

**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>

**MINUTES**

**1. CALL TO ORDER** – Vice Chair Brown 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

Dr. Loren Steck, Trustee

Dr. Walter Tribley, Superintendent/President

Absent:

Mr. Rick Johnson, Trustee

**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: 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**

Present:

Mr. Charles Brown, Vice Chair

Dr. Margaret-Anne Coppernoll, Trustee

Ms. Marilyn Dunn Gustafson, Chair

Dr. Loren Steck, Trustee

Dr. Walter Tribley, Superintendent/President

Ms. Golnoush Pak, Student Trustee

Absent:

Mr. Rick Johnson, Trustee

**7. PLEDGE OF ALLEGIANCE**

The Board of Trustees recited the Pledge of Allegiance.

**8. REPORT OF ACTION TAKEN IN CLOSED SESSION** – Vice Chair Brown reported that no action was taken in closed session.

**9. APPROVAL OF AGENDA**

Motion Coppernoll / Second Steck / Carried.

2017-2018/91

*The Trustees tabled New Business Agenda Item K and moved New Business Agenda Item O (Program Assessment Plan) prior to New Business Agenda Item E.*

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

**10. RECOGNITION**

A. Acknowledgement of Guests – None.

**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 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 12<sup>th</sup> manual payroll in the amount of \$635.34, the January 31<sup>st</sup> regular payroll in the amount of \$1,805,941.60, and the February 9<sup>th</sup> 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:

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:

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

Motion Steck / Second Coppernoll / Carried.

2017-2018/92

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

**13. NEW BUSINESS**

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

Motion Steck / Second Coppernoll / Carried.

2017-2018/93

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

Ms. Kiran Kamath, Vice President for Academic Affairs, introduced the instructors, who were congratulated for their achievement.

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. Dr. Leila Jewell, Physics Instructor
7. Ms. Andrea Mann, Counselor
8. Mr. David Seagal, Computer Science Instructor
9. Ms. Davina Walker, Counselor

Motion Dunn Gustafson / Second Coppernoll / Carried.

2017-2018/94

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

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

Motion Steck / Second Dunn Gustafson / Carried.

2017-2018/95

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

- D. BE IT RESOLVED, that the Governing Board approves the installation of a commemorative plaque to honor Ted Trendt.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2017-2018/96

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

Coach Trendt was recognized and celebrated by Lyndon Schutzler, MPC Athletic Director, as well as two of Coach Trendt’s former students, Doug Lee and Peter Baird, who are among the group of students funding the purchase and installation of a commemorative plaque in Coach Trendt’s honor. Coach Trendt’s wife, Janis, also was present for this recognition. / Dr. Tribley shared Trustee Johnson’s admiration for Coach Trendt and his support for installing a plaque honoring such a fine leader.

- E. INFORMATION: Accreditation Recommendations and Draft Follow-Up Report  
*New Business Agenda Item O was heard prior to New Business Agenda Item E.*

The Board received from Dr. Tribley, MPC Superintendent/President and Ms. Kamath, Accreditation Liaison Officer, the following:

- 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](#)
- [2-13-2018 Timeline to Review Draft of Accreditation Follow-Up Report](#)
- [2-13-2018 Draft Follow-Up Report to ACCJC](#)
- Presentation entitled, “[Accreditation Update and Follow-Up Report](#)”

Dr. Tribley also reported that the follow-up visit will occur on April 9, 2018.

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

Motion Steck / Second Coppernoll / Carried . 2017-2018/97

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

- G. INFORMATION: County of Monterey Investment Report for the quarter ending December 31, 2017.

[County of Monterey Investment Report](#)

- 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.

Motion Steck / Second Coppernoll / Carried.

2017-2018/98

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

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

New Courses

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

Motion Steck / Second Coppernoll / Carried.

2017-2018/99

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

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

Motion Dunn Gustafson / Second Coppernoll / Carried.

2017-2018/100

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

- ~~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.

Motion Coppernoll / Second Steck / Carried.

2017-2018/101

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

- 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.

Motion Coppernoll / Second Dunn Gustafson / Carried. 2017-2018/102

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

- 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.

Motion Coppernoll / Second Steck / Carried. 2017-2018/103

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

Chair Dunn Gustafson thanked Trustee Steck for filling in for her on the Board Policies Subcommittee in February.

- O. BE IT RESOLVED, that the Governing Board approves the Program Assessment Plan recommended to the Superintendent/President by the Learning Assessment Committee.  
*New Business Agenda Item O was heard prior to New Business Agenda Item E.*

Motion Dunn Gustafson / Second Steck / Carried. 2017-2018/104

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

- P. INFORMATION: Calendar of Events

The events listed below were announced:

- April 9: ACCJC follow-up visit.
- April 19: Earth Day – Flagpole, 10:00am-2:00 p.m.
- February 24: *A Raisin the Sun*, 7:00 p.m.



**14. REPORTS AND PRESENTATIONS**

*The ASMPC report was heard prior to the Superintendent/President's report.*

- A. Superintendent/President's Report: Dr. Walter Tribley, Superintendent/President  
Dr. Tribley reported on the second Partnership Resource Team (PRT) visit on February 7, 2018. He noted that a draft plan to assist the College move forward in the areas of planning and outcomes assessments has been developed. / He also reported on the ACCJC follow-up visit, which has been scheduled for April 9, 2018. / Dr. Tribley spoke about the development of an educational master plan, which will be facilitated by the Planning, Research, and Institutional Effectiveness Committee and the Learning Assessment Committee. He noted that the educational master plan should allow our College to envision how all of the College's many endeavors, such as Guided Pathways and Accelerated Math, English, and Basic Skills, fit together. / Dr. Tribley also spoke about the change in the California state funding model, which will pose some great challenges for the College. He noted that David Martin, Vice President of Administrative Services, is currently communicating with the Budget Committee regarding funding model changes.
- B. MPC Foundation  
1) Report: Ms. Beccie Michael, Vice President of Advancement  
The Board received Ms. Michael's [report](#).  
2) Monthly Donations: \$33,417.00
- C. Academic Senate Report: Dr. Heather Craig, President  
The Board received Dr. Craig's [report](#). / Dr. Craig also referenced the [letter](#) she received from Trustee Coppennoll in response to her concern. / Dr. Tribley mentioned to Dr. Craig that at the February 15<sup>th</sup> meeting of the Academic Senate, the Academic Senate and administrators agreed that the Shared Governance policy would not undergo substantive changes for this review—only the policy number, title, and corrections to erroneous information such as committee names would be changed—and that those would be reviewed at the March 1<sup>st</sup> Academic Senate meeting. Dr. Craig confirmed that the agreement and timeline to which Dr. Tribley referred was correct.
- D. MPCEA Report: Mr. Kevin Haskin, President – No report.
- E. MPCTA Report: Ms. Lauren Blanchard, President – No report.
- F. ASMPC Report: Mr. Stephen Lambert, ASMPC President  
The Board received the ASMPC [report](#).
- G. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs  
The Board received Ms. Kamath's [report](#). / Ms. Kamath also addressed a concern Dr. Craig raised in her report regarding a travel budget for professional development. Ms. Kamath reminded Dr. Craig that no department has its own travel budget—instead, the College has a common travel budget. She encouraged Dr. Craig to submit any travel requests related to professional development to the dean overseeing her area. She noted that the College places a high priority on travel for professional development due to our geographic location and the importance we place on ensuring that we are aware of things occurring elsewhere in the country, including acceleration, which has been a topic of discussion for approximately 15 years. Ms. Kamath recommended the California Community Colleges *Vision for Success* as a source for everything that's going to be happening at the state.
- H. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services  
The Board received Mr. Walker's [report](#).



- I. Administrative Services Report: Mr. David J. Martin, Vice President for Administrative Services  
The Board received Mr. Martin's [report](#).
- J. Governing Board Comments
  - 1) Community Human Services (CHS) Report – None.
  - 2) Trustee Comments
    - a) Trustee Pak thanked Dr. Tribley and Ms. Michael for the opportunity to speak at the MPC Foundation Donor Appreciation Party.
    - b) Trustee Coppernoll congratulated Dr. Tribley and his teams for their phenomenal work and remarked on how she was inspired by the good work being done by everyone at the College. / She reported on comments made by assembly members at the CCLC conference in January: Assembly member McCarty reported that he will include in his new financial aid package additional funding to help our homeless students; the importance of legislative advocacy was mentioned by another assembly member; and Assembly Member Mark Stone offered to provide an update to MPC. / Trustee Coppernoll also reported that there might be upheaval on our streets in Marina and near the Public Safety Training Center, as Marina Coast Water District will be installing pipes to bring recycled water through Seaside, Del Rey Oaks and over to the peninsula.
    - c) Chair Dunn Gustafson shared her experiences from her three week trip in Sri Lanka and India and mentioned the value that their citizens place on education. She remarked that their belief in the transformative power of education makes her feel really good to be part of an educational institution that changes lives and she thanked everyone for the good work we do in changing lives.
    - d) Trustee Steck reported that the new funding formula and the online community college were topics of conversation at the CCCT Board meeting in January. He remarked that a lot of people perceive the online community college as a threat, although the admonition from the Chancellor's Office is that the online college isn't going to compete with our online colleges. One perception of the online college is that it's essentially a 4,000 student operation at \$5,000 for each student and therefore it's not going to threaten anybody.
    - e) Vice Chair Brown remarked on his experiences talking with students and residents throughout the different communities we serve; he noted that MPC still stands as a school that still cares about students and changes lives. He commended Mr. Walker and Stan Armstead for their roles in getting the community (basketball) together.

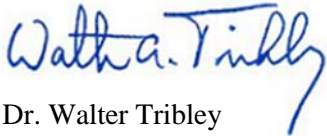
## 15. ADVANCE PLANNING

- 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** – Vice Chair Brown adjourned the meeting at 4:27 p.m.

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

Respectfully Submitted,

A handwritten signature in blue ink that reads "Walter Tribley". The signature is written in a cursive style with a large, sweeping "W" and "T".

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](http://www.mpc.edu/GoverningBoard).*

*Posted March 30, 2018*