

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

REGULAR BOARD MEETING

WEDNESDAY, JULY 26, 2017

11:00 a.m., Closed Session, Stutzman Room, Library & Technology Center
1:30 p.m., Regular Meeting, Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey, CA 93933

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

MINUTES

1. **CLOSED SESSION / CALL TO ORDER** – Chair Dunn Gustafson called the meeting to order at 11:00 a.m.

2. **ROLL CALL**
Present:
Mr. Charles Brown, Vice Chair
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Chair
Mr. Rick Johnson, Trustee
Dr. Walter Tribbley, Superintendent/President

Absent:
Dr. Loren Steck, Trustee

3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.

4. **CLOSED SESSION**
A. 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** – Chair Dunn Gustafson asked for Roll Call at 1:30 p.m.

7. **PLEDGE OF ALLEGIANCE**
The Board of Trustees recited the Pledge of Allegiance.

8. **REPORT OF ACTION TAKEN IN CLOSED SESSION** – Chair Dunn Gustafson reported that no action was taken in Closed Session.

9. **APPROVAL OF AGENDA**

Motion Brown / Second Coppernoll / Carried.

2017-2018/01

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

10. RECOGNITION

A. Acknowledgement of Guests

- 1) Ms. Judith Cutting, Dean of Instruction (Career Technical Education)
- 2) Dr. Christine Erickson, Dean of Student Services (Marina)
- 3) Dr. Cathryn Wilkinson, Dean of Instruction (Liberal Arts)

Ms. Kiran Kamath, Vice President of Academic Affairs, introduced to the Board Ms. Judith Cutting, Dean of Instruction (CTE) and Dr. Cathryn Wilkinson, Dean of Instruction (Liberal Arts).

Mr. Larry Walker, Dean of Student Services, introduced to the Board Dr. Christine Erickson, Dean of Students (Marina).

11. PUBLIC COMMENTS

- A. Tuyen Nguyen, Asian Student Association Student Advisor, commented on the impact of the Vietnam War and the symbolism of the Vietnamese Communist flag.
- B. Dr. Alan Haffa, MPC faculty, commented on Fort Ord-related property issues.
- C. Dr. Hazel Ross, retired Math instructor, provided a [public comment](#) in response to the Board's letter to the community, which appeared in the May 27, 2017 issue of the *Monterey Herald*.

12. CONSENT CALENDAR

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 Special Board meeting on June 21, 2017 and of the Regular Board meeting on June 29, 2017.
 - 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
 - 3) That the June 30th regular payroll in the amount of \$2,019,493.88, the July 5th manual payroll in the amount of \$625.00, and the July 10th supplemental payroll in the amount of \$73,697.40 be approved.
 - 4) That Commercial Warrants: 12319059 through 12319094, 12319895 through 12319952, 12320817 through 12320848, 12321556 through 12321619, 12322204 through 12322239, 12323019 through 12323064, 12323974 through 12323994, 12325593 through 12325647, 12326480 through 12326525 in the amount of \$2,271,696.22 be approved.
 - 5) That Purchase Orders B1700704 through B1700717 in the amount of \$276,095.77 be approved.

- 6) That the following budget adjustments in the Restricted General Fund be approved:
- | | | |
|---|----|-------|
| Net increase in the 4000 (Supplies) Object expense category | \$ | 1,000 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ | 1,000 |
- 7) That the following budget adjustments in the Unrestricted General Fund be approved:
- | | | |
|---|----|-------|
| Net increase in the 4000 (Supply) Object expense category | \$ | 4,950 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ | 4,950 |

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
- a) Employment of Maddison Burton, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective July 27, 2017.
 - b) Employment of Samara Simeone, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective July 27, 2017.

C. Faculty Personnel

- 1) That the Governing Board ratifies the following item(s):
- a) Employment of tenure-track Mathematics Instructor, Jackson Hsu, under faculty service area Math BA and Math Dev, effective August 16, 2017.
 - b) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2017.

D. Classified Personnel

- 1) That the Governing Board ratifies the following item(s):
- a) Employment of Johnny Elorza, Health Services Specialist, Student Services, Range 14, 40 hours per week, 12 months per year, effective August 8, 2017.
 - b) Employment of Jessica Coronel, Administrative Assistant III – Faculty Assignments, Academic Affairs, Range 19, 40 hours per week, 12 months per year, effective July 27, 2017.

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.

Motion Coppernoll / Second Johnson / Carried.

2017-2018/02

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

13. NEW BUSINESS

A. INFORMATION: Accreditation Recommendations – Progress Report

The Board received from Dr. Tribley a progress report on MPC’s response to accreditation recommendations. The report included MPC’s response to:

- [Recommendations to Meet the Standard](#)
- [Recommendations to Improve Quality](#)

Dr. Tribley added that classified staff evaluations are 92% complete as of today.

- B. BE IT RESOLVED, that the 2016-2017 Monthly Financial Report for the period ending June 30, 2017, be accepted.

Motion Johnson / Second Coppernoll / Carried.

2017-2018/03

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

- C. BE IT RESOLVED, that the Governing Board authorizes Dr. Steven L. Crow, Vice President of Administrative Services, to enter into a contract with Kitchell CEM for Program Management Services, for the period of July 1, 2017 through December 31, 2017.

Motion Coppernoll / Second Brown / Carried.

2017-2018/04

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

- D. BE IT RESOLVED, that the Governing Board approves Project Assignment Amendment #20 (PAA), at the fixed fee of \$58,750, with Kitchell CEM for Construction Management Services in conjunction with the multiple projects outlined in the PAA.

Motion Coppernoll / Second Johnson / Carried.

2017-2018/05

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

- E. BE IT RESOLVED, that the Governing Board approves the agreement (No. CSPP-5284) with the California Department of Education for the purpose of providing child care and development services.

Motion Brown / Second Coppernoll / Carried.

2017-2018/06

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

- F. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding with Montage Health for the funding and operation of the Maurine Church Coburn School of Nursing for 2017-2018.

Motion Johnson / Second Brown / Carried.

2017-2018/07

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

- G. BE IT RESOLVED, that the Governing Board adopts the electronic version of the 2017-2018 Monterey Peninsula College Catalog.

Motion Coppernoll / Second Brown / Carried.

2017-2018/08

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

- H. BE IT RESOLVED, That Board Policies: 4025 – Philosophy and Criteria for Associate Degree and General Education; 4100 – Graduation Requirements for Degrees and Certificates; and 4220 – Standards of Scholarship, be adopted.

Motion Johnson / Second Brown / Carried.

2017-2018/09

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

Public Comment

- A. Dr. Heather Craig, Academic Senate President. (Dr. Craig provided a [written comment](#).)
B. Dr. Alan Haffa, MPC faculty

- I. INFORMATION: Governing Board Self-Evaluation Process for 2017
Trustees Coppernoll and Steck were identified to serve as the Board Self-Evaluation ad hoc subcommittee.
- J. INFORMATION: Institutional Effectiveness Partnership Initiative: Progress Report and 17-18 Goals

The Board received a presentation entitled “[Institutional Effectiveness Partnership Initiative \(IEPI\) Reporting: Update and Year 3 Goals](#)” from Dr. Rosaleen Ryan, Director of Institutional Research.

Public Comment

Dr. Alan Haffa, MPC faculty

- K. INFORMATION: Calendar of Events

The following events were announced: the Board Study Session on August 10th, Flex Day Keynote Speech on August 16th, and the Marina Labor Day Parade on September 2nd.

14. REPORTS AND PRESENTATIONS

A. MPC Foundation

- 1) Report: Ms. Beccie Michael, Vice President of Advancement
The Board received Ms. Michael's [report](#).
- 2) Monthly Donations: \$18,033.80

B. Academic Senate Report: Dr. Heather Craig, President – No report.

C. MPCEA Report: Mr. Kevin Haskin, President – No report.

D. MPCTA Report: Ms. Lauren Blanchard, President – No report.

E. ASMPC Report: Mr. Stephen Lambert, ASMPC President

Ms. Pak reported on ASMPC activities, including meetings scheduled in August; a welcome booth for students during the first week of Fall semester; and Lobo Day, which will be held on the second Wednesday in September. / She reported on efforts to fill ASMPC vacancies, which resulted from council members transferring to other schools. / Ms. Pak also announced that the ASMPC will participate in the Marina Labor Day Parade.

Dr. Tribley's report was received at this time.

F. Superintendent/President's Report: Dr. Walter Tribley, Superintendent/President.

Dr. Tribley reported that MPC's enrollment has increased from 6,261 FTES at this time last year, to 6,701 FTES. He noted that most colleges that have been sanctioned, as MPC has, by the Accrediting Commission for Community and Junior Colleges, experience a profound drop in enrollment. He credited the efforts of everyone at MPC, as well as our late spring semester and summer borrowing strategy, for this increase. / Dr. Tribley also reported that a Partnership Resource Team (PRT) will visit MPC in October to help us with integrated planning and disaggregation of data. He noted that they will work mostly with our Planning, Research, and Institutional Effectiveness Committee, but will interface with others, as needed.

Mr. Walker's report was received at this time.

G. Student Services Report: ~~Dr. Kim McGinnis, Vice President of Student Services~~ Mr. Larry Walker, Dean of Student Services

The Board received Dr. McGinnis' [report](#) from Mr. Walker.

Following Mr. Walker's report, the Governing Board returned to the standard agenda.

H. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs

The Board received Ms. Kamath's [report](#).

I. Administrative Services Report: Dr. Steven Crow, Vice President of Administrative Services – No report.

J. Governing Board Comments

- 1) Community Human Services (CHS) Report – No report.
- 2) Trustee Comments
 - a) Student Trustee Pak – No comments.

- b) Trustee Johnson expressed interest in learning the last year MPC had a balanced budget.
- c) Trustee Coppernoll expressed gratitude for the hard work everyone has put into moving forward with MPC's policies and the accreditation recommendations. She emphasized the importance of moving in the same direction as a team.
- d) Trustee Brown thanked Dr. Tribley and Ms. Kamath for joining him at the Village Project luncheon. / He also shared with those present the gratitude expressed by an MPC graduate and current Air Force lieutenant, to all at MPC who assisted him to reach his goals.
- e) Trustee Dunn Gustafson thanked Dr. McGinnis for joining her, on behalf of Dr. Tribley, at the World Affairs Council reception for Dr. Fukuyama. (She noted that Trustee Coppernoll also was in attendance at the reception.) Chair Dunn Gustafson also announced the World Affairs Council events on August 14th and August 25th.

15. ADVANCE PLANNING

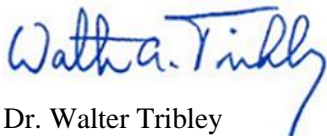
- A. Special Board Meeting, August 10, 2017 at MPC Library & Technology Center
 - 1) Board Study Session – 2017-2018 Final Budget : 1:30 p.m., Sam Karas Room
- B. Regular Board Meeting, August 23, 2017 at MPC Library & Technology Center
 - 1) Closed Session: 11:00am, Stutzman Room
 - 2) Regular Meeting: 1:30pm, Sam Karas Room
- C. Regular Board Meeting, September 27, 2017 at MPC Library & Technology Center
 - 1) Closed Session: 11:00am, Stutzman Room
 - 2) Regular Meeting: 1:30pm, Sam Karas Room

The Board discussed their plans to attend the CCLC Annual Convention, which will be held November 16-18 in San Jose. Trustees Brown, Coppernoll, Dunn Gustafson, Johnson, and Pak confirmed their plans to attend. (Trustee Steck, who was absent from this Board meeting, will be asked to confirm his plans separately.)

16. ADJOURNMENT – Chair Dunn Gustafson adjourned the meeting at 3:28 p.m.

17. CLOSED SESSION (if required)

Respectfully Submitted,



Dr. Walter Tribley
Superintendent/President