

**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OF TRUSTEES**

REGULAR BOARD MEETING

WEDNESDAY, MAY 27, 2015

11:00am, Closed Session: Stutzman Room, Library & Technology Center
1:30pm, Study Session: Sam Karas Room, Library & Technology Center
3:00pm, Regular Meeting (Reports): Sam Karas Room, Library & Technology Center
4:30pm, Regular Meeting (Business): Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey CA 93940

<http://www.mpc.edu/about-mpc/leadership/board-of-trustees>

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Documents that are public records and are provided to the Governing Board regarding a Regular Meeting item on this Agenda will be made available for public inspection in the Superintendent/President's Office at Monterey Peninsula College, 980 Fremont Street, Monterey, California, during normal business hours the Thursday preceding the meeting. If you intend to submit documents at this meeting, the Brown Act requires you to bring enough copies for the Trustees and the audience. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at a Board meeting, can contact the Superintendent's Office at (831) 646-4272. Notification at least 72 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or translation services.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.

4. CLOSED SESSION

The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, Government Code and Section 72122, Education Code, and as otherwise provided by law. Required action on these matters will be taken when the Board meets in Regular Meeting or at the next public meeting.

A. Conference with Labor Negotiators (Government Code Section 54957.6)

- a) Employee Organization: MPCEA/CSEA
- b) Agency Representatives: Susan Kitagawa and Larry Walker

B. Conference with Labor Negotiators (Government Code Section 54957.6)

- a) Employee Organization: MPCTA/CTA
- b) Agency Representatives: Susan Kitagawa, David Brown, and Michael Gilmartin

5. RECONVENE TO OPEN SESSION / CALL TO ORDER

6. ROLL CALL

7. STUDY SESSION ON BUDGET ISSUES

Public comments on Study Session items will be heard at the time the matter is under Board consideration. If you wish to address the Board, please do so when comments are called. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

8. REGULAR MEETING

9. PLEDGE OF ALLEGIANCE

The Board of Trustees will recite the Pledge of Allegiance. Participation by meeting attendees is at their option.

10. REPORT OF ACTION TAKEN IN CLOSED SESSION

11. APPROVAL OF AGENDA

The Board will take action to approve the Agenda. Agenda items may be rearranged here. If there are any urgent items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required.)

12. RECOGNITION

A. Moment of Silence

- 1) Maria Rosas, former MPC Custodian, deceased May 1, 2015.

B. Acknowledgment of Guests

- 1) Lyndon Schutzler, MPC Physical Education Division Chair, and representatives from:
 - a) Track and Field
 - b) Golf
 - c) Softball
- 2) James Lawrence, MPC Automotive Technology Instructor and recipient of the 2015 “Outstanding College Teacher of the Year Award” from the California Automotive Teachers Association.

13. PUBLIC COMMENTS

Anyone wishing to address the Governing Board on matters within the jurisdiction of the Board may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Agenda will not receive action at this meeting, but may be referred to staff for consideration at a future meeting. Presentations will be limited to three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

14. CORRESPONDENCE AND PUBLICATIONS

A. Written Communications

B. MPC All User Emails

- 1) Dr. Walt Tribley: “Save the Date: Employee Recognition Ceremony”
- 2) Tuyen Nguyen: “Thank you for supporting the 14th Annual Culture Show last Saturday”
- 3) Dr. Walt Tribley: “Nominations for 2015 ‘Difference Makers’ Award”
- 4) Dr. Walt Tribley: “Nominations for 2015 Classified Employee Recognition Award”
- 5) Suzanne Ammons: “Notification of brush fire near Iris Canyon-UPDATE”
- 6) Dr. Walt Tribley: “American Flags to Half Staff”
- 7) Suzanne Ammons: “April 17th – Emergency Preparedness Training”
- 8) Dr. Walt Tribley: “REMINDER: April 17 Budget 101 Seminar, 11:00am-1:00pm”
- 9) Shawn Anderson: “MPC Special Board Meeting (Board Tour), April 20, 2015”
- 10) Dr. Walt Tribley: “Forums for VP Candidates”
- 11) Shawn Anderson: “MPC Regular Board Meeting, April 22, 2015”
- 12) MPC Online Team: “MPC Online Faculty Showcase #2 – April 24th – MPC Online Faculty Coffee and Conversation”
- 13) Kevin Raskoff and the MPC Environmental Club: “MPC Desalination Forum and Earth Day”
- 14) Student Health Services: “NAMI Tabling Event 4/29”
- 15) Robynn Smith: “Peace Paper Project-Lecture Thursday April 30, 6:30pm, AS 107”
- 16) Dr. Walt Tribley: “Kinsella Budget 101 Presentation”
- 17) Henry Marchand: “A poetry feast this Friday at 7pm in the Karas Room!”
- 18) Dr. Walt Tribley: “REMINDER: President’s Address to the Community on May 1, 2015”

- 19) Michael Midkiff: "Budget 101 Seminar – Video Link"
- 20) Kelly Fletes: "EOPS/CARE & Cal WORKs Recognition Ceremony"
- 21) Grace Anongchanya: "Invitation: MPC TRiO/SSS Annual Recognition Ceremony"
- 22) Molly Jansen: "MPC Hospitality Club Food Booth, April 29th"
- 23) Dr. Walt Tribley: "Update regarding Mr. Davis"
- 24) Susan Kitagawa: "Announcing VP Forum Monday May 4th"
- 25) Susan Kitagawa: "Announcing VP Forums on Tuesday, May 5th"
- 26) Jill Zande: "2015 MATE Monterey Bay regional ROV competition on May 9th"
- 27) Susan Kitagawa: "Announcing VP Forum for Wednesday, May 6th"
- 28) Theresa Lovering-Brown: "MPC Art Department Mother's Day Sale"
- 29) Melissa Pickford: "NEW group exhibit at the MPC Art Gallery!"
- 30) Susan Kitagawa: "Announcing VP Forums for Thursday, May 7th"
- 31) Elba Advincula: "CHOMP/MCCSN Health Fair"
- 32) Kali Viker: "13th Annual Classified Staff Appreciation Ice Cream Float Party"
- 33) Jill Zande: "Thank you for your support of the Monterey Bay regional ROV contest"
- 34) MPC Veterans Club: "Memorial Day Event May 20th 12:00pm"
- 35) Student Financial Services: "Date change: Annual MPC Scholarship Ceremony"
- 36) John Anderson: "MPC Concert Band this Saturday Night"
- 37) Dr. Walt Tribley: "American Flags at Half-Staff in Honor of Peace Officers Memorial Day"
- 38) California Nursing Students' Association: "CNSA - California Nursing Students' Association Fundraiser"
- 39) Amy Cavender: "Registration Kick-off Event: Marina Ed Center 5/20/15"
- 40) Student Health Services: "Success over Stigma, Wednesday 12-1pm Almaden Room"
- 41) Kelly Fletes: "Save the date: Latino Recognition"
- 42) MPC Veterans Center and Veterans' Club: "Veteran Graduates and Transfers Recognition Ceremony"

C. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media

- 1) *Monterey County Weekly* / April 9, 2015: "A teacher of teachers comes to MPC to remind us why culture matters."
- 2) *Monterey Herald* / April 27, 2015: "Former Seaside High, MPC lineman Terry Poole prepares for NFL draft"
- 3) *Monterey Herald* / May 1, 2015: "Area roundup: Hartnell, MPC distance runners win Nor Cal titles"
- 4) *Monterey Herald* / May 2, 2015: "Former Seaside High, MPC lineman taken in third round by Seattle"
- 5) *Monterey Herald* / May 11, 2015: "Local roundup: MPC men's golf finishes 7th in state"

15. REPORTS AND PRESENTATIONS

Routine status reports and announcements regarding campus activities, meeting schedules, conferences attended and recent developments.

- A. Superintendent/President's Report: Dr. Walter Tribley
- B. Academic Affairs Report: Mr. Michael Gilmartin
- C. Student Services Report: Mr. Larry Walker
- D. Academic Senate Report: Dr. Alfred Hochstaedter
- E. MPCEA Report: Mr. Kevin Haskin, Vice President
- F. MPCTA Report: Ms. Paola Gilbert, President
- G. ASMPA Report: Mr. Justyn Jones, Director of Representation
- H. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chair
- I. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael
 - 2) Monthly Donations: \$182,278.05
- J. Governing Board Reports
 - 1) Community Human Services (CHS) Report

2) Trustee Reports

16. CONSENT CALENDAR

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests that specific item(s) be discussed and/or removed from the Consent Calendar. It is understood that the Administration recommends approval on all Consent items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

BE IT RESOLVED,

A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:

- 1) That the Governing Board approves the minutes of the Special Board meeting on April 20, 2015 and of the Regular Board meeting on April 22, 2015.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the April 30th payroll in the amount of \$2,169,286.43 and the May 8th payroll in the amount of \$59,980.58 be approved.
- 4) That Commercial Warrants:
12146031 through 12146050, 12146610 through 12146637, 12147366 through 12147405,
12147973 through 12147985, 12148593 through 12148629, 12149437 through 12149469,
12150247 through 12150276, 12152258 through 12152313, in the amount of \$2,019,651.83
be approved.
- 5) That Purchase Orders B1500665 through B1500771 in the amount of \$308,847.86 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:
Increase of \$48,390 in funds received for FY 2014-15.
Increase of \$995 in funds carried forward from FY 2013-14 to FY 2014-15.
- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 1000 Object expense category	\$	9,310
Net increase in the 2000 Object expense category	\$	226
Net decrease in the 3000 Object expense category	\$	250
Net increase in the 4000 Object expense category	\$	10,000
Net decrease in the 5000 Object expense category	\$	19,286
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 2000 Object expense category	\$	170
Net decrease in the 3000 Object expense category	\$	170
Net increase in the 4000 Object expense category	\$	5,023
Net decrease in the 5000 Object expense category	\$	7,454
Net increase in the 6000 Object expense category	\$	2,431
- 9) That the following budget increases in the Capital Projects Fund be approved:

Net increase in the 5000 Object expense category	\$	25,000
Net decrease in the 6000 Object expense category	\$	25,000

- 10) That the Board declares as surplus the Portable Kitchen Trailer, vin # 1U9EV4137AS078544 and direct the disposal of this item in accordance with Board guidelines and Education Code requirements.

B. Management Personnel

- 1) That the Governing Board approve the following item(s)
 - a) Resignation for the purpose of retirement of C. Earl Davis, Vice President of Administrative Services, effective at the end of the day, April 30, 2015.
 - b) Recruitment for full-time Vice President of Administrative Services.

C. Faculty Personnel

- 1) That the Governing Board approve the following item(s)
 - a) Employment of Mathematics Instructor, Gabriela Stanica, under faculty service area MathBA and MathDEV. Step and Column placement pending verification, effective Fall 2015.
 - b) Employment of Spanish Instructor, Francisco de Borja Caballero de la Cuadra, under faculty service area Foreign. Step and Column placement pending verification, effective Fall 2015.
 - c) Authorize the replacement for Adult Education/Career & Technical Education Coordinator, effective July 1 through December 18, 2015.
 - d) Grant Equivalency to Minimum Qualifications to Angelo Bummer to teach Reading, effective Spring 2015.
 - e) Grant Equivalency to Minimum Qualifications to Barry Hartzel to teach Automotive Technology, effective Spring 2015.
 - f) Grant Equivalency to Minimum Qualifications to Kristina Ferguson as a Disabled Students Programs and Services Counselor, effective Spring 2015.
 - g) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2015.

D. Classified Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Employment of Joseph Nguyen, Scheduling Technician, Academic Affairs, 40 hours per week, 12 months per year, effective May 28, 2015.
 - b) Employment of Jeffrey Procive, Laboratory Mentor, Child Development Center, 40 hours per week, 9.5 months per year, effective July 1, 2015.
 - c) Employment of Mary Rigmaiden, Laboratory Mentor, Child Development Center, 40 hours per week, 9.5 months per year, effective July 1, 2015.
 - d) Establish two (2) new positions, Categorical Services Coordinator, Student Services, 40 hours per week, 12 months per year, effective May 28, 2015.
 - e) Resignation of Stephanie Machado, Records Evaluator, Admissions & Records, 40 hours per week, 12 months per year, effective June 12, 2015.
 - f) Resignation of John Kalina, Network Engineer, Information Systems, 40 hours per week, 12 months per year, effective at the end of the day, April 10, 2015.
 - g) Resignation of Nanda Warren, Instructional Specialist, English & Study Skills Center, 18 hours per week, 7 months and 19 days per year, effective at the end of the day, May 28, 2015.
 - h) Resignation of Sunny LeMoine, Instructional Specialist, Reading Center, 18 hours per week, 7 months and 19 days per year, effective at the end of the day, May 28, 2015.
 - i) Resignation for the purpose of retirement of Kathryn Kress, Program Coordinator-Older Adult and Continuing Education, Academic Affairs, 40 hours per week, 12 months per year, effective at the end of the day, June 2, 2015.
 - j) Resignation for the purpose of retirement of Jeanette Haxton, Public Information/Graphics and Publications Production Specialist, Office of Public Information, 40 hours per week, 12 months per year, effective at the end of the day, June 30, 2015.

E. Short Term and Substitute Personnel

- 1) That the individuals on the recommended list (Short Term and Substitute Employees), employed for short term and substitute assignments subject to future modifications, be approved.

17. NEW BUSINESS

Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

- A. BE IT RESOLVED, that the 2014-2015 Monthly Financial Report for the period ending April 30, 2015, be accepted.
- B. BE IT RESOLVED, that the 2014-2015 Bond Expenditure Report for the period ending April 30, 2015 be accepted.
- C. INFORMATION: County of Monterey Investment Report for the quarter ending March 31, 2015.
- D. BE IT RESOLVED, that the Governing Board approve Dr. Walter Tribley, Superintendent/President, and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective May 28, 2015.
- E. BE IT RESOLVED, that the Governing Board approve the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective May 28, 2015:
- Dr. Walter Tribley (Superintendent/President), for all expenditure warrants, contracts, and other official documents.
 - Rosemary Barrios (Controller), for all expenditure warrants and other official documents with the exception of contracts.
- F. BE IT RESOLVED, that the Governing Board authorize the Superintendent/President to execute the contract for the replacement of roofing of the Graphic Arts and Nursing buildings, in the amount of \$_____.
- G. BE IT RESOLVED, that the following new courses and new programs be approved:

New Courses:

BUSI 48	Customer Service
BUSI 53	Introduction to Art Business
Math 264	Intermediate Algebra for Non-Science Students
MEDA 117	ICD 10 Coding

New Programs:

- Biology AS-T (Associate in Science for Transfer)
Business Information Worker (Certificate of Training – Credit Only)
Dietary Manager (Certificate of Achievement – Career Technical)
Economics AA-T (Associate in Arts for Transfer)
Geology AS-T (Associate in Science for Transfer)
Pre-Nutrition and Dietetics (Associate in Science for Transfer)

- H. BE IT RESOLVED, that the Governing Board approve Ms. Deidre Sullivan, Director of the Marine Advanced Technology Education (MATE) Program, to travel to St. John's Newfoundland to attend the MATE International ROV Competition June 18 – June 28, 2015.
- I. BE IT RESOLVED, that the Governing Board approve Ms. Jill Zande, Associate Director, of the Marine Advanced Technology Education (MATE) Program, to travel to St. John's Newfoundland to attend the MATE International ROV Competition June 20 – June 29, 2015.
- J. BE IT RESOLVED, that the Governing Board receive and consider a report on the 2015 Student Success Scorecard.
- K. INFORMATION: Institutional Effectiveness Partnership Initiative
- L. BE IT RESOLVED, that the Governing Board establish the academic administrator position of the Director of Student Success & Equity, effective May 28, 2015, and

BE IT FURTHER RESOLVED, that the Governing Board approve the attached job description for the Director of Student Success & Equity, effective May 28, 2015, and

BE IT FURTHER RESOLVED, that the Governing Board authorize the recruitment to fill the Director of Student Success & Equity position.
- M. BE IT RESOLVED that the Governing Board approve the title change from Theatre Technical Director to Theatre Technical Director and Operations Manager, and

BE IT FURTHER RESOLVED, that the Governing Board approve the attached job description for the Theatre Technical Director and Operations Manager, effective July 1, 2015, and

BE IT FURTHER RESOLVED, that the Governing Board authorize the recruitment to fill the Theatre Technical Director and Operations Manager.
- N. BE IT RESOLVED, that Resolution No. 2014-2015/150 ordering an election, requesting the county elections department to conduct the election, and requesting consolidation of the election be adopted by the Governing Board.
- O. INFORMATION: Calendar of Events

18. ADVANCE PLANNING

- A. Regular Board Meeting, Wednesday, June 24, 2015 at MPC:
 - 1) Closed Session, 11:00am, Stutzman Room, LTC
 - 2) Open Session (Business), 1:30pm, Sam Karas Room
 - 3) Open Session (Reports), 3:00pm, Sam Karas Room
- B. Regular Board Meeting, Wednesday, July 22, 2015 at Education Center at Marina:
 - 1) Closed Session, time and room to be announced
 - 2) Open Session, time and room to be announced
- C. Future Topics
 - 1) Board Self-Evaluation and Goals (July/August)

19. ADJOURNMENT

20. CLOSED SESSION

When required on non-routine matters and/or to continue discussion of items from earlier Closed Session.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this Agenda will be made available for public inspection in the District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at www.mpc.edu/GoverningBoard.

Posted May 22, 2015