

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

1:30 p.m. – 1:35 p.m. – Open Session (Roll call only)
Closed Session – 1:35 p.m. - 2:55 p.m.
Stutzman Seminar Room – Library & Technology Center
Open Session: 3:00 p.m., Karas Room – Library & Technology Center

Monterey Peninsula College
980 Fremont Street, Monterey, California 93940-4799

TUESDAY
April 22, 2008

AGENDA

I. **OPENING BUSINESS**

- A. Call Public Session to Order
- B. Roll Call
- C. Closed Session Topic/s of Discussion:

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). Item/s under discussion this date:

- a. Public Employee Performance Evaluation
Superintendent/President
- b. Conference with Labor Negotiators:
Monterey Peninsula Community College District: Joe Bissell, John Gonzalez, and Barbara Lee
Monterey Peninsula College Teachers Association
- c. Conference with Labor Negotiators:
Monterey Peninsula Community College District: Joe Bissell and Barbara Lee
Monterey Peninsula College Employees Association #245

- D. Reporting of any action taken during Closed Session

II. **RECOGNITION**

- A. Acknowledgment of Visitors
- B. Monterey Peninsula College Foundation: Donations for March 2008:
\$14,412.50
- C. PG & E Rebate Check Presentation

III. 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 Communication:
 - a) A letter from Brandon Ravela regarding Song Monroe, Division Office Manager, Social Science, complimenting her attitude and commitment to the College and students.
 - b) A memorandum from the Public Information Officer inviting everyone to the lecture and visit by Astronaut Jeffery Williams to the campus on Friday, April 4, 2008 at 11:00 a.m. in the Lecture Forum 103.
 - c) The Monterey County Herald, Tuesday, March 11, 2008, Opinion Page, County board thwarts voters, by Alan Haffa, and MPC districts empower voters, by Mel Mason.
 - d) The Monterey County Herald, Wednesday, March 12, 2008, MPC upsets No. 9 team in NorCal.
 - e) The Monterey County Herald, Wednesday, March 12, 2008, OBTAINABLE TRUTH...Carl Bernstein, Criticizes Press' 'Idiot Culture', by Julia Reynolds.
 - f) GO! The Monterey County Herald, Thursday, March 13-19, 2008, assorted clips.
 - g) An email from Carsbia Anderson regarding DUI Simulator today, March 13th, 9 a.m. to 2 p.m.
 - h) The Monterey County Weekly, Thursday, March 13, 2008, "Kiss Me Kate at MPC Theater"; This...Is...Now! at MPC Dance Studio; Professor Richard Kezirian...voted "Best Professor!"
 - i) The Monterey County Herald, Friday, March 14, 2008; JC Baseball, MPC 12, Mission 9.

- j) Email regarding the performance of the UCSC African American Theatre Arts Troupe scheduled for Saturday evening, March 15, 2008, at 7:00 p.m. at the Oldemeyer Center.
- k) The Monterey County Herald, Monday, March 17, 2008, Former MPC QB Holman Honored, by John Devine.
- l) The Monterey County Herald, Wednesday, March 19, 2008, MPC looking like a contender, by Jerry Stewart.
- m) The Monterey County Weekly, March 20 – 26, 2008, The County’s Only Newspaper.
- n) An email from Sarah Mawhirter, Director/Instructor, Women’s Programs/Women’s Studies regarding Textbooks.
- o) An email to “All Users” regarding Anita Arellano being selected “Woman of the Year” by the Monterey County Commission on the Status of Women, dated March 20, 2008.
- p) An email sent by Linda Pridmore and Karen Engelsen to “All Users” regarding the successful United Way Campaign.
- q) The Monterey County Herald, Saturday, March 22, 2008, Lobos, Panthers pick up the pace...MPC’s Batiste wins four events at Campbell Invitational.
- r) The Monterey County Herald, Sunday, March 23, 2008, California’s Community Colleges: A System in Crisis...Obstacles fill road through 2-year colleges, by Matt Krupnick.
- s) The Monterey County Herald, Sunday, March 23, 2008, Fielding Balls, Bullets...former Marine Trades Afghanistan for MPC Team, by Dennis Taylor.
- t) The Monterey County Herald, Monday, March 24, 2008, Incoming students unprepared for college...Many need remedial courses in the three R’s, by Matt Krupnick.
- u) The Monterey County Herald, Tuesday, March 25, 2008, MPC walkway going up.
- v) The Monterey County Herald, Wednesday, March 26, 2008, Opinion Page...MPC Board Needs Diversity by Fernando Elizondo.
- w) The Monterey County Herald, Wednesday, March 26, 2008, JC Baseball...Ohlone 9, MPC 1; MPC 6, MPC 3.
- x) The Monterey County Herald, Friday, March 28, 2008, JC Baseball...Ohlone 6, MPC 2.
- y) The Monterey County Herald, Sunday, March 30, 2008, Commission names county’s 2008 outstanding women.
- z) The Monterey County Herald, Monday, March 31, 2008, Local colleges plan new programs, by Clarissa Aljentera.
- aa) An email from Jill Zande dated March 31, 2008, requesting Volunteers for the Monterey Regional ROV Contest.
- bb) GO! Monterey County Herald, Thursday, March 27 – April 2, 2008, Gentrain Society Lecture, South and West from the Valley of the Kings: My Search for Ancient Egyptian Graffiti.
- cc) An email from Gary Bolen to “All Users” regarding MPC Theatre presents “Sir Slob and the Princess” at the Studio Theatre.

- dd) GO! Monterey County Herald, Thursday, April 3 – 9, 2008, MPC Theatre Company, Plaza Suite.
- ee) GO! Monterey County Herald, Thursday, April 3 – 9, 2008, Storybook Theatre closes book with ‘Sir Slob and the Princess.’
- ff) An email announcement, Astronaut Jeffrey Williams (Col., U.S.A., Ret.), Friday, April 4, 2008, 11 a.m. in LF 103.
- gg) An email from Marilynn Gustafson, MPC Foundation Director, inviting everyone to the Library Arts & Lecture Series...Global Warming: Four Perspectives...Featuring: Congressman Sam Farr. 5:30 p.m. Reception and 6:30 p.m. lecture in LF 103.
- hh) An email to Jeanette Haxton from Elizabeth Hinnant thanking her for her assistance on a recent field trip.
- ii) An email to “All Users” from Andres Durstenfeld and Kevin Baskoff regarding tonight’s Arts and Lecture Series with Congressman Sam Farr.
- jj) The Monterey County Herald, Sunday, April 6, 2008, an invitation to the Child Development Center Grand Opening on Saturday, April 12, 2008 beginning at 11:00 a.m.
- kk) An email to “All Users” dated April 7, 2008, regarding Robert Hass who has been awarded the Pulitzer Prize in poetry for his latest book, Time and Materials.
- ll) The Monterey County Herald, Thursday, April 10, 2008, Child Development Center Grand Opening.
- mm) GO! Monterey County Herald, Thursday, April 10 – 16, 2008, Storybook Theatre closes season with witty, imaginative show, by Nathalie Plotkin.
- nn) Monterey County Herald, Sunday, April 13, 2008, MPC 2, SFCC 0.

C. Reports and Presentations:

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

- INSTITUTIONAL REPORT: Automotive Technology Program
- Mr. James Lawrence
- SUPERINTENDENT
- VICE PRESIDENTS
- ACADEMIC SENATE
- MPCEA
- MPCTA
- ASMPC
- COLLEGE COUNCIL
- MPC FOUNDATION
- GOVERNING BOARD
- Special Report
- Bond Update – Joe Bissell

V. 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, notices of public hearings, proclamations, etc.:

BE IT RESOLVED,

1. That the Governing Board minutes for the Regular meetings held on Tuesday, February 26, 2008 and March 18, 2008, are approved.
2. That the Governing Board accept \$14,712.50 and other gifts donated to the college with appropriate thanks to the donors.
3. That the March 5th Manual Payroll in the amount of \$3,946.94 and the March 10th Supplemental Payroll in the amount of \$43,008.45 and the March 14th Manual Payroll in the amount of \$1,205.38 and the March 31st Regular Payroll in the amount of \$2,196,927.55 and the April 4th Manual Payroll in the amount of \$18,462.89 and the April 10th Supplemental Payroll in the amount of \$57,419.38, be approved.
4. That Commercial Warrants #12614521 through #12614585, #12615699 through #12615786, #12617098 through #12617105, #12617716 through #12617793, #12620452 through #12620517, in the amount of \$1,637,042.68, be approved.
5. That purchase orders #802883 through #803014 in the amount of \$1,183,005.97, be approved.
6. That the following budget adjustments in the unrestricted general fund be ratified.

Net decrease in the 1000 Object expense category	\$39,350
Net decrease in the 2000 Object expense category	\$ 7,165
Net increase in the 3000 Object expense category	\$ 1,563
Net increase in the 4000 Object expense category	\$ 7,566
Net increase in the 5000 Object expense category	\$ 28,084
Net increase in the 6000 Object expense category	\$ 9,302.
7. That the following budget increases in the Restricted General Fund be ratified.

Net increase in the 4000 Object expense category \$1,233
Net decrease in the 5000 Object expense category \$ 600
Net decrease in the 6000 Object expense category \$ 623.

8. That the following budget increases in the Restricted General Fund be approved:

Increase of \$160,172 in revenue and matching expenses, to reflect funds received for FY 2007-2008.

9. That the following budget increases in the Parking Fund be approved.

Decrease of \$135,000 in revenue and matching expenses, to reflect funds carried forward from FY 2006-2007.

10. That the Governing Board ratify the conveyance of driver training vehicles to South Bay Regional Public Safety Training Consortium (SBRPSTC) in conjunction with the Joint Powers Agreement (JPA) the District has with SBRPSTC.

11. That the following course(s) and program changes be approved:

ART 35K, Special Printmaking Techniques I: Printing From Your Archive

ART 35L, Special Printmaking Techniques I: Collaborative Prints

ART 35M, Special Printmaking Techniques I: Narrative Prints

ART 35N, Special Printmaking Techniques I: Political Prints

ART 35O, Special Printmaking Techniques I: Mixed Media Printmaking

ART 36D, Screen Printing

ART 36E, Photo Based Printmaking

ART 38I, Special Printmaking Techniques II: Solar Plates

ART 38J, Special Printmaking Techniques II: Litho Paper Plates

ART 38K, Special Printmaking Techniques II: Aquatint

ART 38L, Special Printmaking Techniques II: Butterlift Etching

ART 38M, Special Printmaking Techniques II: Pastel Transfer

ART 38N, Special Printmaking Techniques II: Photo Screen Printing

ART 38O, Special Printmaking Techniques II: Digital/Hand Hybrid Prints

ART 38P, Special Printmaking Techniques II: Screen Printing With Stencils

ART 38Q, Special Printmaking Techniques II: Monotype Screen Printing

ART 38R, Special Printmaking Techniques II: Screen Printing with Chine Colle

ART 38S, Special Printmaking Techniques I: Mixed Media Screen Printing
DANC 19, Contemporary Dance Fusion
DRAM 8C, Advanced Screenwriting
LING 20, Introduction to Minority Dialects
PHIL 8, Introduction to World Religions
PHED 30.6, Intercollegiate Soccer – Women
PHED 31.5, Intercollegiate Soccer – Men

B. Academic Personnel

12. That the Governing Board approve the following academic personnel items:
 - a) Grant Equivalency Based on Eminence to Cathy Nyznyk to teach CHDV 80 Curriculum Planning and Environment Design, CHDV 81 Approaches to Art Curriculum, DHDV 83 Music and Movement Curriculum, CHDV 84 Language and Literacy Curriculum, CHDV 85 Curriculum for Small and Large Motor Development, CHDV 86 Construction Curriculum, CHDV 51 Principles of Working with Young Children, and CHDV 61 Health, Safety and Nutrition for the Young Child, effective Summer 2008.
 - b) Grant Emergency Equivalency to Andrew Adams to teach HOSP 87 International Cuisine, effective Spring 2008.
 - c) Each month individuals are hired as part-time, substitute, and overload. The lists include hires for Early Spring and Spring 2008.

13. That the Governing Board authorize Diane Eisenbach, Art Instructor, to travel to Turkey to attend the Turkey Ceramics Excursion from September 13 to October 4, 2007.

D. Classified Personnel

14. That the Governing Board approve the classified personnel actions listed to include:
 - a) Employment of Andrea Polanco, Financial Aid Advisor (Service Category 5), Student Financial Services, 40 hours per week, 12 months per year, effective April 23, 2008.
 - b) Employment of Larry Clay, Custodian (Service Category 2), Facilities, 40 hours per week, 12 months per year, effective April 23, 2008.
 - c) Employment of Rosa Avendano, Clerical Assistant II (Service Category 3), Humanities, 19 hours per week, 9 months per year, effective April 23, 2008.

- d) Resignation of Sherry Lane, Division/Unit Office Manager (Service Category 5) Library, 40 hours per week, 12 months, effective at the end of the day, March 17, 2008.
- e) Resignation for the purpose of retirement of Lenard Wagner, Custodian Supervisor (Service Category 34), Facilities, 40 hours per week, 12 months per year, effective at the end of the day April 30, 2008.
- f) Designate the position of Supervisor, Custodians (Service Category 34), Facilities, 40 hours per week, 12 months per year, overtime exempt effective April 23, 2008.

15. 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.

V. NEW BUSINESS

- A. BE IT RESOLVED, That the 2007-2008 Monthly Financial Reports for the period ending March 31, 2008 be accepted.
- B. BE IT RESOLVED, That the Quarterly Financial Status Report for the quarter ending March 31, 2008 as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. REVIEW OF COMMUNITY COLLEGE LEAGUE OF CALIFORNIA PUBLICATION, INTRODUCTION TO FISCAL RESPONSIBILITIES INFORMATION
- D. BE IT RESOLVED, That the 2007-2008 salary schedules for Contract Faculty (Schedule A), Hourly Academic – Teaching (Schedules B1, B2), Hourly Academic – Non-Teaching (C1, C2), and Coaching Pay effective July 1, 2007, be approved.
- E. BE IT RESOLVED, That the Governing Board approve the 2007-2008 salary schedule for hourly/temporary/non-classified employees effective April 16, 2008.
- F. BE IT RESOLVED, That the Governing Board approve the 2007-2008 salary schedule for Older Adult instructors effective April 16, 2008.
- G. BE IT RESOLVED, That the Governing Board approve the 2007-2008 salary schedule for classified employees effective April 1, 2008; and

BE IT FURTHER RESOLVED, That a one-time off-schedule payment of 2.45% will be paid to classified employees employed on April 1, 2008, or retired under CalPERS or CalSTRS between July 1 2007 and March 31, 2008, based on gross salary paid from July 1, 2007 to March 31, 2008 or retirement.

- H. BE IT RESOLVED, That the Governing Board approve the 2007-2008 salary schedule for management-supervisory employees effective July 1, 2007.
- I. BE IT RESOLVED, That the Governing Board approve the 2007-2008 salary schedule for confidential classified employees, effective July 1, 2007, be approved.
- J. BE IT RESOLVED, That the Governing Board approve the administrative salary schedule for 2007-2008, effective July 1, 2007.
- K. BE IT RESOLVED, That the Governing Board approve the revised Facility Projects chart indicating projects budgets, funding sources, and construction dates.
- L. BE IT RESOLVED, That the Board authorize a Notice of Intent to enter into a lease agreement with the Monterey Bay Certified Farmers Market, Inc., at \$175 per week for the period of July 1, 2008 through June 30, 2009, and direct staff to publish the Notice of Intent in a newspaper of general circulation once a week for three consecutive weeks commencing with the week of June 2, 2008.
- M. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 01-A (PAA) with Ratcliff and Associates, in the amount of \$56,901 for architectural services in conjunction with the new Administration Building and in accordance with contract specifications.
- N. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 01-B (PAA) with Ratcliff and Associates, for the fixed fee amount of \$20,000 for architectural services in conjunction with the new Administration Building's Server room.
- O. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #01-C (PAA) with HGA Architects in the amount of \$9,625 for additional architectural services for the new Child Development Center.
- P. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #02-B (PAA) with HGA Architects in the amount not to exceed \$18,000 for Fire Alarm design services for the new two-level Student Services Center building.
- Q. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #02-C (PAA) with HGA Architects in the amount not to exceed \$25,000 for extended landscaping for the new two-level Student Services Center building.
- R. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #02-D (PAA) with HGA Architects in the amount not to exceed \$75,000 for

furniture design and coordination services (architectural, electrical and mechanical included) for the new two-level Student Services Center building.

- S. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #08 (PAA) with HGHB Architecture, Planning, Urban Design, not to exceed \$15,000 for architectural services pertaining to the initial startup tasks for assessing the existing Administration Building to be used as swing space once vacated.
- T. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #09 (PAA) with HGHB Architecture, Planning, Urban Design, not to exceed \$75,000 for architectural services pertaining to the Gymnasium Second Floor renovations.
- U. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #10 (PAA) with HGHB Architecture Planning, Urban Design, not to exceed \$10,000 for architectural services pertaining to the Automotive Technology Building initial start up tasks.
- V. BE IT RESOLVED, That the Board accept the Project Assignment Amendment #11 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services related to the production of a Final Project Proposal for the Art Department not to exceed \$28,000.
- W. BE IT RESOLVED, That the Board accept the Project Assignment Amendment #12 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services related to the installation of one additional temporary modular classroom to the existing ones at the Education Center at Marina at the not to exceed price of \$25,000.
- X. BE IT RESOLVED, That the Board accept the Project Assignment Amendment #13 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services in conjunction with the new Education Center buildings at Marina including site work, infrastructure and landscaping at a fixed fee basis equal to \$648,000.
- Y. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 16 (PAA) in the amount of \$132,775 with Alfa Tech Inc. to plan and execute the relocation of the existing Telco Services and Server Room equipment connectivity to the Server Room in conjunction with the new Administration Building remodel.
- Z. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 17 (PAA) in the amount of \$5,620 with Alfa Tech Inc. to provide design of the Campus Wide Electrical Grounding System for each building.

- AA. BE IT RESOLVED, That the annual authorization of the student trustee to have an advisory vote and to have the ability to make and second motions, to be in effect until May 31, 2009, be approved.
- BB. FIRST READING ON BOARD POLICY 3000, EDUCATIONAL PROGRAMS AND STANDARDS, TO INCLUDE A REVISED SUBSECTION, BOARD POLICY 3120, ACADEMIC FREEDOM INFORMATION
- CC. REVIEW PROGRAM REVIEW REPORT FOR THE PHYSICAL SCIENCES DIVISION INFORMATION
- DD. BASIC SKILLS INITIATIVE ACTION PLAN FOR 2008-2009 INFORMATION
- EE. BE IT RESOLVED, That the Governing Board adopt the following resolution recognizing the contributions of the classified employees of Monterey Peninsula College and designating May 18-24, 2008 as Classified School Employee Week.

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Classified School Employee Week

WHEREAS, classified professionals provide valuable services to the students of Monterey Peninsula Community College District and contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in the efficient and productive operations of Monterey Peninsula College; and

WHEREAS, classified professionals employed by Monterey Peninsula Community College District strive for excellence in the performance of their duties; and

WHEREAS, the Monterey Peninsula Community College District wishes to acknowledge and thank the classified employees for their dedication and hard work;

THEREFORE, BE IT RESOLVED, That the Monterey Peninsula Community College District hereby recognizes and wishes to honor the contributions of the classified professionals to the quality education of the students at Monterey Peninsula College and declares the week of May 18-24, 2008, as Classified School Employee Week in the Monterey Peninsula Community College District.

FF. UPDATE REPORT ON GOVERNING BOARD POLICY 2240, NO SMOKING POLICY INFORMATION

GG. BE IT RESOLVED, That the Governing Board approve the awarding of the contract for the construction and installation of the gym floor to HY Floor and Gameline Painting at \$153,625.

HH. CALENDAR OF EVENTS INFORMATION

VII. ADVANCE PLANNING

A. Meeting Date:

Regular Meeting: Tuesday, May 27, 2008

- 1:30 p.m. – Stutzman Seminar Room, Library and Technology Center
- 3:00 p.m. – Karas Room, Library and Technology Center

B. Suggested Future Agenda Item/s:

- 1.

VIII. CLOSED SESSION

(When Required on Non-Routine Matters and/or to Continue Discussion of Items from Earlier Closed Session)

Posted: April 16, 2008

AgendaApril22, 2008
April 2008