

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

Open Session 1:30pm Roll Call
Closed Session 1:35pm, Stutzman Room, LTC
Open Session 3:00pm, Sam Karas Room, LTC
980 Fremont Street, Monterey, California 93940

TUESDAY, OCTOBER 27, 2009

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Meeting. 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 Superintendent/President's Office at Monterey Peninsula College, 980 Fremont Street, Monterey, California, during normal business hours the Wednesday 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.

1. OPENING BUSINESS

A. Call Public Session to Order

B. Roll Call

C. Closed Session

The Governing Board will meet in Closed Session (before the Open Session on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7 through 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 Open Session (or at the next public meeting).

Items under discussion:

- 1) Conference with Real Property Negotiator: Parcels L23.5.1. and L23.5.2.
Negotiating Party - Monterey Peninsula Community College District - Mr. Joe Bissell
- 2) Public Employee Discipline/Dismissal/Release - Ms. Barbara Lee
- 3) Public Employee Evaluation - Superintendent/President Annual Evaluation

D. Reconvene to Open Session

E. Reporting of Any Action Taken During Closed Session

2. RECOGNITION

A. Acknowledgment of Visitors

B. Monterey Peninsula College Foundation Donations for September, 2009, totaling \$50,287.78.

3. COMMUNICATIONS

Note to Audience: 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.)

A. Comments from Visitors

B. Written Communications:

- 1) MPC's groundbreaking announcement for the new Student Services Center; event held Friday, October 9th at Noon.
- 2) "Windows" Newsletter from Foundation for Monterey County Free Libraries, with front page article on Foundation raising over \$60,000 in support of literacy for the County Libraries, with Dr. Jim Tunney, featured author and guest speaker.

The following articles were published in the Monterey County Herald and Marina Gazette:

- 3) 'MPC rallies too late' article on Lobos football game on September 12th.
- 4) Public Inspection notice for MPCCD's 2009-2010 Budget, September 16th.
- 5) 'High-flying Ali Baba delights kids, adults' theater review, September 17th.
- 6) 'Kit Elliott Running for Marina MPC Trustee Seat', September 21st.
- 7) Helen McCaig obituary, 1909-2009, retired English instructor, September 25th.
- 8) 'MPC trustee candidate forum fizzles', September 25th.
- 9) 'Monterey High acting like bad neighbor' letter to the Editor, October 2nd, relating to night football games at MPC.
- 10) 'Hurting, MPC Drops to 1-3 After another Injury-Filled Game', October 4th.
- 11) 'MPCC Endorses Candidates, Steve Emerson', October 5th.
- 12) 'MPC Finds Late Magic, Lobos erase 11-point 4th quarter deficit', October 11th.
- 13) 'Coppernoll more qualified for MPC trustee' letter to the Editor, October 13th.
- 14) 'MPC candidate Emerson in touch with Marina' letter to the Editor, October 14th.
- 15) 'Neil Simon masterfully balances sadness and humor in his comedy Chapter Two' theater review, October 15th.

C. Reports and Presentations:

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

- 1) INSTITUTIONAL REPORT - Assemblymember Bill Monning, Democrat, 27th District: discussion of current bills and resolutions related to education and Monterey County, followed by question and answer period with Assemblymember Monning.
- 2) SUPERINTENDENT
- 3) VICE PRESIDENTS
- 4) ACADEMIC SENATE
- 5) MPCEA
- 6) MPCTA
- 7) ASMPC
- 8) COLLEGE COUNCIL
- 9) MPC FOUNDATION

- 10) GOVERNING BOARD - Community Human Services (CHS) Regular Board Meeting Minutes, September 17th.
- 11) SPECIAL REPORT - Bond Update Reports by Joe Demko:
 - a. Active Bond/Facility Projects Update
 - b. MPC Master Schedule/Construction Phase Only
 - c. Cost Control Report

4. **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.

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

BE IT RESOLVED:

- 1) That the Governing Board approves the minutes for the Regular Meeting on September 22, 2009, and the Special Meeting on October 9, 2009.
- 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the September 30th Regular Payroll in the amount of \$2,257,105.74, and the October 9th Supplemental Payroll in the amount of \$67,025.93, totaling \$2,324,131.67, be approved.
- 4) That Commercial Warrants listed, totaling \$2,038,169.66, be approved: 12737399 through 12737420; and 12738059 through 12738079; and 12739082 through 12739136; and 12739639 through 12739672; and 12740510 through 12740555; and 12741086 through 12741108; and 12742447 through 12742495.
- 5) That purchase orders #'s 100324 through 100450, totaling \$11,960,751.93, be approved.
- 6) That budget adjustments for the period of September 2, 2009 through October 9, 2009, in the Restricted General Fund, be approved:
 Net decrease in the 1000 (Certificated Salary) Object expense for \$478;
 Net decrease in the 2000 (Classified Salary) Object expense for \$7,000;
 Net increase in the 3000 (Benefits) Object expense for \$2,645;
 Net increase in the 4000 (Supplies) Object expense for \$23,601;
 Net decrease in the 5000 (Other/Service) Object expense for \$2,000;
 Net increase in the 6000 (Other/Services) Object expenses for \$5,174;
 Net decrease in the 7000 (Other Outgo) Object expense for \$21,942.
- 7) That budget increases for the period of September 2, 2009 through October 9, 2009, in the Restricted General Fund totaling of \$122,367, be approved:

- a. Increase of \$99,662 in revenue and matching expenses, to reflect funds received for FY 2008-2009.
- b. Increase of \$22,705 in revenue and matching expenses, to reflect funds carried forward from FY 2007-2008 to FY 2008-2009:
 Net increase in the 1000 (Certificated Salary) Object expense for \$90,737;
 Net increase in the 2000 (Classified Salary) Object expense for \$1,113;
 Net increase in the 3000 (Benefits) Object expense for \$16,407;
 Net increase in the 4000 (Supplies) Object expense for \$7,726;
 Net increase in the 5000 (Other/Service) Object expense for \$2,887;
 Net increase in the 6000 (Other/Services) Object expenses for \$1,497;
 Net increase in the 7000 (Other Outgo) Object expense for \$2,000.

B. Faculty Personnel:

- 8) That the Governing Board approves the faculty personnel action listed:
 - a. Resignation of Bill Jones, effective June 6, 2010, for the purpose of retirement, and confer upon him the title of Professor Emeritus.
 - b. Resignation of Mark Jenkins, effective June 6, 2010, for the purpose of retirement, and confer upon him the title of Professor Emeritus.
 - c. Resignation of Bernadine Abbott, effective June 30, 2010, for the purpose of retirement, and confer upon her the title of Professor Emeritus.
 - d. Each month individuals are hired as part-time, substitute and overload. The attached list includes Faculty hires for Summer and Fall 2009.

C. Classified Personnel

- 9) That the Governing Board approves the classified personnel actions listed:
 - a. Employment of Erin O'Hare, Instructional Specialist, Fitness Center, 19 hours per week, 9 months per year, effective October 28, 2009.
 - b. Each month individuals are hired as part-time, substitute and overload. The attached list includes Classified hires for Summer and Fall 2009.

5. **NEW BUSINESS**

- A. BE IT RESOLVED, that the 2009-2010 Monthly Financial Reports for the period ending September 30, 2009, be accepted.
- B. BE IT RESOLVED, that the Governing Board recognize the service of Eleanor Morrice on the Citizens' Bond Oversight Committee.
- C. BE IT RESOLVED, that the Governing Board amend the District's medical coverage to include a formulary and revised co-payments for prescription drugs effective January 1, 2010, as follows:
 - 1) 30 day supply
 - \$5.00 co-payment for generic
 - \$20.00 co-payment for brand prescriptions on the formulary
 - \$35.00 co-payment for brand prescriptions not on the formulary

- 2) 90 day supply; Mail-Order
- \$10.00 co-payment for generic
 - \$40.00 co-payment for brand prescriptions on the formulary
 - \$70.00 co-payment for brand prescriptions not on the formulary
- D. BE IT Resolved, that the Governing Board declares fifteen projectors, three printers and one scanner as excess equipment. It is further requested that the Board of Trustees authorize the sale of the property on eBay.
- E. BE IT RESOLVED, that the following course be approved:
WOMN2, "Redefining Leadership: Women and Social Justice."
- F. BE IT RESOLVED, that the Governing Board ratify the awarding of the Life Science Greenhouse Project to the following contractors: McGuire and Hester for site work in the amount of \$86,650.00; DRP Builders for general construction in the amount of \$89,908.00; International Greenhouse for the greenhouse in the amount of \$45,982,35; and Central Electric for electrical work in the amount of \$13,363.00, for a total of \$234,903.35.
- G. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment (PAA) #19 with HGHB Architecture, Planning, Urban Design, at a fixed fee of \$412,500.00 in conjunction with the design and DSA approval for the renovation of the existing Humanities and Student Services Buildings.
- H. INFORMATION ONLY: The Governing Board will receive a copy of the Substantive Change Proposal being submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC) on the Family Research Studies program.
- I. INFORMATION ONLY: Discussion of proposed Board Policy 1000
"Governing Board Code of Ethics and Conduct."
- J. INFORMATION ONLY: Discussion of proposed Board Policy 1008
"Organization and Procedures for the Governing Board."
- K. INFORMATION ONLY: Discussion of proposed Board Policy 1010
"Annual Organizational Meeting and Officers of the Board."
- L. INFORMATION ONLY: Discussion of proposed Board Policy 1011
"The Board Chair."
- M. BE IT RESOLVED, that the Governing Board pass a resolution proclaiming the month of October as "Extended Opportunity Programs and Services Month" to honor the mission and purposes of the Extended Opportunity Programs and Services (EOPS).

N. **FIRST READING:** Institutional Self Study Report - Co-Chair of each Standard will make a brief overview presentation and answer questions on a component of the Self Study Report. Designated Board members will join discussion of Standards.

- 1) Standard I – Institutional Mission and Improving Institutional Effectiveness:
 - A. Mission – Dr. Jim Tunney
 - B. Improving Institutional Effectiveness – Dr. Jim Tunney
- 2) Standard II – Student Learning Programs and Services
 - A. Instructional Programs – Mr. Charles Page
 - B. Student Support Services – Mr. Carl Pohlhammer
 - C. Library and Learning Support Services – Mr. Michael Dickey
- 3) Standard III – Resources
 - A. Human Resources – Dr. Loren Steck
 - B. Physical Resources – Mr. Lynn Davis
 - C. Technology Resources – Dr. Loren Steck
 - D. Financial Resources – Mr. Lynn Davis
- 4) Standard IV – Leadership and Governance
 - A. Decision-Making Roles and Processes – Dr. Doug Garrison
 - B. Board and Administrative Organization – Dr. Doug Garrison

O. **CALENDAR OF EVENTS**

6. **ADVANCE PLANNING**

- A. Meeting Dates, 1:30 PM, in Sam Karas Room:
- Special Open Meeting Friday, November 6th, for self evaluation
 - Regular Meeting Tuesday, November 24th, swearing in of officers
 - Regular Meeting Tuesday, December 15th, election of officers
- B. Suggested Future Agenda Items:
- 1) Governing Board Policies
 - 2) Board Tour of Facilities
 - 3) Partnering for Academic Student Success (PASS) Report
 - 4) Sabbatical Leave Reports

7. **CLOSED SESSION**

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

Posted: October 20, 2009