

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

**REGULAR BOARD MEETING**

**WEDNESDAY, APRIL 22, 2015**

11:00am, Closed Session: Large Conference Room, Administration Building

1:30pm, Regular Meeting (Business): Almaden Lounge, Student Center

3:00pm, Regular Meeting (Reports): Almaden Lounge, Student Center

980 Fremont Street, Monterey CA 93940

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

**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**

*This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.*

**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 Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(b))**

a) Significant exposure to litigation

b) Two cases involving grievances regarding salary schedule placement

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

**C. Conference with Labor Negotiators (Government Code Section 54957.6)**

a) Employee Organization: MPCEA/CSEA

b) Agency Representatives: Susan Kitagawa & Larry Walker

**D. Conference with Labor Negotiators (Government Code Section 54957.6)**

a) Employee Organization: MPCTA/CTA

b) Agency Representatives: Susan Kitagawa, David Brown, and Michael Gilmartin

**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. Moment of Silence

- 1) MPC Music Instructor Jane Orzel, deceased April 2, 2015.

B. Acknowledgment of Guests

**11. PUBLIC COMMENTS**

*Anyone wishing to address the Governing Board on matters within the jurisdiction of the Board may do so now. Please state the matter on which you wish to speak. 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. Presentations 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. CORRESPONDENCE AND PUBLICATIONS**

A. Written Communications

B. MPC All User Emails

- 1) MPC Theatre: "The Jungle Book"
- 2) Melissa Pickford: "NEW MPC Art Gallery Exhibit"
- 3) Shawn Anderson: "MPC Regular Board Meeting, March 25, 2015"
- 4) MPC Foundation: "You Could Win! 1<sup>st</sup> Ever Rubber Ducky Drop"
- 5) MPC Online Team: "Using Rubrics in Online Courses – March 27<sup>th</sup> – MPC Online Faculty Coffee and Conversation"
- 6) Professional Recognition Board: "Allen Griffin award nominations DUE Fri 3-27"
- 7) MPC Foundation: "Spring FASA Awards Announcement"
- 8) Tuyen Nguyen: "ASA Culture Show on Saturday, April 11 at 7:30pm"
- 9) David Clemens: "David Steiner Visit"
- 10) MPC Online Team: "MPC Online Faculty Showcase #1 – April 10<sup>th</sup> – MPC Online Faculty Coffee and Conversation"
- 11) Deanna M. Galdo: "2015-2016 MPC Scholarship Recommendation Deadline Extended to Friday, April 10, 2015 @ 12:00 Midnight \*\*\*Recommendations Only\*\*\*"
- 12) Student Health Services: "Red Flag Campaign Event"
- 13) Student Health Services: "Red Flag Campaign Additional Info"
- 14) Dr. Walt Tribley: "April 17 Budget 101 Seminar: Location and New Time"
- 15) MPC Foundation: "Flying Fowl Offers Chance to Win Cash!"
- 16) Dr. Walt Tribley: "Update Regarding Mr. Davis"

C. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media

- 1) *Monterey Herald* / March 25, 2015: "Theater review: MPC's 'Jungle Book' brings the happy"
- 2) *Monterey County Weekly* / March 26, 2015: "The revered expert of the external challenges and the inner resolves of the underdog hits MPC to talk writing."
- 3) *Monterey Herald* / March 30, 2015: "MPC teachers dispute deficit spending numbers"
- 4) *Monterey Herald* / March 31, 2015: "Clarisa Cortez pitches MPC past Ohlone"

**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 March 25, 2015.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the March 13<sup>th</sup> payroll in the amount of \$282,040.39 and the March 31<sup>st</sup> payroll in the amount of \$2,190,076.80 and the April 10<sup>th</sup> payroll in the amount of \$52,169.78 be approved.
- 4) That Commercial Warrants:  
12138804 through 12138832, 12139438 through 12139453, 12140089 through 12140122, 12140683 through 12140830, 12141552 through 12141581, 12145479 through 12145583, in the amount of \$2,696,471.43 be approved.
- 5) That Purchase Orders B1500607 through B1500664 in the amount of \$186,279.21 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:  
Increase of \$1,095,029 in funds received for FY 2014-15.  
Increase of \$2,000 in funds carried forward from FY 2013-14 to FY 2014-15.
- 7) That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 2000 Object expense category	\$	5,579
Net increase in the 3000 Object expense category	\$	333
Net increase in the 5000 Object expense category	\$	1,821
Net decrease in the 7000 Object expense category	\$	7,733
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net decrease in the 4000 Object expense category	\$	588
Net decrease in the 5000 Object expense category	\$	27,092
Net increase in the 6000 Object expense category	\$	27,680
- 9) That the following budget increases in the Child Development Fund be approved:  
Increase of \$42,358 in funds received for FY 2014-2015.  
Decrease of \$16,923 in funds carried forward from FY 2013-14 to FY 2014-15.
- 10) That the following budget increases in the Parking Fund be approved:  
Increase of \$32,587 in funds used from Parking Fund balance for FY 2014-2015.

**B. Management Personnel**

- 1) That the Governing Board approve the following item(s)

- a) Resignation for the purpose of retirement of Constance Andrews, Budget Analyst, Office of the Vice President of Administrative Services, 40 hours per week, 12 months per year, effective at the end of the day August 31, 2015.

C. Faculty Personnel

- 1) That the Governing Board approve the following item(s)
  - a) ~~Continue the employment of Morgan Matthews, Adult Education/Career & Technical Education Coordinator, through December 18, 2015, under Education Code 87470.~~
  - b) Continue the employment of Dawn Rae Davis, Gender & Women's Studies Instructor for the 2015/2016 academic year, under Education Code 87470.
  - c) Continue the employment of Amber Kerchner, Counselor for the 2015/2016 academic year, under Education Code 87470.
  - d) Continue the employment of Grace Anongchanya, TRIO Coordinator/Counselor; Sandra Washington, Upward Bound Counselor; Christopher Calima, Math Science Upward Bound Coordinator; and Heather Bowers, Upward Bound Counselor, as categorically funded employees for the 2015/2016 academic year, under Education Code 87470.
  - e) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2015.

D. Classified Personnel

- 1) That the Governing Board approve the following item(s):
  - a) Employment of Javier Andrade, Student Financial Services Outreach Coordinator, Student Financial Services Department, 40 hours per week, 12 months per year, effective April 23, 2015.
  - b) Employment of Ferdinand Ramirez, Custodian, Facilities Department, 40 hours per week, 12 months per year, effective April 23, 2015.
  - c) Employment of Brian Sanford, Custodian, Facilities Department, 40 hours per week, 12 months per year, effective April 23, 2015.
  - d) Employment of Jill Cavanaugh, Unit Office Manager- Public Safety Training Center, 40 hours per week, 12 months per year, effective May 4, 2015.
  - e) Affirm reclassification of Ian Sanchez, Lab Specialist II, in the Automotive Technology Department to Automotive Laboratory Manager effective July 1, 2014, to clarify Board action on October 22, 2014, that incorrectly reclassified David Buckley, Lab Specialist II, Chemistry Department.
  - f) Affirm change in job title from Administrative Assistant III (positions #5 and #330) to Administrative Assistant III/Faculty Assignments effective July 1, to clarify Board action of November 19, 2014 that incorrectly listed new title as Administrative Assistant III/Faculty Contracts.
  - g) Affirm job title for Sara Thompson and Sara Metz, employed effective February 2, 2015, as Administrative Assistant III/Faculty Assignments
  - h) Affirm change in job title from Administrative Assistant III/Instructional Contracts Coordinator (position #48) to Administrative Assistant III, effective August 1, 2014.
  - i) Affirm change in job title for Ruth Killens from Administrative Assistant III/ UOM-Facilities/ Public Relations/Publications Specialist to Administrative Assistant III effective August 1, 2014.
  - j) Resignation of Julia Fields, Sciences Laboratory Manager, Life Science, 40 hours per week, 11 months per year, effective at the end of the day, August, 20, 2015.
  - k) Resignation of Rustin Beam, Instructional Specialist, TRiO Programs, 19 hours per week, 9 months per year, effective at the end of the day, April 27, 2015.

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 approved.

**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 2014-2015 Monthly Financial Report for the period ending March 31, 2015, be accepted.
- B. BE IT RESOLVED, that the 2014-2015 Bond Expenditure Report for the period ending March 31, 2015, be accepted.
- C. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending March 31, 2015, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- D. BE IT RESOLVED, that the following course revisions, program revisions, and new courses be approved:

Course Revisions:

ADMJ 4	Concepts of Criminal Law
ARTH 8	Survey of Asian Art
CHEM 30A	Introductory Chemistry for Health Sciences
DNTL 100	Orientation to Dental Careers
FASH 15	Textiles
HOSP 51	Introduction to the Hospitality Industry
HOSP 67	Accounting for Hospitality Managers
MATH 10	Mathematics for General Education
MATH 13	Pre-Calculus
MATH 20A	Calculus with Analytic Geometry I
MATH 20B	Calculus with Analytic Geometry II
MATH 20C	Calculus of Several Variables
MATH 31	Linear Algebra
MATH 32	Differential Equations
MATH 262	Plane Geometry
MATH 263	Intermediate Algebra and Coordinate Geometry
MATH 360	Arithmetic and Basic Mathematics

Program Revisions:

Hospitality - Fast Track: Hospitality Supervision (Certificate of Training)  
Restaurant Management (Associate in Science - Career Technical)

New Courses:

ARTV 2	Introduction to Broadcasting
GEOL 3	Historical Geology
GEOL3L	Historical Geology Lab
INTD 15	Textiles

- E. INFORMATION: Program Review for the Social Sciences Division.
- F. BE IT RESOLVED, that the Governing Board adopt the following resolution recognizing the contributions of the classified employees of Monterey Peninsula College and designating May 17-23, 2015 as Classified School Employee Week.

**MONTEREY PENINSULA COLLEGE DISTRICT**  
**Classified School Employee Week**

*WHEREAS, classified professionals provide valuable services to the students of Monterey Peninsula Community College District and contribute to the establishment and promotion of a positive instructional environment; and*

*WHEREAS, classified professionals serve a vital role in the efficient and productive operations of Monterey Peninsula College; and*

*WHEREAS, classified professionals employed by Monterey Peninsula College District strive for excellence in the performance of their duties; and*

*WHEREAS, the Monterey Peninsula College District wishes to acknowledge and thank the classified employees for their dedication and hard work;*

*THEREFORE, BE IT RESOLVED, that the Monterey Peninsula Community College District hereby recognizes and honors the contributions of the classified professionals to the quality education of the students at Monterey Peninsula College and declares the week of May 17 - 23, 2015, as Classified School Employee Week in the Monterey Peninsula Community College District.*

- G. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding “Cash Retirement Incentives” dated February 11, 2015 between the MPCCD and MPCEA Chapter #245.
- H. PUBLIC HEARING: Initial proposal of Monterey Peninsula College Teacher’s Association (MPCTA)/CTA/NEA for negotiations for 2014-2015 and a successor agreement.
- I. PUBLIC HEARING: Initial proposal of Monterey Peninsula Community College District for negotiations for 2014-2015 for a successor agreement with the Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA.
- J. BE IT RESOLVED, that the initial proposal of Monterey Peninsula Community College District for negotiations for 2014-2015 for a successor agreement with the Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA be adopted.
- K. BE IT RESOLVED, that the Governing Board ratifies the attached agreement with Professional Personnel Leasing Incorporated (PPL, Inc.) to utilize the professional and technical services necessary to conduct the search for the Vice Presidents of Academic Affairs and Student Services, for a base fee in the amount of \$22,000.
- L. BE IT RESOLVED, that the annual authorization for the student trustee to have an advisory vote and the ability to make and second motions, to be in effect until May 31, 2016, be approved.
- M. BE IT RESOLVED, that the 2015-2016 allocation of \$\_\_\_\_\_ to Community Human Services, be approved.
- N. INFORMATION: Calendar of Events

**15. ADVANCE PLANNING**

- A. Regular Board Meeting, Wednesday, May 27, 2015 at MPC:
  - 1) Closed Session, 11:00am, Stutzman Room, LTC
  - 2) Open Session (Business), 1:30pm, Sam Karas Room
  - 3) Open Session (Reports), 3:00pm, Sam Karas Room
- B. Regular Board Meeting, Wednesday, June 24, 2015 at MPC:
  - 1) Closed Session, 11:00am, Stutzman Room, LTC
  - 2) Open Session (Business), 1:30pm, Sam Karas Room
  - 3) Open Session (Reports), 3:00pm, Sam Karas Room
- C. Future Topics

**16. 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
- B. Academic Affairs Report: Mr. Michael Gilmartin
- C. Student Services Report: Mr. Larry Walker
- D. Academic Senate Report: Dr. Alfred Hochstaedter
- E. MPCEA Report: Mr. Loran Walsh, President
- F. MPCTA Report: Ms. Paola Gilbert, President
- G. ASMPCC Report: Mr. Justyn Jones, Director of Representation
- H. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chair
- I. MPC Foundation
  - 1) Executive Director Report: Ms. Beccie Michael
  - 2) Monthly Donations: To be announced at the April 22, 2015 Board meeting.
- J. Governing Board Reports
  - 1) Community Human Services (CHS) Report
  - 2) Trustee Reports
- K. Legislative Advocacy Report, Dr. Walter Tribley

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

*Posted April 17, 2015*