

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

REGULAR BOARD MEETING

12:30pm, Closed Session, Stutzman Room, LTC
3:00pm, Regular Meeting, Sam Karas Room, LTC
980 Fremont Street, Monterey, California 93940
www.mpc.edu/GoverningBoard

WEDNESDAY, JULY 25, 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 12:30pm, Stutzman Room, LTC

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.

Item under discussion:

1) Conference with Real Property Negotiators (Government Code Section 54956.8)

a) Property: Parcel Number 001-781-023

b) Agency Negotiators: Dr. Douglas Garrison and Steve Ma

c) Negotiating Parties: Automotive Heritage and Preservation Foundation

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

a) Agency Negotiators: Steve Ma, Céline Pinet, Carsbia Anderson, Barbara Lee

b) Employee Organization: MPCEA/CSEA

3) Public Employee Discipline/Dismissal/Release (Education Code Section 54957)

E. Reconvene to Open Study Session and Roll Call

F. Report Action Taken In 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) Virginia Francesca Fry, former Biology Instructor, passed June 14.
- 2) Dolores Genevieve McDaniel, former Social Science DOM, passed June 17.
- 3) Jefferson 'Cody' Derbonne, Student, passed June 29.
- 4) Edith Brodie Eyres, Gentrain Student, passed July 5.

B. Recognition of Visitors

C. 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) Sylvia Panetta, Director, Panetta Institute for Public Policy, thank you letter to Dr. Douglas Garrison for speaking at the Education for Leadership in Public Service Seminar / June 27.
- 2) Letter of recognition regarding Dr. Don Philley, Math Instructor / July 11.
- 3) Kip Hudson email to Dr. Garrison, in opposition to electronic sign / July 17.
- 4) Ilene Tuttle email to Dr. Garrison, in opposition to electronic sign / July 17.

MPC All User Emails:

- 1) HR Job Opportunity: Instructional Specialist, ESSC
- 2) HR Job Opportunity: Instructional Specialist, Math Learning Center
- 3) HR Job Opportunity: Scheduling Technician, Academic Affairs
- 4) Creative Arts: MPC Theatre Company presents 'Cabaret' June 28 to July 15
- 5) Student Services: Nicole Dunne new Director for Admissions and Records
- 6) MATE Center: Results of 2012 MATE International ROV Competition
- 7) Foundation: Video of 6th Annual President's Address to the Community now on Foundation website; <http://mpcfoundation.org/?p=1406>
- 8) Passing of Virginia Francesca Fry, former Biology Instructor, June 14
- 9) Passing of Dolores Genevieve McDaniel, former Social Science DOM, June 17
- 10) Passing of Edith Brodie Eyres, Gentrain student, July 5

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

- 1) Ron Johnson-Anthony Toney Football Camp at MPC June 26-29
- 2) Football Frenzy, more than 400 youngsters participate in Johnson-Toney Camp
- 3) A New Arena: AFL receiver LJ Walker helps camp kids after diabetes diagnosis

- 4) Tommy Wright: Young football camp gets past incident
- 5) Wharf Theater lends nightclub ambiance to MPC's 'Cabaret'
- 6) MPC comes up with fresh take on celebrated musical 'Cabaret'
- 7) An inextinguishable passion; Monterey High alumnus will swim for Macedonia in Olympics (trained at MPC with Coaches Mary Hazdovac and Mark Temple)
- 8) Looking Back at Monterey County: May 1964, MPC Geologist Milton Bristow and U.S. Army Soldier Richard Pollnac from Fort Ord examine whale fossils
- 9) Soldiering On: Monterey County Vets struggle with civilian life, but new projects help and hope, featuring Retired Army Specialists Travis Fugate and Jeanne Obrien, MPC students
- 10) Community Colleges limit repeat classes...dance, art can only be taken once
- 11) "This...Is...Now! Final Performance Salon at MPC; 75 monthly performances with director Deanna Ross, Dance Instructor
- 12) Teachers from across the country come to Monterey (MPC) to learn how to build robots...ROVs, MATE Center
- 13) HR Ad: Director of Student Financial Services, *Chronicle of Higher Education*
- 14) HR Ad: Director of Information Services, *Chronicle of Higher Education*

C. Reports and Presentations:

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

- 1) Institutional Report – no report in lieu of Board Study Session
- 2) Superintendent/President's Report, Dr. Douglas Garrison
- 3) Vice Presidents' Reports: Steve Ma, Dr. Céline Pinet, and Carsbia Anderson
- 4) Academic Senate 2011-2012 Annual Report, Fred Hochstaedter, President
- 5) MPCEA Report, Loran Walsh, President
- 6) MPCTA Report, Mark Clements, President
- 7) ASMPC Report, Joshua Gess, Director of Representation
- 8) College Council Report, Dr. Alan Haffa, Co-chair
- 9) MPC Foundation, Robin Venuti, Executive Director
 - a) Executive Director Report
 - b) Monthly Donations \$40,896.76
- 10) Governing Board Reports
 - a) CHS Report, Loren Steck
 - b) Trustee Reports
- 11) Legislative Advocacy Report, Dr. Douglas Garrison
- 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 June 27, 2012.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the June regular payroll in the amount of \$1,923,919.92, and the July supplemental payroll in the amount of \$33,683.27, for a total payroll of \$1,957,603.19, be approved.

4) That Commercial Warrants:

Number 12940156 through Number 12940220	\$211,782.91
Number 12941478 through Number 12941556	\$599,681.53
Number 12942132 through Number 12942171	\$266,408.25
Number 12942846 through Number 12942889	\$565,834.91
Number 12943355 through Number 12943380	\$626,157.41
Number 12945441 through Number 12945561	\$753,133.03
Total	\$3,022,998.04

- 5) That Purchase Orders 121255 through 121341 in the amount of \$395,911.09 be approved.

- 6) That the following budget increase in the Restricted General Fund be approved: increase of \$10,750.00 in funds received for FY 2011-2012.

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

Net increase in the 1000 Object expense	\$ 4,817.00
Net increase in the 2000 Object expense	\$ 7,119.00
Net increase in the 3000 Object expense category	\$ 1,096.00
Net increase in the 4000 Object expense category	\$ 9,745.00
Net decrease in the 5000 Object expense category	\$ 22,777.00

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

Net increase in the 2000 Object expense	\$ 6,000.00
Net increase in the 3000 Object expense	\$ 364.00
Net decrease in the 4000 Object expense	\$ 1,348.00
Net decrease in the 5000 Object expense	\$ 5,016.00

B. Faculty Personnel:

9) That the Governing Board approve the following items:

- a) Employment of Kelly Stack, American Sign Language Instructor, under faculty service area Sign Language (Sign). Step and Column placement pending verification, effective Fall 2012.
- b) Employment of Anthony Villarreal, Sociology Instructor, under faculty service area Sociology (Soc). Step and Column placement pending verification, effective Fall 2012.

- c) Employment of Adrienne Simpson, Psychology Instructor, under faculty service area Psychology (Psych). Step and Column placement pending verification, effective Fall 2012.
- d) Grant Equivalency to Melissa Pickford to teach ARTH 30: Museum Studies and Gallery Practices, effective Fall 2012.
- e) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Summer 2012.

C. Classified Personnel:

10) That the Governing Board approve the following item:

Transfer of Douglas Carpenter, Instructional Specialist, Math Learning Center, 18 hours per week, 7 months and 19 days per year, to Instructional Specialist, Math Learning Center, 27 hours per week, 32 weeks per year, effective July 26, 2012.

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 2011-2012 Monthly Financial Reports for the period ending June 30, 2012m prior to year-end closing, be accepted.

B. BE IT RESOLVED, that the following budget increase in the Federal Student Financial Aid Fund be approved:

To adjust the Federal Student Financial Aid revenue and expense budget for Pell Grant funds awarded and disbursed to students:

Revenue increase of \$172,955.00

Expense increase of \$172,955.00

C. BE IT RESOLVED, that the following budget increase in the Orr Estate Fund be approved:

To adjust the Orr Estate expense due to additional Orr short-term loans disbursed to students during the summer term:

Expense increase of \$18,233.00

D. BE IT RESOLVED, that the Governing Board approve the signing of the 2012-2013 Funding Terms and Conditions (FT&C) contract for the Full Day Pre-School Program at Monterey Peninsula College with the California Department of Education.

- E. BE IT RESOLVED, that the Governing Board adopt the following Resolution to reduce the Classified Service because of lack of funds.

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
OF MONTEREY COUNTY, CALIFORNIA

In the Matter Of:) RESOLUTION 2012-2013/06
The Reduction of)
The Classified Service)

WHEREAS, Education Code Sections 88014, 88017, 88117, and 88127 authorize the District to layoff Classified employees for lack of work and/or lack of funds; and,

WHEREAS, due to lack of funds in this District for the 2012-2013 school year, the Governing Board of the Monterey Peninsula Community College District hereby finds it necessary to eliminate and/or reduce the Classified Service in the Child Development Center as specified below:

POSITION	ASSIGNMENT	FTE REDUCTION
Child Development Specialist	40 hours per week, 9.5 months per year (two positions)	1.50
Child Development Specialist, Senior	40 hours per week, 10.5 months per year (one position)	.88
Administrative Assistant II, CDC	40 hours per week, 12 months per year (one position)	1.00
Food Preparer	18 hours per week, 9.5 months per year reduced to 18 hours per week, 9 months per year (one position)	.02

NOW, THEREFORE, BE IT RESOLVED, that as of October 1, 2012, the Classified positions of the District shall be discontinued and/or reduced to the extent hereinabove set forth; and

BE IT FURTHER RESOLVED, that the Superintendent/President or his designee is authorized and directed to give notice of layoff to all affected employees and to the appropriate exclusive bargaining representative not later than 60 days prior to the effective date of layoff as set forth above.

Passed and adopted by the Governing Board of Monterey Peninsula Community College District on July 25, 2012 by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

F. BE IT RESOLVED, that the Governing Board adopt the following Resolution to reduce the Classified Management Service because of lack of funds.

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
OF MONTEREY COUNTY, CALIFORNIA

In the Matter Of:) RESOLUTION 2012-2013/07
The Reduction of)
Classified Management Service)

WHEREAS, Education Code Sections 88014, 88017, 88117, and 88127 authorize the District to layoff Classified employees for lack of work and/or lack of funds; and,

WHEREAS, the Governing Board of the Monterey Peninsula Community College District hereby finds it necessary to reduce the Classified Management Service as specified below:

POSITION	FTE REDUCTION
Director, Child Development Center Reduce from 40 hours per week, 12 months per year to 40 hours per week, 11 months per year	.083

NOW, THEREFORE, BE IT RESOLVED, that as of September 15, 2012, the Classified Management position of the District shall be reduced to the extent hereinabove set forth; and

BE IT FURTHER RESOLVED, that the Superintendent/President or his designee is authorized and directed to give notice of layoff to the affected employee not later than 45 days prior to the effective date of layoff as set forth above.

Passed and adopted by the Governing Board of Monterey Peninsula Community College District on July 25, 2012 by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

- G. BE IT RESOLVED, that the 2012 Education Master Plan be approved as proposed.
- H. BE IT RESOLVED, that the Governing Board approve the ACCJC Institutional Second Follow-up Report: Recommendation #4 – Distance Education.
- I. BE IT RESOLVED, that the Governing Board review and accept the MPC Foundation 2011 Audit and Management Letter.
- J. BE IT RESOLVED, that the Governing Board consider naming a representative to participate on the Monterey Peninsula College Foundation’s Strategic Planning Task Force.
- K. INFORMATION: The Governing Board will receive update on the Superintendent/ President search process.
- L. INFORMATION: Governing Board process for conducting a mid-year review of progress on fulfilling the Monterey Peninsula College Governing Board Goals for 2012.
- M. INFORMATION: Calendar of Events.

6. ADVANCE PLANNING

A. Regular Board Meeting Wednesday, August 22, 2012, at Marina Education Center:

- Closed Session, 1:30pm, Classroom MA104
 - Regular Meeting, 3:00pm, Classroom MA402
- Marina Education Center, 289 12th Street, Marina, 93933, 646-4850

Regular Board Meeting Wednesday, September 26, 2012, at Public Safety Training Center:

- Closed Session, 1:30pm, Classroom 102
 - Regular Meeting, 3:00pm, Classroom 104
- PSTC, 2642 Colonel Durham Street, Seaside, 93955; 646-4240

Regular Board Meeting Wednesday, October 24, 2012, at MPC

- Closed Session, 1:30pm, Stutzman Room, LTC
- Regular Meeting, 3:00pm, Sam Karas Room, LTC

B. Future Topic:

- 1) Board Goals, August

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 July 19, 2012