

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

REGULAR BOARD MEETING

FRIDAY, JANUARY 31, 2014

3:00pm, Closed Session, Stutzman Room, LTC
4:30pm, Regular Meeting, Sam Karas Room, LTC

980 Fremont Street, Monterey CA 93940
www.mpc.edu/GoverningBoard

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. CALL TO ORDER

2. ROLL CALL

3. 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.

4. CLOSED SESSION

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.

A. Conference with Labor Negotiators (Government Code Section 54957.6)

a) Employee Organization: MPCTA/CTA/NEA

b) Agency Representatives: Dr. Walt Tribley, Susan Kitagawa, Céline Pinet & Larry Walker

B. Conference with Labor Negotiators (Government Code Section 54957.6)

a) Employee Organization: MPCEA/CSEA

b) Agency Representatives: Dr. Walt Tribley, Susan Kitagawa & Larry Walker

C. Public Employee Performance Evaluation (Government Code Section 54957)

Faculty: Administration of Justice, American Sign Language, Art History, Counseling (three positions), English and Study Skills/Reading, Library, Mathematics (four positions), Political Science, Psychology, Sociology

5. RECONVENE TO OPEN SESSION / CALL TO ORDER

6. ROLL CALL

7. REPORT OF ACTION TAKEN IN CLOSED SESSION

8. APPROVAL OF AGENDA

The Board will take action to approve the Agenda. Agenda items may be rearranged here. If there are any urgent items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required.)

9. RECOGNITION

A. Moment of Silence

- 1) Former MPC staff member, Polly (Mary Ann) Kearney, deceased December 10, 2013.

10. PUBLIC COMMENTS

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.

11. CORRESPONDENCE AND PUBLICATIONS

A. Written Communications

- 1) Letter to Dr. Walt Tribley from Len Foster, President of the Literacy Campaign for Monterey County, speaking of the success of the Summit and a call for sustaining benefactors of the Literacy Campaign for Monterey County. / December 4.
- 2) Letter to Dr. Céline Pinet from G. Jack Pond, Vice President of Accrediting Commission for Community and Junior Colleges, notifying her that the Commission has arranged a Self-Evaluation Training Workshop for MPC on 03/21/14 at Evergreen Valley College. / December 6.
- 3) Letter to Trustee Margaret-Anne Coppernoll from Barbara Boxer, United States Senator, congratulating her on her re-election to the MPC's Board of Trustees.
- 3) Letters to Dr. Walt Tribley in support of MPC's application for the Pathway to Law School Initiative. / December.

B. MPC All User Emails

- 1) Martin Johnson: Increased security presence on the Monterey campus today and tomorrow due to an incident that occurred on campus. Monterey Police Department has also been notified.
- 2) Martin Johnson: The increased security presence around the Administration building, due to an incident on Monday, has been reduced to roving security in the area as the threat possibility is reduced.
- 3) Fred Hochstaedter: Request for faculty and staff to complete Instructor and Program Reflections.
- 4) ASMPC: Food, t-shirt, and lanyards for sale at the ASMPC Spirit Day Fundraiser on 12/05.
- 5) Dr. Walt Tribley: Per the Presidential Proclamation, campus flags are being flown at half-staff to honor Nelson Mandela.
- 6) Dr. Walt Tribley: Notice to the campus regarding deficit reduction action that will be brought before the MPC Board of Trustees at the board meeting on January 22, 2014.
- 7) Dr. Walt Tribley: Announcement of the appointment of Susan Kitagawa to the position of Associate Dean of Human Resources.
- 8) Fred Hochstaedter: Spring Flex days will be held on January 29 and 30th. Reminder to fill out Instructor and Program reflections.
- 9) Dr. Walt Tribley: Notice encouraging the campus to attend the Special Board Meeting on 01/22.
- 10) Dr. Walt Tribley: Announcement welcoming Mr. C. Earle Davis as the Interim VP for Administrative Services, pending approval by the MPC Trustees.

- C. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media
- 1) *The Herald* / December 10, 2013: “Bill Jones: Water people’s lifestyle” article noting MPC teachers: Copeland, Durstenfeld, Easton, Triplett, and Gerhardt. / “Operation Christmas Cheer: MPC teacher struggled with rent.” / MPC concert band winter concert this Sunday.
 - 2) *The Herald* / December 11, 2013: “Kudos to older adult learning program” at MPC was included in the letters to the editor.
 - 3) *The Herald* / December 13, 2013: “MPC theatre department faces drastic budget cut.”
 - 4) *The Weekly* / December 13, 2013: “A battle is brewing over proposed cuts to MPC’s Theatre Department.”
 - 5) *The Herald* / December 18, 2013: “Save MPC’s theatre arts” and “What to do with theater” were included in the letters to the editor.
 - 6) *The Herald* / December 19, 2013: Letter to the editor, “MPC theater department must survive.”
 - 7) *The Weekly* / December 19, 2013: “MPC Theatre’s financial trouble is a rallying call for the greater theater community.”
 - 8) *The Herald* / December 21, 2013: Obituary for former MPC staff member Polly (Mary Ann) Kearney.
 - 9) *The Herald* / December 22, 2013: Letters to the editor, “MPC theater is vital” and “Board meeting’s location moves.”
 - 10) *The Herald* / December 23, 2013: “MPC Theatre’s dark days,” and “MPC board should reconsider theater cuts,” were included in the letters to the editor.
 - 11) *The Weekly* / December 26, 2013: “Staging the Scene.”
 - 12) *The Herald* / December 29, 2013: Letter to the editor, “Attend MPC board meeting Jan. 22.”
 - 13) *The Herald* / January 7, 2014: Letters to the editor, “Oil extractions possible tax source” and, “Private funds could save theater arts.”
 - 14) *The Herald* / January 8, 2014: Letter to the editor entitled, “Tunney missed important part of MPC.”
 - 15) *The Weekly* / January 9, 2014: “MPC’s new student nursing admissions process tackles poor student retention.”
 - 16) *The Herald* / January 11, 2014: “New state budget will help Monterey Peninsula College, but will not solve problem.” / Letter to the editor, “Show won’t go on at MPC.”
 - 17) *The Herald* / January 14, 2014: Letter to the editor, “MPC drama program worth saving.”
 - 18) *The Herald* / January 16, 2016: Letters to the editor, “Don’t cut MPC theater,” and “MPC theater productions a community asset.”
 - 19) *The Herald* / January 17, 2014: Letter to the editor, “All the world is not a stage.”
 - 20) *The Herald* / January 20, 2014: “Monterey Peninsula College Theatre Department gets new life.” Letters to the editor, “MPC Theatre’s impact on teen,” and “Culture should not have to suffer.”
 - 21) *The Herald* / January 23, 2014: “MPC Theatre dominates budget meeting.”

12. REPORTS AND PRESENTATIONS

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

- A. Institutional Report: No Report.
- B. Superintendent/President’s Report: Dr. Walter Tribley
- C. Vice Presidents’ Reports: Dr. Céline Pinet and Mr. Martin Johnson
- D. Academic Senate Report: Fred Hochstaedter, President
- E. MPCEA Report: Loran Walsh, President
- F. MPCTA Report: Mark Clements, President
- G. ASMPC Report: Director of Representation
- H. College Council Report: Stephanie Perkins and Diane Boynton, Co-chair
- I. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael

- 2) Monthly Donations: Report to be distributed at the January 31, 2014 board meeting.
- J. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports
- K. Legislative Advocacy Report, Dr. Walter Tribley
- L. Student Success Report: No Report.
- M. Special Report – Bond Update Reports, Joe Demko, Kitchell
 - 1) Active Bond/Facility Projects Update
 - 2) Cost Control Report
 - 3) Master Schedule/Construction Phase Only
 - 4) Bond Expenditure Report

13. 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 November 20, 2013.
 - 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donor.
 - 3) That the December manual payroll in the amount of \$2,745.60 and the December Classified regular payroll in the amount of \$761,445.89 and the December Certificated regular payroll in the amount of \$1,499,873.67 for a total payroll of \$2,264,065.16 be approved.
 - 4) That Commercial Warrants:
12047107 through 12047179, 12047682 through 12047707, 12048336 through 12048355, 12049055 through 12049136, 12050241 through 12050287, in the amount of \$1,876,128.59 be approved.
 - 5) That Purchase Orders B1400468 through B1400497 in the amount of \$878,626.40 be approved.
 - 6) The Purchase Orders B1400498 through B1400546 in the amount of \$1,524,773.29 be approved.
- B. Faculty Personnel
 - 1) That the Governing Board approves the following item(s):
 - a) Employment of Kristine O’Dell, full time, temporary, non-tenure track Business Instructor, Column and Step pending verification of education and experience, for the academic year 2013-2014.
 - b) Adria Gerard, English Study Skills Center & Reading Center, unpaid leave of absence of five (5) days in the 2013/14 year for personal reasons.
 - b) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2014.

C. Classified Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Katherine Moore, Instructional Specialist, Mathematics Learning Center, 18 hours per week, 7 months & 19 days per year, effective February 3, 2014.
 - b) Resignation of Aiyumu Takada, Records Evaluator, Admissions & Records, 40 hours per week, 12 months, effective at the end of the day, January 31, 2014.
 - c) Resignation of Roseann Erwin, Library Circulation Desk Coordinator, Library, 40 hours per week, 12 months per year, at the end of the day, January 24, 2014.
 - d) Resignation for the purpose of retirement Julie Bailey, Division Office Manager, Life Science, 40 hours per week, 12 months per year, effective at the end of the day February 28, 2014.

D. Short Term and Substitute Personnel

- 1) 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.

14. 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 2013-2014 Monthly Financial Reports for the period ending December 31, 2013, be accepted.
- B. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending December 31, 2013, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. BE IT RESOLVED, that the Governing Board approve the spending of 2013-2014 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.
- D. BE IT RESOLVED, that the Governing Board ratify the attached employment agreement between C. Earl Davis and Monterey Peninsula Community College District as the Interim Vice President for Administrative Services for the period of February 1, 2014 through June 30, 2014, or as mutually agreed.
- E. BE IT RESOLVED, that the Governing Board approve the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective February 1, 2014:
 - Dr. Walter Tribley (Superintendent/President), Earl Davis (Interim Vice President for Administrative Services) for all expenditure warrants, contracts and other official documents.
 - Rosemary Barrios (Controller), for all expenditure warrants and other official documents with the exception of contracts.
- F. BE IT RESOLVED, that the Governing Board approve Dr. Walter Tribley, Superintendent/President, Earl Davis, Interim Vice President for Administrative Services, and Rosemary Barrios, Controller to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective February 1, 2014.

- G. BE IT RESOLVED, that the Governing Board authorize Superintendent/President to enter into a Facilities Use Agreement/Lease with the City of Marina Police Department in the amount of \$1 per year for use of the MT1 (modular building) and adjacent modular restroom located at the MPC Education Center at Marina.
- H. BE IT RESOLVED, that the Governing Board authorize Superintendent/President to enter into a Law Enforcement Services Agreement with the City of Marina as it pertains to the Monterey Peninsula College Education Center at Marina.
- I. BE IT RESOLVED, that the Governing Board approve the 2014-2015 nonresident tuition fee for the District be established in accordance with ECS 76140 at \$193.00 per semester unit, with no fee for capital outlay.
- J. BE IT RESOLVED, that Dr. Walter Tribley, Superintendent/President, enters into agreement with Vision Internet, as defined by the attached contracts and Scope of Work.
- K. INFORMATION ONLY: Review the 2014-15 District Scheduled Maintenance and Special Repairs Five Year Plan.
- L. BE IT RESOLVED, that the following new courses be approved:
1. COOP 91.42, Anthropology Work Experience
 2. COOP 91.43, Sociology Work Experience
 3. ENGT 5, Introduction to Mechanical Systems
 4. ENGT 10, Fundamentals of Electronics
 5. ENGT 15, Introduction to Mechanical Design and Fabrication
 6. ENGT 20, Electronic Control Systems
 7. ETNC 4, Mexican-American Art in American Culture
 8. ETNC 22, Asian Americans and Pacific Islanders in American Society
 9. GEOL 9, Earth Catastrophes and Disasters
 10. MEDA 122, Medical Assisting Clinical Techniques III
 11. NURS 53, Nursing Graduate Transition to Practice
 12. NUTF 2, Introduction to Nutrition, Dietetics and Foods
 13. NUTF 3, Nutrition Issues
 14. NUTF 10, Food Science
 15. NUTF 10L, Food Science and Safety Laboratory
 16. NUTF 20, Community Nutrition for the Lifespan
 17. NUTF 30, Clinical Nutrition
 18. PFIT 22C, Fitness Through Swimming III
 19. PFIT 22D, Fitness Through Swimming IV
 20. PHED 20.11, Skill Development for Soccer-Men
 21. Program: Mechatronics - Certificate of Training (Credit Only)
 22. SOCI 16, Global and Urban Studies
 23. SOCI 22, Asian Americans and Pacific Islanders in American Society
- M. BE IT RESOLVED, that the Governing Board ratify the attached Retirement Incentive Side Letter of Agreement between MPCEA and the District.
- N. INFORMATION ONLY: Hold a public hearing on the initial proposal of California School Employees Association, Chapter #245, MPCEA/CSEA for a successor agreement beginning July 1, 2014.

O. INFORMATION: Calendar of Events.

15. ADVANCE PLANNING

- A. Confirm Wednesday, November 19, 2014 in lieu of November 26 as the regular board meeting date for November.
- B. Regular Board Meeting, Wednesday, February 26, 2014 at MPC:
 - 1) Closed Session, 1:30pm, Stutzman Room, LTC
 - 2) Open Session, 3:00pm, Lecture Forum 103
- C. Regular Board Meeting, Wednesday, March 26, 2014 at MPC:
 - 1) Closed Session, 1:30pm, Stutzman Room, LTC
 - 2) Open Session, 3:00pm, Sam Karas Room, LTC
- D. Future Topics
 - 1) Board Study Session regarding Parking Lot A.
 - 2) Board Study Session regarding lifelong learning.
 - 3) Tour of PSTC (Public Safety Training Center) Phase II.
 - 4) Board Study Session regarding budget.
 - 5) Tour of Physical Science Building.
 - 6) Accreditation mid-year report.

16. ADJOURNMENT

17. 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.