

**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

MINUTES

1. **CALL TO ORDER** – Chair Charles Brown called the meeting to order at 1:30pm.
2. **ROLL CALL** – present:
Mr. Charles Brown, Chair
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President

Staff:
Mr. C. Earl Davis, Interim of Vice President for Administrative Services
Mr. Martin L. Johnson, Interim Vice President of Student Services
Ms. Susan Kitagawa, Associate Dean of Human Resources
Dr. Céline Pinet, Vice President of Academic Affairs
Mr. Larry Walker, Dean of Student Services

Absent:
Mr. Rick Johnson, Trustee
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
 - 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**
Chair Brown asked for Roll Call at 3:06 p.m.
Present:
Mr. Charles Brown, Chair
Dr. Margaret-Anne Coppernoll, Trustee

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

Absent:
Mr. Rick Johnson, Trustee

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

8. **APPROVAL OF AGENDA**

Motion Steck / Second Dunn Gustafson / Carried.

2013-2014/83

Due to the availability of the Auditor, New Business Agenda Items C and D were moved to the beginning of “Reports.”

Student Advisory Vote:	AYE	Vasquez
AYES:	4	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Johnson
ABSTAIN:	0	MEMBERS: None

9. **RECOGNITION**

A. Moment of Silence

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

10. **PUBLIC COMMENTS** – None.

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

A. Institutional Report: No Report.

B. Superintendent/President’s Report: Dr. Walter Tribley

Dr. Tribley reported on the certificates presented to Chair Charles Brown by the Monterey Bay Chapter of Links Incorporated and the NAACP Monterey Branch. / Work is progressing on MPC’s self-study for the Accrediting Commission for Community and Junior Colleges (ACCJC). / Dr. Richard Kezirian is the 2014 President’s Award recipient. The President’s Address to the Community is on May 15th. / Ms. Vicki Nakamura spearheaded the P1 study and completed the P1 report. / He reviewed events and meetings he recently attended, which included a meeting regarding Fort Ord properties and our budget situation with two subcommittees of the Monterey County Civil Grand Jury, Ms. Nakamura, and Mr. David Brown. He and Mr. C. Earl Davis met with CHOMP representatives regarding stop loss insurance alternatives.

C. Vice Presidents’ Reports:

Written reports may be reviewed under “Reports,” except where indicated.

Interim Vice President for Administrative Services, Mr. C. Earl Davis

Mr. Davis expressed his appreciation for the free exchange of ideas in this community, which he has experienced in the committees in which he is a participant. Working through shared governance, there is active participation to find the best way to serve our students and our community.

Vice President of Academic Affairs, Dr. Céline Pinet

Dr. Pinet reviewed the experience and qualifications of Lauren Handley, Catherine Webb, and Adria Gerard, who are under consideration for tenure. / She also highlighted items from her report entitled, “Vice President of Academic Affairs Board Meeting Report.”

Interim Vice President of Student Services, Mr. Martin Johnson

Mr. Johnson reviewed the experience and qualifications of Kim Mansfield, who is under consideration for tenure. / Thierno Diallo, an intern from the Monterey Institute of International Studies, is working in Mr. Johnson’s office on Student Services policies and procedures. / Thirteen schools were represented at the February 21st high school counselors’ breakfast. We’ve extended our outreach to high schools, particularly outside of our district.

D. Academic Senate Report: Fred Hochstaedter, President

Dr. Hochstaedter congratulated the faculty members under consideration for tenure. / He reported that he and Ms. Catherine Webb found that Grossmont College’s Academic Senate has passed a resolution expressing concern over the relationship between the ACCJC and community colleges. Our Academic Senate will review the resolution to see if our campus wants to have a similar resolution. / He reported that Dr. Tribley made two presentations regarding the relationship between the college’s mission and budget reduction efforts to the Academic Senate and engaged in discussions with the group. From the nature of the questions, Dr. Hochstaedter believes that there is a silent majority that feels the institution needs to deal with our budget deficit issues and supports the Board in making the tough decisions that need to be made for our college. Trustee Dunn Gustafson thanked him and expressed her appreciation of the Academic Senate’s support. / Dr. Hochstaedter also reported on recent accreditation presentations by he and Ms. Webb. He

presented on organizing the monumental task of writing a self-study and Ms. Webb presented on how to change your mission. / Chair Brown thanked Dr. Hochstaedter for his leadership.

E. MPCEA Report: Loran Walsh, President

See written report under “Reports.”

Mr. Walsh read from his report. / He also reviewed a letter from California School Employees Association (CSEA) regarding MPC’s proposal “to eliminate positions and/or reduce hours of classified employees.” / Vice Chair Steck thanked Mr. Walsh and the CSEA for embracing the concept of interest-based bargaining.

F. MPCTA Report: Mark Clements, President

Mr. Clements reported that the union has been meeting twice a month and working collegially on negotiations. The MPCTA’s work includes reviewing our medical benefits, working collaboratively with other colleges, and reviewing repeatability issues that negatively impact students. He also discussed faculty salaries and benefit cuts, and expressed concern regarding the impact these have on hiring new faculty. / Trustee Dunn Gustafson expressed happiness at hearing that the MPCTA, which has been influential with state legislature in the past, is discussing some of the issues that have severely impacted the college.

G. ASMPC Report: Director of Representation

Student Trustee Maury Vasquez reported that the Director of Representation position was filled by Martha Suazo. / Ms. Suazo reported that the ASMPC is revising their mission statement with the intention of getting students more involved with the college. / Lobo Day will take place on March 4th. The Earth Day celebration is April 22nd. / ASMPC has decided to become a chapter of the California Student Sustainability Coalition.

H. College Council Report: Stephanie Perkins and Diane Boynton, Co-chair

Ms. Perkins reported on College Council activities, which include reviewing the mission, institutional goals, and the educational master plan. Subcommittees have been created to review each area. Their goal is to take this process to shared governance to share their ideas with the campus at large.

I. MPC Foundation

1) Executive Director Report: Ms. Beccie Michael

See written report under “Reports.”

Dr. Tribley highlighted items from Ms. Michael’s report on her behalf. / He expressed his appreciation for Mr. Robert K. Bullock’s approximately \$2.1 million gift to MPC. / He also commended Ms. Michael and her staff.

2) Monthly Donations: Report to be distributed at the February 26 board meeting.

J. Governing Board Reports

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

2) Trustee Reports

a) Vice Chair Loren Steck: No report.

b) Trustee Margaret-Anne Coppennoll attended the Celebration of Philanthropy and her first MPC Foundation Board meeting.

c) Trustee Marilyn Dunn Gustafson attended the Celebration of Philanthropy. She congratulated Ms. Beccie Michael and everyone who was involved in the celebration. / She invited everyone to attend the Jim Tunney event on Sunday, March 16th.

d) Student Trustee Maury Vasquez was invited to the Lobo Hall of Fame by Dr. Richard Kezirian. He was notified by Dr. Tribley about the Panetta Institute Lecture Series and was selected by Mr. Elias Kary to participate.

e) Chair Charles Brown attended the Black History Month ceremony in Seaside. / He invited everyone present to attend the March 8th play presented by the African American Theater Arts Troupe.

K. Legislative Advocacy Report, Dr. Walter Tribley
Dr. Tribley distributed and reviewed two handouts on legislative issues. / The trustees requested a special study session regarding legislative advocacy to be held on Friday, February 28th.

L. Student Success Report, Dr. Rosaleen Ryan
Dr. Ryan reviewed her report entitled, "Success Through a Student Equity Lens."
Vice Chair Steck added that Carmel High School aligned their graduation requirements with UC/CSU admission requirements years ago, which explains their higher percentage of graduates who meet UC/CSU requirements.

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. Demko highlighted items from his written report entitled, "Active Bond/Facility Projects Update." / Mr. C. Earl Davis thanked Kitchell, Joe Demko, and his entire team for their work.

Break: 5:01-5:12pm

13. CONSENT CALENDAR

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

Motion Steck / Second Dunn Gustafson / Carried.

2013-2014/84

Vice Chair Steck noted that a substitute Life Science position was added to Consent Agenda Item D.

Student Advisory Vote:	AYE	Vasquez
AYES:	4	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Johnson
ABSTAIN:	0	MEMBERS: None

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):
 - a) Authorize the full time, non-tenure track, Women's Studies position, pending funding.
 - b) Authorize the full time, non-tenure track, Career Technical Education Coordinator position, pending funding.
 - c) 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.
 - d) Grant Course Specific Equivalency to C. Robert Omstead to teach AUTO106.

- e) Grant Equivalency to Minimum Qualifications to Kathleen Clark to teach Business, effective Spring 2014.
- f) 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 _____, Admission & Records Specialist, 40 hours per week, 12 months per year, effective _____, 2014.~~
 - ~~b) Employment of _____, Ceramics Studio Specialist, 19 hours per week, 10 months per year, effective _____, 2014.~~
 - c) 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.
 - d) Establish new position, Online Instructional Technology Specialist, Distance Education, Range 26, 40 hours per week, 12 months per year, effective February 27, 2014.
 - e) 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

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

Motion Steck / Second Vasquez/ Carried.

2013-2014/85

Student Advisory Vote:	AYE	Vasquez
AYES:	4	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Johnson
ABSTAIN:	0	MEMBERS: None

- 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.

Motion Coppernoll / Second Steck / Carried.

2013-2014/86

Mr. C Earl Davis noted that SCHOLA will assist us in disposing of these telescopes if we choose to use their services.

Student Advisory Vote:	AYE	Vasquez
AYES:	4	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Johnson
ABSTAIN:	0	MEMBERS: None

- C. BE IT RESOLVED, that the Governing Board receive the District's annual Financial Audit Report for the fiscal year ended June 30, 2013.

Motion Steck / Second Coppernoll / Carried.

2013-2014/87

Mr. Bill Rausch, Auditor with Vavrinek, Trine, Day & Co., LLP, highlighted items from the Independent Auditors' Report entitled, "[Annual Financial Report, June 30 2013.](#)" The audit resulted in an "unmodified" opinion, which is the highest level of assurance auditors can give. There was one finding regarding state awards over EPA funds, a minor detail of which the district was unaware at the time. MPC management has since taken corrective action for the future. / Mr. C. Earl Davis commended Mr. Rausch and his firm for their work.

Student Advisory Vote:	AYE	Vasquez
AYES:	4	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Johnson
ABSTAIN:	0	MEMBERS: None

- 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.

Motion Steck / Second Coppernoll / Carried.

2013-2014/88

Mr. Bill Rausch reviewed items from the Independent Auditors' Report entitled, "[Measure I General Obligation Bonds, Election 2002, Audit Report, June 30, 2013.](#)" This audit also resulted in an "unmodified" opinion. There were no findings. / Mr. C. Earl Davis reported that this report will be reviewed with the Citizens' Bond Oversight Committee (CBOC) on March 3rd.

Student Advisory Vote:	AYE	Vasquez
AYES:	4	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Johnson
ABSTAIN:	0	MEMBERS: None

- 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

