

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

**REGULAR BOARD MEETING**

**WEDNESDAY, AUGUST 22, 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. 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: Dr. Jon Knolle, Ms. Kiran Kamath, Mr. David Martin, and Mr. Laurence Walker

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. RECOGNITION**

A. Acknowledgement of Guests

1. Introductions of New Faculty by Deans of Instruction, Ms. Judy Cutting, Dr. Vincent van Joolen, Dr. Jon Knolle, Dr. Cathryn Wilkinson

- a. Dr. Alan Durst, Music (Creative Arts)
- b. Dr. Ana Garcia-Garcia, Chemistry (Physical Science)
- c. Mr. Eric Lake, Math (Physical Science)
- d. Dr. Diane Lee, Early Childhood Education Development (Social Science)
- e. Ms. Vanessa Lord, Nutrition (Life Science)
- f. Ms. Jeannie Kim McPherson, English (Humanities)
- g. Dr. Christina Nicolaides, Psychology (Social Science)
- h. Mr. John Olsen, Computer Science (Business)
- i. Ms. Elisabeth Thomas, Access Services & Outreach Librarian (Library)
- j. Dr. Jessica Thomas, Chemistry (Physical Science)

**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 meeting on June 27, 2018 and the Special Board meeting on July 31, 2018.
- 2. That the June 15<sup>th</sup> manual payroll in the amount of \$4,968, the June 29<sup>th</sup> regular payroll in the amount of \$2,106,493.87, the July 5<sup>th</sup> manual payroll in the amount of \$1,170.72, the July 10<sup>th</sup> supplemental payroll in the amount of \$49,687.02, the July 13<sup>th</sup> manual payroll in the amount of \$3,403.29, the July 31<sup>st</sup> regular payroll in the amount of \$1,449,858.84, and the August 3<sup>rd</sup> manual payroll in the amount of \$4,359.52 be approved.
- 3. That Commercial Warrants 12410553 through 12410598, 12412153 through 12412179, 12413155 through 12413195, 12413866 through 13413905, 12414557 through 12414586, 12415293 through 12415304, 12415874 through 12415905, in the amount of \$2,020,262.75 be approved.

4. a) That Purchase Orders B1800768 through B1800808 in the amount of \$317,448.22 be approved.

b) That Purchase Orders B1900001 through B1900146 in the amount of \$317,448.22 be approved

5. That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$ 4,780.60
Net decrease in the 2000 (Classified Salary) Object expense category	\$ 3,435.89
Net increase in the 3000 (Benefits) Object expense category	\$ 7,886.89
Net increase in the 4000 (Supplies) Object expense category	\$ 10,399.89
Net decrease in the 5000 (Other/Services) Object expense category	\$ 7,056.40
Net decrease in the 6000 (Capital Outlay) Object expense category	\$ 8,763.89
Net increase in the 7000 (Other Outgo) Object expense category	\$ 5,750.00

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

Net decrease in the 2000 (Classified Salary) Object expense category	\$ 5,321.73
Net increase in the 4000 (Supplies) Object expense category	\$ 8,335.69
Net decrease in the 5000 (Other/Services) Object expense category	\$ 21,813.96
Net increase in the 6000 (Capital Equip) Object expense category	\$ 18,800.00

B. Management, Supervisor, Confidential Personnel

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

a) Resignation of Steve Napoleon, Director, Marketing and Communications, 40 hour per week, 12 months per year, effective June 20, 2018.

C. Faculty Personnel

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

a) Grant Equivalency based on Eminence to Nicole Cofresi to teach Theatre, effective Fall 2018.

b) Grant Equivalency to Minimum Qualifications to Vicente Cabrera Vargas to teach Ethnic Studies, effective Fall 2018.

c) Grant Equivalency based on Eminence to Stephanie Spoto to teach Philosophy, effective Fall 2018.

d) Each month individuals are hired as part-time, substitute and overload. The attached lists include hires for fall 2018.

D. Classified Personnel

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

a) Employment of Sarah Austin, Library Specialist-Circulation Desk, Library, Range 10, 21.25 hours per week, 8 months, effective August 23, 2018.

b) Employment of Elroy Gardenhire, Categorical Services Coordinator, Veterans Resource Center, Range 17, 29 hours per week, 11 months per year, effective August 23, 2018.

c) Employment of Thomas Clifton, Science Laboratory Manager, Physical Science, Range 23, 40 hours per week, 11 months per year, effective August 23, 2018.

d) Approve leave of absence without pay for employee #113628 from July 16, 2018 to January 16, 2019 in accordance with Article 10.18.1.1 of the CSEA Contract.

e) Approve updated job description for Student Activities Coordinator, effective July 1, 2018. Changes were made in compliance with Article V, Reclassification of the CSEA Contract.

f) Approve updated job description for Accommodation Specialist, effective July 1, 2018. Changes were made in compliance with Article V, Reclassification of the CSEA Contract.

g) Approve reclassification of Fannya Boehme in classification of Accounting Specialist III to Bilingual Accounting Specialist III effective July 1, 2018.

- h) Approve reclassification of Cielo Cervantes in the classification of Accommodation Specialist from Range 13 to Range 19 on the Classified Salary Schedule effective July 1, 2018.
- i) Approve reclassification of Julie Osborne in the classification of Student Activities Coordinator from Range 18 to Range 22 on the Classified Salary Schedule, effective July 1, 2018.
- j) Resignation of Ronald Holback, Maintenance Specialist, Facilities, Range 20, 40 hours per week, 12 months per year, effective July 5, 2018 for the purpose of retirement.
- k) Resignation of Angela Carrasco, Categorical Services Coordinator, Student Equity & Achievement, Range 17, 40 hours per week, 12 months per year, effective July 6, 2018.
- l) Resignation of Gloria Perez, Bilingual Categorical Services Coordinator, Marina Ed Center, Range 17, 40 hours per week, 12 months per year, effective July 31, 2018.
- m) Resignation of Javier Andrade, Student Financial Services Outreach Coordinator, Student Services, Range 22, 40 hours per week, 12 months per year, effective July 31, 2018.
- n) Resignation of Salvador Lopez, Custodian, Administrative Services, Range 6, 40 hours per week, 12 months per year, effective August 17, 2018.
- o) Resignation of Shane Whitman, Instructional Specialist, English and Study Skills Center, Range 14, 18 hours per week, 10 months, 11 days per year, effective August 28, 2018.

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.

**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 the Quarterly Financial Status Report for the quarter ending June 30, 2018, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- B. INFORMATION: County of Monterey Investment Report for the quarter ending June 30, 2018.
- C. PUBLIC HEARING: 2018-2019 Budget
- D. BE IT RESOLVED, that the Governing Board adopt the 2018-19 Final Budget.
- E. BE IT RESOLVED, that the 2018-2019 Monthly Financial Report for the period ending July 31, 2018, be accepted.
- F. BE IT RESOLVED, that the Governing Board approve the spending of 2018-2019 Prop 55 EPA funds to pay for instructional salaries coded with activity code 0100-5900.
- G. BE IT RESOLVED, that the Governing Board approve the 2018-2019 Appropriation Limit per Article XIII-B, California Constitution (Gann Limit) as computed on the attached worksheet.
- H. BE IT RESOLVED, that the Governing Board approve the Memorandum of Understanding with Montage Health for the funding and operation of the Maurine Church Coburn School of Nursing for 2018-2019

- I. BE IT RESOLVED, that the Governing Board authorize David J. Martin, Vice President of Administrative Services, to enter into an agreement with the Chancellor's Office of the California Community Colleges, State of California, to participate in the Chancellor's Office Tax Offset Program (COTOP).
- J. BE IT RESOLVED, that the Governing Board authorize the contract renewal with Kitchell CEM, for Program Management Services for the period through June 30, 2019.
- K. BE IT RESOLVED, that the Governing Board ratify the District execution of a contract with Emerald Data Solutions, Inc. for access and use of their web-based service BoardDocs.
- L. BE IT RESOLVED, that the Governing Board approves the change in classification and revised job descriptions which are a result of the reclassification process.
- M. INFORMATION: Administrative Procedure: 3435 – Discrimination and Harassment Complaints and Investigations.
- N. BE IT RESOLVED, that the Governing Board accept the resignation of Dr. Walter Tribley, Superintendent/President, for the purpose of retirement effective September 4, 2019 and confer upon him the title of Superintendent/President Emeritus.
- O. INFORMATION: The Governing Board will provide direction on the design of the Superintendent/President search process. Any items requiring Board action will be presented at future Board meetings.
- P. BE IT RESOLVED, that the Governing Board approves the Board self-evaluation process, timeline, and instruments for 2018.
- Q. 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: \$60,990
- 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. Governing Board Comments
  - 1) Community Human Services (CHS) Report
  - 2) Trustee Comments

**15. ADVANCE PLANNING**

- A. Regular Board Meeting, September 26, 2018 at MPC Library & Technology Center
  - 1. Closed Session: 11:00am, Stutzman Room
  - 2. Regular Meeting: 1:30pm, Sam Karas Room

- B. Regular Board Meeting, October 24, 2018 at Public Safety Training Center
  - 1. Closed Session: 11:00am, SPS-106, Public Safety Training Center
  - 2. Regular Meeting: 1:30pm, SPS-119, Public Safety Training Center

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

*Posted August 24, 2018*