

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

REGULAR MEETING

1:30pm, Closed Session, Stutzman Seminar Room, LTC
3:00pm, Regular Meeting, Sam Karas Room, LTC
980 Fremont Street, Monterey, California 93940
www.mpc.edu/GoverningBoard

TUESDAY, MARCH 22, 2011

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Documents that are public records and are provided to the Governing Board regarding a Regular Meeting 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. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at a Board meeting, can contact the Superintendent's Office at (831) 646-4272. Notification at least 72 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or translation services.

1. **OPENING BUSINESS**

A. Call To Order

B. Roll Call

C. Public Comments on Closed Session Items

This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.

D. Closed Session – items under discussion:

The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, 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 Regular Meeting or at the next public meeting.

1) Conference with Labor Negotiators (Government Code Section 54957.6)

a) Agency Negotiators: Steve Ma and Barbara Lee

b) Employee Organization: MPCEA (Monterey Peninsula College Employees Association) and MPCTA (Monterey Peninsula College Teachers Association)

2) Conference with Legal Counsel Regarding Anticipated Litigation: Government Code section 54956.9(b).

E. Reconvene to Regular Meeting and Roll Call

F. Reporting of Any Action Taken During Closed Session

2. **RECOGNITIONS**

A. Moment of Silence:

1. Masami “Mas” Higashi, Fiscal Payroll Officer, passed February 6, 2011
2. Phyllis Tyler, Social Sciences Division Assistant, passed February 15, 2011
2. Don Schamber, Professor Emeritus and adjunct instructor, Music Department, passed March 7, 2011

B. Recognition of Visitors

3. **COMMUNICATIONS**

A. Comments from Visitors

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.

B. Written Communications:

- 1) MPC’s Asian Student Association Annual Culture Show Invitation for April 16, 7:30pm, Music Hall / February 25, 2011.
- 2) Susan Bray, Executive Director, Association of California Community College Administrators (ACCCA) letter and resolution to Governor Jerry Brown to support community college funding in the Governor’s Proposed Budget for the 2011-2012 fiscal year / March 10, 2011.
- 3) James M. Kasson, President, Board of Trustees for Center for Photographic Art, in support of MPC photography program / March 10, 2011.

MPC All User Emails:

- 1) 3rd Annual Think Pink Night on February 16, Basketball fundraiser for cancer research / February 14, 2011.
- 2) Foundation Employee Giving Campaign for Student Success, February 14-March 7, to support student success / February 15, 2011.
- 3) Grassroots Movement of Single Women in Northwest India Event, sponsored by Re-entry and Multicultural Center, February 17 / February 16, 2011.
- 4) ASMPC Lobo Day on February 23 / February 16, 2011.
- 5) Humanities Division Book Grant Award Ceremony on February 24 / February 22.
- 6) Guest Author Peter Chilson event cancelled for February 24 (winter weather) / February 24.
- 7) Passing of Mas Higashi February 6, Fiscal Payroll Officer / February 25, 2011.
- 8) ASMPC “Rock Out Loud” concert March 4 for budget awareness / February 28, 2011.
- 9) African-American Faculty and Staff Association invitation to “American Menu” play on March 5 with USCS’s African American Theater Arts Troup / February 28, 2011.
- 10) United Way Fundraiser flyer / March 2, 2011.
- 11) ASMPC Elections; voting on March 16 / March 2, 2011.
- 12) Art Gallery presents “Transience” March 15-April 15 / March 7, 2011.
- 13) ASMPC Activities Council announces “Diversity Day” on March 16 / March 7, 2011.
- 14) Passing of Don Schamber March 7, Music Department Professor Emeritus and adjunct instructor / March 9, 2011.

- 15) ASMPC “March in March” March 14 bus invitation / March 9, 2011.
- 16) Foundation’s Successful Employee Campaign, raising \$5,160 / March 9, 2011.

Articles published in *The Herald*, *The Californian*, and other media:

- 1) “WebAssign Partners with Small Publisher to Create Surprisingly Affordable Prep Chemistry Online Course” with Instructor Mark Bishop / February 15, 2011.
- 2) “Critical Collapse, MPC Loss 94-88 (Men’s Basketball)” / February 17, 2011.
- 3) “Hartnell sports coverage lacking (MPC Basketball)” / February 17, 2011.
- 4) “MPC Baseball wins 5th straight” / February 17, 2011.
- 5) “Flipside of voting districts,” Royal Calkins editorial / February 20, 2011.
- 6) “MPC Women Fall to Mission, 73-66 (Women’s Basketball) / February 22, 2011
- 7) “MPC 84, West Valley 58 (Men’s Basketball)” February 22, 2011.
- 8) “MPC 12, Lassen 6, 12 innings (Baseball) / February 22, 2011.
- 9) “Ad: MPC Staff, Faculty and Part-time Faculty Positions” / February 22, 2011.
- 10) “Obituary: Phyllis F. Tyler, Social Sciences Assistant” / February 24, 2011.
- 11) “End of the Road: MPC goes cold in final minutes, falls to Butte, 69-64, in first round / February 24, 2011.
- 12) “Find yourself: popularity in genealogy research grows with accessibility of records” (nationally recognized genealogist Karen Clifford, MPC instructor in library science) / February 1, 2011.
- 13) “Ad: Ancient Egyptian Astronomy” Gentrain Society Lecture / March 2, 2011.
- 14) “Ad: *Funny Girl, the Concert*, March 3-13” / March 2, 2011
- 15) “Grim (Nick) flirts with No-No in 7-2 MPC win (Baseball) / March 2, 2011.
- 16) “MPC Seeks Health Care Broker (RFP)” / March 3, 2011.
- 17) “Funny Music: MPC Theatre Company opens the season and closes its stage with its production of ‘*Funny Girl, the Concert*’ Review” / March 3, 2011
- 18) “Colleges try to stay ahead of state budget, Hartnell, MPC consider layoffs” / March 5, 2011.
- 19) “MPC May Drop Dance” / March 7, 2011.
- 20) “Conners (Daniel) headed to Southwest Baptist (Football transfers: Rainey Ala, Jon Gregg, Miguel Dorantes, Matt Bradley, Casey Frost, Ricky Amador)” March 7, 2011.
- 21) “Hartnell rallies for two runs in 9th inning to beat MPC 4-3 (Baseball)” / March 9, 2011.
- 22) “Beloved musician’s finale, Don Schamber, 71, succumbs to cancer” / March 9, 2011.
- 23) “Backers Plea for Programs in Peril” / March 9, 2011.
- 24) “Brain Drain, MPC may cut a dozen teachers and ax entire departments because of the state budget deficit” / March 10, 2011.
- 25) “Concert version of ‘*Funny Girl*’ features vivid performances” / March 20, 2011.
- 26) “Letter to Editor: Blakeslee, others in GOP, doom colleges” from Gary Bolen, Theater Arts Instructor / March 12, 2011.
- 27) “Letter to Editor: Save MPC’s International Program” from Celeste Akkad, citizen / March 12, 2011.
- 28) “Pfeiffer (Nick) takes over state decathlon leader (Track)” / March 12, 2011.
- 29) “MPC (College) Council to discuss goals and objectives” / March 14, 2011.

Reports and Presentations:

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

- 1) Institutional Report – ACCESS Program by Andres Durstenfeld and Todd Ritsema
- 2) Superintendent/President’s 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 – Robin Venuti, Executive Director:
 - a) Executive Director’s Report
 - b) MPC Foundation donations for February 2011 totals \$132,003
- 10) Governing Board Report:
 - a) Community Human Services - Board meeting minutes, February 17, 2011
 - b) Trustee Reports
- 11) Legislative Advocacy Report
- 12) Special Report - Bond Update Reports, Joe Demko:
 - a) Active Bond/Facility Projects Update
 - b) Cost Control Report
 - c) 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 approve the minutes of the Regular Board Meeting on February 22, 2011, and the Special Board Meeting on March 8, 2011.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the February 28th regular payroll in the amount of \$2,223,336.81; and the March 4th manual payroll in the amount of \$70,186.54; and the March 10th supplemental payroll in the amount of \$58,169.55; for a total payroll of \$2,351,692.90, be approved.
- 4) That Commercial Warrants:
 - Number 12838783 through Number 12838806 - \$ 65,717.95
 - Number 12839320 through Number 12839351 - \$125,416.18
 - Number 12840353 through Number 12840434 - \$418,959.87
 - Number 12841327 through Number 12841370 - \$ 73,707.87
 - Number 12842290 through Number 12842315 - \$ 48,430.43
 - Number 12843629 through Number 12843679 - \$505,459.98
 in the total amount of \$1,237,692.28, be approved.

5) That Purchase Order Numbers 111961 through 112046, in the amount of \$490,476.97, be approved.

6) That the following budget increases in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) object expense category	\$ 2,656
Net decrease in the 2000 (Classified Salary) object expense category	\$ 2,978
Net increase in the 3000 (Benefits) object expense category	\$ 1,287
Net increase in the 4000 (Supplies) object expense category	\$ 9,214
Net increase in the 5000 (Other/Services) object expense category	\$ 23,593
Net increase in the 6000 (Capital Outlay) object expense category	\$ <u>10,000</u>
Total decrease in expense lines budgeted	\$ 38,460

Increase of \$41,246 in revenue and matching expenses, to reflect funds carried forward from FY 2009-2010 to FY 2010-2011; and decrease of \$2,786 in funds received for FY 2010-2011.

7) That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 2000 (Classified Salary) object expense category	\$ 4,675
Net increase in the 3000 (Benefits) object expense category	\$ 228
Net increase in the 4000 (Supplies) object expense category	\$ 1,110
Net increase in the 5000 (Other/Services) object expense category	\$ 298
Net decrease in the 7000 (Other Outgo) object expense category	\$ 6,401

8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 2000 (Classified Salary) object expense category	\$ 285
Net increase in the 3000 (Benefits) object expense category	\$ 15
Net decrease in the 4000 (Supplies) object expense category	\$ 1,660
Net decrease in the 5000 (Other/Services) object expense category	\$ 1,140
Net increase in the 6000 (Capital Outlay) object expense category	\$ 2,500

B. Faculty Personnel:

- 9) That the Governing Board approves the following Faculty personnel items:
- a) Grant Equivalency to Minimum Qualifications to Neal Battaglia to teach Mathematics, effective Spring 2011.
 - b) Each month individuals are hired as part-time, substitute, and overload. Approve the hired part-time, substitute, and overload for spring 2011.

C. Classified Personnel:

- 10) That the Governing Board approves the following Classified personnel item:
- a) Approve the resignation of Jeremy Hertzberg, Laboratory Specialist II, Automotive Technology, effective at the end of the day, June 3, 2011.
 - b) Approve the resignation of Megan Miller, Instructional Specialist, Supportive Services, effective at the end of the day, February 17, 2011.
 - c) Release during probationary period of employee #5886, effective at the close of the day, March 9, 2011.

D. Short Term and Substitute Personnel:

- 11) That the individuals on the recommended list (Short Term and Substitute Employees) employed for short term and substitute assignments subject to future modifications, be approved.

5. **NEW BUSINESS**

Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of 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. BE IT RESOLVED, that the 2010-2011 Monthly Financial Reports for the period ending February 28, 2011, be accepted.
- B. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #32 (PAA), with HGHB Architecture, Planning, Urban Design, at the fixed fee of \$45,500 for architectural services in conjunction with replacement of the two existing Storage Locker Structures located between the Art Studio and Art Ceramics Buildings.
- C. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #33 (PAA), with HGHB Architecture, Planning, Urban Design, at the fixed fee of \$25,000 for architectural and engineering services for swing space needs for the Athletic Department while the ground floor of the Gym is being renovated.
- D. INFORMATION: County of Monterey Investment Report for the quarter ending December 31, 2010.
- E. BE IT RESOLVED, that the Superintendent/President be authorized to enter in an agreement with Lapkoff & Gobalet Demographic Research, Inc., for demographic redistricting services.
- F. BE IT RESOLVED, that the Governing Board formally reviews, discusses, and accepts the Accountability Reporting for the Community Colleges (ARCC) 2011 Report.
- G. BE IT RESOLVED, that the Governing Board vote for the following persons to the California Community College Trustees (CCCT) Board:
 - 1) _____
 - 2) _____
 - 3) _____
 - 4) _____
 - 5) _____
 - 6) _____
 - 7) _____
 - 8) _____
- H. BE IT RESOLVED, that the Governing Board pass a resolution proclaiming the week of April 10-16, 2011, as the “Week of the Young Child.”
- I. BE IT RESOLVED, that the following courses be approved:
 - CHDV 2, Observation and Assessment
 - CHDV 52, Field Teaching Experience
 - CHDV 102, The Reggio Emilia Approach to Children’s Play and Learning
 - SPCH 52, Communication in the Workplace

- WRLD 99.6, New York to Newport: America in the Gilded Age
- WRLD 99.7, Travel Study: London
- WRLD 99.8, Travel Study: 2011 Ashland Shakespeare Festival

J. INFORMATION: Draft of a Proposal for a Tobacco Free Campus.

K. INFORMATION: Discussion of proposed Board Policy 3010 Program, Curriculum, and Course Development.

L. INFORMATION: Calendar of Events.

6. ADVANCE PLANNING

A. Regular Meeting Tuesday, April 26, 2011

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

Regular Meeting Tuesday, May 24, 2011

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

B. Future Topic:

- 1) Life Science Program Review

7. ADJOURNMENT

8. CLOSED SESSION

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

Any writings or 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 District Office located at 980 Fremont Street, Monterey, CA, during normal business hours.

Governing Board documents are also available on the Monterey Peninsula College website at www.mpc.edu.

Posted March 18, 2011