

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

REGULAR MEETING

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

TUESDAY, JANUARY 24, 2012

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 Thursday 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) Public Employee Performance Evaluations (Government Code Section 54957)
Faculty: Anthropology, Chemistry, Child Development, Cooperative Education, Counselor (two positions), Dental Assisting, English/Developmental Writing (two positions), English Study Skills Center/Reading Center, History, Interior Design/Family and Consumer Science, Librarian, Mathematics, Medical Assisting, Microbiology, Physical Education/Baseball, and Political Science.

2) Conference with Legal Counsel Regarding Existing Litigation (Government Code Section 54956.9(a)).

Name of Case: Keep Fort Ord Wild v. County of Monterey, Monterey County Board of Supervisors, Fort Ord Reuse Authority, Fort Ord Reuse Authority Board of Directors; and Redevelopment Agency of the County of Monterey, California State University Monterey Bay, and Monterey Peninsula Community College District, Real Parties, Case No. M114961.

- 3) Liability Claims (Government Code Section 54956.95).
 - a) Claimant: Michael Short
Agency claimed against: Monterey Peninsula Community College District
 - b) Claimant: City of Visalia
Agency claimed against: Monterey Peninsula Community College District
- 4) Conference with Legal Counsel Regarding Anticipated Litigation (one potential case) (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

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. Moment of Silence:

- 1) Henry Edmund Gilpin, former Photography Instructor, passed December 11
- 2) Jacqueline Bachels Pentony, former Child Care Instructor, passed December 28
- 3) Bernie Miller, former Groundsman, passed December 29
- 4) Richard Snibbe, former Administration for Justice Instructor, passed January 7
- 5) Alex Ratliff, MPC student, passed January 8

B. Recognition:

- 1) Dr. Celine Pinet, Vice President of Academic Affairs
- 2) Dr. Gamble Madsen, Art History Instructor

C. Recognition of Visitors

D. Comments from 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) Community College League of California's thank you letter to Carsbia Anderson for presentation at the CCLC 2011 Annual Conference. / December 5.
- 2) Dr. Garrison's letter to Dr. Michael Rota, ACCJC Commission Chair, for changes to the Commission's review of the Accreditation Standards and Processes. / December 7.

- 3) Community Foundation for Monterey County Press Release: Women's Fund awards grants supporting women; MPC Foundation receives \$15,000 grant for CDC low-income students and \$3,500 grant for Women Supporting Women. / December 12.
- 4) Marina High School PTSA thank you letter to MPC Theatre Department for annual giftwrapping fundraising support. / January 5.
- 5) California Community College Chief Instructional Officers (CCCCIO) Newsletter, "Fifteen Minutes of Fame" feature by Ed Buckley, on Monterey Peninsula College, Marty Johnson, Interim Vice President for Academic Affairs, and introduction of Dr. Celine Pinet as CIO. / January 2012.

C. MPC All User Emails:

- 1) HR Employment: Library Specialist, Circulation Desk. / December 7.
- 2) Robin Venuti and Alexis Copeland ask MPC to join *Monterey County Weekly's* "Monterey County Gives!" campaign to raise funds for braille and tactile maps needed at MPC. / December 9.
- 3) HR Employment: Counselor. / December 13.
- 4) HR Employment: ASL Instructor. / December 13.
- 5) Dr. Garrison's MPC Notes on Budget News and Planning Assumptions for 2012-2013 Budget. / December 14.
- 6) Robin Venuti, photos are posted from December 13th retirement party for Trustees Lynn Davis and Charlie Page to Foundation facebook page. / December 15.
- 7) Email and Obituary, passing of Henry Edmund Gilpin, Photography Instructor, on December 11. / December 20.
- 8) Emails and Obituary, passing of Bernie Miller, Groundsman, on December 29. / January 4.
- 9) Emails and Obituary, passing of Jacqueline Bachels Pentony, Child Care Instructor, December 28. / January 4 and January 6.
- 10) MPC Regular Board meetings moving to fourth Wednesdays starting in February, and 2012 Meeting Calendar. / January 5.
- 11) HR Employment: Psychology Instructor. / January 9.
- 12) HR Employment: Facilities Custodian. / January 10.
- 13) Retiring Board Trustee Charlie Page, and Herald article, "Mr. Lucky leaves legacy at MPC." / January 17.
- 14) CIO Newsletter; article on MPC, Marty Johnson and Celine Pinet / January 17.
- 15) Email and Obituary, passing of Richard Snibbe, Professor Emeriti, Department of Justice Instructor, on January 11. / January 17.

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

- 1) An Ear for Music, Sal Ferrantelli's choral groups mark 30 years. / December 9.
- 2) Is community college still affordable? KION interviews Dr. Garrison. / December 14.
- 3) Game of a lifetime: Sal Cardinale part of history made on the court. / December 16.
- 4) Test for Success: MPC and Hartnell leaders question state task force recommendations for community colleges. / December 22.
- 5) 'Mr. Lucky' leaves legacy at MPC (Charlie Page retires). / December 27.
- 6) Letter to Editor: A page from Charlie's book, by Don Redgwick. / January 1.
- 5) Letter to Editor: Protect the arts, by Gary Bolen. / January 3.
- 6) CSUMB Nursing Program emphasizes big picture, Bachelor's Degree. / January 4.
- 7) Letter to Editor: Let's encourage and support all nurses. / January 12.
- 8) Dream Act critics fall short...failing to collect signatures for ballot. / January 7.

- 9) MPC foiled by SJCC; Andrew Young limited to 10 points (basketball). / January 7.
- 10) Community college board votes for sweeping reforms; Student Success Task Force recommendations approved by California Board of Governors. / January 10.
- 11) Obituary: Alex Ratliff, student, passing January 8. / January 11-12.
- 12) Forever Young, MPC hoops star drawing interest from big-time college programs. / January 12.
- 13) Other Views: Lifelong learning a luxury today. / January 16.
- 14) Letter to Editor: Kudos to Linda Page, from Charlie Page. / January 16.

D. Reports and Presentations:

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

- 1) Institutional Report – no report
- 2) Superintendent/President's Report, Dr. Douglas Garrison
- 3) Vice Presidents' Reports: Steve Ma, Marty Johnson and Carsbia Anderson
- 4) Academic Senate Report, Dr. Fred Hochstaedter, President
- 5) MPCEA Report, Loran Walsh, President
- 6) MPCTA Report, Mark Clements, President
- 7) ASMPC Report, Konnor Holzward, Director of Representation
- 8) College Council Report, Dr. Alan Haffa, Co-chair
- 9) MPC Foundation Report, Robin Venuti, Executive Director
- 10) Governing Board Report, Trustee/representative Marilyn Gustafson
- 11) Trustee Reports
- 12) Legislative Advocacy Report, Dr. Douglas Garrison:
 - a) Email from Senator Diane Feinstein thanking Dr. Garrison for letter supporting Federal Pell Grant funding. / December 6.
 - b) Email to Orange County Board of Supervisors from Dr. Garrison in opposition to Orange County property tax move, eliminating funding estimated between \$64,000.00-102,000.00 to MPC. / December 7.
 - c) CCC Chancellor's Press Release: Investing in college students is an investment in the State's future and economic recovery: trigger cuts will result in an erosion of student services; colleges forced to make more tough choices. / December 13.
 - d) CCC Chancellor's Press Release: Chancellor Jack Scott reacts to Governor Brown's budget proposal; support of tax initiative is critical for the future of higher education and the State's economic recovery. / January 5.
 - e) CCC Chancellor's Press Release: CCC Board of Governors to take action on historical Student Success Task Force reform plan intended to increase graduation, transfer and certificate attainment rates at system's 112 colleges. / January 9.
 - f) CCC Chancellor's Press Release: CCC Board of Governors approves Student Success Task Force recommendations; sends report to State Legislature. Chancellor Scott thanks board as reform plan to increase graduation, certificate, and transfer rates clears another hurdle. / January 9.
 - g) Attorney General Opinion confirms narrow application of real estate negotiations exception to Brown Act. / January 2012.
- 13) 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 December 13, 2011.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the December supplemental payroll in the amount of \$66,155.99, and the December and January regular payroll in the amount of \$2,269,378.49; and the January supplemental payroll in the amount of \$56,705.38; for a total payroll of \$2,392,239.86, be approved.
- 4) That Commercial Warrants:

Number 12902282 through Number 12902332	\$ 604,997.19
Number 12903480 through Number 12903541	\$ 683,764.27
Number 12904536 through Number 12904560	\$ 453,022.31
Number 12905389 through Number 12905460	\$ 469,157.28

totaling \$2,210,941.05, be approved.
- 5) a) That November 2011 Purchase Order Numbers 120609 through 120682, in the amount of \$333,360.01, be approved.
b) That December 2011 Purchase Order Numbers 120683 through 120753, in the amount of \$3,404,058.37, be approved.
- 6) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 2000 (Classified Salary) Object expense	\$ 45,982.00
Net decrease in the 3000 (Benefits) Object expense	\$ 18,704.00
Net decrease in the 4000 (Supplies) Object expense	\$ 2,493.00
Net increase in the 5000 (Other/Services) Object expense	\$ 67,409.00
Net decrease in the 6000 (Capital Outlay) Object expense	\$ 230.00
- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 1000 (Certificated Salary) Object expense	\$ 3,930.00
Net decrease in the 2000 (Classified Salary) Object expense	\$ 846.00
Net increase in the 3000 (Benefits) Object expense	\$ 202.00
Net increase in the 4000 (Supplies) Object expense	\$ 1,281.00
Net decrease in the 5000 (Other/Services) Object expense	\$ 1,281.00
Net decrease in the 7000 (Other Outgo) Object expense	\$ 3,286.00

- 8) That the following budget adjustments in the Parking Fund be approved:
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|---|--------------|
| Net increase in the 2000 (Classified Salary) Object expense | \$ 4,398.00 |
| Net increase in the 3000 (Benefits) Object expense | \$ 1,197.00 |
| Net decrease in the 5000 (Other/Services) Object expense | \$ 17,595.00 |
| Net increase in the 6000 (Capital Outlay) Object expense | \$ 12,000.00 |

B. Management Personnel:

9) That the Governing Board approve the following items:

- a) Approve attached job description for Director of Admissions and Records, effective May 9, 2012. Salary placement will be Range 60 (Exempt).
- b) Recruitment for a full time Director of Admissions and Records to replace Vera Coleman.

C. Faculty Personnel:

10) That the Governing Board approve the following item:

- a) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring 2012.

D. Classified Personnel:

11) That the Governing Board approve the following items:

- a) Employment of _____, Instructional Specialist, Supportive Services and Instruction, 18 hours per week, 34 weeks per year, effective _____, 2012.
- b) Employment of Dan van Hees, Sciences Laboratory Manager, Life Science, 40 hours per week, 11 months per year, effective January 25, 2012.
- c) Release of employee 5492 from probation effective December 31, 2011.

E. Short Term and Substitute Personnel:

12) 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 2011-2012 Monthly Financial Reports for the period ending December 31, 2011 be accepted.
- B. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending September 30, 2011, as presented on Form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending December 31, 2011, as presented on Form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- D. INFORMATION: County of Monterey Investment Report for the quarter ending September 30, 2011.

- E. BE IT RESOLVED, that the 2012-2013 nonresident tuition rate for the District be established in accordance with ECS 76140 at \$179.00 per semester unit, with no fee for capital outlay (subject to verification of nonresident fees charged by contiguous districts).
- F. BE IT RESOLVED, that the Governing Board approve an increase in parking permit fees to \$50.00 per semester and \$25.00 per summer session, along with an increase in the daily parking permit price to \$2.00. Annual permits will be \$90.00. Discounted semester permits will be \$30.00 for financial aid students, or for students enrolled in six or fewer units. The new fee schedule will take effect for the fall 2012 semester.
- G. PUBLIC HEARING: Review the transfer of funds allowed by Assembly Bill X4 2 (Extraordinary Session #4, Bill #2).
- H. BE IT RESOLVED, that the Governing Board authorize the transfer of \$68,638.00 from Apprenticeship Funding 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).
- I. BE IT RESOLVED, that the Governing Board reject the claim for damages made by Nick Pritchett, of Jordan, Brodersen & Pritchett LLP, Attorneys at Law, on behalf of Michael Short, and that the claim be forwarded to the District's claims administrator for investigation and disposition.
- J. BE IT RESOLVED, that the Governing Board reject the claim for damages made by Stephen Snyder, attorney for claimant Keenan and Associates who is the workers' compensation administrator for the City of Visalia, and that the claim be forwarded to the District's claims administrator for investigation and disposition.
- K. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Marina Education Center Project, DSA Application No. 01-110499, File No. 27-C1.
- L. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the New Student Services Building Project, DSA Application No. 01-109838, File No. 27-C1.
- M. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Art Department Locker Structures, DSA Application No. 01-111763, File No. 27-C1.
- N. INFORMATION: Review the 2012-2013 District Scheduled Maintenance and Special Repairs Five Year Plan.
- O. BE IT RESOLVED, that the Governing Board accept the 2010-2011 Distance Learning Report for Online and Living Room courses.
- P. BE IT RESOLVED, that the Governing Board approve Lindsay Padilla, Sociology Instructor, to travel to Veracruz, Mexico, on February 15-19, 2012, to attend the International Association of Intercultural Education Conference.

- Q. BE IT RESOLVED, that the Governing Board approve the attached 2011-2012 Management/Supervisory salary schedule, effective January 1, 2012.
- R. BE IT RESOLVED, that the Governing Board approve the reduced service partial retirement of 25% for Stephanie Tetter per the amended Article 19 of the MPCTA-MPC Agreement and Education Code 87483, effective July 1, 2012.
- S. BE IT RESOLVED, that the Governing Board nominate _____ to be a candidate for the California Community College Trustees (CCCT) Board.
- T. BE IT RESOLVED, that the Governing Board adopt the proposed Monterey Peninsula College Governing Board Goals for 2012.
- U. INFORMATION: Proposed schedule of alternate locations for regular Governing Board meetings.
- V. INFORMATION: Calendar of Events.

6. ADVANCE PLANNING

- A. Regular Board Meeting WEDNESDAY, February 22, 2012
- Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
 - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
- B. Board Retreat March or April, 2012– date, time and location to be confirmed
- C. Regular Board Meeting WEDNESDAY, March 21, 2012
- Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
 - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
- D. Future Topics:
- 1) Institutional Report – SB 1440, the Transfer Act

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/GoverningBoard.

Posted January 19, 2012