

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

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

TUESDAY, APRIL 27, 2010

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 and Roll Call

B. 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 Labor Negotiators for MPCTA and MPCEA, Barbara Lee
- 2) Pending Litigation, Joe Bissell
- 3) Superintendent/President's Quarterly Evaluation

C. Reconvene to Open Session

D. Reporting of Any Action Taken During Closed Session

2. RECOGNITION

A. Acknowledgement of Visitors

B. Scholarship Recipients:

- a. Peggy and Jack Baskin Foundation - Yuri Resendiz
- b. Matsui Foundation – Dolores Ontiveros and Hang Pham

C. Monterey Peninsula College Foundation Donations for March, 2010 totaling \$24,833.

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) The Peggy and Jack Baskin Foundation Scholarship Award Letter, March 21st.
- 2) Matsui Foundation Scholarship Award Letter, April 7th.
- 3) Maurine Church Coburn School of Nursing 25-year Anniversary Celebration Program, April 6th.

Articles published in the Monterey County Herald, March 5-April 18, 2010:

- 1) "Stellar MPC cast shines in surprising 'Speed-the-Plow'," March 5th.
- 2) "Tax on oil production would rescue colleges," March 23rd.
- 3) "Budget cuts hurt community colleges," March 26th.
- 4) "Lobos Unleashed: Arcoleo hits grand slam to break open MPC's 9-2 win (baseball) over De Anza," March 30th.
- 5) "MPC ready to break ground on Marina Education Center," April 13th.
- 6) Obituary: A. William Strom, former MPC theatre designer, April 15th.
- 7) "President's Address to the Community: honoring Dr. Jim Tunney," April 15th.
- 8) "MPC creates an inventive and irresistible 'Pinocchio'," April 15th.
- 9) "The Musicality of Writing" Gentrain Lecture April 21st by writer Erin Gray with jazz pianist Bob Phillips, April 16th.
- 10) "Getting In Tune: High School Auto Shop Students Compete" (at MPC), April 17th.
- 11) "Wounded Warriors compete in races" featuring student Travis Fugate, April 18th.
- 12) "MPC series addresses 'Great Books and Democracy' - U.S. Poet Laureate Robert Pinsky Leads Off Colloquium" April 18th.

C. Reports and Presentations

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

- 1) INSTITUTIONAL REPORT - Shared Governance Handbook, Bernie Abbott, Co-chair, College Council.
- 2) SUPERINTENDENT REPORT
- 3) VICE PRESIDENTS' REPORTS
- 4) ACADEMIC SENATE REPORT
- 5) MPCEA REPORT
- 6) MPCTA REPORT
- 7) ASMPC REPORT
- 8) COLLEGE COUNCIL REPORT
- 9) MPC FOUNDATION REPORT
- 10) GOVERNING BOARD REPORT:
 - a) Community Human Services (CHS) - Meeting Minutes, March 18, 2010, and CHS JPA allocation request letter for 2010-11, March 31st, Dr. Steck.
 - b) Trustee Reports.

- 11) SPECIAL REPORT - Bond Update Reports, Joe Demko:
 - a) Active Bond/Facility Projects Update.
 - b) Cost Control Report.
 - c) MPC Master Schedule/Construction Phase Only.
 - d) Bond Expenditure 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 of the Regular Board Meeting on March 23, 2010, and the minutes of the Special Study Session on April 13, 2010.
- 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the March 15th manual payroll in the amount of \$1,633, and the March 31st regular payroll in the amount of \$2,262,170, and the April 5th manual payroll in the amount of \$1,081, and the April 9th supplemental payroll in the amount of \$18,388, for total payroll of \$2,283,272, be approved.
- 4) That commercial warrants numbers for March 2010, totaling \$1,745,206, be approved:

12772645 through 12772703; 12774050 through 12774094;
 12775159 through 12775214; 12775945 through 12775985;
 12777466 through 12777485.
- 5) That purchase order numbers 100877 through 100991 for March, 2010, totaling \$543,026, be approved.
- 6) That the following budget adjustments in the Restricted General Fund for the period March 9, 2010 through April 12, 2010, be approved:

Net decrease in the 2000 (Classified Salaries) Object expense for \$8,730;
 Net decrease in the 3000 (Benefits) Object expense for \$1,287;
 Net increase in the 4000 (Supplies) Object expense for \$3,000;
 Net increase in the 5000 (Other/Services) Object expense for \$7,017.
- 7) That the following budget increases in the Restricted General Fund for the period March 9, 2010 through April 12, 2010, be approved:

Net increase in the 1000 (Certificated Salary) Object expenses for \$17,786;
Net decrease in the 2000 (Classified Salaries) Object expense for \$6,081;
Net increase in the 3000 (Benefits) Object expense for \$1,872;
Net decrease in the 4000 (Supplies) Object expense for \$653;
Net decrease in the 5000 (Other/Supplies) Object expense for \$13,593;
Net increase in the 7000 (Other Outgo) Object expense for \$8,203.

- 8) That the following budget adjustments in the Unrestricted General Fund for the period March 9, 2010 through April 12, 2010, be ratified:

Net increase in the 2000 (Classified Salary) Object expense for \$2,048;
Net decrease in the 3000 (Benefits) Object expense for \$1,537;
Net decrease in the 4000 (Supplies) Object expense for \$1,279;
Net decrease in the 5000 (Other/Supplies) Object expense for \$432;
Net increase in the 6000 (Capital Outlay) Object expense for \$1,200.

- 9) That the following budget increase in the Parking Fund for the period March 9, 2010 through April 12, 2010, be approved:

Increase of \$16,000 in revenue and matching expenses, to reflect funds carried forward from FY 2008-2009 to FY 2009-2010.

B. Faculty Personnel:

- 10) That the Governing Board approves the faculty personnel actions listed:
- a. Grant Equivalency to Minimum Qualifications to Daniel Powers to teach Social Studies, effective Summer 2010.
 - b. Grant Equivalency Based on Eminence to Beth Truso to teach Art 38N, R and S: Special Printmaking Techniques, effective Summer 2010.
 - c. Each month individuals are hired as part-time, substitute, and overload. The attached list includes faculty hires for Spring 2010.

C. Classified Personnel:

- 11) That the Governing Board approves the classified personnel actions listed:
- a. Employment of _____, Lead Custodian, Facilities, 40 hours per week, 12 months per year, effective _____, 2010.
 - b. Increase work year schedule of Cynthia Fels, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.
 - c. Increase work year schedule of Rose Fishel, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.
 - d. Increase work year schedule of Carolyn Lake, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.
 - e. Increase work year schedule of Sunny LeMoine, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.

- f. Increase work year schedule of Constance St. Amour, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.
- g. Increase work year schedule of Jacqueline Trytten, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.
- h. Increase work year schedule of Sal Ventimiglia, Instructional Specialist English and Study Skills Center, to 18 hours per week, 7 months and 19 days per year, effective July 1, 2010.
- i. Increase work year schedule of Arnold Seibel, Instructional Specialist, English and Study Skills Center, to 18 hours per week, 8 months and 5 days per year, effective July 1, 2010.
- j. Eliminate position of Tram Driver/Coordinator, Supportive Services, 40 hours per week, 12 months per year, effective February 18, 2010, and transfer David Jodoin to Security Guard, Administrative Services, 40 hours per week, 12 months per year, with salary y-rated at current rate.
- k. Eliminate position of World Languages Laboratory Coordinator, Humanities, 19 hours per week, 8 months per year, effective June 7, 2010, and transfer Francis Awity to Administrative Assistant II, Academic Affairs, 19 hours per week, 11 months per year, with salary y-rated at current rate.
- l. Eliminate position of World Languages Laboratory Coordinator, Humanities, 40 hours per week, 12 months per year, effective June 7, 2010, and transfer Ruth Killens to Administrative Assistant III/Unit Office Manager-Facilities/Public Relations/Publications Production Specialist, Academic Affairs, 40 hours per week, 12 months per year, with salary y-rated at current rate.
- m. Transfer Kathryn Kress to Program Coordinator-Older Adult/Administrative Assistant III, 40 hours per week, 12 months per year, effective April 28, 2010, with no change in classification.
- n. Transfer Mary Weber to Coordinator-Instructional Contracts/Administrative Assistant III/Unit Office Manager-Facilities, 40 hours per week, 12 months per year, effective May 1, 2010, and change salary classification to Administrative Assistant III.

D. Short Term, Non-continuing and Substitute Personnel:

- 12) That the individuals on the recommended list (Short Term and Substitute Employees) employed for short term, non-continuing 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 March 31, 2010, be accepted.
- B. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #05 (PAA) with C2G (Civil Consultants Group) at a fixed fee of \$79,800 for the design, DSA approval, and construction administration through closeout of the Parking Lot B reconfiguration associated with the renovation of the Theater and Music Buildings.

- C. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contracts with the County of Monterey for the Life Science Greenhouse Project (installation of greenhouse and storage shed for the Life Science Department).
- D. BE IT RESOLVED, that the Governing Board declare as surplus office furniture being removed from the Business and Computer Science Building, Child Development Center excess equipment, and the district's sailboat, and directs the disposal of these items in accordance with Board guidelines and Education Code requirements.
- E. BE IT RESOLVED, that the Governing Board approve the new Monterey Peninsula College District Cooperative Work Experience Plan.
- F. 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 16-22, 2010 as "Classified School Employee Week."
- G. BE IT RESOLVED, that the Governing Board pass a resolution proclaiming the week of April 11-17, 2010, as the "Week of the Young Child."
- H. BE IT RESOLVED, that the annual authorization for 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, 2011, be approved.
- I. INFORMATION ONLY: Partnership for Academic Student Success (PASS) Report by Kim Shirley, Health Instructor and Marilyn Townsend, Academic Support Center Coordinator, and Marilyn Townsend, Academic Support Center Coordinator.
- J. INFORMATION ONLY: Board Policy 1009, Governing Board Self Evaluation.
- K. INFORMATION ONLY: Board Policy 1011, The Board Chair.
- L. BE IT RESOLVED, that the Governing Board approve Board Policy 2150, Inventory of College Property.
- M. INFORMATION ONLY: Calendar of Events.

6. **ADVANCE PLANNING**

A. Meeting Dates:

Special Study Session, Tuesday, May 4, 2010, 4:00pm, Sam Karas Room

- Construction Projects and Process

Regular Meeting Tuesday, May 25, 2010

- Closed Session, 1:30pm, Stutzman Seminar Room, Library and Technology Center
- Open Session, 3:00pm, Karas Room, Library and Technology Center

Regular Meeting Tuesday, June 22, 2010

- Closed Session, 1:30pm, Stutzman Seminar Room, Library and Technology Center
- Open Session, 3:00pm, Karas Room, Library and Technology Center

B. Future Topics, to be confirmed:

- 1) Board Goals

7. **CLOSED SESSION**

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

Posted April 22, 2010