

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

Open Session 1:30-1:35pm (Roll Call only)
Closed Session 1:35-2:55pm, Stutzman Room, LTC
Open Session 3:00pm, Sam Karas Room, LTC
980 Fremont Street, Monterey, California 93940

TUESDAY, NOVEMBER 24, 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, Joe Bissell
- 2) Public Employee Discipline/Dismissal/Release, Barbara Lee
- 3) Public Employee Evaluation – Superintendent/President Quarterly 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 October, 2009 - \$20,565.00

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: the following articles were published in the Monterey County Herald or other newspapers:

- 1) 'Strong Cast, solid direction make MPC's 'Chapter Two' a winner; October 22nd.
- 2) 'Writer to speak on learning disabilities', Thomas West, October 24th.
- 3) 'De Anza downs MPC football with aerial assault,' October 25th.
- 4) 'The Herald's View: Elliot offers MPC board new outlook,'" October 25th
- 5) 'Candidate response: Steve Emerson,' October 28th
- 6) 'MPC Trustee II Candidate Emerson Addresses Last Minute Issues,' Seaside Post News Sentinel, October 28th
- 7) 'Marina's tight race for MPC board,' November 4th
- 8) 'Leaders locked in, few ballots left in local school board elections,' November 5th
- 9) Theater Preview 'MPC's Sleeping Beauty transcends time with a twist,' November 6th
- 10) 'Lobos Derailed (football),' November 8th
- 11) 'Lobos win Mission Tournament (women's basketball),' November 9th
- 12) 'Peggy Bates among Monterey County philanthropists honored at ceremony,' November 14th
- 13) 'Panthers have too many weapons; Hartnell beats MPC football 55-34 to close out conference with a 4-1 record,' November 15th

C. Reports and Presentations:

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

- 1) INSTITUTIONAL REPORT – Sabbatical Leave Report, Stephanie Tetter
- 2) SUPERINTENDENT
- 3) VICE PRESIDENTS
- 4) ACADEMIC SENATE
- 5) MPCEA
- 6) MPCTA
- 7) ASMPC
- 8) COLLEGE COUNCIL
- 9) MPC FOUNDATION
- 10) GOVERNING BOARD –
 - a. Community Human Services Regular Board Meeting Minutes, October 15th
- 11) SPECIAL REPORT - Bond Update Reports, 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 and Proclamations:

BE IT RESOLVED:

- 1) That the Governing Board approves the minutes for the Regular Meeting on October 27, 2009, and the minutes for the Special Business Meeting on November 6, 2009 for the Board's annual self evaluation.
- 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the October 30th Regular Payroll in the amount of \$2,282,607.96, and the November 10th Supplemental Payroll in the amount of \$64,883.70, totaling \$2,347,491.66, be approved.
- 4) That Commercial Warrants listed, totaling \$2,517,040.17, be approved: 12744279 through 127444373; and 12745303 through 12745332; and 12746611 through 12746655; and 12747166 through 12747174; and 12748698 through 12748780.
- 5) That the following budget adjustments in the Unrestricted General Fund, for the period October 9 through November 9, 2009, be ratified:
Net decrease in the 1000 (Certificated Salary) Object expense for \$344;
Net increase in the 3000 (Benefits) Object expense for \$344;
Net decrease in the 4000 (Supplies) Object expense for \$590;
Net increase in the 5000 (Other/Services) Object expense for \$90;
Net increase in the 6000 (Other/Services) Object expenses for \$500;
- 6) That the following budget adjustments in the Restricted General Fund, for the period October 9 through November 9, 2009, be ratified:
Net decrease in the 2000 (Classified Salary) Object expense for \$1,075
Net decrease in the 3000 (Benefits) Object expense for \$51
Net increase in the 7000 (Other Outgo) Object expense for \$1,126
- 7) That the following budget increases in the Restricted General Fund be approved:
Increase of \$23,372 in revenue and matching expenses, to reflect funds received for FY 2009-2010.
- 8) That purchase orders #'s 100451 through 100558, totaling \$1,073,952.07, be approved.

- B. Faculty Personnel:
 - 9) That the Governing Board approves the academic personnel actions listed:
 - a. Accept the resignation of Jeanne Costello, effective June 7, 2010, for the purpose of retirement, and confer upon her the title of Professor Emeritus.
 - b. Approve the employment of individuals on the attached list as part-time, substitute, and overload for Summer and Fall, 2009.
- C. Classified Personnel
 - 10) That the Governing Board approves the classified personnel actions listed:
 - a. employment of _____, Instructional Specialist, Reading Center, 18 hours per week, 8 months and 11 days per year, effective _____, 2009.
 - b. That the individuals on the recommended list (Short Term and substitute Classified Employees) employed for short term and substitute assignments subject to future modifications, be approved.

5. NEW BUSINESS

- A. BE IT RESOLVED, that the 2009-2010 Monthly Financial Reports for the period ending October 31, 2009, be accepted.
- B. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending September 30, 2009 (prior to closing entries) as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. BE IT RESOLVED, that the Governing Board notify the Schools Excess Liability Fund (SELF) Joint Powers Authority of its intent to withdraw from the SELF Excess Insurance Program, effective June 30, 2010.
- D. INFORMATION ONLY: that the Governing Board hold a public hearing to review the transfer of funds allowed by Assembly Bill X4-2 (Extraordinary Session #4, Bill #2).
- E. BE IT RESOLVED, that the Governing Board authorize the transfer of \$68,292 from Apprenticeship to Disabled Students Programs and Services (DSPS), and authorize further reallocations among the categorical programs listed in Assembly Bill X4 2 (Extraordinary Session #4, Bill #2).
- F. BE IT RESOLVED, that the Governing Board approve the 2008-09 year end transfer of \$527,736 from the Unrestricted General Fund, \$250,000 to the capital Projects Fund for technology refreshment, and \$277,736 to the Self Insurance Fund for GASB 45 liability.
- G. BE IT RESOLVED, that the Governing Board authorize the renewal of the operating agreement between the District and Gentrain Society of Monterey

PUBLIC HEARING

Peninsula College, effective immediately and through December 2013.

H. BE IT RESOLVED, that the following course be approved:
ENGR 12L, Engineering Circuits Laboratory

I. INFORMATION ONLY: that the Governing Board receive the 2008-2009
Distance Learning Report for Online and Living Room Courses.

INFORMATION

J. BE IT RESOLVED, that Professor Sepp Gamper be authorized to travel to and
within India, January 8, 2010 through January 22, 2010, as the instructor
of the Travel Study: India Course.

K. BE IT RESOLVED, that Professor Tom Logan be authorized to travel to and
within Cyprus, March 26, 2010 through April 4, 2010, as the instructor of the
Travel Study: Treasurers of Cyprus Course.

L. SECOND READING: that the Governing Board receive the
Institutional Self Study Report compiled for the Accrediting Commission
for Community and Junior Colleges (ACCJC) in preparation for MPC's
Comprehensive Evaluation Visit scheduled for March 8-11, 2010.

SECOND READING

M. BE IT RESOLVED, per the reorganization of Student Services, Laurence Walker
be appointed to the position of Dean of Student Services, Track III, Step 5
(monthly salary \$10,783) effective July 1, 2009; and

BE IT FURTHER RESOLVED, that the position of Director of the Children's Center
be designated overtime exempt, per Education Code 88029, effective immediately.

N. BE IT RESOLVED, that the Governing Board approve the attached reclassify-
cation/equity study and designate salary placements for confidential employees
with a phased-in implementation over three years; and

BE IT FURTHER RESOLVED, that the job descriptions be approved as presented,
for: Administrative Assistant IV to the Vice President for Administrative Services;
Budget and Operations Analyst; Human Resources Administrative Assistant II;
Human Resources Analyst; Human Resources Benefits and Retirement Coordinator;
and Human Resources Specialist-Faculty; and

BE IT FURTHER RESOLVED, that the 2009-2010 salary schedule for confidential
employees be approved effective July 1, 2009, including the confidential and
longevity stipends.

O. FIRST READING, Discussion of proposed Board Policy 2260,
Weapons on Campus.

FIRST READING

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| P. | FIRST READING, Discussion of proposed Board Policy 5001, Institutional Code of Ethics. | FIRST READING |
| Q. | CALENDAR OF EVENTS | INFORMATION |
| R. | SWEARING-IN OF TRUSTEES: that the Governing Board will swear-in Two newly elected Trustees of the Governing board, Charles Brown and Margaret-Anne Coppernoll, to take office and serve for a term of four years Beginning December 4, 2009. | SWEARING-IN |

6. ADVANCE PLANNING

- A. Meeting Dates:
Regular Meeting Tuesday, December 15, 2009
- 1:30pm - Stutzman Seminar Room, Library and Technology Center
 - 3:00pm - Karas Room, Library and Technology Center
- B. Suggested Future Agenda Items:
- 1) Board Tour of Facilities
 - 2) Partnering for Academic Student Success (PASS) Report
 - 3) Sabbatical Leave Reports

7. CLOSED SESSION

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

8. RECEPTION FOR BOARD OF TRUSTEES, STAFF AND INVITED GUESTS