

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

REGULAR BOARD MEETING

WEDNESDAY, NOVEMBER 29, 2017

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>

MINUTES

- 1. 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. Loren Steck, Trustee
Dr. Walter Tribley, Superintendent/President
- 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
- 4. CLOSED SESSION**
 - 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. Steven L. Crow
 - C. Conference with Labor Negotiators (Government Code Section 54957.6)
 - 1) Employee Organization: MPCTA/CTA
 - 3) 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 1:38 p.m.

Present:
Mr. Charles Brown, Vice Chair
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Chair
Mr. Rick Johnson, Trustee
Dr. Loren Steck, Trustee
Dr. Walter Tribley, Superintendent/President

Absent: Ms. Golnoush Pak, Student Trustee

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 Coppernoll / Second Brown/ Carried

2017-2018/42

The agenda was approved with revisions to Board Policies 4231 and 4240 under New Business Agenda Item I.

Student Advisory Vote: ABSENT: Pak

AYES: 5 MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck

NOES: 0 MEMBERS: None

ABSENT: 0 MEMBERS: None

ABSTAIN: 0 MEMBERS: None

10. RECOGNITION

A. Acknowledgement of Guests

- 1. Introduction: Dr. Vincent van Joolen, Dean of Instruction – STEM.

Dr. Tribley introduced Dr. van Joolen to the Board and recognized his accomplishments.

- 2. Lyndon Schutzler, MPC Physical Education Division Chair and representatives from:

 - a. Football (Coach Mike Rasmussen)

 - b. Men’s and Women’s Cross Country (Coach Marcus Carroll)

Larry Walker, Interim Vice President of Student Services, spoke about the impact of athletics as a gateway to better educational opportunities for many of our underrepresented and low-income students. / Mr. Schutzler recognized the accomplishments of Coach Rasmussen and Coach Carroll, who spoke about the Fall season and the impact of their programs. They also introduced members of their teams: Michael Armstead, Edwin Cortez-Grande, Patrick Hungate, Dylan Beechum, Hunter Nye, and Hunter Raquet (Football); and Roman Munoz and Jeanette Cruz (Cross Country).

- 3. Celebrating Success: Michael Midkiff, Director of Information Services

Chair Dunn Gustafson read a letter from California Community Colleges Chancellor Eloy Ortiz Oakley, who commended Mr. Midkiff for his commitment to advancing the effectiveness of California Community Colleges through his work with the Institutional Effectiveness Partnership Initiative (IEPI) advisory committee.

11. PUBLIC COMMENTS – None.

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 Regular Board meeting on September 27, 2017.
- 2. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donor.

3. That the October 13th manual payroll in the amount of \$1,849.76, the October 31st regular payroll in the amount of \$2,310,572.65, and the November 9th supplemental payroll in the amount of \$67,393.48 be approved.
4. That Commercial Warrants: 12345473 through 12345519, 12346173 through 12346208, 12347227 through 12347290, 12347907 through 12347922, 12348649 through 12348684, 12349530 through 12349562, 12350367 through 12350397, 12351845 through 12351874, 12352630 through 12352674, in the amount of \$3,372,746.63 be approved.
5. That Purchase Orders B1800356 through B1800424 in the amount of \$7,593,302.72 be approved.
6. That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 5000 (Other/Services) Object expense category	\$	15,240
Net decrease in the 6000 (Capital Equip) Object expense category	\$	15,240
7. That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	488
Net decrease in the 2000 (Classified Salary) Object expense category	\$	14,907
Net increase in the 4000 (Supplies) Object expense category	\$	11,718
Net increase in the 5000 (Other/Services) Object expense category	\$	3,677
8. That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$	9,830
Net increase in the 3000 (Benefits) Object expense category	\$	170
Net increase in the 4000 (Supplies) Object expense category	\$	700
Net increase in the 6000 (Capital Outlay) Object expense category	\$	3,500
Net decrease in the 7000 (Other Outgo) Object expense category	\$	14,200
9. That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$	2,904
Net increase in the 3000 (Benefits) Object expense category	\$	96
Net increase in the 4000 (Supplies) Object expense category	\$	1,355
Net decrease in the 5000 (Other/Services) Object expense category	\$	4,355

B. 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 Fall 2017.

C. Management, Supervisor, Confidential Personnel

1. That the Governing Board approves the following item(s):
 - a) Employment of Maddison Burton, Human Resources Benefits and Retirement Coordinator, Human Resources, 40 hours per week, 12 months per year, effective November 30, 2017.
 - b) Resignation of Susan Kitagawa, Associate Dean, Human Resources, effective June 30, 2018 for the purpose of retirement.
 - c) Approve the recruitment for the Associate Dean, Human Resources.

D. Classified Personnel

1. That the Governing Board ratifies the following item(s):
 - a) Employment of Alicia Rocha, Administrative Assistant III, Academic Affairs, Range 18, 40 hours per week, 12 months per year, effective November 30, 2017.
 - b) Employment of Jennifer Taylor, Administrative Assistant III, Planning, Research & Institutional Effectiveness, Range 18, 40 hours per week, 12 months per year, effective November 30, 2017.

- c) Resignation of Hugo Quiroz, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective October 20, 2017.
- d) Resignation of Curtis Harrison, Categorical Services Coordinator, Student Services, Range 17, 40 hours per week, 12 months per year, effective November 22, 2017.
- e) Resignation of Carolyn Lake, Instructional Specialist, English & Study Skills Center, effective January 2, 2018 for the purpose of retirement.
- f) Establish new position, Categorical Services Coordinator, TRIO, 29 hours per week, 9 months per year, effective November 30, 2017. Placement on the salary schedule at Range 17.

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 ratifies the individuals listed for volunteer assignments.

Motion Johnson / Second Steck / Carried

2017-2018/43

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
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](#)

B. BE IT RESOLVED, that the 2017-2018 Monthly Financial Report for the period ending October 31, 2017, be accepted.

Motion Steck / Second Coppernoll / Carried

2017-2018/44

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

C. INFORMATION: County of Monterey Investment Report for the quarter ending September 30, 2017

[County Investment Report](#)

D. INFORMATION: Budget Calendar for FY 2017-18

[Budget Calendar for FY 2017-2018](#)

- E. BE IT RESOLVED, that the Governing Board approves the addendum to the AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Monterey Peninsula Unified School District for 2017-2018, highlighting the Automotive Technology Pathway to be available at Seaside High School.

Motion Brown / Second Coppernoll / Carried

2017-2018/45

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

Chair Dunn Gustafson commended Dr. Tribley for his work towards this effort.

- F. INFORMATION: Student Success Scorecard 2017

[2017 Student Success Scorecard](#), presented by Catherine Webb and Rosaleen Ryan.

- G. INFORMATION: Program Review for the Physical Education Division

[Physical Education Division Program Review](#), presented by Mr. Lyndon Schutzler.

- H. BE IT RESOLVED, that the Governing Board approves the employment agreement with Mr. David Martin to serve as the Vice President of Administrative Services of Monterey Peninsula Community College District, effective January 1, 2018 through December 31, 2020.

Motion Johnson / Second Steck / Carried

2017-2018/46

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- I. INFORMATION: First Reading of Board Policies: 4230 – Grading and Academic Record Symbols; 4231 – Grade Changes; 4235 – Credit by Examination; 4240 – Academic Renewal; and 4400 – Community Services Programs

Chair Dunn Gustafson pointed out the revisions to Board Policies [4231 – Grade Changes](#) and [4240 – Academic Renewal](#).

Public Comment

Dr. Heather Craig, Academic Senate President

- J. BE IT RESOLVED, that Board Policy 7440 – Whistleblower Protection, be renumbered Board Policy 7700 – Whistleblower Protection.

Motion Steck / Second Brown / Carried.

2017-2018/47

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

K. INFORMATION: 2017 Governing Board Self-Evaluation

Trustees Steck and Coppernoll served on an ad hoc subcommittee of the Board to develop the Board’s evaluation process, timeline, and instruments. Trustee Steck summarized the [Board self-evaluation results](#) on behalf of the subcommittee.

L. INFORMATION: Proposed Governing Board Goals for 2018

Trustee Coppernoll reviewed the proposed Governing Board Goals for 2018 ([New Business Agenda Item L – Attachment B.](#))

The Board agreed to change Board Goal Number 7 to: “Be open and accessible to community and campus constituents.”

Public Comment

Dr. Heather Craig, Academic Senate

M. BE IT RESOLVED, that the Governing Board submits potential nominees for the Monterey County School Boards Association’s 2018 *Excellence in Education* Award to the Monterey County Office of Education.

Motion Johnson / Second Brown / Carried

2017-2018/48

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	1	MEMBERS: Brown

The Board confirmed their support for the Carmel Ideas Foundation/Pebble Beach Authors & Ideas Festival as a nominee.

N. INFORMATION: Calendar of Events – No comments.

BREAK: 4:09-4:20 p.m.

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: \$241,818.00.

B. Academic Senate Report: Dr. Heather Craig, President

Dr. Craig conveyed her appreciation of the Board’s response to the Academic Senate’s request regarding board policy language referencing the role of the Academic Senate. / She expressed concern that the “Shared Governance” board policy is listed as policy number 2010 on the

“Governing Board Policies – Archives” webpage, but that policy 2010 on the “Board Policies” webpage is entitled “Board Membership.” Dr. Crow explained that the District is currently renumbering the board policies to align with the Community College League of California’s (CCLC’s) board policy numbering system. He also reiterated the explanation included on the “Board Policies” webpage, which clarifies that the policies listed on the archives webpage remain in effect until they are transitioned to the new structure. / Dr. Craig also shared with the Board the Academic Senate’s recommendation to use gender neutral language—changing pronouns to “they/their”—in the sexual harassment policy

- C. MPCEA Report: Mr. Kevin Haskin, President – No report.
- D. MPCTA Report: Ms. Lauren Blanchard, President
Ms. Blanchard expressed appreciation that two faculty payment errors are in the process of being resolved. / She also spoke about the faculty evaluation process and the need for evaluations to be conducted consistently and according to contract. She indicated that she has yet to receive any administrative procedures or training materials related to faculty evaluations. / Chair Dunn Gustafson requested that Ms. Blanchard submit her comments in writing to Dr. Tribley for the Board’s review.
- E. ASMPC Report: Mr. Stephen Lambert, ASMPC President – No report.
- F. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs
The Board received Ms. Kamath’s written [report](#).
- G. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services
The Board received Mr. Walker’s [report](#).
- H. Administrative Services Report: Dr. Steven Crow, Vice President for Administrative Services
Dr. Crow conveyed his excitement regarding the hiring of David Martin as the incoming Vice President for Administrative Services, offered his congratulations to Mr. Midkiff for his recognition from the Chancellor’s Office, and commended Rosemary Barrios and Suzanne Ammons for their work.
- I. Superintendent/President’s Report: Dr. Walter Tribley, Superintendent/President
Dr. Tribley reported on the successful Evening of Opportunity Gala. / He reported that 23 of the approximately 31 remaining board policies were delivered to the President’s Advisory Group on November 28. / He reported that there have been robust conversations on campus regarding health and welfare and suggested that the Board schedule a study session on self-insurance, at which the District’s insurance consultants (Alliant) would give a presentation. He thanked the campus for the progress we’re making on many fronts – registration, marketing, and the impending completion of self-study report. / Dr. Tribley also thanked Dean Paul Long for his service. / Trustee Johnson commended Dr. Tribley for his calm and steady leadership moving the District forward on our response to ACCJC recommendations.
- J. Governing Board Comments
 - 1) Community Human Services (CHS) Report – No report.
 - 2) Trustee Comments
 - a) Trustee Johnson commented on a marketing piece he received regarding DACA (Deferred Action for Childhood Arrivals).
 - b) Trustee Steck reported on the November meeting of the CCCT Board, at which they discussed: 1) the current funding formula; 2) the Governor’s request that the Chancellor look into new online community colleges; 3) Assembly Bills 19 (Community Colleges: California College Promise), 21 (Public Postsecondary Education: Access to Higher Education for Every

Student), and 705 (Seymour-Campbell Student Success Act of 2012: Matriculation Assessment); 4) Test 3B (“Equal Pain, Equal Gain”); and 5) PERS and STRS.

c) Trustee Coppernoll read from her written comment, which may be found [online](#). / Dr. Tribley credited Trustee Steck for getting former Congressman, Mr. Sam Farr’s art on campus for an exhibit.

d) Vice Chair Brown commended the CCLC’s 2017 Annual Convention and conveyed his appreciation that Board members are encouraged to attend these conferences, which provide invaluable learning and networking opportunities. He reported that he was informed that legalized marijuana will not be a significant source of funding for California community colleges.

e) Chair Dunn Gustafson also commented the CCLC’s 2017 Annual Convention. / She reported on the lunch at UC Santa Cruz that she and Dr. Tribley attended with Janet Napolitano and college presidents from neighboring colleges, at which the UC system’s acceptances of students for admission from California community colleges was one of the topics. / Chair Dunn Gustafson reported on a talk she heard from attorney Tom Maniello regarding board roles and responsibilities and suggested a study session on that topic for the Board.

15. ADVANCE PLANNING

A. Regular Board Meeting, December 20, 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, January 24, 2017 at MPC Library & Technology Center (date to be confirmed)

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

C. CCLC Effective Trusteeship Workshop & Board Chair Workshop, January 26-28, 2018
The Effective Trusteeship Workshop’s [Schedule at a Glance](#) was shared with the Board.

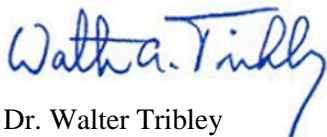
D. CCLC Annual Legislative Conference, January 28-29, 2018
The Annual Legislative Conference’s [Schedule at a Glance](#) was shared with the Board.

Vice Chair Brown confirmed his attendance at the Effective Trusteeship Workshop and Annual Legislative Conference. Chair Dunn Gustafson reported that she would be unable to attend. The remaining trustees noted that they follow-up with Ms. Anderson regarding their availability to attend one or both conferences.

16. **ADJOURNMENT** – Chair Dunn Gustafson adjourned the meeting at 5:29 p.m.

17. **CLOSED SESSION** – Not required.

Respectfully Submitted,



Dr. Walter Tribley
Superintendent/President

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 23, 2017