

**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](http://www.mpc.edu/GoverningBoard)

**MINUTES - REVISED**

1. **CALL TO ORDER** – Chair Charles Brown called the meeting to order 3:00 p.m.
  
2. **ROLL CALL** — present:  
Mr. Charles Brown, Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilyn Dunn Gustafson, Trustee  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Vice Chair  
Dr. Walter Tribley, Superintendent/President  
  
Staff:  
Ms. Susan Kitagawa, Associate Dean of Human Resources  
Dr. Céline Pinet, Vice President of Academic Affairs
  
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
  
4. **CLOSED SESSION**
  - A. Conference with Labor Negotiators (Government Code Section 54957.6)
    - a) Employee Organization: MPCEA/CSEA
    - b) Agency Representatives: Dr. Walter Tribley, Susan Kitagawa, Céline Pinet & Larry Walker
  - B. Conference with Labor Negotiators (Government Code Section 54957.6)
    - a) Employee Organization: MPCTA/CTA/NEA
    - b) Agency Representatives: Dr. Walter Tribley & Susan Kitagawa
  - 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**  
Chair Brown asked for Roll Call at 4:30 p.m.  
Present:  
Mr. Charles Brown, Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilyn Dunn Gustafson, Trustee  
Mr. Rick Johnson, Trustee

Dr. Loren Steck, Vice Chair  
Dr. Walter Tribley, Superintendent/President  
Mr. Maury Vasquez, Student Trustee

7. **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken.

8. **APPROVAL OF AGENDA**

Motion Dunn Gustafson / Second Steck / Carried.

2013-2014/69

New Business Agenda Item D was moved to the beginning of New Business.

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

9. **RECOGNITION**

A. Moment of Silence

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

10. **PUBLIC COMMENTS** – None.

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 30<sup>th</sup>. 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

### A. Institutional Report: No Report.

- B. Superintendent/President's Report: Dr. Walter Tribley  
Dr. Tribley reviewed his report entitled, "[MPC Meeting of the Board of Trustees: January 31, 2014.](#)" / He plans to attend the upcoming Monterey City Council meeting per Trustee Rick Johnson's request.
- C. Vice Presidents' Reports  
Written reports may be reviewed under "[Reports.](#)"
- Dr. Céline Pinet reviewed her report entitled, "Monterey Peninsula College Vice President of Academic Affairs Board Meeting Report, January 31, 2014." / She also reported on various efforts to increase enrollment, which is down. These include the hiring of math faculty last fall, which resulted in an increase of 25 new FTES. Also, fifty-eight people registered for business classes as a result of an e-mail sent to previous business class students by our business division and Associate Dean Jon Knolle. / The graph distributed by Dr. Pinet may be reviewed by clicking on this [link](#).
- Mr. Martin Johnson reviewed his report entitled, "Governing Board Report for Student Services." In addition to his report, he reported that two additional international students (along with an intern from Guinea), may be helping our campus. / Trustee Dunn Gustafson requested that the Board meet these interns.
- D. Academic Senate Report: Fred Hochstaedter, President – No report.
- E. MPCEA Report: Loran Walsh, President  
See written report under "[Reports.](#)"  
Mr. Walsh read his report entitled, "Address to the Board of Trustees from Loran J. Walsh, MPCEA Chapter President." / He also noted that three out of eight eligible members are interested in the retirement incentive. / He distributed a [letter](#) from the Student Senate for California Community Colleges regarding the "March in March" event held in Sacramento.
- F. MPCTA Report: Mark Clements, President  
Mr. Clements reported on faculty salaries, benefits cuts, and online education, as well as MPCTA goals for this year, which include distance education, student learning outcomes, and evaluations. / On February 7<sup>th</sup>, the union will meet with the Health and Welfare Cost Containment Committee to discuss benefit cuts, efficiencies, and other items. / He noted that it is difficult to replace and retain faculty when they are making more money elsewhere. He also reported that 25% of MPC's faculty is considering second jobs to make ends meet, according to an MPCTA survey.
- G. ASMPC Report: Director of Representation  
Student Trustee Maury Vasquez reported that Dr. Walter Tribley and Mr. Martin Johnson made a presentation regarding the budget to the ASMPC at their January 31<sup>st</sup> meeting. / During that meeting, the ASMPC prepared a list of events occurring during Spring semester.
- H. College Council Report: Stephanie Perkins and Diane Boynton, Co-chair – No report.
- I. MPC Foundation
- 1) Executive Director Report: Ms. Beccie Michael  
See written report under "[Reports.](#)"  
Ms. Michael distributed the Foundation's monthly "[Donations by Fund](#)" report and explained that it includes grants. / She invited everyone present to attend the Celebration of College Philanthropy on February 23<sup>rd</sup> and the Lobo Hall of Fame on March 1<sup>st</sup>.
  - 2) Monthly Donations: See the aforementioned "Donations by Fund" report.

J. Governing Board Reports

1) Community Human Services (CHS) Report – No report.

2) Trustee Reports

- a) Trustee Marilyn Dunn Gustafson thanked the administrators involved in Flex Day, noting that she enjoyed the inspirational guest speaker. / She thanked Dr. Walter Tribley for speaking at Rotary and Ms. Beccie Michael for the Foundation's work.
- b) Trustee Rick Johnson commended Flex Day. / Weeks before the Special Board Meeting, he received letters from people within our community who were filled with passion for MPC. He believes their passion for MPC is a reflection of everyone at MPC.
- c) Trustee Margaret-Anne Coppernoll attended Flex Days and commended the guest speaker, as well as those responsible for the event. / She attended the enlightening Gavilan College **budget session** and strategic planning session. / She also attended the Effective Trustee Conference and the Legislative Conference. / **She conveyed her joy at getting unsolicited accolades regarding Superintendent/President Walt Tribley when she is out in the community.**
- d) Vice Chair Loren Steck attended the budget session at Gavilan College. / He commended the handling and educational aspect of the Special Board Meeting. / He attended the Student Success Scorecard Advisory meeting, which was attended by Chancellor Brice Harris.
- e) Chair Charles Brown attended the Effective Trustee workshop. / He announced the issuance of the *Student Success Scorecard, 2013 State of the System Report* by the state Chancellor's Office.

K. Legislative Advocacy Report, Dr. Walter Tribley

Dr. Tribley reported on his meeting with Assistant to the President Vicki Nakamura and Senator William Monning and his staff. He noted that Senator Monning was very receptive to input for modifications to policies that disproportionately impact certain areas of curriculum throughout the state, such as repeatability. / Vice Chair Steck reported that he received an AARP communication against Senator Carol Liu's SB 173, which cuts funding for seniors' education in colleges. Dr. Tribley intends to research this and report back to the Board.

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

See written report under "[Reports](#)."

Mr. Joe Demko highlighted items from his written report entitled "Active Bond/Facility Projects Update."

**13. CONSENT CALENDAR**

A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:

Motion Steck / Second Coppernoll / Carried.

2013-2014/70

Student Advisory Vote:     AYE             Vasquez

AYES:                     5             MEMBERS:     Brown, Coppernoll, Dunn Gustafson, Johnson, Steck

NOES: 0 MEMBERS: None  
ABSENT: 0 MEMBERS: None  
ABSTAIN: 0 MEMBERS: None

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**

- A. BE IT RESOLVED, that the 2013-2014 Monthly Financial Reports for the period ending December 31, 2013, be accepted.

Motion Steck / Second Coppernoll / Carried. 2013-2014/71

Trustee Dunn Gustafson noted that the proposed mid-year report for February is not necessary since these monthly financial reports indicate the actuals. / Trustee Johnson agreed, but noted that the mid-year report would be necessary if the pace of the expenditures was significantly off.

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- 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.

Motion Steck / Second Johnson / Carried. 2013-2014/72

Dr. Céline Pinet pointed out that the projected 2013/2014 enrollment numbers in this report are based on the month of December and explained that the actuals change every day. / Dr. Walter Tribley noted that the projected numbers listed in the budget assumption do not reflect our current P1. / Ms. Vicki Nakamura explained that the new P1 report will be filed on March 31<sup>st</sup>.

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- 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.

Motion Steck / Second Coppernoll / Carried. 2013-2014/73

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- 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.

Motion Coppernoll / Second Johnson / Carried. 2013-2014/74

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

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.

Motion Johnson / Second Coppernoll / Carried. 2013-2014/75

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

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.

Motion Steck / Second Coppernoll / Carried. 2013-2014/76

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

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.

Motion Coppernoll / Second Steck / Carried. 2013-2014/77

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None



