

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

Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Friday
December 7, 2007

3:00 p.m. -- Public Session

MINUTES

The President of the Board, Mr. R. Lynn Davis, called the Governing Board meeting to order at 3:00 p.m. Ms. Phillips called roll and Mr. Davis declared a quorum present.

MEMBERS PRESENT: Mr. R. Lynn Davis, Chair
Dr. Loren Steck, Vice Chair
Mr. Charles Page
Mr. Carl Pohlhammer (after his oath of office)
Dr. Jim Tunney
Ms. Eleanor Morrice, Student Trustee

MEMBERS ABSENT: None

STAFF PRESENT: Dr. Douglas R. Garrison, Superintendent/President
Mr. Carsbia Anderson, Vice President for Student Services
Mr. Joe Bissell, Vice President for Administrative Services
Dr. Sharon Colton, Associate Dean, Instructional Technology &
Development
Mr. Michael Gilmartin, Dean of Instruction, Occupation and Economic
Development
Dr. John Gonzalez, Vice President for Academic Services
Ms. Barbara Lee, Director, Human Resources
Dr. Susan Steele, Interim Vice President for Instruction, Liberal Arts
Ms. Bernie Abbott, Librarian
Dr. Caroline Carney, Division Chair, Social Science Division
Ms. Kathleen Clark, Human Resources
Mr. A. J. Farrar, Administration of Justice
Dr. Fred Hochstaedter, Earth Sciences
Mr. Richard Montori, Public Information, Marketing, & Audio Visual
Ms. Vicki Nakamura, Assistant to the President

Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and the Governing Board
Ms. Natalie Rodda, Coordinator, Fire Academy
Dr. Rosaleen Ryan, Director, Institutional Research

OTHERS PRESENT: Ms. Clarissa Aljentera
Mr. Ken Anderson
Ms. Kathryn Badon
Mr. Ken Anderson
Ms. Anita Arellano
Mr. Steve Cushing
Mr. Jordan Galdo
Ms. Marilyn Gustafson
Mr. Michael Lombardo
Mr. Joe Pedroza
Mr. Randy Porter
Mr. Michael Radar
Mr. Jim Roth
Mr. Ken Scates
Mr. John Steck
Ms. Annette Yee-Steck

Mr. Davis reported that there was no reportable action taken during Closed Session since there was no Closed Session. Mr. Davis asked if there were any items which needed to be added to the agenda. Hearing no affirmative comments, the Chair moved forward on the agenda.

Oath of Office

Dr. Garrison stated that he had the wonderful duty of administering the Oath of Office to Mr. R. Lynn Davis, Mr. Charles H. Page, Dr. Loren Steck, and Mr. Carl Pohlhammer. After taking their oath, the audience applauded and congratulated the Trustees on their recent election to the Governing Board of Monterey Peninsula College.

Organization

It was motioned by Mr. Charles Page and seconded by Dr. Loren Steck that Mr. Lynn Davis be nominated and continue as the Chair of the Governing Board. It was motioned by Dr. Jim Tunney and seconded by Mr. Carl Pohlhammer that the nominations be closed, and it was the unanimous vote that this motion be passed and that Mr. Lynn Davis be elected as the Chair of the Monterey Peninsula Community College District Governing Board.

It was motioned by Mr. Lynn Davis, seconded by Dr. Jim Tunney, that Dr. Loren Steck be nominated and continue as Vice Chair of the Governing Board and to close the nominations; and to unanimously elect Dr. Loren Steck as the Vice Chair of the Governing Board of the Monterey Peninsula Community College District. Motion was approved.

It was motioned by Dr. Jim Tunney and seconded by Dr. Loren Steck, and the unanimous decision of the Board to elect Dr. Douglas R. Garrison to serve as Secretary of the Governing Board.

Mr. Lynn Davis nominated and Mr. Charles Page seconded in accordance with Education Code Section 72403, that Dr. Loren Steck be designated the Monterey Peninsula Community College District Governing Board representative to the Board of Community Human Services for 2008, and that Mr. Carl Pohlhammer be designated as first alternate and that Ms. Victoria Phillips be designated as second alternate. It was motioned by Mr. Lynn Davis, seconded by Dr. Jim Tunney, that the nominations be closed, and that the nominees be voted in unanimously by the trustees.

It was motioned by Mr. Davis, seconded by Dr. Tunney, and unanimously approved that Dr. Loren Steck be designated the Monterey Peninsula Community College District Governing Board liaison to the Monterey Peninsula College Foundation.

It was motioned by Mr. Davis, seconded by Dr. Tunney, and unanimously approved that Mr. Charles Page and Dr. Loren Steck be designated as the Board Sub-Committee for the Governing Board Policies.

It was motioned by Mr. Page, seconded by Dr. Steck, and unanimously approved by the Trustees, that the Governing Board meet the fourth Tuesday of each month at 1:30 p.m. for Closed Session in the Stutzman Seminar Room in the Library and Technology Center; and meet at 3:00 p.m. for Open Session in the Sam Karas Room, Library and Technology Center, and that this be designated as the day, time, and place of the regular meetings of the Monterey Peninsula Community College District Governing Board. With the added provision that occasional meetings taking place in the community and during evening hours.

It was motioned by Dr. Steck, seconded by Mr. Page, and unanimously approved that the standing Policies and Procedures of the Governing Board of the Monterey Peninsula Community College District be continued in force for 2008.

Recognition

Mr. Davis thanked staff for their support and for those who wrote unsolicited Letters to the Editor to the Monterey County Herald in support of the MPC Trustees.

Communication

Mr. Davis noted that the Trustees were pulling New Business items D, "First Reading of the 2007-2010 College Institutional Goals" due to the College Council request, and New Business item F, the Trustee Election by Districts resolution due to the decision made by the Monterey County Committee on School District's Organization, which makes the resolution unnecessary.

Mr. Davis asked if anyone wished to address the Governing Board. There was no response from the audience at this time.

Written Communications

Mr. Davis called attention to the following written communications:

- a) The Monterey County Herald, Monday, November 19, 2007, Coming Up...ART, December 4-6, Monterey Peninsula College Metal Arts Club's holiday jewelry sale and fundraiser.
- b) The Monterey County Herald, Wednesday, November 29...Book signing with Bill Minor and December 8-9, I Cantori di Carmel with Ensemble Monterey presents its holiday concert, "Sing a New Song."
- c) The Carmel Pine Cone, November 23-29, 2007, MPC police academy joins forces with three others, by Mary Brownfield.
- d) The Monterey County Herald, Sunday, November 25, 2007, GO! Calendar. The Monterey Peninsula College Theatre Department opens its Storybook Theatre season with "Winnie the Pooh and Friends."
- e) An email from Diane Boynton dated November 26, 2007, regarding Campus Kudos.
- f) The Monterey County Herald, Tuesday, November 27, 2007, MPC point guard commits to Tulsa, by John Devine.
- g) The Monterey County Herald, Tuesday, November 27, 2007, Coming up...ART, December 4-6, Monterey Peninsula College Metal Arts Club's holiday jewelry sale and fundraiser.
- h) The Monterey County Herald, Wednesday, November 28, 2007, Women's Basketball, Cuesta 68, MPC.
- i) GLOBAL WARMING...The Library Arts Lecture Series...Four Scientific Perspectives...Featuring: Dr. George Somero. Friday, December 7th, 6:30 – 7:30 p.m., Lecture Forum 103.
- j) GO!...The Monterey County Herald, Thursday, November 29 – December 5, 2007, Art Calendar...Metal Arts Club Holiday Sale.
- k) MPC Notes, November 29, 2007, Dr. Douglas R. Garrison.
- l) The Monterey County Herald, Friday, November 30, 2007, JC Men's Basketball, MPC 78, Columbia 68.
- m) The Monterey County Herald, Saturday, December 1, 2007, Lobos win honors, Herald Staff Report.
- n) The Monterey County Herald, Saturday, December 1, 2007, MPC wins, Basketball, MPC 87, Feather River 81, & Men's Basketball, MPC 81, Compton 67.
- o) The Monterey County Herald, Sunday, December 2, 2007, MPC The Library Arts Lecture Series, Global Warming: Four Scientific Perspectives Featuring: Dr. George Somero, Friday, December 7th, 6:30 – 7:30 p.m., Lecture Forum 103.

Reports and Presentations

Institutional Report: There was no Institutional Report this month.

Superintendent's Report:

1. Dr. Garrison stated that we are at the mid point of the academic year. The college governance team is examining the institutional goals. They are stepping back and taking one last look

before they are ready for the Trustees to consider/approve. They are also strengthening relationships between all constituencies of the campus. Progress is being made in this area.

2. Dr. Marianne Ide has agreed to become the faculty advisor to ASMPC. There will be a formal instructional component for that group.
3. Dr. Garrison reported that he attended a Nursing Steering Committee. He recalled that Dr. Deb Schulte Hacker made a presentation to the Trustees regarding the Nursing Program. Dr. Gonzalez is working with his staff to identify additional programs to support such as a cardio vascular program.
4. Dr. Garrison reported that the Academic Affairs office is making recommendations for faculty positions and these positions are making their way through the adjudication process.
5. In closing, Dr. Garrison thanked the staff for their service and added that overall things are going well.

Trustee Page said he was pleased with what has been accomplished and the atmosphere here on campus. He thanked the leadership on campus. He also welcomed Carl Pohlhammer to the Board. Mr. Pohlhammer thanked the Trustees and said he was pleased to be part of the group.

Dr. Steck asked if we had enrollment figures. The administrators said they didn't have the figures with them, but would share enrollment information with them later.

Reports and Presentations

Academic Senate: Dr. Fred Hochstaedter said that his team has been working on Flex-Days with an eye toward Student Learning Outcomes. The Program is pretty much set. He hoped the Trustees would join the group on Wednesday and Thursday, January 30th and 31st. He reported that the Academic Senate has just signed off on several faculty positions and two Dean positions. They are also looking at the ability to repeat non-credit courses.

MPCTA: No report.

MPCEA: No report.

ASMPC: Mr. Jordan Galdo reported that ASMPC is sponsoring a Cinderella Ball this Friday evening. Also this Friday ASMPC will be discussing their Constitution. We are starting strong and don't want to lose momentum. We are thinking about centralizing our information and want to facilitate communication. This last semester we had a lot of "ups and downs." We have now established a strong foundation. He announced that the Inter-College Council donated \$2,000 and ASMPC donated \$1,000 to Project Santa.

Vice Presidents' Reports:

Carsbia Anderson, Vice President for Student Services. Mr. Anderson first thanked all of the people who have offered him and his family support during this difficult time. He said he really appreciated all the flowers, fruit, and well wishes. He also thanked Mr. Larry Walker for sharing the report on the categorical funds and programs.

Mr. Anderson reported that the Child Development Center staff gave a present to the parents of the Child Development Center. A free night of child care services from 5:00 p.m. to 10 p.m. Parents were free to shop or to use as a “date night.” Parents were appreciative and were prompt to pick up their child or children. The CARE workshop/celebration was held and a nice time was had by all and CalWorks held a holiday celebration too. The RegDaze schedule was published last week as we want students to enroll early.

John Gonzalez, Vice President for Academic Affairs. No report.

Mr. Bissell, Vice President for Administrative Services. Mr. Bissell reported that the District is still investigating approaches to notify people of disastrous situations. One is the old air raid approach. One blast would mean stay put and hunker down. A short blast would mean evacuate your building. Another approach would be the use of a telephone system. However, this is not a cheap approach and, in fact, is pricey.

College Council: Ms. Bernie Abbott, Co-Chair of College Council, reported that they were impressed with the Public Safety Training Facility and that the College Council has approved and passed on to the Superintendent/President several positions. The College Council had also requested that the Goals and Objectives on today’s agenda be pulled as College Council would like to further discuss and revise their mission statement. They plan to present the Goals and Objectives to the Trustees in the spring.

MPC Foundation: Ms. Marilyn Gustafson welcomed Mr. Carl Pohlhammer to the Governing Board. She said this is a good time for the Foundation. We collected \$73,000 during the month of November: \$20,000 in sponsorships, \$30,000 in bequests, and \$14,000 for the President’s Circle. She also reported that the new Board of Directors has been installed. The Board will meet the first Wednesday of every other month. Carl Bernstein is scheduled for March 11, 2008 and we hope you will all join us for the evening. The Committee has selected Peggy Bates as the second recipient for the President’s Award and the luncheon is scheduled for May 9th. She asked that everyone mark these dates on their calendars.

Board Reports: No reports this month.

Bond Report: Mr. Bissell said the draft Mitigated Negative Declaration for the Fort Ord Education Center at Marina was ready. The plan is to make it available to the public on December 19th. We plan to bring it back for a final plan in February. The sod is being planted on the central quad area. The Lecture Forum rooms will be painted in January and we will be able to proceed with the Lecture Forum bathroom renovation.

Mr. Davis asked if any items needed to be removed from the Consent Calendar or if anyone had any comments or questions. Dr. Garrison asked that Consent item VI. C. 4. a. be pulled, Accounting Specialist, and that an update sheet had been given for Consent VI. 4. b. & c.

Consent Calendar

A. Routine Matters:

BE IT RESOLVED, That the following routine matters were approved:

1. The Governing Board accepts \$4,433.00 and other gifts donated to the college with appropriate thanks to the donors.
2. The following course is approved:
 - DRAM 15C, Method Acting.

B. Academic Personnel

3. The Governing Board approves the following academic personnel items:
 - a) Authorize the full-time, tenure-track, replacements for Anthropology Instructor, Dental Assisting Coordinator/Instructor, and Psychology Instructor. Authorize the full-time, categorically funded (non-tenured) replacement for Math/Science Upward Bound Coordinator.
 - b) Each month individuals are hired as part-time, substitute, and overload. The list includes hires for Fall 2007.

C. Classified Personnel

4. The Governing Board approves the following classified personnel items:
 - a) Employment of Eric Maximoff, Instructional Specialist (Service Category 5), Drama, 40 hours per week, 12 months per year, effective December 10, 2007.
 - b) Employment of Peter Benovente, Instructional Technology Specialist (Service Category 7), Nursing 40 hours per week, 12 months per year, effective December 14, 2007.
5. 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.

New Business

PUBLIC SAFETY TRAINING CENTER
PRESENTATION

INFORMATION

Mr. Bissell reported that in October 2004, the District obtained approximately 3.5 acres of land at the former Fort Ord in Seaside at Colonel Durham Road to be used for a Public Safety Training Center. In July 2005, the District retained Strategic Construction Management, EHDD Architecture and Joni L.

Janecki & Associates to complete a comprehensive Physical Master Plan for the former Fort Ord properties. The District also created the Fort Ord Center Planning/Advisory Committee for campus input. The plan was completed in March 2006 and adopted by the Board. In April 2006, HGHB Architects were approved to evaluate the two existing buildings on the site and develop plans to remodel them to accommodate public safety training needs for the District. In the Board packet two drawings show the proposed site plan and floor plans for the two existing buildings. These plans were developed based on input from staff in the District's fire and police training programs. A total of \$9 million in District bond funds are allocated for this project.

Mr. Bissell stated that Mr. Ken Scates, architect from HGHB and Mr. Steve Cushing from South Bay were here to answer any questions the Trustees might have regarding the Public Safety Training Center. Mr. Bissell then introduced Mr. Scates who commended MPC for its building and energy conservation work. He said many people give lip service to green building and energy conservation, but MPC is really "doing it." These two buildings, #4465 & #4464, aren't much to look at now, but they are fundamentally sound buildings and can be made into useable and exemplary project structures. Building #4465 is T-shaped and will house a large multipurpose room, a classroom, a seminar room, men's and a women's locker rooms, a storage room, mechanical room, and an electrical room. There is a parking area adjacent to the building area too. The larger building #4464 contains two large classrooms (one for the Fire Academy and one for Police Training), 3 medium size classrooms, a Fire Academy Storage Room, an Electrical Room, a Work Room, a Snack Bar, a Men's restroom, a Women's restroom, two office spaces, a reception space, a chair/table storage space, and a Police Academy Equipment Room. There is lots of parking for students, staff, and visitors. Mr. Scates added that lead paint and asbestos have all been removed and they eventually plan to landscape the entire area.

Mr. Steve Cushing said that he and his staff were looking forward to using the facilities and that the facilities could support many programs including an upcoming EMT program. Mr. Bissell said that the seven classrooms could support over 300 students at one time.

In closing, Dr. Garrison added that the District is in communication with the Monterey College of Law and a formal agreement is being prepared for the District to continue use of their law library.

The Trustees thanked everyone involved in this presentation.

COUNTY OF MONTEREY INVESTMENT REPORT FOR THE QUARTER ENDING SEPTEMBER 30, 2007

INFORMATION

Mr. Bissell reported that the investment report allows reporting for information purposes to a governing board if the local agency has all of its investments on deposit in a local agency. Mr. Bissell reported that the District has its investments on deposit with the Monterey County Treasury and we are averaging 5.38% interest rate.

Mr. Bissell reported that Mr. Jim Roth is available to answer any questions the Trustees may have regarding the following resolution. Dr. Garrison reported that letters were sent out to the Citizens' Bond Oversight Review Committee informing them of the District's intent to consider authorization

and approval to issue and sell \$105 million of General Obligation Bonds in two series and he did not receive a response to them except from Daphne Hodgson the day of the Board meeting and she supported the move. However, she did ask where the money would be invested.

Mr. Page asked if the interest rate was still favorable and the answer was yes.

MSC Tunney, Steck

07-45

BE IT RESOLVED, That the Governing Board authorize and approve the District to issue and sell \$105 million of General Obligation Bonds in two series; Series B under the Education Code and Series C under the Government Code. The detailed wording for the Resolution for Series B (pages 1-31) and Series C (page 1-28) General Obligation Bonds is attached.

As indicated by Mr. Davis earlier, the "First Reading" of the 2007-2008 Monterey Peninsula College Institutional Goals for "Information Only" was pulled for a future meeting in the spring.

DISCUSSION OF REVISED GOVERNING BOARD POLICY 1435,
NAMING OF BUILDINGS AND OTHER PROPERTY COMPONENTS INFORMATION

Dr. Steck and Mr. Page reported that the earlier Special Board meeting to discuss this policy was quite helpful and the materials distributed of other college policies on this topic were quite helpful to them in their considerations. They drafted a proposal for consideration which was taken by Dr. Garrison to the Policy and Communications Committee (PACC) for consideration and attached to the Board packet agenda item. They, Dr. Steck and Mr. Page, created a policy with no dollar amounts and asked that each year, no later than May 31st; the Board shall review the policy. This is an "Information Only" item and will be brought forward again after further review by campus constituencies.

As indicated earlier by Mr. Davis, the resolution concerning District Area Trustee elections was pulled because of the recent action taken by the Monterey County Committee on School District's Organization making MPC's resolution unnecessary. The motion was made by Dr. Tunney, seconded by Mr. Page, and it was the unanimous decision by the Board to take it off the agenda.

CALENDAR OF EVENTS INFORMATION

The trustees reviewed the Calendar of Events.

Advance Planning

Regular Governing Board meeting: Tuesday, January 22, 2008

Closed Session: 1:30 p.m., Stutzman Seminar Room, Library and Technology Center
Open Session: 3:00 p.m., Sam Karas Room, Library and Technology Center.

Suggested future Agenda items:

1. Institutional Report: International Student Program Update Report.
2. Financial Reports.
3. California Trustees Board Nominations.
4. World Languages Lab Programs.
5. Academic Support Tutorial Programs.

Adjournment

The meeting was adjourned at 4:49 p.m.

Respectfully submitted,

Douglas R. Garrison, Ed.D.
Secretary to the Board

Minutes1272007
December 2007