

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

REGULAR BOARD MEETING

WEDNESDAY, FEBRUARY 26, 2014

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

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

AGENDA - REVISED

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. Student Expulsion (Education Code Section 72122)

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

a) Employee Organization: MPCEA/CSEA

b) Agency Representatives: C. Earl Davis, Susan Kitagawa & Larry Walker

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

a) Employee Organization: MPCTA/CTA/NEA

b) Agency Representatives: C. Earl Davis, Susan Kitagawa & Céline Pinet

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

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) MPC student, Jonathan Dill, deceased January 20, 2014.

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 Hollie Webster, Michael Lynch, and Karin Hern, Board of Directors of the Automotive Heritage & Preservation Foundation (AHPF), withdrawing from consideration its January 2013 Response to the Request for Proposal. / January 10.

B. MPC All User Emails

- 1) Dr. Walt Tribley: Sharing of the CSEA article featuring MPC employee, Loran Walsh.
- 2) Dr. Walt Tribley: Announcing Joe Bissell's last day and inviting employees to drop by and bid farewell.
- 3) Dr. Walt Tribley: Announcement and invitation to attend Flex Day activities.
- 4) Athletic Department: Think Pink Cancer Awareness Fundraiser on 02/07.
- 5) MPC Foundation: Faculty and Staff Advancement Awards application deadline is 02/27.
- 6) Student Financial Services: 2014-2015 MPC Online Scholarship application deadline 03/14.
- 7) Student Health Services: Open enrollment for Covered California ends on 03/31.
- 8) Humanities Division: Invitation to attend the 37th Annual Humanities Division Book Grant Award Ceremony on 02/13.
- 9) Jeanette Haxton: Invitation to attend the 23rd Annual Hall of Fame Banquet on 03/01.

C. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media

- 1) *The Weekly* / January 23, 2014: "At Wednesday's MPC board meeting on the theater arts department, the people spoke."
- 2) *The Californian* / January 28, 2014: Obituary for MPC student Jonathan Dill.
- 3) *The Herald* / February 5, 2014: "MPC, car museum hit impasse."
- 4) *The Herald* / February 7, 2014: "Gary Bolen: MPC Theatre woes only partly lifted."
- 5) *The Herald* / February 13, 2014: "MPC women's basketball loses to Mission, but still has shot at title."

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: Mr. C. Earl Davis, 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 February 26 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: Success through a Student Equity Lens
- 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 December 11, 2013.
- 2) That the January supplemental payroll in the amount of \$38,877.20 and the January regular payroll in the amount of \$1,756,965.80 and the February supplemental payroll in the amount of \$20,053.19 for a total payroll of \$1,815,896.19 be approved.
- 3) That Commercial Warrants:
12052774 through 12052815, 12053329 through 12053346, 12053819 through 12053872, 12054338 through 12054373, 12055110 through 12055127, 12055579 through 12055602, 12056066 through 12056086, 12058300 through 12058342, in the amount of \$2,905,620.57 be approved.
- 4) That Purchase Orders B1400547 through B1400600 in the amount of \$675,673.32 be approved.
- 5) That the following budget increases in the Restricted General Fund be approved:
Increase of \$429,659 in funds received for FY 2013-2014.
Increase of \$13,358 in funds carried forward from FY 2012-13 to FY 2013-14.
- 6) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 Object expense category	\$	462
Net increase in the 2000 Object expense category	\$	357
Net increase in the 3000 Object expense category	\$	104
Net decrease in the 4000 Object expense category	\$	3,242
Net increase in the 5000 Object expense category	\$	3,243

- 7) That the following budget adjustments in the Unrestricted General Fund be approved:
- | | | |
|--|----|--------|
| Net decrease in the 1000 Object expense category | \$ | 16,482 |
| Net increase in the 2000 Object expense category | \$ | 2,401 |
| Net decrease in the 3000 Object expense category | \$ | 14,310 |
| Net increase in the 4000 Object expense category | \$ | 4,966 |
| Net increase in the 5000 Object expense category | \$ | 17,640 |
| Net increase in the 6000 Object expense category | \$ | 5,785 |
- 8) That the following budget adjustments in the Parking Fund be approved:
- | | | |
|--|----|--------|
| Net increase in the 2000 Object expense category | \$ | 18,133 |
| Net increase in the 3000 Object expense category | \$ | 589 |
| Net decrease in the 5000 Object expense category | \$ | 18,722 |
- 9) That the following budget adjustments in the Child Devt. Fund be approved:
- | | | |
|--|----|-------|
| Net decrease in the 2000 Object expense category | \$ | 8,803 |
| Net decrease in the 3000 Object expense category | \$ | 397 |
| Net increase in the 5000 Object expense category | \$ | 9,200 |
- 10) That the following budget adjustments in the Capital Projects Fund be approved:
- | | | |
|--|----|--------|
| Net decrease in the 5000 Object expense category | \$ | 78,630 |
| Net increase in the 6000 Object expense category | \$ | 78,630 |
- 11) That the following budget adjustments in the Self-Insurance Fund be approved:
- | | | |
|--|----|-------|
| Net decrease in the 3000 Object expense category | \$ | 5,600 |
| Net increase in the 5000 Object expense category | \$ | 5,600 |

B. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
- Authorize the full time, non-tenure track, Women's Studies position, pending funding.
 - Authorize the full time, non-tenure track, Career Technical Education Coordinator position, pending funding.
 - Employment of Grace Anongchanya, TRIO Coordinator/Counselor; Amber Kerchner, Counselor (First 5 Grant); Sandra Washington, Upward Bound Counselor; and Christopher Calima, Math Science Upward Bound Coordinator as categorically funded employees be ratified for 2014/2015.
 - Grant Course Specific Equivalency to C. Robert Omstead to teach AUTO106.
 - Grant Equivalency to Minimum Qualifications to Kathleen Clark to teach Business, effective Spring 2014.
 - 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):
- Employment of _____, Admission & Records Specialist, 40 hours per week, 12 months per year, effective _____, 2014.
 - Employment of _____, Ceramics Studio Specialist, 19 hours per week, 10 months per year, effective _____, 2014.
 - Eliminate position of Technology Resources Specialist, Distance Learning/Information Systems, 40 hours per week, 12 months per year, Range 22, effective at the end of the day February 26, 2014.
 - Establish new position, Online Instructional Technology Specialist, Distance Education, Range 26, 40 hours per week, 12 months per year, effective February 27, 2014.
 - Eliminate position of Fire Academy Assistant, Range 11, Public Safety Training Center, 40 hours per week, 12 months per year, Range 11, effective at the end of the day February 26, 2014.

- f) Establish new position, Administrative Assistant II, Range 11, Public Safety Training Center, 40 hours per week, 12 months per year, Range 11, effective February 27, 2014.
- g) Rescind the resignation of Brian Singleton, Custodian, Facilities, 40 hours per week, 12 months per year, for compliance with Education Code Section 88201.
- h) Resignation of Alyssa Huerta, Matriculation Services Specialist Senior, 40 hours per week, 12 months per year, effective at the end of the day January 31, 2014.
- i) Resignation for the purpose of retirement of Brian Singleton, Custodian, Facilities, 40 hours per week, 12 months per year, effective at the end of the day June 30, 2014.
- j) Resignation for the purpose of retirement of Elizabeth Harrington, Matriculation/Articulation Technician, Counseling Department, 40 hours per week, 12 months per year, effective at the end of the day March 11, 2014.
- k) Resignation for the purpose of retirement of Zuline Hardy, Admissions & Records Specialist, 40 hours per week, 12 months per year, effective at the end of the day February 21, 2014.
- l) Resignation for the purpose of retirement of Helmut Schonwalder, Technology Support Technician, Information Systems, 40 hours per week, 12 months per year, effective at the end of the day April 30, 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 January 31, 2014, be accepted.
- B. BE IT RESOLVED, that the Governing Board declares as surplus the telescopes and direct the disposal of these items in accordance with Governing Board guidelines and Education Code requirements.
- C. BE IT RESOLVED, that the Governing Board receive the District's annual Financial Audit Report for the fiscal year ended June 30, 2013.
- D. BE IT RESOLVED, that the Governing Board receive the District's Measure I General Obligation Bonds Performance Audit and Independent Auditors' reports for the fiscal year ended June 30, 2013.
- E. BE IT RESOLVED, that the Governing Board approve the appointment of C. Earl Davis, Interim Vice President, Administrative Services as the District's primary representative and Susan Kitagawa, Associate Dean of Human Resources, as the alternate representative to the Northern California Community College Pool (NCCCP) – JPA board for Workers Compensation.
- F. BE IT RESOLVED, that the Governing Board approve the appointment of C. Earl Davis, Interim Vice President, Administrative Services, as the District's primary representative to the Bay Area Community College District's Pool – (BACCD) JPA for Property and Liability.
- G. BE IT RESOLVED, that the following new courses be approved:
 ARTD 1C, Sculpture III
 ARTD 1D, Sculpture IV

ARTD 2B, Figure Sculpture II
 ARTD 2C, Figure Sculpture III
 ARTD 2D, Figure Sculpture IV
 ARTD 3C, Mold Making III
 ARTD 4C, Wood Sculpture III
 ARTD 5B, Metal Sculpture II
 ARTD 5C, Metal Sculpture III
 ARTD 6C, Stone Sculpture III
 ARTD 7B, 3D Arts & Technology II
 ARTD 41B, Small Metal Casting: Jewelry II
 ARTD 41C, Small Metal Casting: Jewelry III
 ARTD 43B, Jewelry: Stone Setting II
 ARTD 46B, Metal Textile Techniques II
 ARTP 12B, Digital Photography II
 ARTS 13B, Expressive Drawing II
 ARTS 30B, Mixed Media II
 ARTS 32, Mixed Media: Image Transfer Techniques
 ARTS 40C, Painting III
 ARTS 41C, Watercolor III
 ARTS 61C, Monotype III
 ARTS 63B, Intaglio Printmaking II
 ARTS 63C, Intaglio Printmaking III
 DANC 14B, Ballroom Dance II
 DANC 14C, Ballroom Dance III
 DANC 14D, Ballroom Dance IV
 DANC 15B, Ethnic Dance Forms II
 DANC 15C, Ethnic Dance III
 DANC 20B, Dance Production-Jazz
 PFIT 30C, Triathlon Training III
 PHED 20.12, Skill Development for Soccer-Women

- H. BE IT RESOLVED, that the Governing Board approve Ms. Deidre Sullivan, Director of the Marine Advanced Technology Education (MATE) Program, to travel to Guam, Palau Yap to attend the Pacific MATE Planning Meeting March 24 – April 10, 2014.
- I. BE IT RESOLVED, that the Governing Board approve the expulsion of MPC student #341.
- J. BE IT RESOLVED, that Monterey Peninsula College enter into a contract with the following contract (probationary) employees for the 2014-2015 academic year:
- Ms. Jacqueline Evans, Counselor, Supportive Services
 - Mr. Scott Moller, Administration of Justice Instructor
 - Ms. Susanne Muszala, Counselor
 - Mr. Luke Spence, Mathematics Instructor
 - Mr. Andrew Washburn, Mathematics Instructor
- K. BE IT RESOLVED, that the Monterey Peninsula College enter into a contract with the following contract (probationary) employees for the 2014-2015 and 2015-2016 academic years:
- Mr. John Cristobal, Mathematics Instructor
 - Dr. Gamble Madsen, Art History Instructor

- Mr. Joel Pickering, Mathematics Instructor
- Ms. Adrienne Simpson, Psychology Instructor
- Dr. Kelly Stack, American Sign Language Instructor
- Mr. Anthony Villarreal, Sociology Instructor

L. BE IT RESOLVED, that Monterey Peninsula College employ the following probationary employees as tenured employees for all subsequent academic years starting with the 2014-2015 academic year:

- Ms. Adria Gerard, Director of the English and Study Skills Center and Reading Center
- Ms. Lauren Handley, Political Science Instructor
- Ms. Kimberly Mansfield, Counselor
- Ms. Catherine Webb, Technical Services/Reference Librarian

M. PUBLIC HEARING: District’s initial proposal for interest-based bargaining with the California School Employees Association, Chapter #245, MPCEA/CSEA for a successor agreement.

N. BE IT RESOLVED, that following comments from the public regarding the initial proposals of both California School Employees Association, Chapter #245, MPCEA/CSEA and the District, the attached Monterey Peninsula Community College District initial proposal for interest based bargaining with for a successor agreement be adopted.

O. PUBLIC HEARING: District’s initial proposal for interest-based bargaining with the MPCTA for a successor agreement.

P. BE IT RESOLVED, that the following comments from the public regarding the initial proposals of both Monterey Peninsula College Teachers Association (MPCTA) and the District, the attached Monterey Peninsula Community College District initial proposal for interest based bargaining with for a successor agreement be adopted.

Q. PUBLIC HEARING: Initial proposal of Monterey Peninsula College Teacher’s Association (MPCTA)/CTA/NEA for negotiations for 2013/14 and a successor agreement.

R. BE IT RESOLVED, that the Governing Board adopt the following resolution to reduce the classified service because of lack of funds.

BEFORE THE BOARD OF TRUSTEES

OF THE MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

OF MONTEREY COUNTY, CALIFORNIA

In the Matter Of:)	
)	
The Reduction of)	
The Classified Service)	
)	
)	

RESOLUTION

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 2014/2015 fiscal year, the Governing Board of the Monterey Peninsula Community College District hereby finds it necessary to eliminate the classified service as specified below:

JOB CLASSIFICATION	ASSIGNMENT	FTE Reduction
Theater Manager	40 hours per week; 12 months	1.00
Instructional Specialist Theater-Master Electrician	40 hours per week; 12 months	1.00
Coordinator, Academic Support Center	40 hours per week; 8.51 months	0.71
Instructional Specialist, Business Skills Center	19 hours per week; 10 months	0.40
Instructional Specialist, Business Skills Center	19 hours per week; 11 months	0.44
Instructional Specialist-Circulation Desk/Instructional Specialist , Library	26 hours per week; 8.32 months	0.45
Administrative Assistant I, Division Office/Business and Technology	18 hours per week; 8 months	0.30
Laboratory Specialist I /Hospitality FACS	12 hours per week; 9 months	0.23
Research Specialist; Office of Institutional Research	40 hours per week; 12 months	1.00

NOW, THEREFORE, BE IT RESOLVED that as of June 30, 2014, the classified positions of the District shall be discontinued 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 Monterey Peninsula Community College District on February 26, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mr. Charles Brown
Chair, Governing Board

S. INFORMATION: Calendar of Events.

15. ADVANCE PLANNING

- A. 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

- B. Regular Board Meeting, Wednesday, April 23, 2014 at MPC:
 - 1) Closed Session, 1:30pm, Stutzman Room, LTC
 - 2) Open Session, 3:00pm, Sam Karas Room, LTC

- C. Future Topics
 - 1) Board Study Session regarding lifelong learning (April - tentative)
 - 2) Tour of PSTC (Public Safety Training Center) Phase II (February 28, 2:30 p.m.)
 - 3) Tour of Physical Science Building (March - tentative)
 - 4) Accreditation mid-year report. (April – tentative)

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.

Posted February 21, 2014