

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

REGULAR BOARD MEETING

WEDNESDAY, DECEMBER 11, 2013

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: Barbara Lee, Joe Bissell & Larry Walker

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

a) Employee Organization: MPCTA/CTA/NEA

b) Agency Representatives: Barbara Lee, Joe Bissell & Céline Pinet

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

D. Public Employee Performance Evaluation: 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 – by Dr. Loren Steck, Governing Board Vice Chair:

- A. Swearing in of Trustee Charles Brown
- B. Swearing in of Trustee Dr. Margaret-Anne Coppernoll

10. ORGANIZATION

- A. Election of Chair of the Governing Board, Monterey Peninsula Community College District: _____ . Seating of new Board Chair.
- B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District: _____ . Seating of new Board Vice Chair.
- C. Election of Secretary to the Governing Board, Monterey Peninsula Community College District: _____ .
- D. BE IT RESOLVED, that the fourth Wednesday of each month at 3:00 p.m. in the Sam Karas Room, Library and Technology Center, Monterey Peninsula College, be designated as the day, time and place of the regular meetings of the Monterey Peninsula Community College District Governing Board, with the attached 2014 exceptions.
- E. BE IT RESOLVED, that the standing policies and procedures of the Governing Board of the Monterey Peninsula Community College District be continued in force for 2014.
- F. BE IT RESOLVED, that _____ and _____ be designated as the Board Subcommittee for Governing Board Policies for 2014.
- G. BE IT RESOLVED, that _____ be designated as the educational liaison to the Monterey County School Board Association’s Executive Committee for 2014.
- H. BE IT RESOLVED, that _____ be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2014, and that _____ be designated as an alternate.
- I. BE IT RESOLVED, that _____ be designated as the 2014 Designated Director on the MPC Foundation Board of Directors with full voting rights and that _____ be designated as alternate Designated Director.

11. RECOGNITION

- A. Moment of Silence
 - 1) Former MPC Instructional Specialist, Sal Ventimiglia, deceased November 2013.

12. 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.

13. CORRESPONDENCE AND PUBLICATIONS

A. Written Communications

- 1) Letter from Dr. Walt Tribley to Van Ton-Quinlivan, Vice Chancellor of the Workforce & Economic Development Division of the California Community Colleges Chancellor's Office, informing her that MPC is pleased to become a member of a consortium for RFA 13-164. / November 14.
- 2) Letter to Shawn Anderson from Dean Flippo, Monterey Peninsula Foundation Youth Fund Chair, notifying her that the Monterey Peninsula Foundation Youth Fund grant committee has approved a grant of \$50,000 for nine MPC programs. / November 15.
- 3) Letter to Dr. Walt Tribley from Dr. Mike Orkin, Vice Chancellor of Educational Services of Peralta Community College District, thanking him for agreeing to write a letter of support for the Online Education Initiative. / November 20.
- 4) Letters to MPCCD from Claudio Valenzuela, Monterey County Elections' Acting Registrar of Voters, regarding the election held on November 5, 2013.

B. MPC All User Emails

- 1) Student Health Services: Announcement of a Veteran's Outreach event on November 21.
- 2) Project Santa Committee: Request for contributions and nominations.
- 3) Student Financial Services: Announcement of the 2014-2015 Matsui Scholarship.

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

- 1) *The Herald* / November 13, 2013: "Jury: Former MPC student was sane when he killed friend."
- 2) *The Herald* / November 14, 2013: "MPC, Shimer College reach agreement."
- 3) *The Herald* / November 17, 2013: Obituary for faculty emeritus, Lynne Bynum, deceased on October 27, 2013. / "Hartnell beats MPC to earn Coast Conference title."
- 4) *The Herald* / November 21, 2013: "MPC gives retirement incentives to older teachers."
- 5) *The Herald* / November 27, 2013: "Culinary students to compete in 'Food Fight' at Carmel Valley Ranch." / "MPC student leaders tangle after meeting."

14. REPORTS AND PRESENTATIONS

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

- A. Institutional Report: "Accreditation Update": Dr. Céline Pinet and Ms. Catherine Webb
- B. Superintendent/President's Report: Dr. Walter Tribley
- C. Vice Presidents' Reports: Mr. Joe Bissell, 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 December 11, 2013 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: 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

15. 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 accepts gifts donated to the College with appropriate acknowledgement to the donor.
- 2) That the November regular payroll in the amount of \$2,250,123.33 for a total payroll of \$2,250,123.33 be approved.
- 3) That Commercial Warrants:
12041600 through 12041644, 12042270 through 12042298, 12043016 through 12043026,
12043647 through 12043668, 12044439 through 12044489, in the amount of \$1,268,087.68
be approved.

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of David Brown, Director of Public Safety Training Center, effective December 12, 2013 and approve the salary placement on the Administrative Salary Schedule 2013-2014, step 1.
 - b) Employment of _____ as Interim Vice President for Administrative Services, effective _____, pending negotiation and ratification of the employment agreement.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Authorize the full-time, tenure track replacements for Chemistry Instructor; Business Instructor; Digital Services Librarian; Hospitality & Restaurant Management Instructor; Psychology Instructor; Spanish Instructor (6 positions).
 - b) Authorize the full time replacement for Upward Bound Counselor.
 - c) Employment of Mathematics Learning Center Coordinator, _____ under faculty service area MathBA and MathDEV. Step and Column placement pending verification, effective _____.
 - d) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2013 and Spring 2014.

D. Classified Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Irma Dimas-Guillen, Student Financial Services Outreach Coordinator, 40 hours per week, 12 months per year, effective December 12, 2013.
 - b) Employment of Rosa Marie Ferris, Instructional Specialist, Mathematics Learning Center, 18 hours per week, 7 months & 19 days per year, effective December 12, 2013.

E. 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.

16. 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 4 Monthly Financial Reports for the period ending October 31, 2013, be accepted.
- B. BE IT RESOLVED, that the Governing Board approves the 2012-2013 year-end transfer of \$967,502 from the Unrestricted General Fund to the Capital Projects Fund.
- C. BE IT RESOLVED, that the Governing Board approves the updated Facilities Master Budget as recommended by the district's Facilities Committee.
- D. BE IT RESOLVED, that the Governing Board authorizes Joseph Bissell, Special Assistant to the Superintendent/President, to enter into a contract with Kitchell for Program Management Services for the period of January 1, 2014 through August 31, 2014.
- E. BE IT RESOLVED, that the Governing Board approves the spending of 2012-2013 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.
- F. BE IT RESOLVED, that the Superintendent/President be authorized to accept the Quitclaim Deed, and the terms, covenants, exclusions and reservations, and restrictions therein, for a portion of parcel E19a.5 (Parcel Q) at the former Fort Ord, granted from the Fort Ord Reuse Authority.
- G. INFORMATION ONLY: Fort Ord Habitat Conservation Plan Report.
- H. BE IT RESOLVED, that the 2015-2016 College Academic Calendar be approved as proposed.
- I. BE IT RESOLVED, that the following new courses be approved:
 - 1) ENGL 40A, American Literature I
 - 2) ENGL 40B, American Literature II
 - 3) ETNC 6, Culture in American Film
 - 4) NURS 400, Supervised Nursing Skills Lab
 - 5) THEA 58B, Theatre for Young Audiences – Dramatic
 - 6) THEA 58C, Theatre for Young Audiences – Classical
 - 7) THEA 58D, Theatre for Young Audiences – Original/Experimental
 - 8) THEA 60B, Studio Theatre – Dramatic
 - 9) THEA 60C, Studio Theatre – Classical
- J. BE IT RESOLVED, that the Governing Board ratify the attached agreement to employ Susan Kitagawa as the Associate Dean of Human Resources from December 23, 2013 through June 30, 2015.
- K. INFORMATION: Calendar of Events.

17. ADVANCE PLANNING

- A. Regular Board Meeting, Wednesday, January 22, 2014 at MPC:
 - 1) Closed Session, 1:30pm, Stutzman Room, LTC
 - 2) Open Session, 3:00pm, Lecture Forum 103

B. Regular Board Meeting, Wednesday, February 26, 2014 at MPC:

- 1) Closed Session, 1:30pm, Stutzman Room, LTC
- 2) Open Session, 3:00pm, Lecture Forum 103

C. Future Topics

- 1) Board Study Session regarding Parking Lot A.
- 2) Board Study Session regarding new repeatability regulations that impact programs such as Gentrain.
- 3) Tour of PSTC (Public Safety Training Center) Phase II.
- 4) Board Study Session regarding budget.
- 5) Tour of Physical Science Building.

18. ADJOURNMENT

19. 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 December 6, 2013