

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

REGULAR BOARD MEETING

WEDNESDAY, JANUARY 25, 2017

11:00am, Closed Session: Stutzman Room, Library & Technology Center
1:30pm, Regular Meeting: Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey, CA 93940

<http://www.mpc.edu/about-mpc/leadership/board-of-trustees>

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

Public comments on Closed Session items will be heard now. 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.

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

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

1) Employee Organization: MPCEA/CSEA

2) Agency Representatives: Susan Kitagawa, Laurence E. Walker, Dr. Kim McGinnis, Dr. Steven L. Crow

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

1) Employee Organization: MPCTA/CTA

2) Agency Representatives: Susan Kitagawa, Dr. Jon Knolle, Kiran Kamath, and Dr. Steven L. Crow

5. RECONVENE TO OPEN SESSION / CALL TO ORDER

6. ROLL CALL

7. PLEDGE OF ALLEGIANCE

The Board of Trustees will recite the Pledge of Allegiance. Participation by meeting attendees is at their option.

- 8) That the following budget adjustments in the Unrestricted General Fund be approved:
- | | | |
|---|----|-------|
| Net decrease in the 4000 (Supplies) Object expense category | \$ | 429 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ | 1,696 |
| Net increase in the 6000 (Capital Outlay) Object expense category | \$ | 2,125 |
- 9) That the following budget adjustments in the Parking General Fund be approved:
- | | | |
|--|----|--------|
| Net decrease in the 2000 (Classified Salary) Object expense category | \$ | 52,126 |
| Net increase in the 5000 (Other/Services) Object expense category | \$ | 52,126 |
- 10) That the following budget increases in the Restricted Fund be approved:
Increase of \$7,500.00 in funds received for FY 2016-2017.
- 11) That the following budget adjustments in the Restricted General Fund be approved:
- | | | |
|--|----|-------|
| Net increase in the 1000 (Certificated Salary) Object expense category | \$ | 2,934 |
| Net increase in the 3000 (Benefits) Object expense category | \$ | 132 |
| Net decrease in the 4000 (Supplies) Object expense category | \$ | 1,200 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ | 1,866 |

B. Faculty Personnel

- 1) That the Governing Board ratifies the following item(s):
- a) Resignation of Salvatore Ferrantelli, Music Instructor, effective May 31, 2017 for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Ferrantelli has served as a faculty member since 1981.
 - b) Grant Equivalency to Minimum Qualifications to Deborah Sturt to teach English as a Second Language, effective Spring 2017.
 - c) Grant Equivalency to Minimum Qualifications to Christine Dietrich-Hart to teach English as a Second Language, effective Spring 2017.
 - d) Grant Equivalency to Minimum Qualifications to Sharon Osgood to teach Physical Fitness, effective Spring 2017.
 - e) Grant Equivalency to Minimum Qualifications to Pamela Keindl to teach Dance, effective Spring 2017.
 - f) Grant Equivalency to Minimum Qualifications to Charlene Pias to teach Health Care Ancillaries – Massage, effective Spring 2017.
 - g) Grant Equivalency to Minimum Qualifications to Deanna Ross to teach Dance, effective Spring 2017.
 - h) Grant Equivalency to Minimum Qualifications to Charles Omstead to teach Automotive Technology, effective Spring 2017.
 - i) Grant Equivalency to Minimum Qualifications to Marcus Evans to teach Automotive Technology, effective Spring 2017.
 - j) Grant Equivalency to Minimum Qualifications to Alexander Hulanicki to teach Journalism, effective Spring 2017.
 - k) Grant Equivalency to Minimum Qualifications to Michele Moldenhauer to teach Physical Fitness, effective Spring 2017.

C. Classified Personnel

- 1) That the Governing Board ratifies the following item(s):
- a) Employment of Alexis Bollin, Administrative Assistant III, Academic Affairs, Range 18, 40 hours per week, 12 months per year, effective January 26, 2017.
 - b) Employment of Jonathan Lyons, Instructional Technology Specialist, Business & Technology, Range 22, 40 hours per week, 12 months per year, effective January 26, 2017.
 - c) Employment of Jose Zuniga, Custodian-Lead, Administrative Services, Range 8, 40 hours per week, 12 months per year, effective January 26, 2017.

- d) Establish new position, Categorical Services Coordinator II, Student Services, 40 hours per week, 12 months per year, effective January 25, 2017. Placement on the salary schedule at Range 22.
- e) Resignation of Sara C. Metz, Administrative Assistant III – Faculty Assignments, Academic Affairs, Range 19, 40 hours per week, 12 months per year, effective February 2, 2017.

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 ratified.

13. 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 Governing Board accept the District’s annual Financial Audit Report for the fiscal year ended June 30, 2016.
- B. BE IT RESOLVED, that the Governing Board accept the District’s Measure I General Obligation Bonds Performance Audit and Independent Auditors’ reports for the fiscal year ended June 30, 2016.
- C. BE IT RESOLVED, that the 2016-2017 Monthly Financial Report for the period ending December 31, 2016, be accepted.
- D. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending December 31, 2016, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- E. BE IT RESOLVED, that the 2017-2018 nonresident tuition fee for the District be established in accordance with ECS 76140 at \$234.00 per semester unit.
- F. BE IT RESOLVED, that the Governing Board ratify the independent contract with TMD Creative for professional services as related to strategic marketing consulting, public relations, media planning, and related advertising services from January 1 through June 30, 2017.
- G. BE IT RESOLVED, that the Governing Board reappoint Dr. Steven L. Crow, Vice President of Administrative Services, as the District’s primary representative, and Dr. Walter Tribbley, Superintendent/President, as the District’s alternate representative, to the Bay Area Community College District’s Pool-JPA for Property and Liability, for Monterey Peninsula College, effective February 1, 2017.
- H. BE IT RESOLVED, that the Governing Board reappoint Dr. Steven L. Crow, Vice President of Administrative Services, as the District’s primary representative, and Susan Kitagawa, Associate Dean of Human Resources, as the District’s alternate representative, to the Northern California Community College Pool-JPA for Workers Compensation, for Monterey Peninsula College, effective February 1, 2017.
- I. BE IT RESOLVED, that the Governing Board ratify the renewal of the agreement with Alliant Insurance Services, Inc., as the District’s broker of record and consultant for the District’s employee benefits programs, effective December 1, 2016 and ending November 30, 2019.

J. BE IT RESOLVED, that the Governing Board authorize Dr. Steven L. Crow, Vice President of Administrative Services, to enter into a contract with Kitchell CEM for Program Management Services, for the period January 1, 2017 through June 30, 2017.

K. BE IT RESOLVED, that the following new courses and program be approved:

New Courses

BUSI 131	Financial Analysis for Entrepreneurs
MATH 260	Pre-Statistics
PSYC 19	Introduction to Statistics for the Social Sciences
SOCI 19	Introduction to Statistics for the Social Sciences

New Program

Personal Wellness and Health Professions (Certificate of Training – Credit Only)

L. BE IT RESOLVED, that the 2016-2019 Technology Plan be approved as proposed.

M. BE IT RESOLVED, that the Governing Board unanimously approves Resolution # 2016-2017/83 for \$600,000 to conduct emergency services and remediation (repair, reconstruction, and equipment replacement) sustained by the Theater and infrastructure of the building.

N. BE IT RESOLVED, that the Governing Board ratifies the 2016-2017 salary schedules for Short-Term, Non-Continuing (non-classified) and Student employee salary schedules, effective January 1, 2017.

O. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding “2016-2017 Retirement Incentive Plan” dated December 6, 2016 between Monterey Peninsula Community College District and the Monterey Peninsula California School Employees Association, Chapter #245, MPCEA/CSEA.

P. BE IT RESOLVED, that the Governing Board approves the “Article 16.8 Grievance (FY 2015-16) Mediator’s Proposed Settlement Agreement” dated November 21, 2016 between Monterey Peninsula Community College District and the Monterey Peninsula College Teachers Association, providing for a 4% one-time off-schedule salary increase for 2015-2016, a 1% on-schedule salary increase for 2016-2017 effective July 1, 2016, a 2% on-schedule salary increase for 2017-2018, and the deletion of Article 16.8; and

BE IT FURTHER RESOLVED, that the Governing Board approves the updated 2016-2017 Salary Schedule A – Contract Faculty, Schedule B1 and B2, Schedules C1 and C2, and the Coaching Pay Schedule.

Q. BE IT RESOLVED, that the Governing Board approves a 4% one-time off-schedule salary increase for 2015-2016, a 1% on-schedule salary increase for 2016-2017 effective July 1, 2016, and a 2% on-schedule salary increase for 2017-2018 for classified unit members represented by Monterey Peninsula California School Employees Association, Chapter #245, MPCEA/CSEA (MPCEA); and

BE IT FURTHER RESOLVED, that the Governing Board approves the updated Classified Salary Schedule for 2016-2017.

R. BE IT RESOLVED, that the Governing Board approves a 4% one-time off-schedule salary increase for 2015-2016, a 1% on-schedule salary increase for 2016-2017 effective July 1, 2016, and a 2% on-schedule salary increase for 2017-2018 for Confidential employees; and

BE IT FURTHER RESOLVED, that the Governing Board approves the updated Confidential Salary Schedule for 2016-2017.

- S. BE IT RESOLVED, that the Governing Board approves a 4% one-time off-schedule salary increase for 2015-2016, a 1% on-schedule salary increase for 2016-2017 effective July 1, 2016, and a 2% on-schedule salary increase for 2017-2018 for Management and Supervisory employees; and

BE IT FURTHER RESOLVED, that the Governing Board approves the updated Management-Supervisory Salary Schedule for 2016-2017.

- T. BE IT RESOLVED, that the Governing Board approves a 4% one-time off-schedule salary increase for 2015-2016, a 1% on-schedule salary increase for 2016-2017 effective July 1, 2016, and a 2% on-schedule salary increase for 2017-2018 for Administrative employees and the Superintendent/President; and

BE IT FURTHER RESOLVED, that the Governing Board approves the updated Administrative Salary Schedule for 2016-2017.

- U. BE IT RESOLVED, that the Governing Board approves the new Master Agreement between the Monterey Peninsula College Foundation and the Monterey Peninsula Community College District for the term February 16, 2017 through June 30, 2021.

- V. BE IT RESOLVED, that the Governing Board approves the employment agreement between the Monterey Peninsula Community College District and Ms. Rebecca Michael, serving as a professional expert in the area of institutional advancement, under the direction of the Superintendent/President, for the period of February 16, 2017 through June 30, 2017.

- W. BE IT RESOLVED, that the Governing Board approves the job description for Dean of Student Services; and

BE IT FURTHER RESOLVED, that the Governing Board approves the recruitment for the position of Dean of Student Services/Marina.

- X. BE IT RESOLVED, that the Governing Board approves the job description for Dean of Instruction; and

BE IT FURTHER RESOLVED, that the Governing Board approves the recruitment for the position of Dean of Instruction/Career Technical Education.

- Y. INFORMATION: Review the 2017-2018 District Scheduled Maintenance and Special Repairs Five Year Plan

- Z. BE IT RESOLVED, that the Governing Board nominates _____ to be a candidate for the California Community College Trustees (CCCT) Board.

- AA. INFORMATION: Calendar of Events

14. REPORTS AND PRESENTATIONS

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

- A. MPC Foundation
1) Executive Director Report: Ms. Beccie Michael

- 2) Monthly Donations: To be reported on January 25, 2017.
- B. Academic Senate Report: Dr. Heather Craig, President
- C. MPCEA Report: Mr. Kevin Haskin, President
- D. MPCTA Report: Ms. Lauren Blanchard, President
- E. ASMPC Report: Mr. Tyler Strode, Director of Representation
- F. Academic Affairs Report: Ms. Kiran Kamath
- G. Student Services Report: Dr. Kim McGinnis
- H. Administrative Services Report: Dr. Steven Crow
- I. Superintendent/President's Report: Dr. Walter Tribley
- J. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports

15. ADVANCE PLANNING

- A. Regular Board Meeting, February 22, 2017 at MPC Library & Technology Center
 - 1) Closed Session: 11:00am, Stutzman Room
 - 2) Regular Meeting: 1:30pm, Sam Karas Room
- B. Regular Board Meeting, March 22, 2017 at MPC Library & Technology Center
 - 1) Closed Session: 11:00am, Stutzman Room
 - 2) Regular Meeting: 1:30pm, Sam Karas Room
- C. Future Topics
 - 1) Study Session: Enrollment Management System (EMS)

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 January 20, 2017