

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

REGULAR BOARD MEETING

WEDNESDAY, MARCH 22, 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 (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

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. 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

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

1) Employee Organization: MPCTA/CTA

2) Agency Representatives: Darren Kameya, 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. REPORT OF ACTION TAKEN IN CLOSED SESSION

9. 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.)

10. RECOGNITION

A. Acknowledgement of Guests

11. PUBLIC COMMENTS

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. 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.

BE IT RESOLVED,

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

- 1) That the Governing Board approves the minutes of the Regular Board meeting on February 22, 2017.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the February 10th supplemental payroll in the amount of \$57,188.60, the February 28th regular payroll in the amount of \$2,385,015.43, the March 3rd manual payroll in the amount of \$3,163.00 and the March 10th supplemental payroll in the amount of \$91,561.34 be approved.
- 4) That Commercial Warrants: 12290773 through 12290799, 12291475 through 12291528, 12292217 through 12292243, 12292932 through 12292932, 12293588 through 12293622, 12294190 through 12294221, 12295493 through 12295508, 12296220 through 12296272 in the amount of \$1,044,043.53 be approved.
- 5) That Purchase Orders B1700457 through B1700500 in the amount of \$556,450.66 be approved.
- 6) That the following budget increases in the Restricted Fund be approved:
Increase of \$3,204,924.00 in funds received for FY 2016-2017.
- 7) That the following budget adjustments in the Restricted General Fund be approved:

| | | |
|---|----|--------|
| Net decrease in the 3000 (Benefits) Object expense category | \$ | 1,969 |
| Net increase in the 4000 (Supply) Object expense category | \$ | 29,883 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ | 58,481 |

| | | |
|---|----|--------|
| Net decrease in the 6000 (Capital Outlay) Object expense category | \$ | 7,914 |
| Net decrease in the 8000 (State Revenue) Object revenue category | \$ | 34,481 |

8) That the following budget adjustments in the Unrestricted General Fund be approved:

| | | |
|---|----|-----|
| Net decrease in the 4000 (Supply) Object expense category | \$ | 125 |
| Net increase in the 5000 (Other/Services) Object expense category | \$ | 125 |

B. Management Personnel

1) That the Governing Board ratifies the following item(s):

- a) Resignation of Rachelle Uganiza, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective March 17, 2017.
- b) Resignation of Vicki Nakamura, Assistant to the Superintendent/President, President's Office, effective June 30, 2017, for the purpose of retirement. Ms. Nakamura has served as a staff member since 1992.
- c) Resignation of Michael Gilmartin, Dean of Instructional Planning, Academic Affairs, effective June 23, 2017, for the purpose of retirement and confer upon him the title of Dean Emeritus. Mr. Gilmartin has served as an administrator since 1999.

C. Faculty Personnel

1) That the Governing Board ratifies the following item(s):

- a) Resignation of David Clemens, Humanities, effective June 1, 2017, for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Clemens has served as a faculty member since 1983.
- b) Resignation of Kimiko Fujii, Physical Education, effective June 30, 2017, for the purpose of retirement, and confer upon her the title of Professor Emeritus. Ms. Fujii has served as a faculty member since 2004.
- c) Resignation of Terria Odom-Wolfer, Supportive Services, effective June 30, 2017 for the purpose of retirement, and confer upon her the title of Professor Emeritus. Ms. Odom-Wolfer has served as a faculty member since 1984.
- d) Continue the employment of Amber Kerchner, Early Childhood Education Counselor for the 2017/2018 academic year, under Education Code 87470.
- e) Continue the employment of Grace Anongchanya, TRIO Coordinator/Counselor; Sandra Washington, Upward Bound Counselor; Christopher Calima, Math Science Upward Bound Coordinator; and Heather Bowers, Upward Bound Counselor; as categorically funded employees for the 2017/2018 academic year, under Education Code 87470.
- f) Grant Equivalency to Minimum Qualifications to Melanie Allison to teach Early Childhood Education, effective Fall 2017.

D. Classified Personnel

1) That the Governing Board ratifies the following item(s):

- a) Employment of Edy Ortega Valesco, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective March 23, 2017.
- b) Employment of Ema Napoles, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective March 23, 2017.
- c) Employment of Kenneth Peralta, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective March 23, 2017.
- d) Resignation of Benjamin Bishop, Lab Specialist II, Physical Science, Range 17, 19 hours per week, 9 months per year, effective March 15, 2017.
- e) Resignation of John O'Brien, Programmer Analyst, Information Systems, effective March 31, 2017, for the purpose of retirement. Mr. O'Brien has served as a staff member since 1999.
- f) Resignation of Marlinda Logsdon, Division Office Manager, Physical Science, effective June 30, 2017, for the purpose of retirement. Ms. Logsdon has served as a staff member since 1998.

- g) Resignation of Atanasio Guzman, Groundskeeper, Facilities, effective June 30, 2017, for the purpose of retirement. Mr. Guzman has served as a staff member since 1986.
- h) Resignation of Samuel McCrea, Shipping/Receiving Specialist, Facilities, effective March 31, 2017, for the purpose of retirement. Mr. McCrea has served as a staff member since 1990.
- i) Resignation of Yolanda Guzman, Custodian, Facilities, effective May 31, 2017, for the purpose of retirement. Ms. Guzman has served as a staff member since 2006.
- j) Resignation of Joanne Hagerty, Re-Entry Counseling Services Specialist, Student Services, effective June 30, 2017, for the purpose of retirement. Ms. Hagerty has served as a staff member since ~~2002~~2005.
- k) Resignation of Song Monroe, Division Office Manager, Social Science, effective June 30, 2017, for the purpose of retirement. Ms. Monroe has served as a staff member since ~~2002~~2007.
- l) Resignation of Ed Norwood, Custodian, Facilities, effective June 30, 2017, for the purpose of retirement. Mr. Norwood has served as a staff member since 2001.
- m) Resignation of Robert Otter, Sciences Laboratory Manager, Physical Science, effective March 31, 2017, for the purpose of retirement. Mr. Otter has served as a staff member since ~~1976~~1975.

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 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. INFORMATION: Accreditation Recommendations – Progress Report

B. INFORMATION: Monterey Peninsula College Marketing Update

C. BE IT RESOLVED, that the 2016-2017 Monthly Financial Report for the period ending February 28, 2017, be accepted.

D. BE IT RESOLVED, that funds will be deposited into the irrevocable trust to fund the ~~Actual~~ Annual Required Contribution (ARC) for 2016-17.

E. INFORMATION: 2016-2019 Technology Plan Addendum – Disaster Recovery Plan (DRP)

F. BE IT RESOLVED, that the following new courses be approved:

New Courses

| | |
|----------|----------------|
| DANC 19A | Salsa Dance I |
| DANC 19B | Salsa Dance II |

G. BE IT RESOLVED, that the Governing Board ratifies the Memorandum of Understanding between the Monterey County Superintendent of Schools and Monterey Peninsula College regarding participation in Monterey County’s Quality Rating & Improvement System Program (CSPP).

H. INFORMATION: AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Monterey Peninsula Unified School District.

I. BE IT RESOLVED, that the Governing Board proclaims the week of April 24-28, 2017 as the “Week of the Young Child.”

J. BE IT RESOLVED, that the Governing Board approves the job description for Director of Security and Emergency Operations at Range 57 of the Management-Supervisory Salary Schedule, and

BE IT FURTHER RESOLVED, that the Governing Board authorizes the recruitment to fill the position of Director of Security and Emergency Operations.

K. INFORMATION: First Reading of Board Policies: 4020 – Program, Curriculum, and Course Development; 4226 – Multiple and Overlapping Enrollments; 5010 – Admissions and Concurrent Enrollment; 5012 – International Students; 5015 – Residence Determination; 5020 – Nonresident Tuition; 5030 – Fees; 5035 – Withholding of Student Records; 5040 – Student Records, Directory Information, and Privacy; 5050 – Student Success and Support Program; 5052 – Open Enrollment; 5055 – Enrollment Priorities; 5110 – Counseling; 5120 – Transfer Center; 5130 – Financial Aid; 5140 – Disabled Student Programs and Services (DSPS); 5150 – Extended Opportunity Programs and Services (EOPS); 5200 – Student Health Services; 5205 – Student Accident Insurance; 5210 – Communicable Disease; 5300 – Student Equity; 5400 – Associated Students Organization; 5410 – Associated Students Elections; 5420 – Associated Students Finance; 5500 – Standards of Student Conduct; 5510 – Off-Campus Student Organizations; 5570 – Student Credit Card Solicitations; 5700 – Intercollegiate Athletics; 5800 – Prevention of Identity Theft in Student Financial Transactions; and 7211 – Faculty Services Areas, Minimum Qualifications, and Equivalencies

L. BE IT RESOLVED, that the Governing Board nominate the following person(s) to serve on the California Community College Trustees (CCCT) Board:

M. INFORMATION: Calendar of Events

N. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding between Monterey Peninsula College and California State University, Monterey Bay to develop a dual admissions program for degrees in Business Administration and Marine Science, beginning in Fall 2017.

14. REPORTS AND PRESENTATIONS

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

- A. MPC Foundation
 - 1) Professional Expert, Institutional Advancement Report: Ms. Beccie Michael
 - 2) Monthly Donations: To be reported on March 22, 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 Strobe, Director of Representation
- F. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs

- G. Student Services Report: Dr. Kim McGinnis, Vice President of Student Services
- H. Administrative Services Report: Dr. Steven Crow, Vice President of Administrative Services
- I. Superintendent/President's Report: Dr. Walter Tribley, Superintendent/President
- J. Governing Board Comments
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Comments

15. ADVANCE PLANNING

- A. Regular Board Meeting, April 26, 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, May 31, 2017 at Education Center at Marina
 - 1) Closed Session: 11:00am, MA402
 - 2) Regular Meeting: 1:30pm, MA404

- C. Future Topics
 - 1) Study Session: Accreditation – Friday, July 28, 9:30am
 - 2) 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 March 17, 2017