

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

REGULAR BOARD MEETING

WEDNESDAY, JUNE 25, 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

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: MPCEA/CSEA
- b) Agency Representatives: C. Earl Davis, Susan Kitagawa & Larry Walker

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

- a) Employee Organization: MPCTA/CTA/NEA
- b) Agency Representatives: C. Earl Davis, Susan Kitagawa

C. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)

D. Public Employment

Title: Vice President of Administrative Services

E. Public Employment

Title: Vice President of Student Services

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

Title: Superintendent/President

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. OATH OF OFFICE – Swearing in of Student Trustee Maury Vasquez

10. RECOGNITION

A. Moment of Silence

- 1) MPC Sign Language Adjunct Instructor Hitomi Ava Hill Willet, deceased in May, 2014.

B. Certificate of Accomplishment Presentation

- 1) Excellence in Trusteeship Program, Trustee Margaret-Anne Coppernoll

11. 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.

12. CORRESPONDENCE AND PUBLICATIONS

A. Written Communications

- 1) Letter to Dr. Walter Tribley from Carna Pfeil, Interim Executive Director of Nebraska's Coordinating Commission for Postsecondary Education. Dr. Pfeil informed Dr. Tribley that MPC is not required to seek authorization from the Coordinating Commission for Postsecondary Education to offer in Nebraska the courses or programs described in his April 10, 2014 correspondence. / April 30.
- 2) Letter from Dr. Walter Tribley to Brenda Cartwright at the Bureau for Private Postsecondary Education supporting the National College of Technical Instruction's proposed satellite campus in Monterey County to provide high-quality paramedic educational training. / May 6.
- 2) Letter to Dr. Walt Tribley from Nancy Kotowski, Monterey County Superintendent of Schools, praising the 8th Annual President's Address to the Community and the President's Award honoree, Dr. Richard Kezirian. / May 27.
- 3) Letter from Dr. Walt Tribley to Senator Barbara Boxer regarding MPC's recent application to the U.S. Department of Education for the grant, Developing Hispanic Serving Institutions (Title V, Part A). / June 9.
- 4) Letter from Dr. Walt Tribley to Senator Dianne Feinstein regarding MPC's recent application to the U.S. Department of Education for the grant, Developing Hispanic Serving Institutions (Title V, Part A). / June 9.
- 5) Letter from Dr. Walt Tribley to Representative Sam Farr regarding MPC's recent application to the U.S. Department of Education for the grant, Developing Hispanic Serving Institutions (Title V, Part A). / June 9.
- 6) Letter from Dr. Walt Tribley to Senator Carol Liu regarding Monterey Peninsula Community College District's support of Assembly Bill 2235 by Assembly Members Joan Buchanan and Curt Hagman. / July 11.

B. MPC All User Emails

- 1) Sigrid Klein: Announcement of the Coming Home Festival.
- 2) Julie Osborne: Announcement of ASMPCC's 2014-2015 election results.
- 3) Veteran's Club: Announcement of the Veteran's Club Memorial Day Event.
- 4) Shawn Anderson: Invitation to submit Youth Fund Grant applications for 2015.
- 5) Veteran's Club: Announcement of Fundraiser at Buffalo Wild Wings in Seaside.
- 6) Latino Student Association: Invitation to the 13th Annual Latino Student Recognition Ceremony.
- 7) Fred Hochstaedter: Notice regarding Instructor Reflections and Fall 2014 Flex Day and Academic Senate updates.
- 8) Flex Day Committee: Announcement regarding Fall Flex Day Lunch.
- 9) Human Resources: Announcement of the Vice Presidential candidates' forum schedule.
- 10) Marty Johnson: Notice regarding the June 7, 2014 graduation.
- 11) Dr. Walt Tribble: Communication regarding the two Vice President of Administrative Services finalists, C. Earl Davis and Jerry Haynes, and their forums on 6/3/14.
- 12) Dr. Walt Tribble: Communication regarding Vice President of Student Services finalist Melissa Green and her forum on 6/4/14.
- 13) Dr. Walt Tribble: Communication regarding Vice President of Student Services finalists, Mazie Brewington and Angela Caballero de Cordero, and their forums on 6/5/14.
- 14) The Amani Group: Invitation to the 2014 Rites of Passage Ceremony.
- 15) Susan Kitagawa: Announcement regarding the Vice President of Student Services forum recordings.

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

- 1) *The Herald* / May 16, 2014: "CSU Monterey Bay graduate overcomes cancer, other obstacles."
- 2) *The Herald* / May 18, 2014: "Skate Jam helps keep Marina kids on the right road."
- 3) *The Herald* / May 20, 2014: "Business digest: Hospital workers recognized."
- 4) *The Herald* / May 21, 2014: "Kirby Scudder: Arts Habitat brings the creative arts to Ford Ord."
- 5) *The Herald* / May 25, 2014: "County clipboard: Garret Woodward in Division II World Series."
- 6) *The Herald* "School Bytes" / June 11, 2014: "MPC's 'Great Books' recognized by national organization."

13. **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 Tribble
- C. Vice Presidents' Reports: Mr. C. Earl Davis, Mr. Martin Johnson, Dr. Walt Tribble
- D. Academic Senate Report: Fred Hochstaedter, President
- E. MPCEA Report: Loran Walsh, President
- F. MPCTA Report: Mark Clements, President
- G. ASMPCC 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: \$280,826.82
- J. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports
- K. Legislative Advocacy Report, Dr. Walter Tribble

- L. Student Success Report: Student Success Scorecard, Dr. Rosaleen Ryan and Mr. Michael Gilmartin
- 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

14. 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 May 28, 2014.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the May regular payroll in the amount of \$2,221,553.44 and the June supplemental payroll in the amount of \$60,582.00 for a total payroll of \$2,282,135.44 be approved.
- 4) That Commercial Warrants:
12078045 through 12078089, 12078653 through 12078700, 12079369 through 12079388, 12080060 through 12080096, 12080683 through 12080704, 12082023 through 12082075, 12083802 through 12083853, in the amount of \$1,886,491.67 be approved.
- 5) That Purchase Orders B1400812 through B1400895 in the amount of \$772,169.51 be approved.

- B. Faculty Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Employment of Psychology Instructor Mark Dennis, under faculty service area Psych. Step and Column placement pending verification, effective Fall 2014.
 - b) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2014 and Summer 2014.

- C. 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.

15. 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 May 31, 2014, be accepted.
- B. BE IT RESOLVED, that the Governing Board approve the 2014-15 Tentative Budget, and set the date for public hearing for approval of the 2014-15 Adopted Budget to be on August 27, 2014 at 3 p.m. at the Public Safety Training Center at 2642 Colonel Durham Street, Seaside, CA, Room 101.
- C. BE IT RESOLVED, that the Governing Board approve the establishment of the OPEB Fund and Workers Comp Fund.
- D. BE IT RESOLVED, that the 2013-2016 Technology Plan be approved as proposed.
- E. BE IT RESOLVED, that the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Building 13 Pool Renovation, DSA Application No. 01-113126, File No. 27-C1.
- F. BE IT RESOLVED, that the following course revisions, new courses and new programs be approved:

Course Revisions:

ARTH 20.1, Art and Artists of the Monterey Peninsula
 ARTH 20.2, Architecture of the Monterey Peninsula
 ARTH 21.1, Architectural Tour of the Monterey Peninsula
 CHEM 1A, General Chemistry I
 ECED 52, Practicum: Field Teaching Experience
 ECED 74, Working with Children and Families Impacted by Stress and Trauma
 FPTC 24A, Management 2A: Organizational Development and Human Relations
 FPTC 24B, Management 2B: Fire Service Financial Management
 FPTC 24C, Management 2C: Personnel and Labor Relations
 FPTC 24D, Management 2D: Strategic Planning
 FPTC 24E, Management 2E: Ethics and the Challenge of Leadership
 FPTC 100, Rescue Systems 1: Basic Rescue Skills
 FPTC 103, Hazardous Materials/Operational and Decontamination
 FPTC 104A, Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations
 FPTC 104B, Fire Apparatus Driver/Operator 1B: Pump Operations
 FPTC 106, Firefighter II Academy: Advanced Firefighting
 FPTC 108, Confined Space Rescue – Awareness Level
 FPTC 109, Confined Space Rescue - Operations
 FPTC 111A, Fire Investigation 1A: Fire Origin and Cause Determination
 FPTC 111B, Fire Investigation 1B: Techniques of Fire Investigation
 FPTC 112A, Training Instructor 1A: Cognitive Lesson Delivery
 FPTC 112B, Training Instructor 1B: Psychomotor Lesson Delivery
 FPTC 112C, Training Instructor 1C: Instructional Development Techniques
 FPTC 114, Fire Management I: Management/Supervision for Company Officers
 FPTC 116, Public Education 1: Systematic Planning and Communication Skills
 FPTC 121A, Investigation 2A: Criminal and Legal Procedures
 FPTC 121B, Investigation 2B: Field Case Studies
 FPTC 122A, Fire Instructor 2A: Techniques of Evaluation
 FPTC 122B, Fire Instructor 2B: Group Dynamics and Problem Solving
 FPTC 122C, Fire Instructor 2C: Employing Audio-Visual Aids
 FPTC 123A, Prevention 2A: Fire Protection Systems and Building Components
 FPTC 123B, Prevention 2B: Interpreting UBC, CCE – Title 19 and 24
 FPTC 123C, Prevention 2C: Special Hazard Occupancies

FPTC 133A, Prevention 3A: Hydraulic Sprinkler Calculations
FPTC 133B, Prevention 3B: Plan Checking
FPTC 140, Incident Command System 300
FPTC 141, Incident Command System 400
FPTC 144, Safety Officer (S-404)
FPTC 213, Fire Technology Skills and Knowledge Modules
FPTC 411, Fire and Life Safety Training

New Courses:

FPTC 107, Firefighter I Academy Refresher
LING 35, Introduction to Nonverbal Communication

New Programs:

Fire Inspector Certificate of Training
Fire Prevention Certificate of Training

- G. BE IT RESOLVED, that the Governing Board adopt the electronic version of the 2014-2015 Monterey Peninsula College Catalog.
- H. BE IT RESOLVED, that the 2014-2015 budget for the Maurine Church Coburn School of Nursing, and 2014-2015 MOU with Community Hospital Foundation be approved as proposed.
- I. INFORMATION: That the Governing Board receive an information report summarizing Monterey Peninsula College's submission of the 2012-2014 Survey of Distance Education Programs and Services to the California Community College Chancellor's Office.
- J. BE IT RESOLVED, that the Governing Board approve Monterey Peninsula College's revised mission statement as recommended to the MPC Superintendent/President by the MPC College Council.
- K. BE IT RESOLVED, that the Governing Board ratify the Memorandum of Understanding regarding Effects of Layoffs between the District and Chapter #245- MPCEA/CSEA.
- L. BE IT RESOLVED, that the Governing Board ratify the Memorandum of Understanding regarding Internal Recruitments between the District and Chapter #245- MPCEA/CSEA, effective May 22, 2014 through June 30, 2014.
- M. INFORMATION: Calendar of Events.

16. ADVANCE PLANNING

- A. Regular Board Meeting, Wednesday, July 23, 2014 at Marina Education Center:
 - 1) Closed Session, 1:30pm, MA404
 - 2) Open Session, 3:00pm, MA403
- B. Regular Board Meeting, Wednesday, August 27, 2014 at Seaside PSTC:
 - 1) Closed Session, 1:30pm, SPS 106
 - 2) Open Session, 3:00pm, SPS 101
- C. Future Topics
 - 1) Tour of PSTC (Public Safety Training Center) Phase II (tentative)
 - 2) CBOC Tour of the Student Center and Art Buildings on Monday, August 4.

17. ADJOURNMENT

18. 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 June 20, 2014