

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

REGULAR BOARD MEETING

WEDNESDAY, JUNE 27, 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

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: MPCTA/CTA

2) Agency Representatives: Darren Kameya, Susan Kitagawa, Dr. Jon Knolle, Kiran Kamath, and David J. Martin

B. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)

C. Public Employee Performance Evaluation [pursuant to Government Code Section 54957 (b)]

Title: Superintendent/President

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. OATH OF OFFICE – Swearing in of Student Trustee, Ellise Kittrell.

11. RECOGNITION

A. Moment of Silence

- 1. Mr. Loran Walsh, former MPC security officer and MPCEA President, deceased on June 6, 2018.
- 2. Mr. Charles Page, former MPC Trustee and MPC Foundation Board member, deceased on June 7, 2018.

B. Acknowledgement of Guests.

12. 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.

13. 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 May 23, 2018.
- 2. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donors.
- 3. That the May 15th manual payroll in the amount of \$3,225.00, the May 30th regular payroll in the amount of \$2,401,139.82 and the June 8th supplemental payroll in the amount of \$37,088.56 be approved.
- 4. That Commercial Warrants 12393368 through 12393453, 12394154 through 12394175, 12395164 through 12395210, 12395936 through 12395984, 12397629 through 12397676, 12398486 through 12398548, 12400654 through 12400767, in the amount of \$2,049,600.47 be approved.
- 5. That Purchase Orders B1800712 through B1800767 in the amount of \$172,507.56 be approved.
- 6. That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$ 41,135.33
Net increase in the 2000 (Classified Salary) Object expense category	\$ 4.95

Net decrease in the 3000 (Benefits) Object expense category	\$ 1,725.94
Net decrease in the 4000 (Supplies) Object expense category	\$ 9,223.63
Net decrease in the 5000 (Other/Services) Object expense category	\$ 10,832.29
Net increase in the 6000 (Capital Outlay) Object expense category	\$ 84,808.16
Net decrease in the 7000 (Other Outgo) Object expense category	\$ 21,895.91

7. That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 2000 (Classified Salary) Object expense category	\$ 1,000.00
Net decrease in the 4000 (Supplies) Object expense category	\$ 1,250.00
Net decrease in the 5000 (Other/Services) Object expense category	\$ 1,450.00
Net increase in the 6000 (Capital Equip) Object expense category	\$ 3,700.00

8. That the following budget increase in the Restricted Fund be approved:

Increase of \$400,076.26 in funds received for FY 2017-2018.

9. That the following budget increases in the Child Development Restricted fund be approved:

Increase of \$16,930.00 in funds received for FY 2017-2018.

10. That the following budget adjustments in the Child Development Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$ 11,414.00
Net increase in the 3000 (Benefits) Object expense category	\$ 375.00
Net decrease in the 5000 (Other/Services) Object expense category	\$ 11,789.00

B. Management, Supervisor, Confidential Personnel

1. That the Governing Board approve the following item(s):

- a) David Martin will assume the additional duties of serving on the MPCEA and MPCTA District negotiations teams for the 2018-2019 academic year.
- b) Dr. Jon Knolle will assume the additional duties of serving on the MPCTA District negotiating team for the 2018-2019 academic year.
- c) Laurence Walker will assume the additional duties of serving on the MPCEA District negotiating team for the 2018-2019 academic year.
- d) Dr. Catherine Webb will assume the additional duties of serving on the MPCEA District negotiating team for the 2018-2019 academic year.
- e) Kiran Kamath will assume the additional duties of serving on the MPCTA District negotiating team for the 2018-2019 academic year.
- f) Employment of JoRene Finnell, Executive Assistant to the Superintendent/President, Office of the President, Range 27, 40 hours per week, 12 months per year, effective June 28, 2018.
- g) Employment of Alexis Bollin, Administrative Assistant IV to the Vice President, Academic Affairs, Range 22, 40 hours per week, 12 months per year, effective June 28, 2018.

C. Faculty Personnel

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

- a) Correction of the date for employment of tenure-track Math Instructor, Eric Lake, under faculty service area Math, effective August 15, 2018.
- b) Employment of tenure-track Nutrition Instructor, Vanessa Lord, under faculty service area Health, effective August 15, 2018.
- c) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer 2018.

D. Classified Personnel

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

- a) Employment of Paul Garza, Instructional Technology Specialist, Liberal Arts, Range 22, 40 hours per week, 12 months per year, effective June 28, 2018.

- b) Employment of Pearl Martinez, Health Services Specialist, Student Services, Range 14, 40 hours per week, 12 months per year, effective June 28, 2018.
- c) Employment of Manlio Ortiz Rodriguez, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective June 28, 2018.
- d) Employment of Jennifer Hendrickson, Library Specialist – Circulation Desk, Library, Range 10, 16 hours per week, 8 months and 7 days per year, effective June 28, 2018.
- e) Employment of Thelma Morales, Accounting Specialist III, Fiscal, Range 20, 40 hours per week, 12 months per year, effective June 28, 2018.
- f) Resignation of Amanda Penn, Instructional Specialist, English Study Skills Center, Range 14, 18 hours per week, 8 months and 11 days per year, effective July 28, 2018.
- g) Resignation of Segundo B. Zosa, Attendance Accounting Specialist, Admissions & Records, Range 18, 12 months per year, 40 hours per week, effective June 1, 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 ratifies the individuals listed for volunteer assignments.

14. 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 the resolution of appreciation for Golnoush Pak's service as Student Trustee, be approved.
- B. INFORMATION: Update on the removal of probation and reaffirmation of accreditation from June 13, 2018 through January 31, 2020.
- C. BE IT RESOLVED, that the 2017-2018 Monthly Financial Report for the period ending May 31, 2018, be accepted.
- D. BE IT RESOLVED, that the Fiscal Year 2018-19 Tentative Budget be approved, and the public hearing for the adoption of the Final Budget be scheduled for August 22, 2018, at 1:30 pm at the Sam Karas Room of the Library Technology Center, at Monterey Peninsula College, 980 Fremont St., Monterey, CA.
- E. BE IT RESOLVED, that the Governing Board declares as a surplus the Club Car and direct the disposal of this item in accordance with Board guidelines and Education Code requirements.
- F. BE IT RESOLVED, that the Board declares as surplus the two (2) Fire Vehicles and direct the disposal of these items in accordance with Board guidelines and Education Code requirements.
- G. BE IT RESOLVED, that the agreement between Monterey Peninsula Community College District and Lozano Smith, Attorneys at Law, for the provision of legal services for the 2018-19 fiscal year, be approved.
- H. BE IT RESOLVED, that the Governing Board approve the renewal of the independent contract with Agile Research & Technology, Inc. for professional services as related to IT projects as required from July 1, 2018 through June 30, 2019.

- I. INFORMATION: Monterey County Civil Grand Jury 2018 Report – Draft Response.
- J. BE IT RESOLVED, that the extension of the Memorandum of Agreement between the Fort Ord Reuse Authority and Monterey Peninsula College Regarding Property Ownership and Responsibilities During the Period of Environmental Services to Remove Munitions and Explosives of Concern, be ratified.
- K. BE IT RESOLVED, that the independent contractor’s agreement with Vicki Nakamura for consultant services related to Fort Ord planning issues and special projects from July 1, 2018 through June 30, 2019.
- L. BE IT RESOLVED, that the following new courses be approved:

New Courses (for Fall 2019):

LETP 201	Vice Investigations
LETP 211	Human Trafficking
LETP 237	Firearms Instructor
LETP 265	Dignitary Escort
SPAN 2S-A	Intermediate Spanish for Spanish Speakers I

- M. INFORMATION: That the Governing Board receive an information report summarizing Monterey Peninsula College’s submission of the CCC Chancellor’s Office 2016-17 Annual Distance Education Survey.
- N. BE IT RESOLVED, that the Governing Board approves the AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Pacific Grove Unified School District to cover the 2018-2019 academic year.
- O. BE IT RESOLVED, that the Governing Board approves the AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Carmel Unified School District to cover the 2018-2019 academic year.
- P. BE IT RESOLVED, that the Governing Board approves the AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Monterey Peninsula Unified School District to cover the 2018-2019 academic year.
- Q. BE IT RESOLVED, that the Governing Board approve the agreement (No. CSPP-5284) with the California Department of Education for the purpose of providing child care and development services from July 1, 2018 until June 30, 2019.
- R. BE IT RESOLVED, that following comments from the public regarding the initial proposals of both California School Employees Association, Chapter #245, MPCEA/CSEA and the Monterey Peninsula Community College District, the attached initial proposal for interest based bargaining for 2018-2019 be adopted.
- S. BE IT RESOLVED, that the Governing Board approves the employment agreement between the Monterey Peninsula Community College District and Dr. Catherine Webb to continue serving as the Interim Dean of Planning, Research and Institutional Effectiveness (PRIE), from July 1, 2018 through June 30, 2019.
- T. BE IT RESOLVED, that Resolution No. 2017/2018/155 ordering an election, requesting the county elections department to conduct the election, and requesting consolidation of the election be adopted by the Governing Board.

- U. BE IT RESOLVED, that the Governing Board approve the contract with TMD Creative during the period of July 1, 2018 through June 30, 2019 for an amount not to exceed \$247,186.
- V. INFORMATION: Governing Board self-evaluation process for 2018.
- W. INFORMATION: Calendar of Events.

15. 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: \$110,436
- 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: Ms. Yuliana Barron Perez, 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. Equal Employment Opportunity Annual Applicant Pool and Employee Demographics Report for 2017: Susan Kitagawa, Associate Dean of Human Resources.
- K. Governing Board Comments
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Comments

16. ADVANCE PLANNING

- A. Special Board Meeting, Date: TBD
- B. Regular Board Meeting, August 22, 2018 at MPC Library & Technology Center
 - 1. Closed Session: 11:00am, Stutzman Room
 - 2. Regular Meeting: 1:30pm, Sam Karas Room

17. ADJOURNMENT

18. 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 June 22, 2018