

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

REGULAR BOARD MEETING

WEDNESDAY, FEBRUARY 21, 2018

11:00 a.m., Stutzman Room, Library & Technology Center

1:30 p.m., 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. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)

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 David J. Martin

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 not listed on the agenda, and within the jurisdiction of the Board, may do so now. Anyone wishing to address the Board on an agenda item may do so when that item is called. 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. Comments 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 meetings on November 29, 2017; December 20, 2017; and January 24, 2018.
2. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donors.
3. That the January 12th manual payroll in the amount of \$635.34, the January 31st regular payroll in the amount of \$1,805,941.60, and the February 9th supplemental payroll in the amount of \$24,753.63 be approved.
4. That Commercial Warrants 12364914 through 12364938, 12365405 through 12365455, 12366458 through 12366496, 12367194 through 12367234, 12368294 through 12368335, 12369215 through 12369247, 12370567 through 12370571, 12371499 through 12371558 in the amount of \$1,058,307.08 be approved.
5. That Purchase Orders B1800481 through B1800524 in the amount of \$473,462.22 be approved.
6. That the following budget adjustments in the Restricted General Fund be approved:

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| Net increase in the 1000 (Certificated Salary) Object expense category | \$ 29,464 |
| Net increase in the 2000 (Classified Salary) Object expense category | \$ 15,713 |
| Net increase in the 3000 (Benefits) Object expense category | \$ 12,750 |
| Net increase in the 4000 (Supplies) Object expense category | \$ 1,331 |
| Net increase in the 5000 (Other/Services) Object expense category | \$ 27,340 |
| Net decrease in the 7000 (Other Outgo) Object expense category | \$ 86,598 |
7. That the following budget adjustments in the Unrestricted General Fund be approved:

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| Net increase in the 2000 (Classified Salary) Object expense category | \$ 4,000 |
| Net increase in the 3000 (Benefits) Object expense category | \$ 180 |

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| Net decrease in the 4000 (Supplies) Object expense category | \$ 2,500 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ 1,680 |

8. That the following budget increase in the Restricted Fund be approved:
Increase of \$235,590.00 in funds received for FY 2017-2018.

B. Management, Supervisor, Confidential Personnel

1. That the Governing Board approves the following item(s):
 - a) Employment of Savoula Judy, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective February 22, 2018.
 - b) Resignation of Joseph L. Noell, Systems and Programming Manager, Information Systems, effective April 30, 2018 for the purpose of retirement.

C. Faculty Personnel

1. That the Governing Board ratifies the following item(s):
 - a) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2018.

D. Classified Personnel

1. That the Governing Board ratifies the following item(s):
 - a) Employment of Paulina Prado, Bilingual Admissions & Records Specialist, Student Services, Range 10, 40 hours per week, 12 months per year, effective February 22, 2018.
 - b) Employment of Natalie Galvan, Categorical Services Coordinator, TRIO, Range 17, 24 hours per week, 9 months per year, effective February 22, 2018.
 - c) Employment of Donna Teresa, Library Specialist – Technical Services, Library, Range 17, 40 hours per week, 12 months per year, effective ~~February 22~~ March 1, 2018.
 - d) Employment of Katherine Haskin, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year, effective February 22, 2018.
 - e) Resignation of Ian Sanchez, Automotive Laboratory Manager, Automotive Technology, effective January 23, 2018.
 - f) Resignation of Joan Smith, Administrative Assistant I, English Study Skills Center, effective May 29, 2018 for the purpose of retirement.

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.

F. Volunteers

1. That the Governing Board ratify the individuals listed for volunteer assignments.

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 Monterey Peninsula College employs the following probationary employees as tenured employees for all subsequent academic years starting with the 2018-2019 academic year:

1. Ms. Molly Jansen, Hospitality Instructor
2. Dr. Frank Rivera, Chemistry Instructor
3. Mr. Glenn Tozier, Digital Services Librarian
4. Dr. Rushia Turner, Chemistry Instructor
5. Ms. Rachel Whitworth, Psychology Instructor

- B. BE IT RESOLVED, that Monterey Peninsula College enters into a contract with the following contract (probationary) employees for the 2018-2019 and 2019-2020 academic years:
1. Mr. Bruce Barrie, Business Instructor
 2. Mr. Marcus Carroll, Physical Education Instructor
 3. Dr. Dawn Rae Davis, Gender and Women’s Studies Instructor
 4. Mr. John Taylor Finell, History Instructor
 5. Ms. Connie Hebert, Mathematics Instructor
 6. ~~Ms~~Dr. Leila Jewell, Physics Instructor
 7. Ms. Andrea Mann, Counselor
 8. Mr. David Seagal, Computer Science Instructor
 9. Ms. Davina Walker, Counselor
- C. BE IT RESOLVED, that Monterey Peninsula College enters into a contract with the following contract (probationary) employees for the 2018-2019 academic year:
1. Mr. Sidney Keith Eubanks, English Instructor
 2. Ms. Elizabeth Gonzalez, Counselor
 3. Mr. Jackson Hsu, Mathematics Instructor
 4. Ms. Brandi Kary, English Instructor
 5. Ms. Jacqueline Stratton, Counselor
 6. Mr. Jared Turner, Administration of Justice Instructor
- D. BE IT RESOLVED, that the Governing Board approves the installation of a commemorative plaque to honor Ted Trendt.
- E. INFORMATION: Accreditation Recommendations and Draft Follow-Up Report
- F. BE IT RESOLVED, that the 2017-2018 Monthly Financial Report for the period ending January 31, 2018, be accepted.
- G. INFORMATION: County of Monterey Investment Report for the quarter ending December 31, 2017.
- H. BE IT RESOLVED, that the Governing Board gives authority to the District to enter into a lease agreement with GTE Mobilnet Limited Partnership, d/b/a Verizon Wireless for installation of a microwave transceiver.
- I. BE IT RESOLVED, that the following new courses be approved:

New Courses

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| BUSI 46 | Entrepreneurial Mindset |
| BUSI 68 | Entrepreneurial Start-up Ventures |
| INTL 1 | Introduction to Global Studies |
| INTL 2 | Global Issues |
| LETP 203 | Robbery Investigations |
| LETP 204 | Investigation Core |
| LETP 205 | Officer-Involved Shooting and Death Investigation |
| LETP 208 | Child Abuse Investigations |
| LETP 209 | Sexual Assault Investigation |
| LETP 248 | Surveillance Techniques |

- J. BE IT RESOLVED, that the Governing Board approves the Administrative Salary Schedule effective January 1, 2018.

- K. BE IT RESOLVED, that the Governing Board approves the job description for the position of Associate Dean of Human Resources.
- L. BE IT RESOLVED, that the Governing Board approves the job description for the position of Systems and Programming Manager; and

BE IT FURTHER RESOLVED, that the Governing Board authorizes the recruitment to fill the position of Systems and Programming Manager.
- M. BE IT RESOLVED, that the appointment of Jeffrey Riehl, Dave Hober, and Dan Albert, Jr., as members of the Citizens' Bond Oversight Committee, effective February 22, 2018, be approved.
- N. BE IT RESOLVED, that Board Policies: 3260 – Sustainability; 3280 – Grants; 3300 – Public Records; 3501 – Campus Security and Access; 3550 – Drug Free Environment and Drug Prevention Program; 3560 – Alcoholic Beverages; 3710 – Securing of Copyright; 3715 – Intellectual Property; 3720 – Computer and Network Use; 3820 – Gifts; 4060 – Delineation of Functions Agreements; 4115 – College Catalog; 6307 – Debt Issuance and Management; 7140 – Collective Bargaining; 7210 – Academic Employees; 7230 – Classified Employees; 7236 – Substitute and Short-Term Employees; 7250 – Educational Administrators; 7260 – Classified Supervisors and Managers; and 7365 – Discipline and Dismissal, Classified Employees, be adopted.
- O. BE IT RESOLVED, that the Governing Board approves the Program Assessment Plan recommended to the Superintendent/President by the Learning Assessment Committee.
- P. INFORMATION: Calendar of Events

14. REPORTS AND PRESENTATIONS

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

- A. Superintendent/President's Report: Dr. Walter Tribley, Superintendent/President
- B. MPC Foundation
 - 1) Report: Ms. Beccie Michael, Vice President of Advancement
 - 2) Monthly Donations: \$33,417.00
- C. Academic Senate Report: Dr. Heather Craig, President
- D. MPCEA Report: Mr. Kevin Haskin, President
- E. MPCTA Report: Ms. Lauren Blanchard, President
- F. ASMPC Report: Mr. Stephen Lambert, ASMPC President
- G. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs
- H. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services
- I. Administrative Services Report: Mr. David J. Martin, Vice President for Administrative Services
- J. Governing Board Comments
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Comments

15. ADVANCE PLANNING

- A. Special Board Meeting: Accreditation Follow-Up Report, March 13, 2018, 9:00 a.m. at MPC Library & Technology Center, Sam Karas Room
- B. Special Board Meeting: Board Study Session – Self-Insurance, March 16, 2018, 12:00 p.m., at MPC Library & Technology Center, Sam Karas Room
- C. Regular Board Meeting, March 28, 2018 at MPC Library & Technology Center

1. Closed Session: 11:00am, Stutzman Room
2. Regular Meeting: 1:30pm, Sam Karas Room

D. Regular Board Meeting, April 25, 2018 at MPC Library & Technology Center

1. Closed Session: 11:00am, Stutzman Room
2. Regular Meeting: 1:30pm, Sam Karas Room

E. Special Board Meeting: Board Study Session – Roles and Responsibilities of the Board, date to be determined

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 February 15, 2018