace	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$43.15/hr
Laronga, Barbara	Music	Presenter/MasterClass for Instrumental Jazz Festival	4/30/11	\$40.28/hr. Not to exceed \$100.00
Leader, Jennifer	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$43.15/hr.
Lynch, Candace	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$41.69/hr.
Mahpar, Stephen	Music	Performer for Chamber Winds Concert	5/27/11	\$40.28/hr. not to exceed \$100.00

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**ACADEMIC EMPLOYMENT****Additional Assignments** (continued)

<b>Provider</b>	<b>Area/ Department</b>	<b>Service/ Agreement</b>	<b>Dates</b>	<b>Amount</b>
Mezaki, Barbara	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$44.66/hr.
Mc Faul, Jason	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$47.84/hr.
McGillicuddy, Ryan	Music	Presenter/MasterClass for Instrumental Jazz Festival	4/30/11	\$40.28/hr. not to exceed \$100.00
Myers, Richard	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$44.66/hr.
Nemeth, Stanley	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$47.84/hr.
Rowley, Dianne	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$44.66/hr.
Straw, Ellen	Student Services/ Assessment Center	Faculty AWE Readers	7/1/11- 6/30/12	Not to exceed \$43.15/hr.
Stuntz, Lori	Music	Presenter/MasterClass for Instrumental Jazz Festival	4/30/11	\$43.15/hr. not to exceed \$100.00
Worsley, Margaret	Music	Performer for Chamber Winds Concert	5/27/11	\$40.28/hr. not to exceed \$150.00

**SUBJECT:** Personnel Transactions

**DATE:** May 25, 2011

## **MANAGEMENT**

### **Renewal of Contracts for Vice Presidents 7/1/11 – 6/30/14**

Burley, Virginia, Instruction  
 Gregoryk, Michael, Administrative Services  
 Loria, Annette, Human Resources  
 Yamagata-Noji, Audrey, Student Services

### **Resignation**

Alvarado, Christian, Assistant Director, Financial Aid, effective 5/11/11

## **MANAGEMENT**

### **Retirements**

Hullings, Sheryl, Director, Enterprise Applications Systems, effective 6/29/11  
 Jones, Susanna, Director, Financial Aid, effective 6/29/11  
 Nixon, John, President/CEO, Mt. San Antonio College, effective 6/30/11

### **Personal/Professional Growth Benefit**

*5 or More Semester Units - \$500*

Hampton, Terri

## **TEMPORARY EMPLOYMENT**

### **Substitute Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Ayala, Andy	Financial Aid Assistant	Financial Aid	12.76	04/01/11-06/30/11
Haro, Melissa	Account Clerk I	Facilities Plan. & Mgmt.	19.14	04/11/11-06/30/11
Hurdle, Evan	Clerical Specialist	Facilities Plan. & Mgmt.	19.14	04/12/11-06/12/11
Pawlak, Mark	Animal Farm Operations Spec.	Agricultural Sciences	25.29	05/01/11-06/30/11
Westerlink, Roy	Custodian	Custodial Services	16.65	04/11/11-06/30/11

### **Hourly Non-Academic Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Cantu, Martin	Tutor II	Tutorial Services	9.25	04/28/11-06/30/11
Chang, Amy	Study Skills Assistant III	Tutorial Services	12.48	04/28/11-06/30/11
De Los Cobos, Lesley	Clerk Typist III	Adult Basic Education	10.87	06/13/11-06/30/11
De Los Cobos, Lesley	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**TEMPORARY EMPLOYMENT****Hourly Non-Academic Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Gile, Melinda	Secretarial Aide	Natural Sciences	11.88	02/28/11-06/30/11
Hernandez, Shirley	Model	Fine Arts	21.00	04/21/11-06/30/11
Lee, Cathy	Clerk Typist III	Adult Basic Education	10.87	06/21/11-06/30/11
Lee, Cathy	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Linder, Scott	Head Production Audio Engineer	Technical Services	50.00	04/13/11-06/30/11
Marquez, Monica	Clerk Typist III	Adult Basic Education	10.87	06/21/11-06/30/11
Marquez, Monica	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Mejia-Montoya, Victor	Clerk Typist III	Adult Basic Education	10.87	06/13/11-06/30/11
Mejia-Montoya, Victor	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Nomura, Frances	Clerk Typist III	Adult Basic Education	10.87	06/27/11-06/30/11
Nomura, Frances	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Ramirez, Beda	Clerk Typist III	Adult Basic Education	10.87	06/21/11-06/30/11
Ramirez, Beda	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Rangel, Sergio	Educational Technology Aide	DSPS	20.97	05/26/11-06/30/11
Rodriguez, Iris	Clerk Typist III	Adult Basic Education	10.87	06/20/11-06/30/11
Rodriguez, Iris	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Ruiz, Maria	Clerk Typist III	Adult Basic Education	10.87	06/20/11-06/30/11
Ruiz, Maria	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Ruvira, Diana	Clerk Typist III	Adult Basic Education	10.87	06/27/11-06/30/11
Ruvira, Diana	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Sanchez, Brenda	Clerk Typist III	Adult Basic Education	10.87	06/27/11-06/30/11
Sanchez, Brenda	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Santana, Rachel	Clerk Typist III	Adult Basic Education	10.87	06/27/11-06/30/11
Santana, Rachel	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Sarsak, Ali	Study Skills Assistant I	Tutorial Services	10.27	02/28/11-06/30/11
Sinopoli, Deborah	Clerk Typist III	Adult Basic Education	10.87	06/13/11-06/30/11
Sinopoli, Deborah	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Tenorio, Sandra	Clerk Typist III	Adult Basic Education	10.87	06/20/11-06/30/11
Tenorio, Sandra	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Thompson, Marvin	Tutor IV	Upward Bound	11.25	06/20/11-06/30/11
Torres, Irma	Clerk Typist III	Adult Basic Education	10.87	06/13/11-06/30/11
Torres, Irma	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Untz, Gabrielle	Study Skills Assistant I	The Writing Center	10.27	04/21/11-06/30/11
Vetti, Susan	Clerk Typist III	Adult Basic Education	10.87	06/13/11-06/30/11
Vetti, Susan	Clerk Typist III	Adult Basic Education	10.87	07/01/11-07/31/11
Ruiz, Maria	Clerk Typist III	Adult Basic Education	10.87	06/20/11-06/30/11

**Professional Expert Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Alzate, Angela	Technical Expert II	Nursing	45.00	04/18/11-06/19/11
Cantrell, Jaimie	Video Jib Operator	Technical Services	60.00	04/14/11-06/30/11

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**TEMPORARY EMPLOYMENT****Professional Expert Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Carroll, Brandon	Paramedic Specialist	Medical Services	15.60	04/26/11-06/30/11
Cortez, David	Program Supervisor I	Adult Basic Education	12.48	06/20/11-06/30/11
Cortez, David	Program Supervisor I	Adult Basic Education	12.48	07/01/11-07/31/11
Ewing, Lynn	Technical Expert II	Nursing	45.00	04/05/11-06/19/11
James, Stephen	Sound Engineer II	Technical Services	20.00	04/16/11-06/30/11
Kelly, Stillman	Vision Mixer	Technical Services	50.00	04/15/11-06/30/11
Leal, Michael	Lecturer-Fire Technology	Fire Technology	37.26	05/09/11-06/30/11
Ling, Christina	Program Supervisor I	Adult Basic Education	12.48	06/20/11-06/30/11
Ling, Christina	Program Supervisor I	Adult Basic Education	12.48	07/01/11-07/31/11
Liu, Lu	Project Coordinator	Research & Instit. Effec.	35.00	03/29/11-06/30/11
Magana, Jessica	Tutor IV	Upward Bound	11.25	06/20/11-06/30/11
Martinez, Eleanor	Real Time Captioner V	DSPS	40.00	04/07/11-06/30/11
Moran, Kevin	Lecturer	Fire Technology	37.26	04/13/11-06/30/11
Ogunremi, Faozat	Technical Expert II	Nursing	45.00	04/01/11-06/19/11
Orozco, Gwendelyn	Technical Expert II	Nursing	45.00	04/01/11-06/19/11
Perez, David	Project/Program Aide	Music	19.76	04/29/11-06/30/11
Perez, Lorraine	Technical Expert II	Nursing	45.00	04/18/11-06/19/11
Proffitt, Craig	Program Supervisor I	Adult Basic Education	12.48	06/21/11-06/30/11
Proffitt, Craig	Program Supervisor I	Adult Basic Education	12.48	07/01/11-07/31/11
Reyes, Heather	Program Supervisor I	Adult Basic Education	12.48	06/13/11-06/30/11
Reyes, Heather	Program Supervisor I	Adult Basic Education	12.48	07/01/11-07/31/11
Robles, Steve	Lecturer	Fire Technology	37.26	04/13/11-06/30/11
Rodriguez, Raul	Business Advisor I	Financial Aid	26.00	04/15/11-06/15/11
Romero, Robert	Program Supervisor I	Adult Basic Education	12.48	06/27/11-06/30/11
Romero, Robert	Program Supervisor I	Adult Basic Education	12.48	07/01/11-07/31/11
Sibolboro, Maurice	Program Supervisor I	Adult Basic Education	12.48	06/20/11-06/30/11
Sibolboro, Maurice	Program Supervisor I	Adult Basic Education	12.48	07/01/11-07/31/11
Smith, Lindsey	Teaching Aide	Agricultural Sciences	13.27	05/03/11-06/30/11
Spense, Maria	Teaching Aide	Adult Basic Education	13.27	05/09/11-06/15/11
Stover, Sheri	Technical Expert II	Nursing	45.00	04/05/11-06/19/11
Talleff, Jennifer	Technical Expert II	Nursing	45.00	04/01/11-06/19/11
Vasquez, Ruby	CDC Associate II	Child Development Ctr.	8.50	03/09/11-06/30/11

**Student Employees**

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Adams, Kristine	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Aguilar, Katy	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Alatorre, Christian	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Al-Chokhachi, Zahra	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Aldaro, Alejandro	Student Assistant I	DSPS	8.00	04/18/11-06/17/11
Ang, Natasha	Student Assistant I	DSPS	8.00	04/11/11-06/17/11

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**TEMPORARY EMPLOYMENT****Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Angulo Garcia, Nancy	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Angulo, Joanne	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Arias, Alina	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Atoyan, Gevork	Student Assistant I	DSPS	8.00	04/18/11-06/17/11
Attaalla, Matilda	Student Assistant III	The Writing Center	10.00	03/02/11-06/30/11
Banks, Twyla	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Bartlett, Pamela	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
Beltran, Brittany	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Benson, Steven	Student Assistant IV	Fire Technology	11.25	03/22/11-06/19/11
Blanco, Tracey	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Boatner-Johnson, Carles	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Boling, Silas	Student Assistant IV	Fire Technology	11.25	03/22/11-06/19/11
Bonilla, Mario	Student Assistant I	Child Development Ctr.	8.00	04/08/11-06/30/11
Borjas, Davis	Student Assistant III	Continuing Education	10.00	04/04/11-06/30/11
Brambila, Ricardo	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Brosowske, Amanda	Student Assistant I	DSPS	8.00	04/18/11-06/17/11
Bullock, Lauren	Student Assistant V	Agricultural Sciences	12.50	02/28/11-06/30/11
Cabrera, Dannielle	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Cal, Candace	Student Assistant IV	Teacher Prep. Institute	11.25	04/11/11-06/30/11
Calizo, Leilani	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Cam, Jamie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Cano, Jacob	Student Assistant III	Veterans Services	10.00	04/18/11-06/30/11
Carpio, Doreen	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Ceballos, Sasha	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Cename, Sara	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Chavarin, Yvonne	Student Assistant II	Biological Sciences	8.75	03/25/11-06/30/11
Chavez, Lorena	Student Assistant II	Arts Division	8.75	04/04/11-06/17/11
Christen, Amber	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Chumpitaz, Milagros	Student Assistant IV	Tutorial Services	11.25	02/25/11-06/30/11
Coprich, Jazzmine	Student Assistant IV	Learning Assistance Ctr.	11.25	02/28/11-06/30/11
Corona, Jose	Student Assistant III	Music	10.00	02/28/11-06/17/11
Cote, Michelle	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
Cristi, Christine	Student Assistant I	Child Development Ctr.	8.00	04/08/11-06/30/11
Cueva, Marlene	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Cup, Ashley	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
De La Rosa, Stephanie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Deshone, Sharion	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Doyle, Andrea	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Eccles, Samantha	Student Assistant I	Agricultural Sciences	8.00	04/04/11-06/30/11
Elias, Pilar	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Enlow, David	Student Assistant V	Perkins-Design	12.50	04/05/11-06/16/11
Fard Danford, Kayvan	Student Assistant I	Chemistry	8.00	03/03/11-06/13/11
Foster, Avant	Student Assistant I	DSPS	8.00	04/18/11-06/17/11

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**TEMPORARY EMPLOYMENT****Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
French, Taylor	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Garcia, Engie Mira	Student Assistant I	DSPS	8.00	04/18/11-06/17/11
Gilbreath, Katherine	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Godoy, Drema	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Gonzalez, Antonio	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Gonzalez, Melizza	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Hanley, Sarah	Student Assistant III	Perkins-Landscape	10.00	03/11/11-06/17/11
Harris, Tamara	Student Assistant III	Teacher Prep. Institute	10.00	04/04/11-06/30/11
Hernandez, Janette	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Hogan, Brandon	Student Assistant III	Aircraft Maintenance	10.00	04/08/11-06/19/11
Horeczko, Andrea	Student Assistant III	Continuing Education	10.00	04/04/11-06/30/11
Jazzar, Wafaa	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Jett, Dakota	Student Assistant I	DSPS	8.00	04/18/11-06/17/11
Jimenez, Ariana	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Johnson, Heather	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Jones, Zachary	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
Juarez, Alexandra	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Jurado, Jennyfer	Student Assistant III	Mathematics	10.00	02/28/11-06/30/11
Kaitangian, Joseph	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Karr, Aimee	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
La Tour, Andre	Student Assistant V	Medical Services	12.50	04/12/11-06/19/11
Larsen, Lisha	Student Assistant III	Continuing Education	10.00	03/28/11-06/30/11
Lazaro, Krystal	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Le, Sinead	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Lee, Christine	Student Assistant III	The Writing Center	10.00	03/18/11-06/30/11
Leewood, Connor	Student Assistant IV	Music	11.25	03/07/11-06/30/11
Lessmueller, Jennie	Student Assistant II	Biological Sciences	8.75	03/25/11-06/30/11
Lessmueller, Jennie	Student Assistant II	Tutorial Services	8.75	03/22/11-06/30/11
Lopez Valdez, Saul	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Lopez, Ernie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Lovelace, Jonathan	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Luna, Anthony	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Luna, Arturo	Student Assistant III	Veterans Services	10.00	04/04/11-06/30/11
Luna, Valeria	Student Assistant III	DSPS	10.00	02/28/11-06/30/11
Mackey, Verliseya	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Mada, Claudia	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Malpica, Yansi	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Manzo, Ceressa	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Mares, Regina	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Martinez, Kylie	Student Assistant I	Academic Senate	8.00	02/28/11-06/30/11
Mautz, Hillary	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
McGrath, Loriann	Student Assistant I	Child Development Ctr	8.00	04/26/11-06/30/11



**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**TEMPORARY EMPLOYMENT****Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
McMurphy, Chris	Student Assistant II	Event Services	8.75	05/02/11-06/30/11
Mendoza, Lidia	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Mero, Jose	Student Assistant III	Arch. & Engineering Design	10.00	05/03/11-06/19/11
Meza, Deanna	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Miranda, Jaimie	Student Assistant III	Continuing Education	10.00	04/04/11-06/30/11
Monroe, Naohmi	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Moore, Casey	Student Assistant I	Agricultural Sciences	8.00	04/18/11-06/30/11
Moore, Julie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Moore, Kellye	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Mosari, Tayeeba	Student Assistant II	Tutorial Services	8.75	04/11/11-06/30/11
Mota, Livie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Mulligan, Sean	Student Assistant IV	Technical Services	11.25	04/11/11-06/30/11
Muñoz, George	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Muñoz, Jorge	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Nakata, David	Student Assistant IV	Fine Arts	11.25	02/28/11-06/17/11
Nandee, Brian	Student Assistant V	Grants	12.50	04/13/11-06/30/11
Navarro, Jose	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
Nazary, Mariam	Student Assistant I	EOPS	8.00	04/18/11-06/30/11
Noboa, Christian	Student Assistant V	Medical Services	12.50	04/25/11-06/19/11
Noland, Patrick	Student Assistant IV	Mathematics	11.25	02/28/11-06/30/11
Nuchols, Jaclyn	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Ogg, Simmy	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Orozco, Rita	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Ortega, Dominic	Student Assistant III	Continuing Education	10.00	03/13/11-06/30/11
Padilla, Kacy	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Parra, Jordan	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Peevy, Vernell	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Pelayo, Erik	Student Assistant II	Tutorial Services	8.75	03/01/11-06/30/11
Perez Lopez, Belen	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Perez, Dalia	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Pimentel, Karissa	Student Assistant IV	Teacher Prep. Institute	11.25	04/11/11-06/30/11
Poveda, Vanessa	Student Assistant II	Theater	8.75	02/28/11-06/30/11
Prado, Miguel	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Ralph, Jeffrey	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Ralph, Jeffrey	Student Assistant II	Public Safety	8.75	04/20/11-06/17/11
Randles, Alexis	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Rizo, Kimberly	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Rocha, Jamie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Rodriguez, Liza	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Rodriguez, Marco	Student Assistant IV	Fine Arts	11.25	03/01/11-06/30/11
Rodriguez, Yesenia	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Romero, Desiree	Student Assistant I	DSPS	8.00	04/11/11-06/17/11

**SUBJECT:** Personnel Transactions**DATE:** May 25, 2011**TEMPORARY EMPLOYMENT****Student Employees** (continued)

NAME	TITLE	DEPARTMENT	PAY RATE	HIRE DATE
Romero, Staceie	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Rothman, Andrea	Student Assistant V	Hospitality	12.50	05/01/11-06/30/11
Rowland, Laura	Student Assistant V	Agricultural Sciences	12.50	09/01/10-02/25/11
Ruth, Brittney	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Saethao, Sherry	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Salgado, Lillian	Student Assistant I	Child Development Ctr.	8.00	05/05/11-06/30/11
Sharpe, Natasha	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
Shi, Yunlin	Student Assistant I	DSPS	8.00	04/18/11-06/17/11
Sierra, Angelique	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Sievert, Madeleine	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Simpson, Raeanne	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Simpson, Valeria	Student Assistant V	Tutorial Services	12.50	03/01/11-06/30/11
Smalley, Ashleigh	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Spencer, Shelby	Student Assistant III	Counseling	10.00	04/30/11-06/30/11
Taylor, Angela	Student Assistant V	Nursing	12.50	03/01/11-06/30/11
Theophilus, Jason	Student Assistant IV	Teacher Prep. Institute	11.25	04/04/11-06/30/11
Trujillo, Wendy	Student Assistant I	Child Development Ctr.	8.00	03/28/11-06/30/11
Tseng, Wen-Feng	Student Assistant V	Tutorial Services	12.50	02/25/11-06/30/11
Ung, Michelle	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Uriarte, Linda	Student Assistant III	Continuing Education	10.00	03/28/11-06/30/11
Valdez, Danny	Student Assistant III	Veterans Services	10.00	03/07/11-06/30/11
Varella, Marisa	Student Assistant I	Child Development Ctr.	8.00	04/08/11-06/30/11
Vargas, Monica	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Velasco, Edith	Student Assistant III	Admissions & Records	10.00	02/21/11-06/30/11
Villatoro, Pastor	Student Assistant III	Continuing Education	10.00	03/29/11-06/30/11
Vinculado, Amber	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Virgen, Silvia	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Vo, Quoc-Tuan	Student Assistant I	DSPS	8.00	04/11/11-06/17/11
Wailase, Mataiasi	Student Assistant II	Admissions & Records	8.75	04/11/11-06/30/11
Walker, Brian	Student Assistant III	DSPS	10.00	02/28/11-06/30/11
Walters, Nathaniel	Student Assistant V	Television	12.50	04/01/11-06/30/11
Walters, Nathaniel	Student Assistant V	Comm. & Entertain. Arts	12.50	03/01/11-06/30/11
Warren, Monet	Student Assistant IV	Tutorial Services	11.25	03/07/11-06/30/11
Weeks, James	Student Assistant II	Agricultural Sciences	8.75	04/01/11-06/30/11
Williams, Amalia	Student Assistant III	Landscape	10.00	03/21/11-06/30/11
Wolf, Zephram	Student Assistant III	Mathematics	10.00	04/01/11-06/30/11
Zaporozhets, Valeria	Student Assistant III	Honors	10.00	04/04/11-06/20/11

<b>BOARD OF TRUSTEES</b>	
<b>MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>Contract for Interest Based Bargaining Training – Center for Collaborative Solutions</u>	

**BACKGROUND**

The District negotiating team, CSEA, Chapter 262, and CSEA, Chapter 651 requires the services of a firm that specializes in Interest Based Bargaining Training. Interest Based Bargaining is a technique in which the parties focus on interests rather than proposals; agree on criteria that will be used to evaluate alternatives; generate several alternatives that are consistent with such interests, and apply them in order to arrive at mutually acceptable contract provisions. The Center for Collaborative Solutions can provide these services, with 20 years experience in providing such training.

**ANALYSIS AND FISCAL IMPACT**

The intent is to use the services of Center for Collaborative Solutions on June 1, 2011, for a one day training session. The scope of training is focused on Interest Based Bargaining techniques and problem solving. The proposed rate is \$1,200, plus any necessary travel expenses incurred by the consultant. Such expenses will be shared evenly between Human Resources, CSEA, Chapter 262, and CSEA, Chapter 651.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves a contract for training services with Center for Collaborative Solutions.

Prepared by: Annette Loria

Recommended by: John S. Nixon

Agenda Item: Consent #4

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Destruction of Records

**BACKGROUND**

Per state regulation, the destruction of Admissions and Records Office instructor roll books (attendance and grades, records) are requested to be destroyed. Roll books including Grade Response Sheets, No-Show Sheets, Roll Verifications, Late Adds, Reinstatement to Class, Section/Level Transfer and Grade Option changes have been placed on an imaging system and hard copies no longer need to be retained.

**ANALYSIS AND FISCAL IMPACT**

California Administrative Code, Title 5, Division 10, Chapter 2.5, Articles 2 and 3, commencing with Section 59023 through Section 59029, delineate the period of retention and the methods of destruction of records. Section 59027 (b) states: *"The Chief Administrative Officer shall submit to the Governing Board a list of records recommended for destruction and shall certify that no records are included in the list in conflict with these regulations."*

The following list of Class 1 – Permanent Records have all been imaged in accordance with California Administrative Code, Title 5, Section 59022 (e). It is appropriate for them to now be securely destroyed.

Instructor Roll Books, Grade Response Sheets, No-Show Sheets, Roll Verifications, Late Adds, Reinstatement To Class, Section/Level Transfer, Grade Option Changes

summer 2003  
fall 2003, spring 2004, summer 2004  
fall 2004, spring 2005, summer 2005  
fall 2005, spring 2006, summer 2006  
fall 2006, winter 2007, spring 2007, summer 2007  
fall 2007, spring 2008

**Funding Source**

Not applicable

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the destruction of instructor roll books and other associated class records that have been imaged for the above terms.

Prepared by: George Bradshaw

Reviewed by: Audrey Yamagata-Noji

Recommended by: John S. Nixon

Agenda Item: Consent #5

<b>BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>2012-13 Academic Calendar</u>	

**BACKGROUND**

The proposed academic calendar for 2012-13 has been reviewed and endorsed by the Faculty Association, per the collective bargaining agreement.

**ANALYSIS AND FISCAL IMPACT**

1. The Fall 2012 semester is scheduled from August 27, 2012, to December 16, 2012, and the Spring 2013 semester is scheduled from February 25, 2013, to June 16, 2013. Flex/Staff development days are August 24, 2011, and February 22, 2013; they are considered part of the academic year for faculty.
2. The Winter intersession will run from January 7 to February 17, 2013. Summer intersession 2013 will run from June 24 to August 4, 2013.
3. The calendar recommendation for 2012-13 meets all legal requirements, including mandated holidays and minimum days of instruction.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the proposed calendar for 2012-13, with the understanding that any additional holidays are subject to the negotiations process.

Prepared by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #6

**SUBJECT:** 2012-13 Academic Calendar**DATE:** May 25, 2011

**Mt. San Antonio College  
ACADEMIC CALENDAR 2012-13**

**Fall Semester - 2012**

<u>Date</u>	<u>Day</u>	<u>Description</u>
August 24	Friday	Flex/Staff Development Day
August 27	Monday	Fall Semester Begins
September 3	Monday	Holiday – Labor Day
November 12	Monday	Holiday – Veterans Day
November 22 – 25	Thursday – Sunday	Holidays – Thanksgiving Recess
December 10 – 16	Monday – Sunday	Final Examinations
December 16	Sunday	Fall Semester Ends

December 24 – January 1	Monday – Tuesday	Winter Recess – Campus Closed (tentative)
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**Winter Intersession - 2013**

<u>Date</u>	<u>Day</u>	<u>Description</u>
January 7	Monday	Winter Intersession begins
January 21	Monday	Holiday – Martin Luther King, Jr. Day
February 15	Friday	Holiday – Presidents' Day
February 17	Sunday	Winter Intersession ends

February 18	Monday	Holiday – Presidents' Day
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**Spring Semester - 2013**

<u>Date</u>	<u>Day</u>	<u>Description</u>
February 22	Friday	Flex/Staff Development Day
February 25	Monday	Spring Semester Begins
March 29	Friday	Holiday - Cesar Chavez Day
May 27	Monday	Holiday – Memorial Day
June 10 – 16	Monday – Sunday	Final Examinations
June 14	Friday	Commencement
June 16	Sunday	Spring Semester Ends

**Summer Intersession - 2013**

<u>Date</u>	<u>Day</u>	<u>Description</u>
June 24	Monday	Summer Intersession Begins
August 4	Sunday	Summer Intersession Ends

<b>BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>Mt. SAC Chamber Choir - Pavarotti Choir of the Decade Competition</u>	

**BACKGROUND**

Approximately 50 Mt. SAC Choir students, both current and alumni, will participate in the *Pavarotti Choir of the Decade Competition* to be held in Cardiff, Wales. This competition is for invited choirs only, bringing back to Wales “Choirs of the World” from 2001-10 to compete in this prestigious event. Additionally, other venues will be offered to support each choir to allow for additional performances during their stay. The competition tour dates are October 9 through October 16, 2011. Bruce Rogers, Director of Choral Activities, will accompany the Choir.

**ANALYSIS AND FISCAL IMPACT**

The approximate anticipated cost of this trip is \$72,500. There is no cost to the College.

**Funding Sources**

Mt. SAC students (current and alumni) and the Pavarotti Committee, Wales.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Mt. SAC Chamber Choir’s participation in the Pavarotti Choir of the Decade Competition.

Prepared by: Sue Long

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #7

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Center of Excellence Grant Extensions and CTE Hub Augmentation

**BACKGROUND**

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 Center researches, analyzes, and presents information on regional economic and workforce needs, customized for community colleges. The COE also holds a grant to fund the Career and Technical Education Hub (CTE Hub), which disseminates the research conducted by the four Centers of Excellence to CTE partners statewide. In 2010-11 the COE received a new grant called “Drivers of Change” to conduct research on emerging occupations and create career counseling tools.

**ANALYSIS AND FISCAL IMPACT**

- The 2010-11 Center of Excellence grant number 10-305-024, for \$205,000, is extended until June 30, 2012.
- The 2010-11 Center of Excellence’s “Drivers of Change” grant number 10-154-008, for \$60,000, is extended until June 30, 2012.
- The 2010-11 Center of Excellence’s CTE Hub grant number 10-173-012 is extended until March 31, 2012, and augmented from \$90,000 to \$187,500.

**Funding Sources**

California Community Colleges Chancellor’s Office Economic and Workforce Development Funds and SB70 Funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees accepts the augmentation of the CTE Hub and the extensions of the three grants held by the Center of Excellence.

Prepared by: Joumana McGowan/Audrey Reille

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #8



<b>BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>Family and Consumer Sciences Discipline/Industry Collaborative Grant Activities</u>	

**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 the Los Angeles Economic Development Corporation.

**ANALYSIS AND FISCAL IMPACT**

Mt. San Antonio College will enter into contract with the Los Angeles Economic Development Corporation in an amount not to exceed \$500 to provide a keynote speaker for the Consumer Students Professional Development Event.

The contract will commence on April 1, 2011, and will terminate on June 30, 2011.

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 the Los Angeles Economic Development Corporation.

Prepared by: Adrienne J. Price

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #9

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Song-Brown Registered Nurse Education Program Grant – Activities  
and Acceptance of Funds

**BACKGROUND**

Mt. San Antonio College received an award notification for a grant titled “Song-Brown Registered Nurse Education Program,” funded by the Office of Statewide Health Planning and Development. The purpose of the grant is to support the costs associated with training full-time RN students, including improving retention in the nursing program, particularly among students from diverse backgrounds. Activities will include the following:

- hire tutors, clinical teaching assistants, and lab assistants;
- provide additional counseling/case management;
- promote student success through expanded orientation, seminars, guest speakers, student clubs, cultural presentations, and a “back-to-school” night;
- evaluate student readiness and proficiency through assessment;
- purchase audiovisual equipment and instructional supplies;
- begin the process of seeking National League for Nursing accreditation; and
- provide staff support for tracking nursing program applicants, students, and graduates.

**ANALYSIS AND FISCAL IMPACT**

The grant award is \$200,000. The project period is July 1, 2011 through June 30, 2013. The funding agency has approved the expenditure of grant funds “for any purpose which the educational institution judges will most effectively advance the education of nursing students, but may not be expended for any purpose specifically prohibited by State law, by these contract criteria, or by the contract with the nursing education institution.”

As such, permission is requested to purchase food and/or promotional materials for grant-related activities (e.g., orientation, seminars, “back-to-school” night) and pay for travel-related expenses for students and non-College employees (e.g., guest speakers).

**Funding Source**

Office of Statewide Health Planning and Development.

**RECOMMENDATION**

It is recommended that the Board of Trustees accepts the funds and approves the activities for the Song-Brown Registered Nurse Education Program grant.

Prepared by: Adrienne J. Price

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #10

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Contract with RP Group, Inc.

**BACKGROUND**

Mt. San Antonio College currently has a grant titled "Pilot Program for Course Material Rental," funded by the U.S. Department of Education. The grant's performance measures include the following:

- disseminate best practices and successful models to at least 20 college/university bookstores;
- create a self-sustaining textbook rental program with at least 40 titles and 10,000 units;
- serve at least 5,000 students through the textbook rental program; and
- save an average of \$200 each semester for full-time students participating in the rental program.

As part of the grant activities, permission is requested to enter into contract with The RP Group, Inc.

**ANALYSIS AND FISCAL IMPACT**

Mt. San Antonio College will enter into contract with The RP Group, Inc., in an amount not to exceed \$40,000. The RP Group, Inc., will perform the following services:

- develop an evaluation plan;
- evaluate progress/success in achieving the grant's performance measures, including tracking data, designing survey instrument(s), analyzing survey data, and conducting focus groups and/or interviews;
- evaluate student and faculty satisfaction with the textbook rental program;
- prepare comprehensive evaluation reports;
- attend meetings as required and/or requested; and
- maintain records of the consulting services provided pursuant to the contract.

The contract will commence on May 1, 2011, and will terminate on October 31, 2012.

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

**Funding Source**

U.S. Department of Education.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the contract with The RP Group, Inc.

Prepared by: Adrienne J. Price

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #11

**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**
**DATE:** May 25, 2011
**CONSENT**
**SUBJECT:** Community Services Programs/Courses for Summer 2011
**BACKGROUND**

The Continuing Education Division presents a wide variety of programs and courses each semester/session. Proposed community services offerings for the summer 2011 session are listed below. Registration fees shown below include a \$2 student insurance fee for which the instructor receives no remuneration. Note: Asterisk (\*) denotes a new class.

**ANALYSIS AND FISCAL IMPACT**

<i>Course Title</i>	<i>Instructor</i>	<i>Remuneration</i>		<i>Student Fee</i>
		<i>40%</i>	<i>Other</i>	
<b>BUSINESS AND PROFESSIONAL DEVELOPMENT</b>				
FAA Computerized Testing Service (CATS)	Various		Hourly, per contract	\$150
FAA Computerized Testing Service (CATS) for Aircraft Owners & Pilots Association members	Various		Hourly, per contract	\$140
Flight Simulator – Basic (IGAT 1)	Various		Hourly, per contract	\$35/hour
Flight Simulator – Advanced (ATC 810)	Various		Hourly, per contract	\$45/hour
Flight Simulator – Advanced (PFC G1000)	Various		Hourly, per contract	\$55/hour
* LA City Welding Certification for Shielded Metal Arc Welding (SMAW) or Flux Cored ARC Welding (FCAW)	Young, Jonathan	X		\$152
<b>HEALTH CARE</b>				
Mammography	Kilburn, Lauren		\$1,500	\$252
Community Health Programs:	Primary/Assistant Instructors:			
• BLS Instructor Course	Baca, Michael		Single Instructor	\$250
• BLS Healthcare Provider	Baca, Susan		40%	\$65
• BLS Healthcare Provider Renewal	Burkholder, Barry			\$45
• Heartsaver CPR Course - Adult and Pediatric	Coppolecchia, Sonya		10 students or more: Primary	\$50
• Heartsaver First Aid - Adult and Pediatric	Davis, Rita		Instructor 35% and	\$65
• Advanced Cardiac Life Support	English, Wendi		Assistant Instructor	\$180
• Advanced Cardiac Life Support Renewal	Gagnon, Cathy		15%	\$125
• Critical Care Nursing	Gergis, Nasr			\$230
• Pediatric Advanced Life Support	Gonzalez, Gail			\$180
• Pediatric Advanced Life Support Renewal	Malone, Kristine			\$125
• Cardiac Dysrhythmias & Therapeutic Modalities	Riddall, Nicholas			\$130
	Trinidad, Larry			
	Trumble, Jennifer			
	Wellins, Patrick		50% if 1 instructor	
	Wellins, Katie		25% if 2	
	Rudd, Terry			

 Prepared by: Paulo Madrigal/Donna Burns

 Reviewed by: Virginia R. Burley

 Recommended by: John S. Nixon

 Agenda Item: Consent #12

**SUBJECT:** Community Services Programs/Courses Summer 2011

**DATE:** May 25, 2011

<b>EXERCISE SCIENCE/WELLNESS CENTER</b>				
Membership:	Staff		Hourly	
Full year – Individual Initial				\$150
Full year – Individual Renewal				\$135
Full year – Family Rate (after 1 <sup>st</sup> member paid)				\$110
Full year – Corporate				\$75
Staff				\$85
Six months				\$55
Three months				\$25
Student – Summer				
Testing:				\$65
Maximum Oxygen Uptake				\$30
Body Composition, Skin Fold, Hydrostatic or Bioelectric Impedance				\$15
Skinfold				\$65
Baseline Assessment				\$35
Resting Metabolic Rate				\$85
Vo2 Maximum and Hydrostatic Weighing				\$115
Vo2 Maximum, Hydrostatic Weighing and Resting Metabolic Rate				
<b>CHILDREN AND TEENS</b>				
Commercial Acting for Kids	Chandler, June	X		\$81
* Mad Science Summer Camps	Mad Science of North Orange County (Crawford, John)	X		\$109
Children's Tennis Program	Instructor: Marshall, Andre Coordinator: Schreuders, Grace		45%  5% of each registration	\$42
<b>College For Kids</b>				
Program Coordinator	San Gabriel Valley YMCA		\$2,700 Session I only OR \$5,400 (if also needed for Session II)	<u>All Classes:</u>  Session I: \$140/class  Session II: \$148/class
College For Kids Classes	Alexander, Priscilla Casillas-Sanchez, Hilda Tat-Chung, Kathy Hy, Linda Madrigal, Yahaira Pasa, Paul Pena, Kathleen Pena, Oscar Proctor, Michael "Andy" Rivera, Edith Janet Stovall-Dennis, Kathryn		All other instructors and substitutes: 9 or fewer students \$20/hr 10 or more students \$30/hr	

**SUBJECT:** Community Services Programs/Courses Summer 2011

**DATE:** May 25, 2011

<b>ONLINE LEARNING</b>				
Online Learning Courses	Education To Go, Inc.		\$60 - \$85/student	\$95 - \$120
Online Career Training Programs	Education To Go, Inc. (Gatlin Education Services)		\$100 - \$300/student	\$595 to \$4,495
<b>PERSONAL ENRICHMENT</b>				
Hindi	Chaplot, Surekha	X		\$92
Beginning Conversational Russian I	Sproesser, Zoia	X		\$101
Acting for Film and TV	Chandler, June	X		\$119
Belly Dance Beginning	Smith, Catharae S.	X		\$50
* Property Management Anybody Can Do	National Capital Funding (Dexter, Steve)	X		\$59
* Passport to Retirement	O'Connell, Jalon	X		\$40
* Personal Finance for Individuals and Families	Raygoza, Tony	X		\$59
Salsa Basics	Ramirez, Rudy	X		\$55
<b>SPORTS AND FITNESS</b>				
* Athletic Equipment Management	Aneiro, Pete	X		\$127
Conditioning for Sports - Football	Jastrab, Bob PE Trust	X	-0-	\$26
Kickboxing	del Castillo, Steve	X		\$52
Filipino Martial Arts	Balinado, Rino	X		\$52
Mixed Martial Arts	del Castillo, Steve	X		\$52
Brazilian Jiu-Jitsu	Maldonado, Saul	X		\$52
Zumba	Centeno, Alejandra	X		7 classes \$43 12 classes \$77
Adult Tennis Program	Coordinator: Schreuders, Grace Instructors: Schreuders, Grace Saravia, Ervin  City of West Covina (their site only)		5%  Primary Instructor 45% or 43% with Assistant Instructor 12%  15% of fees after expenses	\$42
<b>SWIM PROGRAMS</b>				
Group and Private Lessons	Coordinator: Ruh, Mark Supervisor: Rieben, Mike		Fee for Service: \$4,000 \$6,500	Group \$50-\$60 Private \$60-\$78
Master Swimming	Boehle, Louis		50%	\$120
Open Lap Swim	Boehle, Louis Lepp, Jodi Rieben, Mike Iwata, David		\$21/hour	\$110
Session Swim Cards			-0-	\$20-\$60

**SUBJECT:** Community Services Programs/Courses Summer 2011

**DATE:** May 25, 2011

<b>DRIVER EDUCATION</b>				
Traffic Violator School	Hernandez, Rudolph Syrja, Randel		\$240/class \$240/class	8 Hours \$37 12 Hours \$55.50
California Motorcycle Training	Arroyo's Motorcycle Training  (Contractor costs include instructor payment, motorcycles, motorcycle maintenance and fuel.)		68%	Age 21 and over - \$250 Under age 21 - \$150
Cancellation/Re-register fee				50% of course fee

**Funding Source**

All presenters are paid either based on a percentage of student registration fees or other identified specific dollar amount.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the community services programs.

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Continuing Education – Contract Training

**BACKGROUND**

Continuing Education presents a wide variety of contract training programs and courses each semester/session.

**Approval of New Contracts:**

<b>Agency</b>	<b>Amount</b>	<b>Expenses</b>	<b>Details</b>
<u>Contract #1122-001</u>  Metropolitan Water District of Southern California P.O. Box 54153 Los Angeles, CA 90054-0153  176 hours of instruction (80 hour welding course and 96 hour machining course) July 1, 2011 – June 30, 2012	\$40,640	\$24,400	Supplies - \$10,000 Parking - \$1,200 Instruction: Staff – 176 hrs. Not to exceed \$13,200
<u>Contract #1112-002</u>  Pomona Unified School District 1460 E. Holt Ave., Suite 170 Pomona, CA 91767  Two Early Childhood Education Classes July 1, 2011 – June 30, 2012	\$16,000	\$8,400	Instruction: Staff - 118 hrs. Not to exceed \$8,400
<u>Contract #1112-003</u>  Bassett Unified School District 904 N. Willow Ave. La Puente, CA 91746  One Early Childhood Education Class July 1, 2011 – June 30, 2012	\$8,000	\$4,500	Instruction: Staff 64 hrs. Not to exceed \$4,500

Prepared by: Donna Burns

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #13



**SUBJECT:** Continuing Education – Contract Training

**DATE:** May 25, 2011

**Renewal of Agreement:**

<p><b>Motorcycle Safety Program</b>                  Worker's Comp and Employers' Liability Insurance –                  Effective December 16, 2010 – December 15, 2011</p> <p><u>Providing Agency:</u>                  BB&amp;T Insurance Services of California, Inc. License #0619252                  19100 Von Karman Ave. Suite 900 Irvine, CA 92612</p> <p><u>Insured:</u>                  Motorcycle Safety Foundation                  2 Jenner Street, Suite 150 Irvine, CA 92618</p> <p>Specific coverage as per Contract – <i>RiderCourse</i> Insurance Plan,                  Agreement for California Site Administrators</p> <p><u>Funding Source</u>                  Student registration fees.</p>	<p>Monthly premium based on number of registered students per month.</p>
<p><b>Community Services Fee Program – Student Insurance</b>                  Fee Based Program (Community Services) (excluding Motorcycle Safety)</p> <p>Policy Coverage: July 1, 2011 – June 30, 2012</p> <p><u>Providing Agency:</u>                  Student Insurance                  11661 San Vicente Blvd., Suite 200 Los Angeles, CA 90049-0033</p> <p><u>Broker:</u>                  Maksin Management Corp.                  P.O. Box 2648, Camden NJ 08101-2648</p> <p><u>Underwritten by:</u>                  National Union Fire Insurance Company of Pittsburgh, Pennsylvania</p> <p><u>Funding Source</u>                  Student registration fees.</p>	<p>\$1,250.00</p>

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the new contracts and the contract renewals.

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Honors Program Recognition Dinner

**BACKGROUND**

The Honors Program requests approval for costs associated with hosting the Honors Recognition Dinner on Friday, June 3, 2011, in the Humanities/Social Sciences Quad Area. This is a recognition dinner that honors transferring and/or graduating students in the Honors Program, celebrating their achievements and transfers to prestigious colleges and universities. It is extremely difficult to meet the demanding requirements for numerous universities while completing the application process and maintaining high grade point averages. These students bring major prestige to Mt. San Antonio College.

Attendees include honors students, a few guests, honors faculty, honors staff, deans, other administrators, and members of the Board of Trustees.

**ANALYSIS AND FISCAL IMPACT**

The cost of the dinner and decorations will be approximately \$2,500, as we are honoring nearly 200 program graduates this year.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Honors Recognition Dinner, as presented.

Submitted by: Carolyn Kuykendall

Reviewed by: Virginia R. Burley

Recommended by: John S. Nixon

Agenda Item: Consent #14

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<u>Appropriation Transfers and Budget Revisions Summary</u>	

**BACKGROUND**

While all departments attempt to project their expenditures accurately, situations occur that make it necessary to submit appropriation transfers and budget revisions. Many times, an amount is budgeted, but the specific areas of expenditures are not determined until a later date. In these cases, the funds are then revised to the specific accounts.

**ANALYSIS AND FISCAL IMPACT**

Pursuant to the California Code of Regulations, Title 5, Sections 58307 and 58308, transfers of funds from the reserve for contingencies to any expenditure classification or between expenditure classifications and budget revisions can be made at any time with approval of the Board of Trustees. Any transfer from the reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees.

**Funding Source**

**APPROPRIATION TRANSFERS**  
For the period 03/30/11 - 05/09/11

7705	From:	11000-301010-431000-601000 Instr Supplies/Materials-Natural Sciences Division	\$	100
	To:	11000-301010-641300-010900 New Equip.-\$1,000-4,999-Natural Sciences Division		100
		To provide funds for equipment.		
7709	From:	11000-371000-433000-100100 Instr Supplies-Repair Parts-Fine Arts		4,439
		11000-371000-451000-100100 Supplies-Fine Arts		75
	To:	11000-371000-563000-100100 Equipment Rental and Leases-Fine Arts		75
		11000-371000-564500-100100 Maintenance Agreements-Fine Arts		200
		11000-371000-641200-100100 New Equip.-\$200-999-Fine Arts		4,239
		To provide funds for copier maintenance agreement and a swivel base vice.		
7710	From:	11000-501000-451000-647000 Supplies-Career Placement Services		350
	To:	11000-501000-644200-647000 Software-\$200-999-Career Placement Services		350
		To provide funds for the purchase of Adobe software and site licenses.		

Prepared by: Linda M. Baldwin                      Reviewed by: Michael D. Gregoryk  
 Recommended by: John S. Nixon                      Agenda Item: Consent #15

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7714	From:	11300-480000-589000-000000 Other Services-Matriculation-Noncredit	\$ 56,193
		11300-500010-589000-000000 Other Services-Matriculation	184,252
	To:	11300-523000-143000-643000 Hrly Noninstr Sal-Counselors-EOPS	15,000
		11300-523000-231000-643000 Short-Term, Nonacad Salaries-EOPS	11,500
		11300-523000-232000-643000 Professional Expert Salaries-EOPS	37,800
		11300-523000-241000-493000 Hrly Instr Aide Sal-Dir Instr-EOPS	10,000
		11300-523000-311000-643000 STRS-EOPS	1,238
		11300-523000-335000-493000 Medicare-EOPS	149
		11300-523000-335000-643000 Medicare-EOPS	955
		11300-523000-351000-493000 SUI-EOPS	72
		11300-523000-351000-643000 SUI-EOPS	463
		11300-523000-361000-493000 W/C-EOPS	133
		11300-523000-361000-643000 W/C-EOPS	856
		11300-523000-381000-493000 Alternative Retirement Plan-EOPS	300
		11300-523000-381000-643000 Alternative Retirement Plan-EOPS	1,479
		11300-523000-451000-643000 Supplies-EOPS	3,000
		11300-523000-453200-643000 Supplies-Promotional Items-EOPS	7,500
		11300-523000-754000-643000 EOPS Grants-EOPS	75,000
		11300-523000-764000-643000 Book Vouchers-EOPS	50,000
		11300-523000-769000-643000 Other Student Aid-EOPS	25,000
		To provide funds for categorical support backfill for the Extended Opportunity Programs & Services (EOPS).	
7715	From:	11300-480000-589000-000000 Other Services-Matriculation-Noncredit	170,407
	To:	11300-480000-111000-493000 Instructional Salaries-Regular-Matriculation-Noncredit	13,833
		11300-480000-123000-632000 Noninstr Salaries-Counselors-Matriculation-Noncredit	124,492
		11300-480000-311000-493000 STRS-Matriculation-Noncredit	1,140
		11300-480000-311000-632000 STRS-Matriculation-Noncredit	10,272
		11300-480000-335000-493000 Medicare-Matriculation-Noncredit	201
		11300-480000-335000-632000 Medicare-Matriculation-Noncredit	1,806
		11300-480000-351000-493000 SUI-Matriculation-Noncredit	100
		11300-480000-351000-632000 SUI-Matriculation-Noncredit	896
		11300-480000-361000-493000 W/C-Matriculation-Noncredit	317
		11300-480000-361000-632000 W/C-Matriculation-Noncredit	2,839
		11300-480000-371000-493000 CIL -Matriculation-Noncredit	1,452
		11300-480000-371000-632000 CIL -Matriculation-Noncredit	13,059
		To provide funds for categorical support backfill for the Noncredit Matriculation.	
7717	From:	17421-420000-311000-493000 STRS-Non Credit Adult Educ-Basic Skills	718
		17421-420000-335000-493000 Medicare-Non Credit Adult Educ-Basic Skills	264

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	To:	17421-420100-242000-493000 Prof Expert Sal Instr-AS BS-ASE, GED Section 231	\$ 982
		To comply with the new reporting requirements from the Department of Education, the 231 Grant - ASE, GED portion is being reallocated to a new organization code within the grant.	
7720	From:	11000-340200-232000-080100 Professional Expert Salaries-Teacher Preparation Inst	6,050
	To:	11000-340200-451000-080100 Supplies-Teacher Preparation Institute	5,200
		11000-340200-589000-080100 Other Services-Teacher Preparation Institute	850
		To provide funds for supplies and other services.	
7721	From:	11000-343490-431000-220100 Instr Supplies/Materials-History, Geography, Poli Sci	143
	To:	11000-343490-584000-220100 Computer/Tech Related Srv-History,Geography,Poli Sci	143
		To provide funds for Adobe Acrobat Pro licenses.	
7722	From:	11000-347000-431000-110100 Instr Supplies/Materials-Foreign Languages	204
	To:	11000-347000-641500-110100 New Equip. IT-\$200-999-Foreign Languages	204
		To provide funds for the purchase of an external hard drive.	
7723	From:	11000-340100-451000-150100 Supplies-Writing Center	3,941
	To:	11000-340100-241000-150100 Hrly Instr Aide Sal-Dir Instr-Writing Center	3,941
		To provide funds for tutors and student assistants.	
7724	From:	11000-340000-641300-601000 New Equip.-\$1,000-4,999-Humanities/Social Sciences	3,250
	To:	11000-345500-241000-080900 Hrly Instr Aide Sal-Dir Instr-Sign Language, Interpreting	3,250
		To provide funds for sign language interpreters.	
7725	From:	11000-300100-451000-493000 Supplies-Honors Program	772
	To:	11000-300100-521000-493000 Travel and Conferences-Honors Program	772
		To provide funds for travel and conference.	
7726	From:	11000-333000-441000-070100 Software-Under \$200-Computer Information Systems	600
	To:	11000-900100-531000-660000 Dues and Memberships-Memberships	600
		To provide funds for institutional memberships with the Citrus Valley Association of Realtors and the American Association for Paralegal Education.	
7728	From:	11000-301010-431000-601000 Instr Supplies/Materials-Natural Sciences Division	272
	To:	11000-301010-641200-190100 New Equip.-\$200-999-Natural Sciences Division	272
		To provide funds for equipment.	
7732	From:	34000-314620-453600-693000 Supplies-Veterinary-Farm Operations-Beef	200
	To:	34000-314620-588500-693000 Veterinary Fees-Farm Operations-Beef	200
		To provide funds for veterinary services.	

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7734	From:	11000-323000-431000-615000 Instr Supplies/Materials-Distance Learning	\$ 5,000
		11000-323000-451000-615000 Supplies-Distance Learning	34,200
		11000-323000-521000-615000 Travel and Conferences-Distance Learning	4,000
	To:	11000-323000-641400-615000 New Equip.-Over \$5K-Distance Learning	6,000
		11000-323000-641600-615000 New Equip. IT-\$1,000-4,999-Distance Learning	37,200
		To provide funds for the purchase of laptops and a projector for the Library.	
7736	From:	17800-333000-644300-070100 Software-\$1,000-4,999-Computer Information Systems	3,050
	To:	17800-333000-584000-070100 Computer/Technlgy Related Serv-Computer Information	3,050
		To provide funds for Deep Freeze Enterprise software licenses.	
7739	From:	11000-301010-451000-601000 Supplies-Natural Sciences Division	1,129
	To:	11000-301010-641200-010210 New Equip.-\$200-999-Natural Sciences Division	1,129
		To provide funds for the purchase of a washer and dryer for the animal surgical unit.	
7741	From:	11000-340000-451000-601000 Supplies-Humanities/Social Sciences Division	3,897
		11000-340000-641300-601000 New Equip.-\$1,000-4,999-Humanities/Social Sciences	2,250
		11000-340000-643300-601000 Equip Lease Purch-\$1,000-4,999-Humanities/Soc Sci	1,180
		11000-340000-521000-601000 Travel and Conferences-Humanities/Social Sciences	1,084
		11000-340000-564500-601000 Maintenance Agreements-Humanities/Social Sciences	199
	To:	11000-340000-231000-601000 Short-Term, Nonacad Salaries-Humanities/Soc Sci.	8,610
		To provide funds for short-term, non academic salaries.	
7743	From:	11000-363000-564500-083500 Maintenance Agreements-Physical Education-General	5,063
	To:	11000-363000-431000-083500 Instr Supplies/Materials-Physical Education-General	5,063
		To provide funds for instructional supplies.	
7744	From:	11000-363000-431000-083500 Instr Supplies/Materials-Physical Education-General	948
	To:	11000-363000-641200-083500 New Equip.-\$200-999-Physical Education-General	948
		To provide funds for equipment.	
7747	From:	11000-350000-433000-000000 Instr Supplies-Repair Parts-Tech and Health Division	1,875
		11000-350000-451000-601000 Supplies-Tech and Health Division	1,110
		11000-350000-431000-120100 Instr Supplies/Materials-Tech and Health Division	990
		11000-350000-421500-601000 Books, Magazines, Periodicals/NFees-Tech and Health	54
	To:	11000-350000-231000-601000 Short-Term, Nonacad Sal-Tech and Health Division	2,594
		11000-352000-641600-095000 New Equip. IT-\$1,000-4,999-Aeronautics	1,435
		To provide funds for short-term, non academic salaries and equipment.	

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7748	From:	11000-342510-431000-150100 Instr Supplies/Materials-English	\$ 50
	To:	11000-342510-589000-150100 Other Services-English	50
		To provide funds for other services.	
7749	From:	11000-350000-563000-129900 Equipment Rental/Leases-Tech and Health Division	3,492
	To:	11000-350000-231000-601000 Short-Term, Nonacad Sal-Tech and Health Division	1,989
		11000-350000-431000-129900 Instr Supplies/Materials-Tech and Health Division	1,503
		To provide funds for short-term, non academic salaries and instructional supplies.	
7750	From:	11000-372020-521000-100400 Travel and Conferences-Music-Instrumental	1,000
	To:	11000-372000-431000-100400 Instr Supplies/Materials-Music	1,000
		To provide funds for instructional supplies.	
7751	From:	11000-620110-561000-659000 Contracted Services-Energy Maintenance Projects	39,426
	To:	11000-623000-641200-651000 New Equip.-\$200-999-Transportation	373
		11000-623000-641400-651000 New Equip.-Over \$5K-Transportation	39,053
		To provide funds for two Ford Ranger trucks for Facilities management and three enclosed cabs for the utility vehicles for the Grounds department.	
7755	From:	11000-361000-431000-100800 Instr Supplies/Materials-Dance	521
	To:	11000-361000-644200-100800 Software-\$200-999-Dance	521
		To provide funds for software.	
7758	From:	11000-342520-431000-060200 Instr Supplies/Materials-Journalism	3,000
	To:	11000-342520-523000-060200 Student Travel and Conference-Journalism	3,000
		To provide funds for student travel and conference.	
7760	From:	11000-671000-451000-683000 Supplies-Performing Arts Operations	3,500
	To:	11000-671000-641300-683000 New Equip.-\$1,000-4,999-Performing Arts Operations	3,500
		To provide funds for the purchase of LED based stage lighting to conserve energy.	
7761	From:	11000-325000-232000-675000 Prof Expert Sal-Professional and Organizational Dev	6,200
	To:	11000-325000-641700-675000 New Equip. IT-Over \$5K-Professional and Org Dev	6,200
		To provide funds for the purchase of a copier.	
7762	From:	11000-150000-589000-671000 Other Services-Foundation	2,000
	To:	11000-150000-236000-671000 Overtime, Noninstructional-Foundation	2,000
		To provide funds for overtime.	
7763	From:	11000-150000-589000-671000 Other Services-Foundation	638
	To:	11000-150000-641600-671000 New Equip. IT-\$1,000-4,999-Foundation	638
		To provide funds for equipment.	

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7764	From:	11000-371010-431000-101300 Instr Supplies/Materials-Commercial Art	\$ 2,452
		11000-371010-451000-101300 Supplies-Commercial Art	5,367
		11000-371010-564500-101300 Maintenance Agreements-Commercial Art	14,136
	To:	11000-371010-641200-101300 New Equip.-\$200-999-Commercial Art	5,789
		11000-371010-641500-101300 New Equip. IT-\$200-999-Commercial Art	16,166
		To provide funds for the purchase of Hewlett Packard workstations and computers for the Animation program.	
7765	From:	11000-371040-451000-060400 Supplies-Radio, Television	314
		11000-370000-451000-601000 Supplies-Arts Division	320
	To:	11000-371040-641200-060400 New Equip.-\$200-999-Radio, Television	634
		To provide funds for boom microphones and mounts for the Radio-Television program.	
7767	From:	11000-372020-451000-100400 Supplies-Music-Instrumental	3,687
		11000-372040-451000-100400 Supplies-Music-Jazz Band	2,475
		11000-372020-561000-100400 Contracted Services-Music-Instrumental	35
	To:	11000-372040-641200-100400 New Equip.-\$200-999-Music-Jazz Band	1,147
		11000-372020-641300-100400 New Equip.-\$1,000-4,999-Music-Instrumental	3,722
		11000-372040-641300-100400 New Equip.-\$1,000-4,999-Music-Jazz Band	1,328
		To provide funds for the purchase of musical instruments, such as, drums, combo amplifiers, and a custom snare for the jazz students.	
7768	From:	11000-372020-521000-100400 Travel and Conferences-Music-Instrumental	4,000
	To:	11000-372000-431000-100400 Instr Supplies/Materials-Music	1,000
		11000-372040-641200-100400 New Equip.-\$200-999-Music-Jazz Band	3,000
		To provide additional funds for the purchase of music sheets and musical instruments, such as, drums, combo amplifiers, and a custom snare for the jazz students.	
7769	From:	11000-371000-431000-100100 Instr Supplies/Materials-Fine Arts	1,234
		11000-371000-451000-100100 Supplies-Fine Arts	787
	To:	11000-371000-641200-100100 New Equip.-\$200-999-Fine Arts	1,234
		11000-371000-644200-100100 Software-\$200-999-Fine Arts	787
		To provide funds for the purchase of a woodcarving set and Adobe software license.	
7771	From:	11000-375000-564000-101100 Repairs-Photography	405
	To:	11000-375000-431000-101100 Instr Supplies/Materials-Photography	405
		To provide funds for instructional supplies.	
7772	From:	11000-363000-564000-083500 Repairs-Physical Education-General	147
	To:	11000-363000-452800-083500 Supplies-Repair Parts-Physical Education-General	147
		To provide funds for repair parts.	



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7773	From:	11000-372000-431000-100400 Instr Supplies/Materials-Music	\$ 3,086
		11000-370000-441000-601000 Software-Under \$200-Arts Division	2,537
		11000-370000-451000-601000 Supplies-Arts Division	524
		11000-372030-561000-100400 Contracted Services-Music-Recital	1,400
	To:	11000-372000-641300-100400 New Equip.-\$1,000-4,999-Music	4,460
		11000-370000-641200-601000 New Equip.-\$200-999-Arts Division	3,087
		To provide funds for the purchase of a studio piano with bench and a computer.	
7774	From:	11110-504100-451000-648000 Supplies-Veteran's Services	2,131
	To:	11110-504100-564500-648000 Maintenance Agreements-Veteran's Services	115
		11110-504100-641500-648000 New Equip. IT-\$200-999-Veteran's Services	830
		11110-504100-641200-648000 New Equip.-\$200-999-Veteran's Services	1,186
		To provide funds for maintenance agreements and the purchase of furniture and printers.	
7775	From:	11000-615000-589000-672000 Other Services-Auxiliary Services	6,472
		11110-900850-564500-672000 Maintenance Agreements-Fiscal Services-Institutional	500
	To:	11000-900850-641700-672000 New Equip. IT-Over \$5K-Fiscal Services-Institutional	6,472
		11110-900850-641700-672000 New Equip. IT-Over \$5K-Fiscal Services-Institutional	500
		To provide funds for the purchase of two printers that can handle the current volume of payroll and vendor checks issued.	
7776	From:	11110-621000-451000-651000 Supplies-Maintenance	10,000
		11110-960400-451000-659000 Supplies-Warehouse-Stores	7,000
	To:	11110-621000-564000-651000 Repairs-Maintenance	17,000
		To provide funds for additional repair projects.	
7777	From:	11000-314010-451000-190100 Supplies-Physical Sciences	100
	To:	11000-314010-564000-190100 Repairs-Physical Sciences	100
		To provide funds for repairs.	
7778	From:	11000-360000-451000-083500 Supplies-Physical Education Division	279
	To:	11000-360000-641500-083500 New Equip. IT-\$200-999-Physical Education Division	279
		To provide funds for equipment.	
7781	From:	11000-622000-451000-655000 Supplies-Grounds	8,832
	To:	11000-622000-641300-655000 New Equip.-\$1,000-4,999-Grounds	8,832
		To provide funds to purchase a steel drag mat, vibratory plate compactor, four backpack blowers, one edger, and an airless paint striper machine.	
7795	From:	11000-641000-585000-677000 Postage-Mail Services	227
	To:	11000-641000-641200-677000 New Equip.-\$200-999-Mail Services	227
		To provide funds for equipment.	

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7796	From:	11000-661000-584000-678000 Computer/Tech Related Serv-Information Technology	\$ 9,683
	To:	11000-661000-451000-677000 Supplies-Information Technology	2,090
		11000-661000-641600-677000 New Equip. IT-\$1,000-4,999-Information Technology	7,593
		To provide funds for the purchase of telephone labels, telecommunication and computer supplies, and UPS power supplies.	
7797	From:	11000-660000-451000-678000 Supplies-Office of Information Technology	2,211
		11000-660000-589000-678000 Other Services-Office of Information Technology	2,549
		11000-661000-584000-678000 Computer/Tech Related Serv-Information Technology	54,678
	To:	11000-661000-641200-678000 New Equip.-\$200-999-Information Technology	4,760
		11000-661000-641500-678000 New Equip. IT-\$200-999-Information Technology	6,723
		11000-661000-641600-678000 New Equip. IT-\$1,000-4,999-Information Technology	46,015
		11000-661000-644200-678000 Software-\$200-999-Information Technology	1,940
		To provide funds for the purchase of a printer, scanner, iPad, and refurbished high end servers.	
7798	From:	11000-672000-582000-613000 Mandated&Misc Fees-Broadcast and Presentation Srv	2,100
	To:	11000-672000-641200-613000 New Equip.-\$200-999-Broadcast and Presentation Srv	2,100
		To provide funds for the purchase of cable extenders for the classrooms.	
7806	From:	11000-312010-564000-010210 Repairs-Registered Vet Tech-General	2,100
	To:	11000-312010-431000-010210 Instr Supplies/Materials-Registered Vet Tech-General	2,100
		To provide funds for instructional supplies.	
7807	From:	11000-301020-433000-601000 Instr Supplies-Repair Parts-Natural Sci-Classroom	710
		11000-301020-554500-601000 Telecommunication Services-Natural Sci-Classroom	150
		11000-301030-564500-601000 Maintenance Agreements-Natural Sci-Special Projects	7,936
	To:	11000-314510-644400-191100 Software-Over \$5,000-Astronomy	8,796
		To provide funds for software upgrade for the Planetarium.	
7808	From:	11000-301010-431000-601000 Instr Supplies/Materials-Natural Sciences Division	4,074
		11000-301020-431000-601000 Instr Supplies/Materials-Natural Sciences-Classroom	2,400
		11000-301010-643300-601000 Equip Lease Purch-\$1,000-4,999-Natural Sciences Div	1,035
	To:	11000-314510-644400-191100 Software-Over \$5,000-Astronomy	7,509
		To provide funds for software upgrade for the Planetarium.	
7809	From:	17800-301010-431000-000000 Instr Supplies/Materials-Natural Sciences Division	3,100
	To:	17800-314510-644400-191100 Software-Over \$5,000-Astronomy	3,100
		To provide funds for software upgrade for the Planetarium.	
7812	From:	11000-641000-585000-677000 Postage-Mail Services	6,300
	To:	11000-641000-231000-677000 Short-Term, Nonacad Salaries-Mail Services	6,300
		To provide funds for short-term, non academic salaries.	

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7813	From:	11000-661000-451000-678000	Supplies-Information Technology	\$	10,076
	To:	11000-661000-231000-678000	Short-Term, Nonacad Salaries-Information Technology		10,000
		11000-662000-236000-615000	Overtime, Noninstructional-Academic Technology		76
			To provide funds for short term, non-academic salaries and overtime.		
7818	From:	44001-735000-621000-710000	New Buildings-L6-Contingency (6%)		25,002
	To:	44001-730231-451000-710000	Supplies-L1W1-Radio Repeater System		1,551
		44001-730231-641200-710000	New Equip.-\$200-999-L1W1-Radio Repeater System		23,451
			To provide funds for the purchase of a phone system.		
7823	From:	17131-380110-641600-130100	New Equip. IT-\$1,000-4,999-Family and Consumer Sci		400
	To:	17131-380110-471000-130100	Food Supplies-Family and Consumer Sciences		220
		17131-380110-584000-130100	Computer/Technlgy Related Serv-Family and Consumer		180
			To provide funds for food supplies and computer/technology related services.		
7824	From:	11000-311010-564000-010200	Repairs-Animal Sciences-General		2,680
	To:	11000-311010-431000-010200	Instr Supplies/Materials-Animal Sciences-General		2,680
			To provide funds for instructional supplies.		
7825	From:	11000-314530-431000-191400	Instr Supplies/Materials-Geology		2,499
		11000-314510-451000-191100	Supplies-Astronomy		2,897
		11000-314530-451000-191400	Supplies-Geology		1,418
	To:	11000-314510-644400-191100	Software-Over \$5,000-Astronomy		6,814
			To provide funds for software upgrade for the Planetarium.		
7826	From:	17221-523400-451000-647000	Supplies-CalWORKS		1,226
	To:	17221-523400-641600-647000	New Equip. IT-\$1,000-4,999-CalWORKS		1,226
			To provide funds for the purchase of touch screen monitors.		
7831	From:	11000-330000-584000-070100	Computer/Technlgy Related Serv-Business Division		300
	To:	11000-330000-431000-070100	Instr Supplies/Materials-Business Division		300
			To provide funds for instructional supplies.		
7832	From:	11000-333000-564000-070100	Repairs-Computer Information Systems		1,000
	To:	11000-330000-431000-070100	Instr Supplies/Materials-Business Division		1,000
			To provide funds for instructional supplies.		
7835	From:	33000-336080-231000-692000	Short-Term, Nonacad Salaries-Child Development Ctr		7,130
		33000-336080-335000-692000	Medicare-Child Development Center		106
		33000-336080-351000-692000	SUI-Child Development Center		51
		33000-336080-361000-692000	W/C-Child Development Center		95
		33000-336080-381000-692000	Alternative Retirement Plan-Child Development Center		214

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	To:	33000-336080-589600-692000 Bad Debt Expense-Child Development Center	\$ 7,596
		To provide funds for the unearned portion of the contract with the California State Preschool Program in fiscal year 2009-10.	
7838	From:	11000-311010-431000-010200 Instr Supplies/Materials-Animal Sciences-General	80
	To:	11000-900100-531000-660000 Dues and Memberships-Memberships	80
		To provide funds for institutional membership with the American Quarter Horse Association.	
7839	From:	11000-360000-564000-083500 Repairs-Physical Education Division	640
	To:	11000-360000-451000-601000 Supplies-Physical Education Division	640
		To provide funds for supplies.	
7841	From:	11991-301010-641200-040100 New Equip.-\$200-999-Natural Sciences Division	1,438
	To:	11991-301010-431000-040100 Instr Supplies/Materials-Natural Sciences Division	1,438
		To provide funds for instructional supplies.	
7843	From:	33540-336080-231000-692000 Short-Term, Nonacad Salaries-Child Development Ctr	525
	To:	33540-336080-521000-692000 Travel and Conferences-Child Development Center	525
		To provide funds for travel and conference.	
7844	From:	39000-534000-795000-644000 Reserves for Contingencies-Health Services	55,000
	To:	39000-534000-232000-644000 Professional Expert Salaries-Health Services	40,000
		39000-534000-451000-644000 Supplies-Health Services	15,000
		To provide funds for medical supplies, medications, immunizations, hourly Registered Nursing staff, and an hourly Health Promotion Specialist.	
7852	From:	11000-620110-561000-659000 Contracted Services-Energy Maintenance Projects	6,585
	To:	11000-623000-641400-651000 New Equip.-Over \$5K-Transportation	6,585
		To provide additional funds for the purchase of five utility vehicles for the Grounds department.	
7853	From:	11000-371010-451000-101300 Supplies-Commercial Art	737
	To:	11000-371010-584000-101300 Computer/Technlgy Related Serv-Commercial Art	737
		To provide funds for computer/technology related services.	
7854	From:	11000-372000-241000-100400 Hrly Instr Aide Sal-Dir Instr-Music	2,000
		11000-372010-451000-100400 Supplies-Music-Choral	1,044
	To:	11000-372010-141000-100400 Hrly Noninstr Salaries-Music-Choral	2,844
		11000-372030-561000-100400 Contracted Services-Music-Recital	200
		To provide funds for hourly non-instructional salaries and contracted services.	

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7855	From:	11000-340100-451000-150100 Supplies-Writing Center	\$ 704
	To:	11000-340100-241000-150100 Hrly Instr Aide Sal-Dir Instr-Writing Center	704
		To provide funds for hourly instructional aide salaries for tutors and student assistants.	
7856	From:	11000-372040-451000-100400 Supplies-Music-Jazz Band	2,589
	To:	11000-372040-141000-100400 Hrly Noninstr Salaries-Music-Jazz Band	394
		11000-372040-561000-100400 Contracted Services-Music-Jazz Band	2,195
		To provide funds for hourly non-instructional salaries and contracted services.	
7861	From:	71005-521500-452400-696000 Supplies-Office-Associated Students Office	219
	To:	71005-521500-644200-696000 Software-\$200-999-Associated Students Office	219
		To provide funds for software.	
7862	From:	71010-521535-471000-696000 Food Supplies-AS Cross-Cultural Fair	1,560
	To:	71010-521535-589200-696000 Svcs for Catering/Prom Items-AS Cross-Cultural Fair	1,560
		To provide funds for catering services/promotional items.	
7863	From:	71010-521530-561000-696000 Contracted Services-AS Elections	500
	To:	71010-521530-471000-696000 Food Supplies-AS Elections	500
		To provide funds for food supplies.	
7864	From:	71050-521615-453200-696000 Supplies-Promotional Items-AS Stud Actv Coord Publ	197
	To:	71050-521615-589000-696000 Other Services-AS Stud Activities Coord Publicity	197
		To provide funds for other services.	
7865	From:	11000-374000-561000-614000 Contracted Services-Art Gallery	135
	To:	11000-374000-451000-614000 Supplies-Art Gallery	135
		To provide funds for supplies.	
7868	From:	11000-990000-792000-000000 Unallocated Contingency-Reserves for Contingency	5,964
	To:	11900-150000-573000-671000 Audit Expenses-Foundation	5,964
		To provide additional funds for the fiscal year 2009-10 financial audit for the Foundation.	
7869	From:	43000-990000-795000-000000 Reserves for Contingencies-Reserves for Contingency	68,927
	To:	43052-900800-621000-710000 New Buildings-Admin Services-Institutional	68,927
		To provide funds for the purchase of modular building 11A.	
7920	From:	11110-301010-233000-601000 Short-Term, Nonacad Sal Sub-Natural Sci Division	12,819
	To:	11110-301010-431000-601000 Instr Supplies/Materials-Natural Sciences Division	3,719
		11110-301010-643700-601000 Equip Lease Purch IT-Over \$5K-Natural Sci Division	2,950
		11110-301010-643700-601000 Equip Lease Purch IT-Over \$5K-Natural Sci Division	4,650

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11110-301030-643700-601000 Equip Lease Purch IT-Over \$5K-Natural Sci-Special Prj \$ 450  
 11110-301030-643700-601000 Equip Lease Purch IT-Over \$5K-Natural Sci-Special Prj 1,050  
 To correct the budget allocation for one-time immediate need requests for the fiscal year 2010-11,  
 as approved by the President's Cabinet on January 11, 2011.

7923	From:	11000-620110-561000-659000 Contracted Services-Energy Maintenance Projects	100,000
	To:	11000-620110-731000-731000 Interfund Transfers-Out-Energy Maintenance Projects	100,000
		To provide funds for a generator overhaul.	
7924	From:	11000-621400-451000-651000 Supplies-Maintenance-Painting	7,506
	To:	11000-621000-564000-651000 Repairs-Maintenance	7,506
		To provide funds for additional repair projects.	
7929	From:	11000-661000-584000-678000 Computer/Technlgy Related Serv-Information Technlgy	1,055
	To:	11000-661000-641600-677000 New Equip. IT-\$1,000-4,999-Information Technology	1,055
		To provide funds for telecommunications equipment.	
7930	From:	13733-356000-431500-121000 Instr Supplies-Material Fees-Respiratory Technology	350
	To:	13733-356000-584000-121000 Computer/Technlgy Related Serv-Respiratory Technlgy	350
		To provide funds for online testing service for students.	
7931	From:	17421-420100-143000-493000 Hrlly Noninstr Sal-Counselor-AS BS-ASE,GED Sec 231	1,175
		17421-420100-311000-493000 STRS-AS BS-ASE, GED Section 231	97
		17421-420100-335000-493000 Medicare-AS BS-ASE, GED Section 231	17
		17421-420100-351000-493000 SUI-AS BS-ASE, GED Section 231	8
		17421-420100-361000-493000 W/C-AS BS-ASE, GED Section 231	16
	To:	17421-420100-411000-493000 Textbooks-AS BS-ASE, GED Section 231	1,313
		To provide funds for textbooks.	
7932	From:	17421-420100-143000-493000 Hrlly Noninstr Sal-Counselor-AS BS-ASE,GED Sec 231	1,326
		17421-420100-311000-493000 STRS-AS BS-ASE, GED Section 231	109
		17421-420100-335000-493000 Medicare-AS BS-ASE, GED Section 231	19
		17421-420100-351000-493000 SUI-AS BS-ASE, GED Section 231	10
		17421-420100-361000-493000 W/C-AS BS-ASE, GED Section 231	18
	To:	17421-420100-641600-493000 New Equip. IT-\$1,000-4,999-AS BS-ASE, GED Section	1,482
		To provide funds for equipment.	
7933	From:	17421-420100-143000-493000 Hrlly Noninstr Sal-Counselor-AS BS-ASE,GED Sec 231	257
		17421-420100-311000-493000 STRS-AS BS-ASE, GED Section 231	21
		17421-420100-335000-493000 Medicare-AS BS-ASE, GED Section 231	4
		17421-420100-351000-493000 SUI-AS BS-ASE, GED Section 231	2
		17421-420100-361000-493000 W/C-AS BS-ASE, GED Section 231	3

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	To:	17421-420100-411000-493000 Textbooks-AS BS-ASE, GED Section 231	\$	287
		To provide funds for textbooks.		
7940	From:	17020-380140-242000-123000 Professional Expert Sal Instr-Enroll Growth Nursing (RN)		563
		17020-380140-381000-123000 Alternative Retirement Plan-Enroll Growth Nursing (RN)		13
		17020-380140-361000-123000 W/C-Enrollment Growth for Nursing (RN)		11
		17020-380140-335000-123000 Medicare-Enrollment Growth for Nursing (RN)		10
		17020-380140-351000-123000 SUI-Enrollment Growth for Nursing (RN)		4
	To:	17020-380140-141000-123000 Hrly Noninstr Salaries-Enroll Growth Nursing (RN)		86
		17020-380140-521000-123000 Travel and Conferences-Enrollmnt Growth Nursing (RN)		515
		To provide funds for hourly noninstructional salaries and travel and conference.		
7953	From:	11000-301020-522000-601000 Mileage-Natural Sciences-Classroom		264
	To:	11000-301010-641200-601000 New Equip.-\$200-999-Natural Sciences Division		264
		To provide funds for equipment.		
7956	From:	11000-371000-451000-100100 Supplies-Fine Arts		13
		11000-374000-561000-614000 Contracted Services-Art Gallery		17
	To:	11000-371000-641600-100100 New Equip. IT-\$1,000-4,999-Fine Arts		13
		11000-374000-644200-614000 Software-\$200-999-Art Gallery		17
		To provide funds for equipment and software.		
7959	From:	11000-350000-431000-129900 Instr Supplies/Materials-Tech and Health Division		930
	To:	11000-350000-641200-129900 New Equip.-\$200-999-Tech and Health Division		930
		To provide funds for equipment.		
7960	From:	11000-353000-641200-093400 New Equip.-\$200-999-Electronics, Computer Tech		38
	To:	11000-353000-584000-093400 Computer/Tech Related Srv-Electronics,Computer Tech		38
		To provide funds for computer/technology related services.		
7962	From:	11000-900630-589000-609000 Other Services-Accreditation		939
	To:	11000-900630-453200-609000 Supplies-Promotional Items-Accreditation		939
		To provide funds for the purchase of gift baskets for the visiting accreditation team members.		
7963	From:	17221-523400-511000-647000 Consultants-CalWORKS		1,000
	To:	17221-523400-451000-647000 Supplies-CalWORKS		1,000
		To provide funds for supplies.		
7964	From:	17221-523400-231000-647000 Short-Term, Nonacad Salaries-CalWORKS		1,573
		17221-523400-335000-647000 Medicare-CalWORKS		23
		17221-523400-351000-647000 SUI-CalWORKS		11

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		17221-523400-361000-647000 W/C-CalWORKS	\$ 21
		17221-523400-381000-647000 Alternative Retirement Plan-CalWORKS	47
		17221-523400-511000-647000 Consultants-CalWORKS	1,000
		17221-523400-589000-647000 Other Services-CalWORKS	1,260
To:		17221-523400-641500-647000 New Equip. IT-\$200-999-CalWORKS	3,935
		To provide funds for equipment.	
7965	From:	17571-523300-232000-649000 Professional Expert Salaries-TANF	2,604
		17571-523300-335000-649000 Medicare-TANF	39
		17571-523300-351000-649000 SUI-TANF	19
		17571-523300-361000-649000 W/C-TANF	35
		17571-523300-381000-649000 Alternative Retirement Plan-TANF	78
		17571-523300-521000-649000 Travel and Conferences-TANF	1,200
		17571-523300-522000-649000 Mileage-TANF	315
		17571-523300-564500-649000 Maintenance Agreements-TANF	400
		17571-523300-589000-649000 Other Services-TANF	1,499
To:		17571-523300-769000-649000 Other Student Aid-TANF	6,189
		To provide funds for other student aid.	
7966	From:	17571-523300-232000-649000 Professional Expert Salaries-TANF	12,867
		17571-523300-335000-649000 Medicare-TANF	192
		17571-523300-351000-649000 SUI-TANF	93
		17571-523300-361000-649000 W/C-TANF	171
		17571-523300-381000-649000 Alternative Retirement Plan-TANF	386
To:		17571-523300-411000-649000 Textbooks-TANF	13,709
		To provide funds for textbooks.	
7969	From:	11000-504000-451000-646000 Supplies-Financial Aid	3,608
To:		11000-504000-641500-646000 New Equip. IT-\$200-999-Financial Aid	656
		11000-504000-641600-646000 New Equip. IT-\$1,000-4,999-Financial Aid	2,952
		To provide funds for the purchase of printers and computers.	
7970	From:	13702-330000-431500-000000 Instr Supplies-Material Fees-Business Division	9,000
To:		13702-330000-641500-070100 New Equip. IT-\$200-999-Business Division	3,600
		13702-330000-641700-070100 New Equip. IT-Over \$5K-Business Division	5,400
		To provide funds for the purchase of laser printers for the computer lab and classrooms.	
7971	From:	11000-372020-521000-100400 Travel and Conferences-Music-Instrumental	2,051
To:		11000-372000-431000-100400 Instr Supplies/Materials-Music	88
		11000-372000-641500-100400 New Equip. IT-\$200-999-Music	828
		11000-372020-641200-100400 New Equip.-\$200-999-Music-Instrumental	593



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		11000-372020-641300-100400 New Equip.-\$1,000-4,999-Music-Instrumental	\$	542
		To provide funds for instructional supplies and equipment.		
7975	From:	11000-372010-521000-100400 Travel and Conferences-Music-Choral		349
		11000-372020-521000-100400 Travel and Conferences-Music-Instrumental		1,551
	To:	11000-372000-231000-100400 Short-Term, Nonacad Salaries-Music		1,300
		11000-372010-141000-100400 Hrly Noninstr Salaries-Music-Choral		600
		To provide funds for short-term, non academic and hourly noninstructional salaries.		
7979	From:	11000-352000-561000-095000 Contracted Services-Aeronautics		673
	To:	11000-352000-232000-095000 Professional Expert Salaries-Aeronautics		673
		To provide funds for professional expert salaries.		
7992	From:	17350-336100-232000-684000 Professional Expert Salaries-Center of Excellence		213
		17350-336100-452400-684000 Supplies-Office-Center of Excellence		1,309
		17350-336100-521000-684000 Travel and Conferences-Center of Excellence		539
		17350-336100-522000-684000 Mileage-Center of Excellence		207
		17350-336100-561000-684000 Contracted Services-Center of Excellence		2,019
		17350-336100-584000-684000 Computer/Technlgy Related Serv-Center of Excellence		105
		17350-336100-585000-684000 Postage-Center of Excellence		329
		17350-336100-641500-684000 New Equip. IT-\$200-999-Center of Excellence		21
	To:	17350-336100-321000-684000 PERS-Center of Excellence		1,021
		17350-336100-331000-684000 OASDI-Center of Excellence		1,763
		17350-336100-371000-684000 CIL -Center of Excellence		1,798
		17350-336100-391000-684000 Retiree Benefits-Center of Excellence		160
		To provide funds for employer paid benefits.		
7998	From:	11000-363000-564000-083500 Repairs-Physical Education-General		500
	To:	11000-363000-452800-083500 Supplies-Repair Parts-Physical Education-General		500
		To provide funds for repair part supplies.		
7999	From:	11000-361000-589000-100800 Other Services-Dance		264
	To:	11000-364000-232000-083550 Professional Expert Salaries-Athletics-General		264
		To provide funds for professional expert salaries.		
8003	From:	11110-504100-451000-648000 Supplies-Veteran's Services		303
	To:	11110-504100-641500-648000 New Equip. IT-\$200-999-Veteran's Services		303
		To provide funds for equipment.		
8006	From:	42001-779240-612000-710000 Site Improvement-17a SM Local-06/07-Bldg Connect		951
		42001-779260-612000-710000 Site Improvement-17a SM Local-06/07-Irrigation 50G		385

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		42001-779370-622000-710000 Add to Bldgs < 150K-17a SM Local-07/08-Plumbing IV	\$ 291
		42001-779380-615000-710000 Site Imprmnts < 150K-17a SM Local-07/08-Electrical III	342
	To:	42001-771130-564000-710000 Repairs-13 Student Support Services Renov	1,969
		To provide funds for repairs for Project 13-Student Support Services Renovation.	
8009	From:	11000-330000-641300-601000 New Equip.-\$1,000-4,999-Business Division	800
	To:	11000-336040-431000-130710 Instr Supplies/Materials-Restaurant and Food Svcs Mgt	800
		To provide funds for instructional supplies.	
8012	From:	11300-480000-589000-000000 Other Services-Matriculation-Noncredit	527,906
		11300-522000-589000-000000 Other Services-DSPS	110,743
	To:	11300-522000-111000-080900 Instructional Salaries-Regular-DSPS	201,888
		11300-522000-123000-642000 Noninstr Salaries-Counselors-DSPS	113,847
		11300-522000-143000-642000 Hrly Noninstr Sal-Counselors-DSPS	6,844
		11300-522000-311000-080900 STRS-DSPS	16,655
		11300-522000-311000-642000 STRS-DSPS	9,392
		11300-522000-335000-080900 Medicare-DSPS	2,928
		11300-522000-335000-642000 Medicare-DSPS	1,651
		11300-522000-335000-642000 Medicare-DSPS	103
		11300-522000-351000-080900 SUI-DSPS	1,453
		11300-522000-351000-642000 SUI-DSPS	820
		11300-522000-351000-642000 SUI-DSPS	49
		11300-522000-361000-080900 W/C-DSPS	2,847
		11300-522000-361000-642000 W/C-DSPS	91
		11300-522000-361000-642000 W/C-DSPS	1,605
		11300-522000-371000-080900 CIL -DSPS	19,492
		11300-522000-371000-642000 CIL -DSPS	9,746
		11300-522000-381000-642000 Alternative Retirement Plan-DSPS	205
		11300-522000-391000-080900 Retiree Benefits-DSPS	1,758
		11300-522000-391000-642000 Retiree Benefits-DSPS	992
		11300-522100-241000-490000 Hrly Instr Aide Sal-Dir Instr-DSPS-DHH Services	18,771
		11300-522100-241100-490000 Hrly Interpreter, Dir Instr-DSPS-DHH Services	212,356
		11300-522100-335000-490000 Medicare-DSPS-DHH Services	3,454
		11300-522100-351000-490000 SUI-DSPS-DHH Services	1,664
		11300-522100-361000-490000 W/C-DSPS-DHH Services	3,074
		11300-522100-381000-490000 Alternative Retirement Plan-DSPS-DHH Services	6,934
		11300-522220-441000-642000 Software-Under \$200-DSPS-Closed Captioning	30
		To provide funds for the categorical support backfill for the Disabled Student Programs and Services (DSPS).	

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8016	From:	11000-521100-511000-645000 Consultants-Lead Program, Student Life	\$ 376
	To:	11000-521100-141000-645000 Hry Noninstr Salaries-Lead Program, Student Life	376
		To provide funds for hourly noninstructional salaries.	
8017	From:	34000-314640-453400-693000 Supplies-Animal Feed (Hay)-Farm Operations-Horse	1,000
	To:	34000-314610-563000-693000 Equipment Rental and Leases-Farm Operations	1,000
		To provide funds for the rental of a tractor.	
8019	From:	17800-341000-633000-493080 Library Books/Media Instr Div-American Language	448
	To:	17800-341000-431000-493080 Instr Supplies/Materials-American Language	448
		To provide funds for instructional supplies.	
8020	From:	17800-347000-584000-110100 Computer/Technlgy Related Serv-Foreign Languages	1,647
	To:	17800-347000-441000-110100 Software-Under \$200-Foreign Languages	1,647
		To provide funds for the purchase of 50 user NJStar software license.	
8021	From:	17800-347000-431000-110100 Instr Supplies/Materials-Foreign Languages	168
		17800-347000-584000-110100 Computer/Technlgy Related Serv-Foreign Languages	1,672
	To:	17800-347000-633000-110100 Library Books/Media Instr Divisions-Foreign Languages	993
		17800-347000-644200-110100 Software-\$200-999-Foreign Languages	847
		To provide funds for the purchase of Chinese media and software.	
8028	From:	11000-510000-584000-631000 Computer/Tech Related Srv-Counseling and Guidance	700
	To:	11000-510000-641500-631000 New Equip. IT-\$200-999-Counseling and Guidance	700
		To provide funds for equipment.	
8029	From:	71005-521500-795000-696000 Reserves for Contingencies-Associated Students Office	8,000
	To:	71100-521835-523000-696000 Student Travel/Conf-AS Leadership Institute-Fall	8,000
		To provide funds for the Fall 2011 Student Leadership conference.	
8030	From:	11000-355000-563000-213300 Equipment Rental and Leases-Fire Technology	5,493
		11000-355000-564000-213300 Repairs-Fire Technology	778
	To:	11000-355000-433000-213300 Instr Supplies-Repair Parts-Fire Technology	6,271
		To provide funds for repair parts for the jaws of life rescue equipment for the Fire Academy.	
8032	From:	17561-504200-211000-646000 Classified Salaries-Unit A-BFAP	28,983
	To:	17561-504200-521000-646000 Travel and Conferences-BFAP	6,623
		17561-504200-522000-646000 Mileage-BFAP	118
		17561-504200-563000-646000 Equipment Rental and Leases-BFAP	456
		17561-504200-584000-646000 Computer/Technlgy Related Serv-BFAP	6,585

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17561-504200-589200-646000 Services for Catering/Prom Items-BFAP \$ 15,201  
 To reallocate funds for the 2010-11 BFAP grant due to salary savings from several unfilled Clerical Assistant vacancies.

8045 From: 11300-500010-589000-000000 Other Services-Matriculation 174,670  
 To: 11300-510000-143000-631000 Hrly Noninstr Sal-Counselors-Counseling and Guidance 13,422  
 11300-500000-211000-645000 Classified Salaries-Unit A-VP Student Services 46,961  
 11300-502000-211000-620000 Classified Salaries-Unit A-Admissions and Records 37,498  
 11300-500000-231000-645000 Short-Term, Nonacad Salaries-VP Student Services 21,592  
 11300-503000-231000-632000 Short-Term, Nonacad Salaries-Assessment and Matric 10,137  
 11300-510000-311000-631000 STRS-Counseling and Guidance 1,107  
 11300-510000-335000-631000 Medicare-Counseling and Guidance 195  
 11300-503000-335000-632000 Medicare-Assessment and Matriculation 151  
 11300-510000-351000-631000 SUI-Counseling and Guidance 97  
 11300-510000-361000-631000 W/C-Counseling and Guidance 179  
 11300-500000-321000-645000 PERS-VP Student Services 5,028  
 11300-502000-321000-620000 PERS-Admissions and Records 4,015  
 11300-500000-331000-645000 OASDI-VP Student Services 2,912  
 11300-502000-331000-620000 OASDI-Admissions and Records 2,325  
 11300-500000-335000-645000 Medicare-VP Student Services 1,003  
 11300-502000-335000-620000 Medicare-Admissions and Records 543  
 11300-500000-351000-645000 SUI-VP Student Services 493  
 11300-502000-351000-620000 SUI-Admissions and Records 271  
 11300-503000-351000-632000 SUI-Assessment and Matriculation 73  
 11300-500000-361000-645000 W/C-VP Student Services 912  
 11300-502000-361000-620000 W/C-Admissions and Records 499  
 11300-503000-361000-632000 W/C-Assessment and Matriculation 135  
 11300-500000-371000-645000 CIL -VP Student Services 9,262  
 11300-502000-371000-620000 CIL -Admissions and Records 5,872  
 11300-500000-381000-645000 Alternative Retirement Plan-VP Student Services 648  
 11300-503000-381000-632000 Alternative Retirement Plan-Assessment and Matric 304  
 11300-500000-391000-645000 Retiree Benefits-VP Student Services 376  
 11300-502000-391000-620000 Retiree Benefits-Admissions and Records 300  
 11300-500000-452400-645000 Supplies-Office-VP Student Services 4,900  
 11300-500000-453200-645000 Supplies-Promotional Items-VP Student Services 3,360  
 11300-500000-471000-645000 Food Supplies-VP Student Services 100  
 To provide funds for categorical support backfill for the Credit Matriculation.

8046 From: 11000-300200-589000-620000 Other Services-Catalogs and Schedules 83,860  
 To: 11000-301010-214000-601000 Supervisor Salaries-Natural Sciences Division 34,893  
 11000-314510-214000-191100 Supervisor Salaries-Astronomy 27,806

**SUBJECT:** Appropriation transfers and Budget Revisions Summary**DATE:** May 25, 2011

		11000-960000-321000-000000 PERS-Health and Welfare	\$ 6,713
		11000-960000-331000-000000 OASDI-Health and Welfare	3,887
		11000-960000-335000-000000 Medicare-Health and Welfare	909
		11000-960000-351000-000000 SUI-Health and Welfare	451
		11000-960000-361000-000000 W/C-Health and Welfare	1,335
		11000-960000-371000-000000 CIL -Health and Welfare	7,866
		To provide funds for salaries and employer paid benefits for the two Supervisor positions for the Farm and Planetarium.	
8049	From:	11000-502100-521000-620000 Travel and Conferences-International Student Program	5,000
		11000-502100-523000-620000 Student Travel/Conference-International Student Prgm	7,000
	To:	11000-502100-231000-620000 Short-Term, Nonacad Sal-International Student Prgm	12,000
		To provide funds for short-term, non academic salaries.	
8050	From:	17551-523100-521000-643000 Travel and Conferences-CARE	23
	To:	17551-523100-451000-643000 Supplies-CARE	23
		To provide funds for supplies.	
8051	From:	17800-320000-421000-612000 Books, Magazines, Periodicals/Fees-Library/Learn Res	1,200
	To:	17800-320000-584000-612000 Computer/Tech Related Srv-Library/Learning Resource	1,200
		To provide funds for computer/technology related services.	
8052	From:	71090-521795-471000-696000 Food Supplies-AS Transfer Achievement Celebration	600
	To:	71090-521795-589200-696000 Svcs for Catering/Prom Items-AS Tmsfr Achieve Celeb	600
		To provide funds for catering services/promotional items.	
8054	From:	11110-374000-583000-614000 Advertisement, Non-Legal-Art Gallery	591
	To:	11110-374000-451000-614000 Supplies-Art Gallery	591
		To provide funds for supplies.	
8055	From:	11000-610000-451000-672000 Supplies-Fiscal Services	293
	To:	11000-610000-641200-672000 New Equip.-\$200-999-Fiscal Services	293
		To provide funds for equipment.	
8061	From:	11000-351500-421000-095000 Books, Mag., Periodicals/Fees-Aircraft, Manufact Tech	254
		11000-351500-451000-095000 Supplies-Aircraft, Manufacturing Technology	887
		11000-351520-431000-095600 Instr Supplies/Materials-Manufacturing Technology	394
	To:	11000-351500-589000-095600 Other Services-Aircraft, Manufacturing Technology	1,535
		To provide funds for hazardous material removal.	

**SUBJECT:** Appropriation transfers and Budget Revisions Summary**DATE:** May 25, 2011

8064	From:	11000-900100-531000-660000 Dues and Memberships-Memberships	\$ 125
	To:	11000-350000-231000-601000 Short-Term, Nonacad Salaries-Tech and Health Div	125
		To provide funds for short-term, non academic salaries.	
8068	From:	71010-521535-451000-696000 Supplies-AS Cross-Cultural Fair	250
	To:	71010-521535-589000-696000 Other Services-AS Cross-Cultural Fair	250
		To provide funds for other services.	
8071	From:	17607-660000-584000-678000 Computer/Tech Related Srv-Office of Info Technology	66
	To:	17607-660000-641600-678000 New Equip. IT-\$1,000-4,999-Office of Info Technology	66
		To provide funds for equipment.	
8072	From:	17635-380370-141000-490000 Hrly Noninstr Salaries-CTE Community Collaborative	5,000
		17635-380370-441000-490000 Software-Under \$200-CTE Community Collaborative	300
		17635-380370-641200-490000 New Equip.-\$200-999-CTE Community Collaborative	2,000
	To:	17635-380370-511000-490000 Consultants-CTE Community Collaborative Project	7,000
		17635-380370-584000-490000 Computer/Tech Related Srv-CTE Community Collaborative	300
		To provide funds for a consultant and for computer/technology related services.	
8087	From:	11000-900350-521000-679000 Travel/Conferences-CSEA-Unit A Staff Development	750
	To:	11000-900350-451000-679000 Supplies-CSEA-Unit A Staff Development	500
		11000-900350-644200-679000 Software-\$200-999-CSEA-Unit A Staff Development	250
		To provide funds for the purchase of a lateral file cabinet and Adobe software licenses.	
8087	From:	11000-200000-584000-673000 Computer/Technlgy Related Serv-VP Human Resources	2,600
	To:	11000-200000-451000-673000 Supplies-VP Human Resources	2,600
		To provide funds for supplies.	
8088	From:	11000-301030-522000-601000 Mileage-Natural Sciences-Special Projects	169
	To:	11000-301020-431000-601000 Instr Supplies/Materials-Natural Sciences-Classroom	169
		To provide funds for instructional supplies.	
8089	From:	17800-301010-584000-170100 Computer/Tech Related Serv-Natural Sciences Division	240
	To:	17800-301010-431000-040100 Instr Supplies/Materials-Natural Sciences Division	240
		To provide funds for instructional supplies.	
8090	From:	42002-770510-641300-710000 New Equip.-\$1,000-4,999-5 Agricultural Science	2,325
	To:	42002-770510-584000-710000 Computer/Technlgy Related Serv-5 Agricultural Science	2,325
		To provide funds for Scala software license to operate the video signage in the Agricultural building.	

**SUBJECT:** Appropriation transfers and Budget Revisions Summary

**DATE:** May 25, 2011

8093	From:	71010-521540-589200-696000 Catering Svs/Prom Items-AS Commencement	\$	1,200	
	To:	71010-521540-453200-696000 Supplies-Promotional Items-AS Commencement		1,200	
		To provide funds for supplies-promotional items.			

**SUBJECT:** Appropriation transfers and Budget Revisions Summary

**DATE:** May 25, 2011

**BUDGET REVISIONS**  
For the period 03/30/11 - 05/09/11

**Unrestricted General Fund**

**Part-time Faculty Replacement Costs - Community College Association (CCA)**

7814	Revenue:	11000-000000-889000-000000 Other Revenues	\$ 40,516
	Expenditures:	11000-900610-133000-000000 Hrly Instr Sal-Reg Sch Year	36,256
		11000-960000-311000-000000 STRS	2,991
		11000-960000-335000-000000 Medicare	526
		11000-960000-351000-000000 SUI	261
		11000-960000-361000-000000 W/C	482

**Photographics, Production Fees**

7737	Revenue:	13706-376000-887700-103000 Local Revenue	2,880
	Expenditures:	13706-376000-431500-103000 Instr Supplies-Material Fees	2,880

**Ceramics, Clay Fees**

7738	Revenue:	13701-371000-887700-100100 Local Revenue	4,000
	Expenditures:	13701-371000-431500-100100 Instr Supplies-Material Fees	4,000

**Student Life-Activities**

7820	Revenue:	13521-521000-889000-696000 Other Revenues	2,214
	Expenditures:	13521-521000-471000-696000 Food Supplies	414
		13521-521730-731000-732000 Interfund Transfers-Out-Scholarships	1,800

**Student Life-Commencement**

7821	Revenue:	13522-521000-884006-696000 Local Revenue	2,010
	Expenditures:	13522-521000-589200-696000 Services for Catering/Prom Items	2,010

**Arts, Materials Fees**

7842	Revenue:	13705-371000-887700-100100 Local Revenue	175
	Expenditures:	13705-371000-431000-100100 Instr Supplies/Materials	175

**Floral Design, Materials Fees**

7851	Revenue:	13736-413100-887700-010920 Local Revenue	9,250
	Expenditures:	13736-413100-431500-010920 Instr Supplies-Material Fees	9,250



**SUBJECT:** Appropriation transfers and Budget Revisions Summary

**DATE:** May 25, 2011

**2010-11 Architecture Production Fees**

7917	Revenue:	13703-352500-887700-095300	Local Revenue	\$	3,145
	Expenditures:	13703-352500-431000-095300	Instr Supplies/Materials		3,136
		13703-352500-585000-095300	Postage		9

**Human Resources - Fingerprinting**

8065	Revenue:	13200-203000-889000-673000	Other Revenues		5,144
	Expenditures:	13200-203000-231000-673000	Short-Term, Nonacad Salaries		4,540
		13200-203000-335000-673000	Medicare		68
		13200-203000-351000-673000	SUI		33
		13200-203000-361000-673000	W/C		60
		13200-203000-381000-673000	Alternative Retirement Plan		136
		13200-203000-586500-673000	Fingerprinting		307

**Planetarium**

8066	Revenue:	13302-301010-884007-190100	Local Revenue - Ticket Sales		907
	Expenditures:	13302-301010-451000-190100	Supplies		907

**Restricted General Fund**

**2009-10 Statistics Pathway (Statway) Project**

7756	Revenue:	17010-300250-882000-170100	Local Revenue		25,000
	Expenditures:	17010-300250-141000-170100	Hrly Noninstr Salaries		2,684
		17010-300250-311000-170100	STRS		221
		17010-300250-335000-170100	Medicare		40
		17010-300250-351000-170100	SUI		19
		17010-300250-361000-170100	W/C		36
		17010-300250-441000-170100	Software-Under \$200		50
		17010-300250-451000-170100	Supplies		5,500
		17010-300250-453200-170100	Supplies-Promotional Items		1,950
		17010-300250-521000-170100	Travel and Conferences		5,000
		17010-300250-641600-170100	New Equip. IT-\$1,000-4,999		7,896
		17010-300250-644200-170100	Software-\$200-999		1,604

**2010-11 Center of Excellence - CTE Hub**

7829	Revenue:	17151-336100-865900-684000	State Revenue		90,000
	Expenditures:	17151-336100-215000-684000	Classified Admin Salaries		21,238
		17151-336100-232000-684000	Professional Expert Salaries		6,720
		17151-336100-321000-684000	PERS		2,238
		17151-336100-331000-684000	OASDI		1,361
		17151-336100-335000-684000	Medicare		418

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**DATE:** May 25, 2011

17151-336100-351000-684000	SUI	\$	86
17151-336100-361000-684000	W/C		404
17151-336100-371000-684000	CIL		1,199
17151-336100-381000-684000	Alternative Retirement Plan		202
17151-336100-391000-684000	Retiree Benefits		191
17151-336100-452400-684000	Supplies-Office		1,500
17151-336100-521000-684000	Travel and Conferences		6,000
17151-336100-522000-684000	Mileage		981
17151-336100-561000-684000	Contracted Services		40,000
17151-336100-585000-684000	Postage		500
17151-336100-591000-684000	Indirect Costs		3,462
17151-336100-641600-684000	New Equip. IT-\$1,000-4,999		3,500

**2010-11 Curriculum Planning for Emerging Industries**

7830	Revenue:	17071-336100-865900-684000	State Revenue	60,000
	Expenditures:	17071-336100-215000-684000	Classified Admin Salaries	21,946
		17071-336100-321000-684000	PERS	2,238
		17071-336100-331000-684000	OASDI	1,361
		17071-336100-335000-684000	Medicare	318
		17071-336100-351000-684000	SUI	66
		17071-336100-361000-684000	W/C	309
		17071-336100-371000-684000	CIL	1,199
		17071-336100-391000-684000	Retiree Benefits	191
		17071-336100-452400-684000	Supplies-Office	500
		17071-336100-521000-684000	Travel and Conferences	1,000
		17071-336100-522000-684000	Mileage	564
		17071-336100-561000-684000	Contracted Services	28,000
		17071-336100-591000-684000	Indirect Costs	2,308

**2010-11 Center of Excellence - CTE Hub**

8000	Revenue:	17151-336100-865900-684000	State Revenue	97,500
	Expenditures:	17151-336100-215000-684000	Classified Admin Salaries	21,946
		17151-336100-232000-684000	Professional Expert Salaries	6,720
		17151-336100-321000-684000	PERS	2,238
		17151-336100-331000-684000	OASDI	1,361
		17151-336100-335000-684000	Medicare	418
		17151-336100-351000-684000	SUI	86
		17151-336100-361000-684000	W/C	404
		17151-336100-371000-684000	CIL	1,199
		17151-336100-381000-684000	Alternative Retirement Plan	202
		17151-336100-391000-684000	Retiree Benefits	191

**SUBJECT:** Appropriation transfers and Budget Revisions Summary

**DATE:** May 25, 2011

17151-336100-561000-684000 Contracted Services	\$ 58,985
17151-336100-591000-684000 Indirect Costs	3,750

**2010-11 Disabled Student Programs and Services (DSPS)**

8014 Revenue:	17521-522000-862300-000000 State Revenue	(78,428)
Expenditures:	17521-522000-111000-080900 Instructional Salaries-Regular	(201,888)
	17521-522000-123000-642000 Noninstr Salaries-Counselors	(113,847)
	17521-522000-133000-080900 Hrlly Instr Sal-Reg Sch Year	30,067
	17521-522000-217300-642000 Classified Sal-Professional Growth	2,000
	17521-522000-231000-642000 Short-Term, Nonacad Salaries	156,746
	17521-522000-241000-490000 Hrlly Instr Aide Sal-Dir Instr	39,945
	17521-522000-241200-490000 Hrlly Notetaker, Dir Instr	12,614
	17521-522000-311000-080900 STRS	2,481
	17521-522000-311000-080900 STRS	(16,655)
	17521-522000-311000-642000 STRS	(9,392)
	17521-522000-335000-080900 Medicare	(2,928)
	17521-522000-335000-080900 Medicare	436
	17521-522000-335000-490000 Medicare	787
	17521-522000-335000-642000 Medicare	(1,651)
	17521-522000-335000-642000 Medicare	2,342
	17521-522000-351000-080900 SUI	216
	17521-522000-351000-080900 SUI	(1,453)
	17521-522000-351000-490000 SUI	379
	17521-522000-351000-642000 SUI	1,129
	17521-522000-351000-642000 SUI	(820)
	17521-522000-361000-080900 W/C	(2,847)
	17521-522000-361000-080900 W/C	400
	17521-522000-361000-490000 W/C	699
	17521-522000-361000-642000 W/C	(1,605)
	17521-522000-361000-642000 W/C	2,085
	17521-522000-371000-080900 CIL	(19,492)
	17521-522000-371000-642000 CIL	(9,746)
	17521-522000-381000-490000 Alternative Retirement Plan	1,576
	17521-522000-381000-642000 Alternative Retirement Plan	6,202
	17521-522000-391000-080900 Retiree Benefits	(1,758)
	17521-522000-391000-642000 Retiree Benefits	(992)
	17521-522000-421500-642000 Books, Magazines, Periodicals/NFees	169
	17521-522000-451000-642000 Supplies	30,131
	17521-522000-521000-642000 Travel and Conferences	5,000
	17521-522000-522000-642000 Mileage	27
	17521-522000-531000-642000 Dues and Memberships	710

**SUBJECT:** Appropriation transfers and Budget Revisions Summary

**DATE:** May 25, 2011

17521-522000-564500-642000	Maintenance Agreements	\$	855
17521-522000-641200-642000	New Equip.-\$200-999		5,000
17521-522100-451000-642000	Supplies		1,500
17521-522100-521000-642000	Travel and Conferences		1,000
17521-522100-554500-642000	Telecommunication Services		850
17521-902500-231500-642000	Short-Term, NA Sal, Work Study		1,283
17521-902500-361000-642000	W/C		17

**Capital Outlay Projects**

**District Energy Projects - Generator Overhaul**

7918	Revenue:	41055-700151-898001-710000	Other Financing Sources	100,000
	Expenditures:	41055-700151-622000-710000	Addition to Bldgs under 150K	100,000

**Capital Outlay Projects - Campus Radio System upgrade**

7984	Revenue:	41004-730231-889000-710000	Other Revenues	25,000
	Expenditures:	41004-730231-641200-710000	New Equip.-\$200-999	23,004
		41004-730231-641300-710000	New Equip.-\$1,000-4,999	1,996

**Bond Construction Fund**

**Bond Interest**

7847	Revenue:	42000-000000-886000-000000	Local Revenue	220,000
	Expenditures:	42002-771000-582001-710000	Arbitrage Rebate	23,379
		42002-000000-795000-000000	Reserves for Contingencies	196,621

**Student Financial Aid Trust Fund**

**Academic Competitiveness Grant (ACG)**

7849	Revenue:	74311-905500-815000-732000	Federal Revenue	100,000
	Expenditures:	74311-905500-759500-732000	Acad Competitiveness Grants	100,000

**2010-11 PELL**

7919	Revenue:	74061-901500-815000-732000	Federal Revenue	10,000,000
	Expenditures:	74061-901500-751000-732000	PELL Grants	10,000,000

**SUBJECT:** Appropriation transfers and Budget Revisions Summary

**DATE:** May 25, 2011

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the appropriation transfers within the Unrestricted General Fund (\$1,698,294), Restricted General Fund (\$53,493), Child Development Fund (\$8,121), Farm Operations Fund (\$1,200), Health Services Fund (\$55,000), Bond Construction Fund (\$4,294), Capital Outlay Projects/Redevelopment Fund (\$68,927), BAN Construction Fund (\$1,551), and Associated Students Trust Fund (\$9,126) pursuant to the California Code of Regulations, Title 5, Section 58307.

Further authorization is requested to approve the budget revisions and allow expenditures within the Unrestricted General Fund (\$70,241), Restricted General Fund (\$194,072), Capital Outlay Projects – No. 1 Fund (\$125,000), Bond Construction Fund (\$220,000), and Student Financial Aid Trust Fund (\$10,100,000) pursuant to the California Code of Regulations, Title 5, Section 58308.

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

**DATE:** May 25, 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:

<b>PROVIDER</b>	<b>AREA/DEPARTMENT</b>	<b>SERVICE/ASSIGNMENT</b>	<b>DATE(S)</b>	<b>AMOUNT</b>
Guillermo Arce	Family & Consumer Sciences	Provide DJ services – Fashion Symposium, including preparation and rehearsal, Family & Consumer Sciences Discipline/Industry Collaborative grant.	4/01/11 – 6/30/11	Not to exceed \$300
Steve Barnes	Music	Spring Vocal Jazz Concert Performer/Accompanist	6/01/11 6/02/11 6/03/11	Not to exceed \$450
Robert Bennett	Perkins/Landscape	Guest Speaker AGOR 75	5/14/11 – 6/17/11	Not to exceed \$100
Christian Chico	Music	Instrumental Jazz Festival Tabulator	4/30/11	Not to exceed \$125
Mitchell Fennell	Music	Wind Ensemble Festival Adjudicator	5/05/11	Not to exceed \$200
Valerie Howard	Humanities and Social Sciences	Panelist for Earth Day Panel Discussion	4/21/11	Not to exceed \$200

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #16

**SUBJECT:** Independent Contractors**DATE:** May 25, 2011

<b>PROVIDER</b>	<b>AREA/DEPARTMENT</b>	<b>SERVICE/ASSIGNMENT</b>	<b>DATE(S)</b>	<b>AMOUNT</b>
Frederick Gallegos	Computer Information Systems	Map courses for grant partner institutions to National Security Administration (NSA) standards; enter all required data into NSA system, Regional Information Systems Security Center grant.	5/01/11 – 9/30/11	Not to exceed \$3,500
Ray C. Hooper dba Leadership Training Associates	Public Safety & Parking Services	Provide Public Safety employees verbal judo training for mandated Bureau of Security and Investigative Services (BSIS) certification.	2/26/11	Not to exceed \$240
David Johnstone	Music	Performer: Spring Thing Concert and Rehearsals	3/22/11 3/23/11 3/25/11	Not to exceed \$500
David Johnstone	Music	Performer: Reno Jazz Festival	4/05/11 4/08/11	Not to exceed \$300
David Johnstone	Music	Performer: Spring Vocal Jazz Concert	5/26/11 6/02/11 6/09/11 6/10/11 6/11/11	Not to exceed \$600
Pamela Knights	Family & Consumer Sciences	Increase original contract from \$1,900 to \$2,400 for organizing and directing Fashion Symposium, Family & Consumer Sciences Discipline/Industry Collaborative grant.	7/01/11 – 6/30/11	Not to exceed \$500
Christy Kolinsnyk	Family & Consumer Sciences	Chairperson for Fashion Symposium, Family & Consumer Sciences Discipline/Industry Collaborative grant.	5/01/11 – 6/30/11	Not to exceed \$1,000
Kerjon Lee	Humanities and Social Sciences	Panelist for Earth Day Panel Discussion	4/21/11	Not to exceed \$200

**SUBJECT:** Independent Contractors**DATE:** May 25, 2011

<b>PROVIDER</b>	<b>AREA/DEPARTMENT</b>	<b>SERVICE/ASSIGNMENT</b>	<b>DATE(S)</b>	<b>AMOUNT</b>
Kristy Lauria	Family & Consumer Sciences	Plan and produce a teacher's guide focused on entrepreneurship, Family & Consumer Sciences Discipline/Industry Collaborative grant.	5/01/11 – 6/30/11	Not to exceed \$5,000
Kevin Mayse	Music	Wind Ensemble Festival Adjudicator	5/05/11 5/06/11	Not to exceed \$400
Chris Pitchess	Family & Consumer Sciences	Plan and produce a teacher's guide focused on entrepreneurship, Family & Consumer Sciences Discipline/Industry Collaborative grant.	5/01/11 – 6/30/11	Not to exceed \$5,000
Stephen Rochford	Music	Wind Ensemble Festival Adjudicator	5/06/11	Not to exceed \$200
Philip Ruiz	Perkins/Landscape	Guest Speaker AGOR 75	5/14/11-6/17/11	Not to exceed \$100
Aaron Starck	Student Services/ASPIRE	Keynote speaker for ASPIRE Workshop	5/17/11	Not to exceed \$125
Ron Suffredini	Music	Performer: Spring Thing Concert and Rehearsals	3/22/11 3/23/11 3/25/11	Not to exceed \$500
Ron Suffredini	Music	Performer: Reno Jazz Festival	4/05/11 4/08/11	Not to exceed \$300
Ron Suffredini	Music	Performer: Spring Vocal Jazz Concert	5/26/11 6/02/11 6/09/11 6/10/11 6/11/11	Not to exceed \$600
Gonzalo Vasquez	Family & Consumer Sciences	Speaker at Entrepreneurial Student Event, Family & Consumer Sciences Discipline/Industry Collaborative grant.	3/01/11 – 6/30/11	Not to exceed \$500
Henchung Ye	Humanities and Social Sciences	Panelist for Earth Day Panel Discussion	4/21/11	Not to exceed \$200



**SUBJECT:** Independent Contractors

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**DATE:** May 25, 2011

**Funding Sources**

Unrestricted General Fund: Music, Public Safety and Parking Services, and Humanities and Social Sciences.

Restricted General Fund: Perkins/Landscape, Student Services/ASPIRE, and Family and Consumer Sciences.

**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:** May 25, 2011

**CONSENT**

**SUBJECT:** Quarterly Financial Status Report

**BACKGROUND**

Title 5 of the California Code of Regulations (CCR), Section 58310, requires community college districts to prepare and submit a quarterly report on their financial condition that must be submitted to the Chancellor and presented to the Board of Trustees for its review.

**ANALYSIS AND FISCAL IMPACT**

The following report for the period ending March 31, 2011, should be reviewed and approved by the Board of Trustees. Once this report has been approved, it will be forwarded to the Chancellor's Office. This report includes revenues, expenditures, and fund balance for the Unrestricted General Fund only and gives the Board a condensed overview of the fiscal status of the College.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees reviews and approves the Quarterly Financial Status Report for the period ending March 31, 2011, as presented.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #17

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q**  
**ENTER OR EDIT CURRENT DATA**

**Record Updated**

CHANGE THE PERIOD

District: (860) MT. SAN ANTONIO

Fiscal Year: 2010-2011  
Quarter Ended: (Q3) Mar 31, 2011

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Projected Actuals as of June 30 (Col. 4)
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A. Revenues:</b>					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8800, 8900)	141,281,810	142,027,833	97,987,337	142,027,833
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	141,281,810	142,027,833	97,987,337	142,027,833
<b>B. Expenditures:</b>					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	146,229,343	146,861,570	97,775,705	146,861,570
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,284,158	1,751,251	684,460	1,751,251
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	147,513,501	148,612,821	98,460,165	148,612,821
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	-6,231,691	-6,584,988	-472,828	-6,584,988
D.	<b>Fund Balance, Beginning</b>	30,270,416	30,270,416	30,270,416	30,270,416
D.1	Prior Year Adjustments +/-	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	30,270,416	30,270,416	30,270,416	30,270,416
E.	<b>Fund Balance, Ending (C. + D.2)</b>	24,038,725	23,685,428	29,797,588	23,685,428
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	16.3%	15.9%	30.3%	15.9%

Closed for edits after May 31, 2011

**II. Annualized Attendance FTES:**

G.1 Annualized FTES (excluding apprentice and non-resident) 31,048

**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

H.1	Cash, excluding borrowed funds	35,262,959
H.2	Cash, borrowed funds only	0
H.3	<b>Total Cash (H.1+ H.2)</b>	35,262,959

Amount as of the Specified Quarter Ended

**IV. Has the district settled any employee contracts during this quarter?**  Yes  No

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Permanent		Academic		Temporary		Classified	
	Total Cost Increase	%	Total Cost Increase	%	Total Cost Increase	%	Total Cost Increase	%	Total Cost Increase	%
<b>a. SALARIES:</b>										
Year 1:										
Year 2:										
Year 3:										
<b>b. BENEFITS:</b>										
Year 1:										
Year 2:										
Year 3:										

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

2000 Characters Remaining

V. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?  Yes  No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)  
2000 Characters Remaining

VI. Does the district have significant fiscal problems that must be addressed? This year?  Yes  No  
Next year?  Yes  No

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)  
Base on governor's budget projections, Mt. SAC may have ongoing revenues reduced by \$6.9 million. The College has established an Advisory Task Force on Fiscal Planning to recommend expenditure reductions. The College is planning to reduce the Fall 2011 course offerings by 1,600 FTES in order to address the workload measure reduction.  
1885 Characters Remaining

or EXIT WITHOUT SAVING

California Community Colleges, Chancellor's Office  
1102 Q Street Sacramento, California 95814-6511  
Send questions to:  
Christine Atalg (916)327-5772 [catalg@cccoco.edu](mailto:catalg@cccoco.edu) or Tracy Britten (916)323-6899 [tbritten@cccoco.edu](mailto:tbritten@cccoco.edu)  
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**BOARD OF TRUSTEES  
MT. SAN ANTONIO COLLEGE**

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Quarterly Investment Report

**BACKGROUND**

Although the Legislature suspended these mandates and local agencies are no longer required to submit quarterly investment reports or the investment policy on an annual basis, it encouraged local agencies to continue to submit these reports to their governing boards. We feel that it is fiscally responsible to continue this practice; therefore, we will continue to submit these reports to the Board of Trustees for review.

**ANALYSIS AND FISCAL IMPACT**

Mt. San Antonio Community College District was approved for fiscal accountability status effective July 1, 2009. As a result, cash and checks are deposited on a daily basis with the Los Angeles County Treasurer's Office. The College maintains the Citizens Business Bank accounts for the collection of enrollment and student fees, a clearing account to receive wire transfers for financial aid and other grants, and a revolving fund for emergencies. These funds are transferred on a daily or as needed basis to the Los Angeles County Treasurer's Office. In addition, the cash from the Revenue Lease Bonds (COPS) are held with a trustee. The cash investments are summarized as follows for the quarter ending March 31, 2011:

County of Los Angeles, Cash in County Treasury	\$111,735,779	1.37%
Citizens Business Bank, District Clearing Account	252,703	.14%
Citizens Business Bank, Revolving Fund	85,320	.14%
Citizens Business Bank, Community Education Clearing Account	29,354	0.00%*
Citizens Business Bank, Bursar's Office Credit Cards	45	.25%
Citizens Business Bank, Web Registration Credit Cards	189,143	.14%
Citizens Business Bank, Parking Services Credit Cards	5,915	.14%
Cash with Trustee, Revenue Lease Bonds (COPS)	1,393,996	0.15%

\*in exchange for reduced banking fees (account is cleared monthly)

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees accepts the March 31, 2011, Quarterly Investment Report, as presented.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #18

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Master Agreement with Mt. SAC Auxiliary Services – Amendment

**BACKGROUND**

On March 28, 2011, Auxiliary Services approved the extension of the Eighteenth Amendment to the Master Agreement By and Between Mt. San Antonio College and Mt. SAC Auxiliary Services, which modified and extended the agreement commencing July 1, 2011, through June 30, 2016. The purpose of this amendment is to provide the relationship between the College and Auxiliary Services in a contract stating the services, use of assets, and terms.

**ANALYSIS AND FISCAL IMPACT**

The following amendment needs to also be approved by our Board of Trustees.

No fiscal impact.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the Eighteenth Amendment to the Master Agreement By and Between Mt. San Antonio College and Mt. SAC Auxiliary Services, effective July 1, 2011, through June 30, 2016.

Prepared by: Suzanne Luetjen

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #19

**SUBJECT:** Master Agreement with Mt. SAC Auxiliary Services – Amendment

**DATE:** May 25, 2011

**EIGHTEENTH AMENDMENT TO MASTER AGREEMENT  
BY AND BETWEEN  
MT. SAN ANTONIO COLLEGE  
AND MT. SAC AUXILIARY SERVICES**

This amendment is made and entered into this 28<sup>th</sup> day of March 2011 by and between Mt. San Antonio College, hereinafter referred to as “the College,” and Mt. SAC Auxiliary Services, hereinafter referred to as “the Auxiliary.”

**PURPOSE**

The purpose of this amendment is to provide the relationship between the College and the Auxiliary.

**SERVICES**

The Auxiliary shall provide the following campus services to the College:

1. Bookstore operation and management;
2. food Services to include meals, fast-food, concessions, catering, and vending;
3. administer and supervise the fiscal operations of the club and trust account activities; and
4. Auxiliary Services, whether it be the Sac Book Rac (Bookstore – for office supplies, clothing, gifts, and related merchandise), or Food Services (catering for meetings or campus events), shall receive a Request for Proposal for all biddable services provided by Auxiliary Services.

**USE OF ASSETS**

The Auxiliary may occupy, operate, and use College facilities designated as the Sac Book Rac, the Campus Café, Common Grounds, the Mountie Stop, the Prime Stop, the Mountie Grill, the Express Stop, the Quick Stop, the Short Stop, the concession stand at the Hilmer Lodge Stadium, and various vending locations on campus. The Auxiliary will administer the functions and services related to these locations utilizing the trade fixtures, supplies, and assets currently available for those operations.

**RESPONSIBILITY FOR MAINTENANCE, REPAIRS, AND OPERATING EXPENSES**

Maintenance, repairs, and operating expenses of the College facilities used by the Auxiliary shall be provided as follows:

**SUBJECT:** Master Agreement with Mt. SAC Auxiliary Services – Amendment

**DATE:** May 25, 2011

Maintenance: The Auxiliary agrees to keep and maintain College Facilities in a clean and orderly condition and shall, at its own expense, at reasonably frequent intervals, and in a lawful manner, dispose of all waste generated from its use of College facilities.

Repairs: The Auxiliary agrees to keep College facilities in good repair.

Operating Expenses: The Auxiliary will be responsible for all operating expenses associated with the use of College facilities.

In consideration for use of these facilities and assets, the Auxiliary agrees to pay the College rent of \$10,000, payable in one payment, by December 31 each year.

**PUBLIC RELATIONS**

Auxiliary will conform its expenditures for public relations to the policies adopted by the Auxiliary and which have been approved by the College.

**TERM OF THIS AMENDMENT**

This amendment shall provide for necessary use of facilities and assets for the Auxiliary to operate for five fiscal years commencing July 1, 2011, through June 30, 2016. Unless successor amendment to the Master Contract is agreed to between the College and the Auxiliary, all assets and facilities will automatically revert to the College.

MT. SAN ANTONIO COLLEGE

MT. SAC AUXILIARY SERVICES

\_\_\_\_\_  
by Vice President, Administrative Services

\_\_\_\_\_  
by Director, Bookstore and Operations



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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Mandated Cost Claim Preparation Services

**BACKGROUND**

State mandated cost claim programs allow the College to claim reimbursement for performing certain State mandated functions (for example, the cost of providing health services not covered by student fees is reimbursable). It is common practice for colleges and school districts to use a consultant for filing mandated cost claims because:

- they offer expertise in current mandated cost program activities at the State level;
- they provide training and forms to collect the necessary data, but with minimal impact on college staff time;
- other colleges and school districts have received significant increases in mandated cost revenues by hiring a consultant; and
- the consulting fee is fully reimbursable by a State mandated cost program.

**ANALYSIS AND FISCAL IMPACT**

Mandate Resource Services, LLC has completed the College's mandated cost claims for the last six years. We have been very satisfied with the services provided by Mandate Resource Services, LLC and recommend that we retain them for the 2011-12 fiscal year at a proposed cost to the District of \$8,000. Their services would be provided as needed for the fiscal year as the claims are due to the State.

Their services include:

- interviewing College staff involved in State mandated cost reimbursable programs;
- informing and training College staff on such programs;
- collecting appropriate data for claims;
- preparing and filing claims with the State Controller's Office; and
- preparing and filing test claims with the State Controller's Office.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees authorizes entering into an agreement with Mandate Resource Services, LLC, for State mandated cost claim preparation services for actual annual claims for fiscal year 2010-11 plus estimated claims for fiscal year 2011-12.

Prepared by: Linda M. Baldwin

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #20

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<u>Claim Against the District – Sara L. Lindsay</u>	

**BACKGROUND**

Government Code Sections 910 through 915.4 specifies the procedure by which a claimant may present a claim against the College for injury, damage, or loss.

**ANALYSIS AND FISCAL IMPACT**

On March 8, 2011, the District received a claim from Sara L. Lindsay stating that, on November 17, 2010, her vehicle sustained damages resulting from dust and construction debris while parked near the Administration building. Ms. Lindsay’s claim has been tendered to Janus Corporation, subcontractor, for investigation and handling.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees rejects the claim, and Administrative Services be instructed to notify the claimant of the rejection in accordance with Government Code Sections 910 through 915.4.

Prepared by: Karen A. Saldana

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #21

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Agreement for the Use of Mt. SAC as an Incident Command Support  
Camp Facility by the Los Angeles County Fire Department

**BACKGROUND**

For the past several years, the College has contracted with the Consolidated Fire Protection District of Los Angeles County (Fire District) for use of College buildings and grounds as an Incident Command Support Camp Facility in the event of a natural disaster. The current contract has expired, and the College wishes to enter into a new three-year agreement with the Fire District.

**ANALYSIS AND FISCAL IMPACT**

Under the terms of the Agreement, the College agrees that, in the event of a natural disaster and after meeting its responsibilities to staff and students, it will permit, to the extent of its ability and upon request by the Fire District, the use of its physical facilities by the Fire District as an Incident Command Support Camp Facility. The primary benefit of such an arrangement with the Fire District is that the College will have immediate and direct access to the expertise and equipment that it needs to handle a natural disaster which affects staff, students, and the campus. In addition, the ability to provide such access fulfills our mandate to be of public service to the communities of our district.

The Fire District agrees to exercise reasonable care in the conduct of its activities on our campus and will reimburse the College for any food or supplies it uses.

The term of this Agreement is for a three-year period, as allowable under Education Code Section 17596, and will be effective from June 1, 2011, through May 31, 2014.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves a three-year Agreement for the use of Mt. San Antonio College as an Incident Command Support Camp Facility by the Consolidated Fire Protection District of Los Angeles County, effective June 1, 2011.

Prepared by: Thomas G. Meikle

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #22

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Purchase of Furniture – Physical Education Building Renovation

**BACKGROUND**

The project to renovate the former Health Occupations building for Physical Education includes the purchase of new furniture throughout.

**ANALYSIS AND FISCAL IMPACT**

The furniture chosen for the Physical Education building was designed based on the outcome and standards developed from the Administration Building Bid Package (Bid No. 2882), which was Board approved March 23, 2011, to include future purchases. The intent of that bid for furniture was not only to meet the immediate needs, but also to provide an opportunity for future furniture purchases throughout the campus. Corporate Business Interiors (CBI) and Allsteel Manufacturing Inc. were awarded the project and offered the following discounts for a five-year period beginning August 2011.

- General Base CMAS discount of 62% to 74.5% off list price and is a negotiable tier discount.

The following proposals were submitted for the Physical Education building:

Allsteel Manufacturing Inc.	\$105,456.46
Corporate Business Interiors (CBI)	\$39,819.73

**Funding Source**

Measure RR Bond Anticipation Notes funds.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the purchase of furniture for the Physical Education building and awards the purchases to Corporate Business Interiors for a total of \$39,819.73, and Allsteel Manufacturing Inc. for a total of \$105,456.46.

Prepared by: Thomas G. Meikle

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #23

<b>BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>Restroom Paper Goods</u>	

**BACKGROUND**

Due to an administrative oversight, Custodial supplies were ordered and received through the Warehouse stores account that resulted in an annual expenditure that exceeds the bid threshold for commodity purchases.

**ANALYSIS AND FISCAL IMPACT**

During the course of the year, the Warehouse purchased paper products from Unisource, a well known vendor. Items included paper goods such as toilet paper and paper towels for use in staff and student restrooms. Due to an oversight, the amount ordered exceeded the bid threshold by approximately \$12,500. All purchases for the year totaled \$91,400. The supplies ordered and received were obtained at a considerably lower price than available from other known vendors.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratifies these paper goods purchases.

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk  
Recommended by: John S. Nixon Agenda Item: Consent #24

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Request for Retention Reduction for the Agricultural Sciences Complex

**BACKGROUND**

Public Contract Code Section 9203 requires that the College withhold 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 contractors have performed satisfactorily, and have requested that their retention being held by the College be reduced from 10% to 5% of the total contract amount. The current retention amount already collected for each project represents more than 5% of each contract amount.

<u>Project Name</u>	<u>Bid No.</u>	<u>Contractor</u>	<u>% Complete</u>
Agricultural Sciences Complex (General Construction)	2775	Harbor Construction Co., Inc.	97%
Agricultural Sciences Complex (Electrical)	2779	American Electric Company	99%

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 Harbor Construction Co., Inc. and American Electric Company, as presented.

Prepared by: Thomas G. Meikle

Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon

Agenda Item: Consent #25

<b>BOARD OF TRUSTEES</b>		
<b>MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b>	<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:

<b>#1</b>	<b>Consultant:</b>	Breen Engineering Inc.	
	<b>Project:</b>	Child Development Center	
<b>Item</b>	<b>Description:</b>	<b>Amount</b>	
	Professional consulting services to revise the original Storm Water Pollution Prevention Plan to comply with new requirements set forth by the State Water Board in July 2010. Fixed fee:	\$1,500.00	
	<b>Contract Amount</b>		\$1,500.00

<b>#2</b>	<b>Consultant:</b>	P2S Engineering Inc.	
	<b>Project:</b>	Agricultural Sciences Complex	
<b>Item</b>	<b>Description:</b>	<b>Amount</b>	
	Professional consulting services to provide electrical and fire alarm engineering support for ongoing construction. Fixed fee:	\$20,000.00	
	<b>Contract Amount</b>		\$20,000.00

<b>#3</b>	<b>Consultant:</b>	H2 Environmental Consulting Services, Inc.	
	<b>Project:</b>	Gym Building Abatement Project	
<b>Item</b>	<b>Description:</b>	<b>Amount</b>	
	Professional consulting services to provide site specifications for the abatement of asbestos and lead paint in advance of upcoming exterior painting and roofing projects. Fixed fee	\$1,900.00	
	<b>Contract Amount</b>		\$1,900.00

Prepared by: Gary L. Nellesen Reviewed by: Michael D. Gregoryk

Recommended by: John S. Nixon Agenda Item: Consent #26

**SUBJECT:** Professional Design and Consulting Services

**DATE:** May 25, 2011

<b>#4</b>	<b>Consultant:</b>	Pool Service by Kevin	
	<b>Project:</b>	Pool Safety Improvements	
<b>Item</b>	<b>Description:</b>	<b>Amount</b>	
	Professional services to provide plans and permits to comply with the Virginia Graham Baker Law which requires specific safety equipment at public swimming pool drains. Fixed fee:	\$702.00	
	Contract Amount		\$702.00

<b>#5</b>	<b>Consultant:</b>	Steve Rogers Acoustics LLC	
	<b>Project:</b>	Agricultural Sciences Complex	
<b>Item</b>	<b>Description:</b>	<b>Amount</b>	
	Professional services to study excessive noise created by rooftop exhaust fans. Fixed fee:	\$4,000.00	
	Contract Amount		\$4,000.00

#### Funding Sources

#1 – Measure R Bond funds.

#2 – Measure R Bond funds.

#3 – 2010-11 Redevelopment funds.

#4 – Unrestricted General Fund.

#5 – Measure R Bond funds.

#### **RECOMMENDATION**

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



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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Agricultural Sciences Complex (Change Orders)

**BACKGROUND**

Agricultural Sciences Complex (Change Orders).

As of April 1, 2011, Change Orders for the Agricultural Sciences Complex project (main building) totaled \$1,454,153.90 or 10.2%, of all contracts. Changes totaling 2.5% of all contracts were owner-requested changes, 5.5% were required by the Architect, 0.3% were required to update Campus Standards, 1.3% were to address unforeseen conditions, and 1.3% were 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.	2773	Contractor:	KAR Construction Inc. (Concrete Contractor)	CO No.	8
Item	Change and Justification:		Amount	Time	
	Add galvanized railing for the concrete steps at the southwest corner of the site and at the handicap ramp on the east side of the building. The railing was not included in the original scope of work. <i>Architect/Engineer requirement-additional details required.</i>		\$1,070.24	0 days	
	Total		\$1,070.24	0 days	
	Original Contract Amount		\$1,337,000.00		
	Net Change by Previous Change Orders		\$147,387.94		
	Net Sum Prior to This Change Order		\$1,484,387.94		
	Amount of Change Order No. 8		\$1,070.24		
	New Contract Sum		\$1,485,458.18		
Percentage of Change to Contract, to Date			11.10%		

Prepared by: Gary L. Nellesen

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

Recommended by: John S. Nixon

Agenda Item: Consent #27

**SUBJECT:** Agricultural Sciences Complex (Change Orders)

**DATE:** May 25, 2011

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

<b>Agricultural Sciences Complex</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2773 KAR Construction Inc. (Concrete Contractor)</b>
Contract Amount		\$1,337,000.00		
Change Order No. 1	January 2009	\$2,395.02	0.18%	Modify structural rebar assembly.
Change Order No. 2	February 2009	\$11,469.97	1.04%	Modify elevator pit to accommodate larger elevator.
Change Order No. 3	June 2009	\$10,771.87	1.84%	Rain costs.
Change Order No. 4	April 2010	\$8,507.07	2.48%	Structural steel and equipment pad changes.
Change Order No. 5	October 2010	\$19,867.62	3.96%	Re-grade around perimeter of building and replace rebar cut during welding activities.
Change Order No. 6	February 2011	\$41,357.75	7.06%	Changes to east side and ADA ramp on southwest corner of site.
Change Order No. 7	April 2011	\$53,018.64	11.02%	Removal of damaged base material and revisions of ADA ramps at southwest corner of site; Add concrete steps not on original scope of work.

<b>Bid No.</b>	2775	<b>Contractor:</b>	Harbor Construction Co. (General Contractor)	<b>CO No.</b>	14
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Repair and touch up walls throughout the building that were damaged while moving furniture. Repair cracks due to building settlement. <i>Miscellaneous changes</i>		\$6,117.00	0 days	
2	Frame and finish the added Information Technology room in the atrium area. The new room was added to keep the telecommunication cabling within recommended distances from computer workstations. <i>Architect/Engineer requirement-design modifications.</i>		\$3,356.00	0 days	

**SUBJECT:** Agricultural Sciences Complex (Change Orders)**DATE:** May 25, 2011

Item	Change and Justification: (continued)	Amount	Time
3	Install additional seismic support wires for pendant lights at 95 locations throughout the first and second floors due to ceiling space conflicts with the mechanical ducts and other systems. <i>Architect/Engineer requirement-additional details required.</i>	\$8,503.00	0 days
4	Deduct \$12,000.00 from the General Contractor's allowance for installing veterinary equipment. The work was completed by a specialty contractor. <i>Owner-directed change-back charge to General Contractor.</i>	<\$12,000.00>	0 days
	Total	\$5,976.00	0 days
	Original Contract Amount	\$3,868,000.00	
	Net Change by Previous Change Orders	\$447,778.20	
	Net Sum Prior to This Change Order	\$4,315,778.20	
	Amount of Change Order No. 14	\$5,976.00	
	New Contract Sum	\$4,321,754.20	
	Percentage of Change to Contract, to Date		11.73%

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

Agricultural Sciences Complex	Date	Amount	%	Bid No. 2775 Harbor Construction (General Contractor)
Contract Amount		\$3,868,000.00		
Change Order No. 1	January 2009	\$9,166.00	0.24%	Increase hydraulic elevator capacity.
Change Order No. 2	April 2009	\$10,588.00	0.51%	Rain costs.
Change Order No. 3	June 2009	\$4,064.00	0.62%	Upgrade toilet partition material to Campus Standard.
Change Order No. 4	July 2009	\$58,254.00	2.12%	Add access control to all doors in building.
Change Order No. 5	December 2009	\$31,104.00	2.93%	Add insulation in all interior walls to improve acoustics.
Change Order No. 6	March 2010	\$9,690.00	3.18%	Miscellaneous framing changes.
Change Order No. 7	September 2010	\$82,610.00	5.31%	Miscellaneous changes to structure, ceilings, and finishes.
Change Order No. 8	October 2010	\$100,894.00	7.92%	Miscellaneous changes to doors and exterior walls; Add panels and epoxy coating.
Change Order No. 9	November 2010	\$4,707.00	8.04%	Install drywall; One-hour enclosure around chilled water piping.

**SUBJECT:** Agricultural Sciences Complex (Change Orders)

**DATE:** May 25, 2011

<b>Agricultural Sciences Complex (continued)</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2775 Harbor Construction (General Contractor)</b>
Change Order No. 10	December 2010	\$70,779.00	9.87%	Install additional epoxy floors in five rooms.
Change Order No. 11	January 2011	\$35,258.00	10.78%	Revise floor finishes in several rooms and stair landing; Provide seismic wires to light fixtures under mechanical ducts.
Change Order No. 12	February 2011	\$22,104.20	11.36%	Revise moisture barrier material; Replace two doors.
Change Order No. 13	April 2011	\$8,560.00	11.58%	Replace damaged ceiling tile and grid; Add construction fencing around the site for extended time.

<b>Bid No.</b>	2779	<b>Contractor:</b>	American Electric Company (Electrical Contractor)	<b>CO No.</b>	10
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
	Install three additional 12-foot double headlight pole fixtures and a single-gang 100-volt outlet at each pole at the turf plot areas. Proper lighting is necessary at these locations due to night classes being held regularly. <i>Owner-directed change due to added scope.</i>		\$19,345.72	0 days	
	Total		\$19,345.72	0 days	
	Original Contract Amount		\$1,863,000.00		
	Net Change by Previous Change Orders		\$475,451.21		
	Net Sum Prior to This Change Order		\$2,338,451.21		
	Amount of Change Order No. 10		\$19,345.72		
	New Contract Sum		\$2,357,796.93		
Percentage of Change to Contract, to Date			26.56%		

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

<b>Agricultural Sciences Complex</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2779 American Electric (Electric Contractor)</b>
Contract amount		\$1,863,000.00		
Change Order No. 1	July 2009	\$43,859.09	2.35%	Clean and cut block-outs, retaining wall footing excavation.

**SUBJECT:** Agricultural Sciences Complex (Change Orders)

**DATE:** May 25, 2011

<b>Agricultural Sciences Complex (continued)</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2779 American Electric (Electric Contractor)</b>
Change Order No. 2	July 2010	\$103,536.27	7.91%	Rain costs; Mass Notification; Install electrical boxes.
Change Order No. 3	August 2010	\$41,846.15	10.16%	Install underground conduit; Relocate traffic signal boxes.
Change Order No. 4	September 2010	\$7,379.48	10.55%	Replace existing conduits and add traffic boxes along Bonita Drive.
Change Order No. 5	November 2010	\$7,487.00	10.96%	Install additional light poles in courtyard.
Change Order No. 6	December 2010	\$114,597.81	17.11%	Install audiovisual equipment and cables; Implement electrical and telecommunication; Miscellaneous design changes.
Change Order No. 7	January 2011	\$93,595.75	22.13%	Provide main power feeders to Greenhouse, Raptor, Equine, Animal Care, and main buildings.
Change Order No. 8	February 2011	\$28,915.99	23.68%	Install underground cabling and projection screens.
Change Order No. 9	April 2011	\$34,233.67	25.52%	Replace all one-lamp exterior light fixtures with two-lamp fixtures; Add extra circuits to computer lab.

### Funding Sources

State Capital Outlay and Measure R Bond funds.

### RECOMMENDATION

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

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

**DATE:** May 25, 2011

**CONSENT**

**SUBJECT:** Design Technology Center (Change Orders)

**BACKGROUND**

Design Technology Center (Change Orders).

As of April 1, 2011, Change Orders for the Design Technology Center project totaled \$613,981.68, or 3.85% of all contracts. Changes totaling 2.3% of all contracts were owner-requested changes, 0.7% were required by the Architect, 0% were required to update Campus Standards, 0.6% were to address unforeseen conditions, and 0.3% were 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:

<b>Bid No.</b>	2846	<b>Contractor:</b>	K.A.R. Construction (Caissons and Concrete Contractor)	<b>CO No.</b>	7
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Furnish additional control joints in the brick veneer per Architect's request. <i>Architect/Engineer requirement-additional details required.</i>		\$2,987.28	0 days	
2	Install additional brick veneer along the backside of the exterior wall per Architect's direction. <i>Architect/Engineer requirement-additional details required.</i>		\$5,804.07	0 days	
	Total		\$8,791.35	0 days	
	Original Contract Amount		\$1,238,000.00		
	Net Change by Previous Change Orders		\$22,461.16		
	Net Sum Prior to This Change Order		\$1,260,461.16		
	Amount of Change Order No. 7		\$8,791.35		
	New Contract Sum		\$1,269,252.51		
Percentage of Change to Contract, to Date			2.52%		

Prepared by: Gary L. Nellesen

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

Recommended by: John S. Nixon

Agenda Item: Consent #27

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** May 25, 2011

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

<b>Design Technology Center</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2846 KAR Construction (Concrete &amp; Masonry Contractor)</b>
Contract Amount		\$1,238,000.00		
Change Order No. 1	February 2010	\$11,200.00	0.90%	Purchase rumble plates.
Change Order No. 2	February 2010	\$18,616.02	1.50%	Revise exterior masonry color and pattern.
Change Order No. 3	March 2008	\$1,179.76	0.09%	Increase footing size and strengthen door jamb attachment.
Change Order No. 4	October 2010	\$6,121.89	0.49%	Credit for control survey and embeds; Change brick veneer colors.
Change Order No. 5	November 2010	\$304.99	0.02%	Extend balcony edge.
Change Order No. 6	March 2011	<\$14,961.50>	<1.21%>	Back charge items due to incorrectly placed anchor bolts and ledger holes.

<b>Bid No.</b>	2849	<b>Contractor:</b>	RC Construction (General Contractor)	<b>CO No.</b>	6
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Revise column furring to accommodate revisions to fire alarm devices necessary for a future building-specific emergency notification system. <i>Owner-directed change-Campus Standard.</i>		\$2,275.81	0 days	
2	Increase fire rating of CAD/Studio Room 202 to one-hour. The Division of the State Architect (DSA) required an increase in the fire rating for spaces without acoustical ceilings. <i>DSA/code requirement.</i>		\$1,704.07	0 days	
3	Revise drinking fountain alcove 12 inches to the west due to a beam conflict. <i>Architect/Engineer requirement-additional details required.</i>		\$3,585.30	0 days	
4	Revise wall framing at the east stair to correct improperly placed slab edge at the stair landing. <i>Architect/Engineer requirement-no cost clarification.</i>		\$0.00	0 days	

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** May 25, 2011

Item	Change and Justification: (continued)	Amount	Time
5	Change Doors 165A and 165B to larger pocket doors to improve access. <i>Architect/Engineer requirement-additional details required.</i>	\$3,394.53	0 days
6	Provide automatic door operators at various doors; the door schedule did not reflect the hardware changes necessary to provide automatic openers. <i>Owner-directed change-Campus Standard.</i>	\$29,830.57	0 days
7	Provide stud wall bracing required by the DSA as per deferred approval comments for the storefront glass wall system. <i>DSA/code requirement.</i>	\$3,465.07	0 days
8	Revise ductwork in Assembly Space 301 so it is located within the soffit space. This will reduce ambient noise in the Assembly space. <i>Architect/Engineer requirement-additional details required.</i>	\$1,720.22	0 days
9	Relocate Information Technology Room 116A door to better suit the owner's needs. <i>Owner-directed change due to design modification.</i>	\$4,049.26	0 days
10	Add a new soffit to cover structural components to provide for a more aesthetically pleasing environment. <i>Architect/Engineer requirement-additional details required.</i>	\$15,864.65	1 days
	Total	\$65,889.48	0 days
	Original Contract Amount		\$4,998,000.00
	Net Change by Previous Change Orders		\$101,266.14
	Net Sum Prior to This Change Order		\$5,099,266.14
	Amount of Change Order No. 6		\$65,889.48
	New Contract Sum		\$5,165,155.62
	Percentage of Change to Contract, to Date		3.34%

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.



**SUBJECT:** Design Technology Center (Change Orders)**DATE:** May 25, 2011

<b>Design Technology Center (continued)</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2849 - RC Construction (General Contractor)</b>
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.

<b>Bid No.</b>	2851	<b>Contractor:</b>	HPL Mechanical (Plumbing Contractor)	<b>CO No.</b>	3
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
	Provide additional photographic processing sinks in Room 158 and revise the large walk around sinks to meet program requirements. <i>Owner-directed change due to design modification.</i>		\$5,861.66	3 days	
	Total		\$5,861.66	3 days	
	Original Contract Amount		\$807,937.00		
	Net Change by Previous Change Orders		\$13,253.95		
	Net Sum Prior to This Change Order		\$821,190.95		
	Amount of Change Order No. 3		\$5,861.66		
	New Contract Sum		\$827,052.61		
Percentage of Change to Contract, to Date			2.37%		

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

<b>Design Technology Center</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2851- HPL Mechanical (Plumbing Contractor)</b>
Contract Amount		\$807,937.00		
Change Order No. 1	August 2010	\$3,078.10	0.38%	Fix water line and install underground utilities for restrooms.
Change Order No. 2	December 2010	\$10,175.85	1.26%	Revise underground site utilities on west side.

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** May 25, 2011

<b>Bid No.</b>	2852	<b>Contractor:</b>	West Tech Mechanical (HVAC Contractor)	<b>CO No.</b>	2
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
1	Increase fire rating of CAD/Studio Room 202 to one-hour. The Division of the State Architect (DSA) required an increase in the fire rating for spaces without acoustical ceilings. <i>DSA/code requirement.</i>			\$3,711.12	3 days
2	Revise HVAC at Storage Room 303 to provide standalone cooling for heat loads generated by new audiovisual equipment. <i>Owner-directed change-Campus Standard.</i>			\$11,797.51	5 days
3	Provide additional structural support for exposed ductwork on the roof. The Mechanical drawings did not reflect adequate support to meet structural requirements. Architect/Engineer requirement-additional details required.			\$4,706.30	0 days
	Total			\$20,214.93	8 days
	Original Contract Amount			\$1,800,500.00	
	Net Change by Previous Change Orders			\$2,520.20	
	Net Sum Prior to This Change Order			\$1,803,020.20	
	Amount of Change Order No. 2			\$20,214.93	
	New Contract Sum			\$1,823,235.13	
	Percentage of Change to Contract, to Date			1.26%	

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

<b>Design Technology Center</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2582- West Tech Mechanical (HVAC Contractor)</b>
Contract Amount		\$1,800,500.00		
Change Order No. 1	August 2010	\$2,520.20	0.14%	Remove septic tank and brick.

<b>Bid No.</b>	2853	<b>Contractor:</b>	Brewster Electric (Electrical Contractor)	<b>CO No.</b>	7
<b>Item</b>	<b>Change and Justification:</b>			<b>Amount</b>	<b>Time</b>
1	Provide 120-volt power and fire alarm devices at five elevator doors. Additional smoke detection is required to coordinate with the elevator smoke guard system. <i>Architect/Engineer requirement-additional details required.</i>			\$11,424.00	0 days
2	Revise power distribution in the Advanced Black and White Printing Lab 158. <i>Owner-directed change due to design medication.</i>			<\$3,939.00>	0 days

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** May 25, 2011

Item	Change and Justification: (continued)	Amount	Time
3	Provide necessary power and connection for water heater in Design Lab 113. The work was not included in original scope of work. <i>Architect/Engineer requirement-additional details required.</i>	\$1,915.00	0 days
4	Provide necessary power and connection for water heater in Room 306; work not included in original scope of work. <i>Architect/Engineer requirement.</i>	\$1,659.00	0 days
5	Revise power distribution to finishing tables in Print Finishing Room 143 per owner's request to accommodate existing equipment. <i>Owner-directed change.</i>	\$9,824.00	0 days
6	Revise electrical design in Assembly Space 301 to accommodate enhanced audiovisual and theatrical lighting systems. The work was originally planned as part of the audiovisual equipment purchase for the assembly space, but has been added to the electrician's scope of work to save costs. <i>Owner-directed change due to added scope.</i>	\$133,635.00	0 days
7	Remove and reinstall wall-mounted equipment disconnects, receptacles, and wall-mounted roof lighting on the roof of the assembly space due to the changes in roofing materials. <i>Architect/Engineer requirement-additional details required.</i>	\$369.00	0 days
8	Connect the fire alarm system to the coiling door as per DSA comments on the deferred approval fire alarm documents. <i>DSA/code requirement.</i>	\$1,586.00	0 days
9	Provide additional ceiling-mounted duplex receptacles and delete all audiovisual equipment included in the contractor's scope of work to accommodate new classroom audiovisual standards. The audiovisual equipment for the main building will be purchased along with the audiovisual equipment for the assembly space at a significant discount. <i>Owner-directed change-Campus Standard.</i>	<\$170,291.00>	0 days
10	Credit for Public Address System which was removed from the project scope. <i>Owner-directed change-scope clarification.</i>	<\$12,817.00>	0 days
11	Identify lighting control zones to assist in the programming of the lighting control system. <i>Architect/Engineer requirement-no cost clarification.</i>	\$0.00	0 days

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** May 25, 2011

Item	Change and Justification: (continued)	Amount	Time
12	Provide and install a larger fire alarm control panel to accommodate the future system expansion. <i>Architect/Engineer requirement-no cost clarification.</i>	\$0.00	0 days
13	Provide metal stud and gypsum board soffits to accommodate and conceal the specified smoke guard roll down smoke containment system above the elevator door openings. <i>Architect/Engineer requirement-no cost clarification.</i>	\$0.00	0 days
14	Install a new fixture as needed to provide adequate lighting. The fixture was not shown on the electrical drawings. <i>Architect/Engineer requirement-additional details required.</i>	\$1,637.00	0 days
	Total	<\$24,998.00>	0 days
	Original Contract Amount	\$2,491,338.00	
	Net Change by Previous Change Orders	\$298,146.16	
	Net Sum Prior to This Change Order	\$2,789,484.16	
	Amount of Change Order No. 7	<\$24,998.00>	
	New Contract Sum	\$2,764,486.16	
	Percentage of Change to Contract, to Date		10.96%

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

Design Technology Center	Date	Amount	%	Bid No. 2853 Brewster Electric (Electrical Contractor)
Contract Amount		\$2,491,338.00		
Change Order No. 1	June 2010	\$14,085.49	0.56%	Revise high voltage feeder location; Repair conduit in sidewalk; Repair light pole locations.
Change Order No. 2	July 2010	\$200,409.40	8%	Add rooftop lighting; Revise lighting layout; Floor boxes; Projection screen locations; Add lights in Hallway 123; Exterior light fixture.
Change Order No. 3	October 2010	\$18,452.04	0.74%	Add light in corridor; Power and conduit to irrigation controller; Additional power at AHU unit.

**SUBJECT:** Design Technology Center (Change Orders)

**DATE:** May 25, 2011

<b>Item</b>	<b>Change and Justification: (continued)</b>			<b>Amount</b>	<b>Time</b>
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 at the sidewalk; Store existing emergency 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.	

**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:** May 25, 2011

**CONSENT**

**SUBJECT:** Administration Building Remodel (Change Order)

**BACKGROUND**

Administration Building Remodel (Change Order).

As of April 1, 2011, Change Orders for the Administration Building Remodel project totaled \$732,916.19, or 11.2% of all contracts. Changes totaling 6% of all contracts were owner-requested changes, 1.2% were required by the Architect, 0.8% were required to update Campus Standards, 2.4% were to address unforeseen conditions, and 0.7% were for Division of the State Architect, updated code requirements, and other miscellaneous changes.

**ANALYSIS AND FISCAL IMPACT**

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

<b>Bid No.</b>	2855	<b>Contractor:</b>	Angeles Contractor (General Contractor)	<b>CO No.</b>	7
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	<b>Time</b>	
1	Infill concrete at four existing HVAC duct openings that were much larger than the new ductwork being installed. <i>Architect/Engineer requirement-additional details required.</i>		\$6,368.03	0 days	
2	Architectural changes to various rooms including adding windows and relocating doors to customize room layouts to meet current needs. <i>Owner-directed change due to design modification.</i>		\$19,037.40	5 days	
3	Install a temporary plastic tarp over the skylight opening to mitigate weather damage to the building. <i>Unforeseen field conditions due to weather.</i>		\$1,680.10	0 days	
4	Install additional steel stud framing at 18 added exterior windows. <i>Owner-directed change due to design modification.</i>		\$13,887.14	4 days	
5	Demolish and replace the concrete slab in the elevator pit as it was deemed unsuitable. <i>Unforeseen field conditions.</i>		\$5,173.21	0 days	
6	Provide a raised platform with a continuous sheet metal cap at the roof for the added air conditioning unit to prevent water from gathering under the unit. <i>Architect/Engineer requirement due to design modifications.</i>		\$3,195.23	1 day	

Prepared by: Gary L. Nellesen

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

Recommended by: John S. Nixon

Agenda Item: Consent #27

**SUBJECT:** Administration Building Remodel (Change Order)

**DATE:** May 25, 2011

Item	Change and Justification: (continued)	Amount	Time
7	Change card readers and door hardware to better regulate and monitor access to various departments. <i>Owner-directed change due to design modifications.</i>	\$11,156.49	5 days
8	Incorporate casework and finish changes to the Marketing Department space to accommodate upgraded office equipment and to improve work flow. <i>Owner-directed change due to design modifications.</i>	\$2,320.81	2 days
9	Provide 1,912 solid brass mailbox doors in lieu of originally specified cast aluminum doors to improve serviceability of the units. <i>Owner-directed change due to design modifications.</i>	\$5,874.92	0 days
10	Modify wall layout, ceiling configuration, and cabinet/millwork to incorporate Room 228 into the Research Department to accommodate current space needs. <i>Owner-directed change due to design modification.</i>	\$5,736.31	5 days
11	Fit-out the Fiscal Services Department vault with additional partition walls, security door, transaction window, acoustic ceiling system, and casework to accommodate up to five staff members and to ensure safe and secure handling of cash. <i>Owner-directed change due to design modification.</i>	\$47,217.99	5 days
12	Install drywall over support framing at motorized shades in order to conceal framing members. <i>Architect/Engineer requirement-additional details required.</i>	\$3,218.62	0 days
13	Add exterior steel canopies and associated framing and painting at the east, west, and north entryways to provide an enhanced exterior façade. This work was originally planned as part of the exterior improvements project, but is being incorporated in the building portion of the project to save costs and ensure a safe entry to the building while the exterior work is underway. <i>Owner-directed change due to added scope.</i>	\$129,248.36	14 days
	Total	\$254,114.61	41 days
	Original Contract Amount	\$2,582,000.00	
	Net Change by Previous Change Orders	\$325,848.07	
	Net Sum Prior to This Change Order	\$2,907,848.07	
	Amount of Change Order No. 7	\$254,114.61	
	New Contract Sum	\$3,161,962.68	
	Percentage of Change to Contract, to Date		22.46%

**SUBJECT:** Administration Building Remodel (Change Order)

**DATE:** May 25, 2011

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

<b>Administration Building Remodel</b>	<b>Date</b>	<b>Amount</b>	<b>%</b>	<b>Bid No. 2855 Angeles Contractor Inc. (General Contractor)</b>
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.
Change Order No. 6	April 2011	\$14,704.38	12.62%	Revise concrete stair landing, Room 130 transaction counter, and casework.

#### Funding Sources

State Capital Outlay and COPS funds.

#### RECOMMENDATION

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



<b>BOARD OF TRUSTEES</b>	
<b>MT. SAN ANTONIO COLLEGE</b>	
<b>DATE:</b> <u>May 25, 2011</u>	<b>CONSENT</b>
<b>SUBJECT:</b> <u>Professional Design and Consulting Services (Contract Amendments)</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 contract amendments are presented for ratification:

<b>#1</b>	<b>Consultant:</b>	Hill Partnership, Inc.	<b>No.</b>	1
	<b>Project:</b>	Classroom Building Renovation (Former Agricultural Sciences Lab)		
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	
	Additional consulting services to provide engineering to extend the existing underground chilled water pipe from the Design Technology site to the Classroom Building Renovation Site. Fixed fee:		\$7,710.00	
	Total		\$7,710.00	
	Original Contract Amount		\$361,300.00	
	Net Change by Previous Amendments		\$0.00	
	Net Sum Prior to This Amendment		\$361,300.00	
	Amount of Amendment No. 1		\$7,710.00	
	New Contract Sum		\$369,010.00	

<b>#2</b>	<b>Consultant:</b>	Kishimoto Architects, Inc.	<b>No.</b>	10
	<b>Project:</b>	Physical Education Building Renovation		
<b>Item</b>	<b>Change and Justification:</b>		<b>Amount</b>	
	Professional architectural and engineering services necessary for the replacement of the west stairs, which were determined not to be compliant with the Americans with Disability Act, and to design a concrete deck for use as a student seating and studying area at the southwest side of the building. Fixed fee:		\$3,000.00	
	Reimbursable expenses:		\$150.00	
	Total		\$3,150.00	
	Original Contract Amount		\$183,000.00	
	Net Change by Previous Amendments		\$314,507.00	
	Net Sum Prior to This Amendment		\$497,507.00	
	Amount of Amendment No. 10		\$3,150.00	
	New Contract Sum		\$500,657.00	

Prepared by: Gary L. Nellesen                      Reviewed by: Michael D. Gregoryk  
 Recommended by: John S. Nixon                      Agenda Item: Consent #28

**SUBJECT:** Professional Design and Consulting Services (Contract Amendments)

**DATE:** May 25, 2011

Funding Source

Measure RR Bond Anticipation Notes funds.

**RECOMMENDATION**

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

<b>BOARD OF TRUSTEES MT. SAN ANTONIO COLLEGE</b>		
<b>DATE:</b>	<u>May 25, 2011</u>	<b>ACTION</b>
<b>SUBJECT:</b>	<u>President/CEO Employment Contract</u>	

**BACKGROUND**

College President/CEO John S. Nixon will retire June 30, 2011, and, after a six month process, the College has offered the position of President/CEO to Dr. William Scroggins, effective July 1, 2011.

Dr. William Scroggins has served as Superintendent/President of College of the Sequoias in Visalia, California since July 2006. He has 37 years of experience in higher education—26 of those as a professor and 11 as an administrator. Dr. Scroggins has led College of the Sequoias in passing three local bond measures, resulting in the creation of permanent centers in both Hanford and Tulare and significant additions to the main campus in Visalia.

Previously, Dr. Scroggins spent five years at Modesto Junior College, first as Vice President for Instruction and then for two years as Interim President, having served as Dean of Science & Math at San Bernardino Valley College following a 26-year career as a chemistry professor at El Camino and Chabot colleges. He also served as President of the Academic Senate for the California Community Colleges.

Dr. Scroggins earned a bachelor's degree in chemistry at UCLA and a doctorate in chemistry at UC-Riverside. He is a prolific author, having published three books in the field of chemistry and penned many articles and papers.

**ANALYSIS AND FISCAL IMPACT**

The salary and benefits earned by the College President/CEO are ongoing, budgeted expenses.

**Funding Source**

Unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approves the employment agreement with Dr. William Scroggins.

Prepared by: Annette Loria

Recommended by: John S. Nixon

Agenda Item: Action #1

## **EMPLOYMENT AGREEMENT (President's Contract)**

This Agreement is made effective the 25<sup>th</sup> day of May 2011, by and between the Governing Board of the Mt. San Antonio Community College District ("District") or ("Board") and Dr. William Scroggins ("Dr. Scroggins") or ("President").

1. **Position.** The Board hereby employs the President as a full-time President, and Chief Executive Officer of the Mt. San Antonio Community College District, and the Secretary to the Board. The President is an academic employee as defined by Education Code section 87001(a), an educational administrator as defined by Education Code section 87002(b), and a management employee as defined by Government Code section 3540.1(g). This Agreement is entered into pursuant to and subject to Education Code section 72411(d).

2. **Term.** The District hereby employs President beginning July 1, 2011 and terminating on June 30, 2014 subject to the terms and conditions set forth below.

3. **Salary.** The President's annual salary shall be Two Hundred Twenty-five Thousand Dollars (\$225,000.00) per year beginning July 1, 2011. The President's salary shall be payable in twelve (12) approximately equal monthly installments. The Board retains the right to adjust the President's annual salary during the term of this agreement. Such adjustments shall be in the sole discretion of the Board. A change in salary shall not constitute the creation of a new contract nor extend the termination date of this Agreement.

4. **Tax Sheltered Annuity.** The Board, in its sole discretion, will consider providing the President a tax sheltered annuity beginning July 1, 2012, in an amount not to exceed Ten Thousand Dollars (\$10,000.00) for the initial period of July 1, 2012 to June 30, 2013.

5. **Benefits.** The President, his spouse and dependents as defined in the Internal Revenue Code section 152, shall be entitled to the same fringe benefits, including medical, dental, vision and life insurance benefits, to holidays, and to sick leave, provided by the District to educational administrators employed as Vice Presidents during each year of service. Full pay sick leave of one day per month may be accumulated from year to year without limit.

6. **Retiree Medical Benefits.** The District shall provide retirees medical benefits as approved by the Board and in accordance with Board Policy 7380. The President and spouse shall be entitled to the medical benefits specified in Board Policy 7380 provided the President completes five full years of full-time employment with the District.

7. **Vacation.** The President shall earn and accrue twenty-four (24) days of vacation for each year of service rendered. No more than forty-eight (48) days of vacation time may be accumulated at any one time. Vacation must be scheduled at a time convenient to the Board and the operations of the District. If the President will be absent on vacation for more than ten working days, the President must request authorization from the Board of Trustees, or the Board President if that authority is delegated to the Board President by the Board. At time of separation, accumulated vacation, if any, will be paid at the current per diem rate of the President's salary.

8. **Management Hours.** It is understood that the demands of the position of President will require more than eight (8) hours a day and/or forty (40) hours per workweek. The President is not entitled to receive overtime compensation.

9. Duties and Responsibilities. The President shall be the Chief Executive Officer of the District and the Secretary to the Board of Trustees. He/She shall have all powers and perform all duties of the position as provided by law, and as reflected in the job description for the President which is attached as Exhibit 1 and incorporated here by reference, subject to Board approval. The President shall use his/her best efforts and shall devote all time necessary to perform such duties.

10. Evaluation. The President shall be evaluated annually by the Board. This evaluation shall be based upon the President's goals and objectives as agreed by the President and the Board. The President shall inform the Board on or before April 1 of each year of the date of his/her evaluation and together the President and the Board shall agree on a timeline for the evaluation process. The Board may evaluate the President at any time. A failure to timely or properly evaluate the President shall not extend the term of this Agreement nor constitute a violation of this Agreement. A failure to evaluate the President shall not preclude the Board from giving notice of termination in accordance with Section 15 of this Agreement.

11. Professional Dues, Memberships and Expense Allowance.

A. The District shall pay or reimburse the President reasonable and necessary membership or dues to belong to two business, professional, or service organizations of the President's choice. The District shall also pay or reimburse the President for any such organizations to which the Board may require that the President belong.

B. The President may attend professional conferences at District expense inside and outside of California consistent with the established budget of the District, and District policies and procedures regulating attendance by all employees at conferences, including any possible action by the Board to cancel conference attendance for some or all employees because of a budgetary crisis. However, in the event of such action, the President is not precluded from attending such professional conferences at his own expense with prior approval of the Board.

C. The President shall be provided with a district credit card for official business expenses.

D. The President shall be reimbursed for all necessary and reasonable business expenses incurred on behalf of the District outside of Los Angeles County which are documented and submitted pursuant to the policies and procedures of the Board. The President shall not exceed the amounts budgeted for such purposes by the Board.

E. The President shall submit to the Board an itemized report of business related expenses on a monthly basis, in a format to be determined by the President and the Board.

F. The District will provide the President with a cellular telephone for District-related use.

G. The District will provide One Hundred And Fifty Dollars (\$150.00) to the President each month for high speed Internet connection to his primary residence.

12. Auto Allowance. In lieu of a District-provided automobile and in addition to the annual compensation and expense allowance herein provided for, the President shall receive a monthly automobile allowance in the amount of Eight Hundred Fifty Dollars (\$850.00). In exchange for this allowance, the President shall make his/her personal automobile available at all times to facilitate the performance of the President's duties.

13. Moving Expense. The District will reimburse the President for his actual expenses associated with moving his household goods, in an amount not to exceed Three Thousand Five Hundred Dollars (\$3,500.00), upon presentation of an itemized report of the expense, in a format to be determined by the President and the Board.

14. Physical Examination. The President shall have a complete medical examination by a District-approved physician upon the request of the Board. The President shall file promptly an accurate copy of the examining physician's report with the Governing Board. The President shall also execute appropriate medical releases to allow the District's medical providers to review prior medical records of the President. All costs of this medical examination shall be borne by the District.

15. Termination.

A. Mutual Consent. This Agreement may be terminated by the mutual agreement of the parties at any time.

B. Non-renewal of the Agreement by District. The Board may elect not to renew this Agreement for any reason by providing written notice to the President in accordance with Education Code section 72411 and other applicable law.

C. Termination Without Cause. Notwithstanding any other provision of law or of this Agreement, the Board may, unilaterally and without cause or a hearing, terminate this Agreement upon giving of thirty (30) days prior written notice. In consideration for exercise of this right, the District shall pay to President, for the remainder of the unexpired term of this contract or for six (6) months, whichever is less, a monthly sum equal to the difference between President's gross monthly salary at the salary rate in effect during his last month of service. In addition, the President shall be entitled to receive health and welfare benefits at the District's expense for an amount of time commensurate with the amount of time to which the President is entitled to the above described payment, or until the President finds other employment which provides health and welfare benefits, whichever occurs first. The parties agree that this paragraph is to be construed consistent with the requirements of Government Code section 53260 et seq. The parties further agree that this sum constitutes liquidated damages in recognition of the extreme difficulty of determining actual damages to the President resulting from the contract's termination without cause. These liquidated damages represent the President's sole and exclusive remedy for any and all damages, known or unknown, tort, contract or otherwise, flowing from the termination of President's employment with the District. The parties recognize that upon payment of the liquidated damages sum, the President will be foreclosed from bringing any action or proceeding of any nature against the District.

D. Termination for Cause. The Board may terminate the President's contract at any time for cause. If the Board determines, at its sole discretion, that there is cause to terminate the Superintendent President's employment with the District, it may do so upon thirty (30) days written notice to the Superintendent President. The notice shall include a statement of the cause for termination, and shall notify the Superintendent President that s/he may respond to the Board, orally or in writing, regarding the causes. Any such response shall be made to the Board not less than five, but not more than ten, days following the date of the notice. The parties agree that this provision shall constitute the sole due process to which the President is entitled, and that the Board's decision regarding dismissal will be determinative.

16. Venue. This Agreement and the rights and obligations of the parties shall be construed and enforced in accordance with the laws of the State of California. The parties agree that, in the event of litigation, venue shall be the appropriate court located in Los Angeles County, California.

17. Agreement to Mediation. The parties agree that prior to initiation of any litigation over any dispute about matters covered by this Agreement, they will submit to voluntary mediation in accordance with procedures to be mutually agreed upon by them. Nothing herein shall be construed to relieve either party or be deemed to constitute a waiver by either party of their respective rights and obligations under Government Code Section 810 *et seq.*

18. Severability. If any term or provision of this Agreement is, to any extent, held by a court of competent jurisdiction to be invalid, or unenforceable, the remaining terms and provisions of this Agreement shall continue in full force and effect.

19. Construction. This Agreement shall not be construed more strongly against either party regardless of who is responsible for its preparation.

20. Entire Agreement. This Agreement constitutes the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied not contained in this Agreement.

21. No Assignment. This is an agreement for personal services the President may not assign or transfer any rights granted or obligations assumed under this Agreement.

22. Modification. This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by written instrument executed by both parties.

23. Board Approval. The parties recognize that the effectiveness of this Agreement is contingent upon approval by the District's Governing Board.

24. Execution of Other Documents. All parties to this Agreement shall cooperate fully in the execution of any other documents and in contemplation of any additional action that may be necessary or appropriate to give full force and effect to the terms of this Agreement.

PRESIDENT

MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
Dr. William Scroggins

By: \_\_\_\_\_  
Judy Chen Haggerty, President of the Board

Dated: \_\_\_\_\_

Dated: May 25, 2011

I accept this offer of employment and agree to comply with the conditions set forth herein. I will fulfill all the duties of employment as President the Mt. San Antonio Community College District.

Dated: \_\_\_\_\_

\_\_\_\_\_

**Exhibit 1****Job Description: College President****Duties and Responsibilities**

1. The President shall be the full-time CEO of the District, shall act as Secretary to the Board, and shall have such powers and duties which are delegated to him by the Board.
2. The President shall have the primary responsibility for execution of Board policy, and the Board shall retain the responsibility for formulating and adopting said policy.
3. The President serves at the direction of the majority of the Board as a body and not its individual members unless such members have been delegated such authority by the Board.
4. The President shall have primary responsibility for all personnel matters, including selection, assignment and transfer of all employees, subject to prior approval of the Board. In all personnel matters, the President shall present his recommendations to the Board. In the event the Board does not approve said recommendation, the President shall submit another recommendation to the Board within a reasonable period of time.
5. The President shall periodically review all policies adopted by the Board and make appropriate recommendations for changes to the Board policies and regulations, including but not limited to changes necessary to conform with changes in the law and to conform to District practices.
6. The President shall prepare and maintain the agenda, minutes and records of all Board meetings and to handle all correspondence of the Board in accordance with the directions or procedures established by the Board.
7. The President shall advise the Board of all possible sources of funds that might be available to implement and fund present or future District programs.
8. The President shall supervise the preparation of the annual budget, submit the budget to the Board, and administer and monitor expenditures under the budget.
9. The President shall serve as liaison between the Board and the Board's designated representatives with respect to all employer-employee relations matters.
10. The President shall enter into contracts on behalf of the Board in accordance with Board direction.
11. The President shall provide leadership and direction to the Board regarding long-range planning.
12. The President shall directly supervise, direct, and evaluate those employees who directly report to him.
13. The President shall direct, coordinate and provide overall leadership for all the programs of the District, including curriculum, instruction, supervision, finance, business administration, resource development and allocation, maintenance and operations, student personnel, academic and classified personnel, administration and collective bargaining.



14. The President shall assure the timely and accurate evaluation of all District employees within the requirements of state law, District policies and regulations and applicable collective bargaining agreements.
15. The President shall represent the District and the College in the community and establish and maintain appropriate community relations.
16. The President shall maintain and improve the President's professional competence and knowledge.
17. The President shall provide for continued accreditation with, and membership in appropriate agencies and associations to advance the interests of the District.
18. The President shall provide for the development and improvement of District facilities.
19. The President shall ensure the timely and accurate submission of all reports required by local, State and national agencies.
20. The President shall protect the District's interests by supervising the management of an effective risk management program.
21. The President shall work closely with the College Foundation assisting in efforts to raise the level of giving to the College.
22. The President shall perform other duties as assigned by the Board.

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

**DATE:** May 25, 2011

**DISCUSSION**

**SUBJECT:** Proposed Board Policy 5000 - Student Success

**BACKGROUND**

The Student Preparation and Success Council is proposing an addition to Board Policy to reflect the College's commitment to improving student success. Much attention is presently focused on the efforts and progress of community colleges to increase student success. The focus ranges from increasing completion, graduation, and transfer rates to improving the successful pass rates of students enrolled in basic skills classes. The purpose of the proposed Board Policy is to formally establish a vision and direction for student success work to be undertaken through the established governance process.

**ANALYSIS AND FISCAL IMPACT**

The proposed language has been approved through the College's governance process.

**Funding Source**

Not applicable.

**RECOMMENDATION**

It is recommended that the Board of Trustees receives for first reading and discussion proposed Board Policy 5000 – Student Success.

Prepared by: Audrey Yamagata-Noji

Recommended by: John S. Nixon

Agenda Item: Discussion #1

**SUBJECT:** Proposed Board Policy 5000 - Student Success

**DATE:** May 25, 2011

## **Chapter 5 – Student Services**

### **Board Policy 5000 Student Success**

Mt. San Antonio College holds as one of its highest priorities the success of its students; thus, the Board wishes to institutionalize its support of student success. The Board will rely primarily on the Academic Senate with respect to standards or policies regarding student preparation and success. To accomplish this, the Student Preparation and Success Council will coordinate and carry out the work to define and measure student success at Mt. San Antonio College, and make recommendations to the Academic Senate toward increasing equitable achievement of student success indicators.

Given Mt. San Antonio College's mission to welcome all students and to support them in achieving their personal, educational, and career goals in an environment of academic excellence, the Board views the following general list of activities to be important to the success of students and relies on the faculty, the administration, or the support staff to:

- Support the work of the Student Preparation and Success Council in student success initiatives.
- Acknowledge the College's ability to address the whole student as instrumental in fostering equitable success among all student populations.
- Identify effective instructional and student support strategies.
- Support planning and research efforts to advance student success initiatives.
- Promote collaboration across the College and among all stakeholder groups, stressing that student success is everyone's responsibility.
- Support administrative, faculty, and staff leadership in the implementation of promising and proven student success initiatives.
- Develop partnerships as necessary within the communities served by Mt. San Antonio College to reduce barriers and improve student success.