

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

Monterey Peninsula College  
980 Fremont Street  
Monterey, California 93940

Tuesday  
July 22, 2008

1:30 p.m. -- Closed Session  
3:00 p.m. -- Public Session

**MINUTES**

The President of the Board, Mr. R. Lynn Davis, called the Governing Board meeting to order at 1:30 p.m. Mr. Davis called roll and declared a quorum present. Mr. Davis read the Closed Session statement and reported that the following items would be covered: a. Conference with Labor Negotiators: Monterey Peninsula Community College District: Joe Bissell and Barbara Lee. Monterey Peninsula College Employees Association #245. b. Individual Student Disciplinary Matter. c. Public Employee Performance Evaluation. Superintendent/President.

At 1:35 p.m., the Open Session adjourned to the Closed Session. The Closed Session adjourned at 2:53 p.m. At 3:01 p.m., the Open Session was called to order by Mr. Davis. Ms. Phillips called roll.

MEMBERS PRESENT: Mr. R. Lynn Davis, J.D., Chair  
Mr. Charles Page, J.D.  
Mr. Carl Pohlhammer  
Dr. Jim Tunney  
Ms. Eleanor Morrice, Student Trustee

MEMBERS ABSENT: Dr. Loren Steck, Vice Chair

STAFF PRESENT: Dr. Douglas R. Garrison, Superintendent/President  
Mr. Joe Bissell, Vice President for Administrative Services  
Dr. Karen Engelsen, Dean of Student Services  
Mr. Michael Gilmartin, Dean of Instruction, Occupational and Economic Development  
Dr. John Gonzalez, Vice President for Academic Affairs  
Ms. Barbara Lee, Associate Dean, Human Resources  
Ms. Bernie Abbott, Librarian  
Ms. Suzanne Ammons, Administrative Services Office  
Ms. Kathleen Clark, Human Resources Office

Dr. Alfred Hochstaedter, Earth Sciences  
Mr. Richard Montori, Public Information, Marketing, & Audio Visual  
Mr. Steve Morgan, Director, Facilities, Planning & Management  
Ms. Vicki Nakamura, Assistant to the President  
Ms. Victoria Phillips, Executive Assistant to the Superintendent/  
President and the Governing Board  
Dr. Rosaleen Ryan, Director, Institutional Research  
Dr. Susan Steele, Interim Dean of Instruction, Liberal Arts

OTHERS PRESENT: Ms. Katherine Bell  
Mr. Joe Demko  
Ms. Marilyn Gustafson  
Ms. Katie Shain  
Mr. Malcolm Weintraub  
Mr. John Yewell

Mr. Davis reported that Dr. Steck was with his father at a hospital since his father fell and broke his hip and his father was undergoing surgery today.

Mr. Davis reported, “The Board took action in Closed Session to expel student #902-983-405.”

#### Recognition

Mr. Davis noted the donations for the Monterey Peninsula College Foundation for June 2008 were \$51,958.59, and applauded the Foundation’s efforts on behalf of the College.

#### Communication

Mr. Davis noted that Mr. Malcolm Weintraub, past President of the MPC Foundation for two terms, addressed the Trustees. He acknowledged the presence of the Director of the MPC Foundation, Marilyn Gustafson, and Mr. John Yewell. He reminded everyone of the featured guest speaker, Arianna Huffington, on September 8<sup>th</sup>, at the Steinbeck Forum of the Monterey Conference Center. She is part of the Peggy Downes Baskin Series on Ethics, Ethical Dilemmas of the 21<sup>st</sup> Century, presented by the Monterey Peninsula College Foundation. The evening will be narrated by Dr. Richard Kezirian, and the MPC Foundation has already sold 100 tickets. The Foundation has kept the admission price as low as possible so that many students may attend. This year, the Foundation will host a dinner after the program. For those contributing \$2,000, they will be invited to a small dinner party at a local restaurant and the guest of honor will be Arianna Huffington. The Foundation is asking that each of the Trustees underwrite this program by \$500 or \$2,000. If all five Trustees donate \$500 toward this effort a Trustee and his spouse will be invited to the dinner. Mr. Weintraub invited everyone to participate.

#### Written Communications

Mr. Davis called attention to the following written communications:

- a) The Monterey County Herald, Tuesday, June 17, 2008, State board OKs MPC trustee plan, by Clarissa Aljentera.
- b) The Monterey County Herald, Wednesday, June 18, 2008, MPC Travel Study, Pasadena Craftsman Weekend, October 17-20, 2008.
- c) A letter from Ann Edgerton, Director, University of Minnesota, UMCCC, dated June 19, 2008, concerning the Open House celebration of the new MPC Child Development Center. She said it was a great joy to see this well-planned and extraordinary building for children, students, college families and CDC teaching staff.
- d) The Monterey County Herald, Thursday, June 19, 2008, Monterey, MPC runner earns ride to Northridge, by John Devine.
- e) A letter to Dr. Garrison dated June 27, 2008, from Leon and Sylvia Panetta, regarding the Panetta Institute's Education for Leadership in Public Service Program. They thanked Dr. Garrison and Dr. Tunney for their participation in this worthwhile endeavor.
- f) The Monterey County Herald, Sunday, June 29, 2008, Monterey Peninsula College graduation listing.
- g) The Monterey County Herald, Sunday, June 29, 2008, The game remains the same...Edwards Football Camp Smaller, but kids still learn about life, by John Devine.
- h) A letter to Dr. Garrison dated June 30, 2008 from Barbara A. Beno, Ph.D., President, Accrediting Commission for Community and Junior Colleges, stating that the Commission took action to accept MPC's report and commended the College for having prepared an outstanding Progress Report.
- i) The Monterey County Herald, Monday, June 30, 2008, Catching a Dream, by John Devine.
- j) The Monterey County Herald, Monday, June 30, 2008, Monterey Peninsula College is offering two new linguistics classes for the Fall.
- k) A letter to Dr. Garrison dated July 2, 2008 from Nancy Kotowski, Ph.D., County Superintendent of Schools and Secretary to the Monterey County Committee on School District Organization, regarding a request to waive Section 5020 of the CA Education Code, the public election requirement for the adoption of trustee areas for the MPCCD.
- l) An email from Dr. John Gonzalez to All Users dated July 3, 2008, concerning Very Good News from ACCJC.
- m) The Monterey County Herald, Monday, July 7, 2008, Summer camps at MPC.
- n) An email to All Users from Steve Morgan dated July 10, 2008, regarding the New Lecture Forum Bridge Opening July 9<sup>th</sup>.
- o) GO! Monterey County Herald, Thursday, July 10-16, 2008, "Space-based Reconnaissance: what it does for us and why we do it," 1:30 p.m. Wednesday, July 16, 2008, LF 103.

### Reports and Presentations

#### Institutional Report: Bond Program Website – Ms. Vicki Nakamura & Ms. Suzanne Ammons

Ms. Nakamura began the presentation by opening up the MPC Website and going to the Bond Program site. It provides information on the Main Campus, the Fort Ord Education Center, Board of Trustees,

Bond Programs, Citizen's Bond Oversight Committee, meeting times and location, calendar, time and place, etc. It includes links for agendas and meeting minutes.

Ms. Ammons acknowledged and thanked Kim Panis, from IT, who was very helpful with the SharePoint Program and building this website. Ms. Ammons opened different sites and showed pictures of them with informative verbiage sharing information about projects. Many of these sites include architectural and aerial drawings depicting future projects.

Trustee Pohlhammer asked if this was an interactive program. Ms. Nakamura said that there is a space that lists email addresses where people with questions could ask their questions and staff could respond. Dr. Garrison suggested adding a "Do you have a question? link." He also commended Ms. Nakamura and Ms. Ammons for their work on the website.

On behalf of the Trustees, Mr. Davis thanked Ms. Nakamura and Ms. Ammons for their comprehensive report.

#### Superintendent's Report:

1. Dr. Garrison reported that included in the Board packet was a letter from Barbara Beno, Accrediting Commission, dated June 30, 2008, in which she announces the action from the Commission. In the last sentence of the first paragraph she reports that MPC prepared an outstanding report. He commended Dr. John Gonzalez and his team for their work on this report.
2. Dr. Garrison noted that on July 1<sup>st</sup>, he attended the ribbon cutting ceremony at UCMBEST for the California Homeland Security Consortium (NPGS, UCSC, UC Santa Barbara, UC Riverside, Lawrence Livermore Labs, and MPC). John Gonzalez and Michael Gilmartin are developing a certificate and an Associate Degree for the Transportation Security Agency. In addition, we are engaging in some technology transfers for military applications in law enforcement and fire technology. We hope to incorporate them into our Public Safety Training Program.
3. On July 10<sup>th</sup>, Dr. Garrison attended the Upward Bound Presentation Day held annually for high school students who are preparing themselves for college. This year's theme was the Human Body with a science, math, and communications focus.
4. Also on July 10<sup>th</sup>, Dr. Garrison attended the MPC Foundation Executive Committee Planning Retreat.
5. On July 11<sup>th</sup>, Dr. Garrison attended the FORA Board of Directors meeting.
6. On July 24<sup>th</sup>, Dr. Garrison reported that he will attend the Monterey County Economic Forum at the Hyatt Hotel. This is an annual event focusing on the County's economic growth.
7. Graduation of the first Law Enforcement Academy since affiliation with the SBRPSTC will take place in LF 103 at 11 a.m. on Friday, July 25<sup>th</sup>.
8. Dr. Garrison reported that we will have our annual outreach effort at the Monterey County Fair from August 12-17<sup>th</sup>. Dr. Garrison is signed up to serve on August 14<sup>th</sup>. He encouraged everyone to take a turn to promote the College at the Fair.

## Vice Presidents' Reports:

Dr. John Gonzalez – Dr. Gonzalez gave an update on the accreditation/self-study. He distributed an updated calendar of the process and expectations for collection of materials for evidence for each of the standards. Fred Hochstaedter and Rosaleen Ryan gave a workshop on collecting the evidence for each of the standards telling the MPC story on the self-study. It was a very effective workshop and gave a framework with which to work on each of the other standards. He thanked Dr. Hochstaedter and Dr. Ryan. We want to get the word out to more than just the Steering Committee so that more people get involved. He asked everyone to check out the schedule. On another matter, he talked about CurricuNet. The Trustees approved the expenditure earlier for this user-friendly software curriculum program which is web-based. The District is also expanding its orientation for new faculty from one day to two days: One day in the Fall and one day in the Spring. Two principles will be used: 1) Less is more. 2) Use an engaging approach. Dr. Gonzalez introduced a new faculty member, one of our own, Ms. Kathleen Clark. He shared her educational and work experience background with the Trustees. He also reported that he conducted reference checks, and she received very favorable comments. She is an amazing “people person” and he welcomed her to the instructional side of the institution. The Trustees congratulated Ms. Clark on her recommendation to this new position as COOP instructor.

Dr. Garrison announced that Dr. Gonzalez will be part of the accreditation team to visit Rio Hondo College in Fall 2008.

Dr. Karen Engelsen reported for Mr. Carsbia Anderson: Dr. Engelsen reported that the Summer has been going well. Enrollments are up by 20+% for continuing students and the percentage of students taking more units as well as our class enrollments have increased. Parking lots are fuller. We've needed more counselors on duty during June and July, and EOPS has increased their counseling services, too. Local high school students have been taken on guided campus tours and there has been more parent involvement too. There will be more follow through for first semester students, which will continue through the Spring semester. In-person registration will begin on August 12<sup>th</sup>. Web-registration has increased. She encouraged people to sign up for outreach during the Monterey County Fair. Student Services has been working on their Program Review. We are introducing Math Assessments. All in all, things seem to be going well in the Student Services area. The Trustees thanked Dr. Engelsen for her report.

Mr. Joe Bissell: Mr. Bissell reported that the Faculty/Staff Housing Committee will be meeting again in August and he will report back in August about their discussion. He also reported that he has a conference call with Rocky Young on Thursday, July 24<sup>th</sup>, to discuss energy cost-saving measures and will report to the Trustees what he learned from Dr. Young. He also reported that the campus mass alert system has been installed and a training session has been planned for August 14<sup>th</sup>.

Academic Senate: President, Dr. Fred Hochstaedter, reported that the Academic Senate Flex-Day activity has been planned for Thursday, August 21<sup>st</sup>, and that concluded his report.

MPCEA: No report this month.

MPCTA: No report this month.

ASMPC: Ms. Katherine Bell thanked Ms. Eleanor Morrice, Student Trustee, who presented the ASMPC report in her absence last month. She reported that ASMPC had a second summer meeting on July 11<sup>th</sup> and continued its discussion of the budget, its Plan of Action, and planning of Lobo Day. ASMPC is in full support of the Trustees' encouragement to increase involvement from Marina and Seaside residents as it has expanded its Constitution to include a Vice President at the Marina Education Center. Currently ASMPC is drafting the ASMPC Constitution for the Marina Campus. An election to adopt the new ASMPC Constitution will be held in the first week of school. Sarab Sarabi is the new Chair of the Budget Committee and Michael Dickey and she also serve on the Committee. Their budget is \$140,000 and they have established a Community Outreach Fund, which allocates funds for donations and charitable events. There are two new clubs on campus: College Republicans and College Democrats. She reported that during Flex-Day there will be a training session on "Emergency Preparedness." ASMPC aims to work together as a team with the faculty to implement ideas to make MPC green using the LEEDS five criterions. In closing, she said that ASMPC is looking forward to the Fall semester.

College Council: At this point in the meeting, Mr. Davis asked, and the Trustees all agreed to move Old Business A, 2007-2008 Annual Report for College Council Activities, and Old Business B, MPC Mission Statement to the next items on the agenda.

## 2007-2008 ANNUAL REPORT FOR COLLEGE COUNCIL ACTIVITIES

## INFORMATION

Co-Chair of the College Council, Bernie Abbott, reported that the College Council is composed of three vice presidents, seven faculty members, four classified members, two members of the management team, and two student representatives as voting members, plus the president as a non-voting member. She reported that this new composition has worked well in carrying out College Council's responsibilities as revised in the bylaws.

Ms. Abbott stated that her written report was included in the Board packet and she would briefly highlight certain sections of the report. She said that the agenda and minutes are all posted on the MPC website, and may be reached by going to <http://www.mpc.edu/collegecouncil/>. The Accreditation Progress Report was completed and approved on January 15, 2008. Since MPC is currently in the process of its self-evaluation for Accreditation, this is now a regular agenda item for College Council. Other noteworthy items include: · MPC is now a member of the South Bay Regional Public Safety Training Consortium. · Several Board policies were revised and approved: Board Policy 3120 – Academic Freedom; Board Policy 1435, Naming of Buildings and Other Property Components; Board Policy 3810, Claims Against the District; Board Policy 5105A – Complaint Procedures for Unlawful Discrimination, Including Sexual Harassment. · Three Program Review executive summaries were brought to College Council for review: ° Physical Sciences. ° Creative Arts. ° Social Sciences. · The Basic Skills Initiative, including an expenditure plan, was reviewed and approved. · The Planning and

Resource Allocation Process was updated to more closely align with budget timelines. · Several new faculty positions were reviewed and prioritized: ° Math Learning Center Coordinator. ° Physical Education Instructor/Baseball Coach. ° Cooperative Work Experience Coordinator. · Five replacement faculty positions were reviewed and recommended: · Anthropology instructor. ° Dental Assisting – Program Coordinator. ° Psychology instructor. ° Coordinator – Math Science Upward Bound. ° Director, English & Study Skills Center. · Component Goals that were achieved by AAAG, ASAG and SSAG in 2007-2008 were presented to College Council. · Component Goals for 2008-2009 by AAAG, ASAG, and SSAG were presented to College Council. · Action Plans for AAAG, ASAG, and SSAG were presented to College Council. The President/Vice Presidents group will meet to prioritize the lists which will then be brought back to College Council for approval. · The two most important actions that College Council completed this year were: The Institutional Goals were revised and approved and the Mission Statement was revised and approved.

On behalf of the Trustees, Mr. Davis thanked Ms. Abbott for her comprehensive written report and for her oral report as well.

The Trustees asked that the MPC Mission Statement be read aloud. It reads as follows:

*“Monterey Peninsula College is committed to fostering student learning and success by providing excellence in instructional programs, facilities, and services to support the goals of students pursuing transfer, career, basic skills, and life-long learning opportunities. Through these efforts MPC seeks to enhance the intellectual, cultural, and economic vitality of our diverse community.”*

The Trustees thanked all those who worked on the MPC Mission Statement as it is clear, concise, and brief. This was a difficult task.

MSC Pohlhammer, Page

08-01

BE IT RESOLVED, That the Governing Board approve the revised Monterey Peninsula College Mission Statement.

MPC Foundation: Ms. Marilyn Gustafson encouraged everyone to support the upcoming theater event...Urinetown. She thanked Dr. Fred Hochstaedter who had already turned in his reservation for two. Ms. Gustafson reported that the MPC Foundation proposes a three-year Annual Giving Campaign to significantly increase its capacity to contribute to the scholastic and academic success of the students, faculty, and staff of MPC. The proposed two-part campaign assigns duties and responsibilities, presupposes buy-in from and the active participation of the Foundation Board of Directors, and envisions the hiring of a development director to guide the process. The Foundation campaign goal and components hope to earn \$395,000 in 2008 and increasing by approximately 33% each year for two years. Component #1: Fundraising for Special Programs: \$210,000. · \$80,000 per year for the Peggy Downes Baskin Series on Ethics. · \$50,000 for the George G. (Bob) Faul Academic Excellence Awards. · \$35,000 for “Connections.” · \$30,000 for the annual Theater Event. · \$15,000 for the President’s Address to the Community. Component #2 calls for an extensive effort to increase

annual unrestricted individual giving from the current \$90,000 a year to \$325,000 by 2010. Ms. Gustafson reported that an anonymous donor recently gave the Foundation \$25,000 to underwrite the initial cost of a new development director, and has challenged the Foundation Board with a two-to-one match to raise an additional \$50,000. Ms. Nancy Green, Sidney Slade, Dr. Loren Steck, Dr. Garrison, and she met to discuss MPC, and MPC Foundation's opportunities with the Bernard Osher Foundation. The Bernard Osher Foundation recently made a \$50 million challenge grant to California's community colleges. MPC will benefit from a \$169,864 endowment allocation beginning in 2009. If MPC raises \$339,728 in the next three years, an additional \$169,864 allocation will be made from the Osher endowment. The Child Development Center is using funds from the \$19,600 grant awarded them by the Monterey County Children and Families Commission. Ms. Gustafson reported that \$80,000 from funds raised during the Community Stadium Campaign was distributed to the Physical Education Division. In conclusion, she encouraged everyone to support and attend the Peggy Downes Baskin Series on Ethics on September 8<sup>th</sup>. Arianna Huffington will be the guest speaker at the Steinbeck Forum of the Monterey Conference Center. One-hundred tickets have been sold already. A select number of \$2,500 underwriters are being solicited and they will be invited to a small, post-event dinner with Ms. Huffington. Sponsorships of \$500 are also available. To date they have 13 sponsors and one cash underwriter. Please call the Foundation office if you would like to be included. Also, arrangements have been made with Access Monterey Peninsula to broadcast the event live.

Board Reports: There were no reports from the Trustees.

Bond Report:

Mr. Joe Demko reported that contracts have been signed for the Public Safety Training Center permanent building and construction will start at the end of July and will take approximately a year. · MPC Education Center (at Marina) temporary modulars are on-site and will be ready for the Fall semester. · The architect will give us schematics for MPC Education Center (at Marina) permanent buildings soon and they will be presented to the Trustees at the next Governing Board meeting. · The District is going through the punch-list for the infrastructure project since Granite is well ahead of schedule. Granite has been doing a good job. · The new Lecture Forum Bridge has opened up and the old bridge will be removed under separate contract. · The Old Library/New Administration Building continues to reveal concealed structural conditions that are having an impact on the schedule. Efforts are being made to make-up the impacts to the schedule. · Working drawings for the new Student Services Building have been submitted to the Division of State Architect and construction is expected to start in Spring 2009. The bids will go out after the holidays. · Parking lots A, D, & E are being demolished and the new parking lots are under construction. New lots D & E have been configured to provide additional parking as well as a bus turnaround. Lot F is a new parking lot and is being constructed on the site of the old Child Development Center. · The installation of the Gym floor has begun. The bleachers project for the gym has been awarded and the drawings are being sent to the Division of State Architect for approval. The bleachers will be installed in the Fall 2008. The main portion of the painting and electrical fixtures work has been completed. Dr. Garrison reported that arrangements are being made to have the first basketball games played at local high school gyms.



Mr. Davis asked if any items needed to be removed from the Consent Calendar or if anyone had any comments or questions. Mr. Davis thanked Dr. Susan Steele for agreeing to stay on as the Interim Dean of Instruction, Liberal Arts until a permanent Dean is hired or until June 30, 2009, whichever is sooner.

Consent Calendar

A. Routine Matters:

MSC Page, Tunney

08-02

BE IT RESOLVED, That the following routine matters were approved:

1. The Governing Board minutes for the Special meeting held Thursday, June 12, 2008 and the Regular meeting held on Tuesday, June 24, 2008, are approved.
2. The Governing Board accepts \$57,843.59 and other gifts donated to the College with appropriate thanks to the donors.
3. The June 13<sup>th</sup> Manual Payroll in the amount of \$1,540.50, the June 30<sup>th</sup> Regular Payroll in the amount of \$1,903,449.37, the July 3<sup>rd</sup> Manual Payroll in the amount of \$14,624.92, and the July 10<sup>th</sup> Supplemental Payroll in the amount of \$34,050.08, be approved.
4. The Commercial Warrants #12638223 through #12638269, #12639743 through #12639813, #12640861 through #12640918, #12642006 through #12642058, #12642984 through #12643016, #12645471 through #12645552, in the amount of \$2,278,290.06, be approved.
5. The purchase orders #803422 through #803520 in the amount of \$997,565.31, be approved.
6. The following budget increases in the Restricted General Fund be approved.  
  
Increase of \$68,567 in revenue and matching expenses, to reflect funds received for FY 2007-2008.  
  
Increase of \$7,159 in revenue and matching expenses, to reflect funds carried forward from FY 2006-2007 to FY 2007-2008.
7. The following budget adjustments in the Restricted General Fund, be ratified.  

Net decrease in the 2000 Object expense category	\$2,444
Net decrease in the 3000 Object expense category	\$4,984
Net increase in the 4000 Object expense category	\$ 465
Net increase in the 5000 Object expense category	\$6,963.

8. The following budget adjustments in the Unrestricted General Fund, be ratified.

Net increase in the 1000 Object expense category	\$44,015
Net decrease in the 2000 Object expense category	\$ 6,197
Net increase in the 3000 Object expense category	\$ 3,249
Net increase in the 4000 Object expense category	\$ 7,535
Net decrease in the 5000 Object expense category	\$74,555
Net increase in the 6000 Object expense category	\$25,953.

B. Administrative Personnel

9. The Governing Board extends the temporary assignment of Dr. Susan Steele as Interim Dean of Instruction, Liberal Arts, Track III, Step 4, until a permanent Dean of Instruction, Liberal Arts is hired or June 30, 2009, whichever is sooner.

C. Academic Personnel

10. The Governing Board approves the academic personnel actions listed to include:

- a) Employment of Kathleen Clark, full-time, tenure track COOP Instructor, Step and Column pending verification of education and experience, effective Fall 2008.
- b) Grant Equivalency to Minimum Qualifications to teach Physical Education to Daniel Phillips, effective Summer 2008.
- c) Grant Equivalency to Minimum Qualifications to Shannon Watkins to teach Child Development, effective Fall 2008.
- d) Grant Equivalency to Minimum Qualifications to Vicente Cabrera to teach Spanish, effective Summer 2008.
- e) Grant Equivalency Based on Eminence to Cynthia Fels to teach ENGL 300 Individualized English and Study Skills, effective Summer 2008.
- f) Grant Equivalency Based on Eminence to Sunny LeMoine to teach ENGL 300 Individualized English and Study Skills, effective Summer 2008.
- g) Grant Emergency Equivalency to Wayne Ivey to teach AUTO 104 Automotive Electrics and AUTO 100 Introduction to Auto Technology, effective Spring 2008 only.
- h) Each month individuals are hired as part-time, substitute, and overload. The lists include hires for Spring and Summer 2008.

11. Eddie Mendenhall be authorized to travel to and within Japan, July 21 to August 8, 2008, as instructor of the Music 32, Music 55B, and Music 98.3 courses.

D. Classified Personnel

12. The Governing Board approves the following classified personnel actions listed to include:
  - a) Employment of Roseann Erwin, Library Specialist-Circulation Desk (Service Category 4), Library, 19 hours per week, 9 months and 6 days per year, effective August 25, 2008.
  - b) Approval of the job description for Human Resources Analyst, formerly Personnel Analyst effective July 23, 2008.
  - c) Resignation of Sharon Freed, Library Circulation Desk Coordinator (Service Category 4), Library, 40 hours per week, 12 months, effective at the end of the day, July 18, 2008.
  - d) Resignation of Cattuong Hoang, Student Financial Services Outreach Advisor (Service Category 4) Student Financial Services, 40 hours per week, 12 months, effective at the end of the day, July 3, 2008.
  - e) Resignation of Adam Stein, Research Specialist (Service Category 4), Institutional Research, Development and Institutional Advancement, 40 hours per week, 12 months per year, effective at the end of the day, July 18, 2008.
  - f) Resignation of Janine Wilson, Program Specialist – Math/Science Upward Bound (Service Category 4), TRIO Programs, 40 hours per week, 12 months per year, effective at the end of the day, July 4, 2008.
13. The individuals on the recommended list (Short Term and Substitute Classified Employees) employed for short term and substitute assignments subject to future modifications, be approved.

Old Business

2007-2008 ANNUAL REPORT TO THE ACCREDITING  
COMMISSION FOR COMMUNITY AND JUNIOR  
COLLEGES

INFORMATION

Mr. Davis stated that the reason this item was brought back to the Trustees was that Trustee Page had some questions regarding some of the questions the District answered, “No,” instead of “Yes.”

Dr. Gonzalez gave a little background information by stating that new standards were adopted in 2002. A rubric for institutions undergoing site visits in order for the institutions to reach the level of proficiency for substantiating quality improvement was established. He distributed a handout: Accrediting Commission for Community and Junior Colleges: Rubric for Evaluating Institutional Effectiveness – Part III, Student Learning Outcomes. Dr. Gonzalez reported that the District is making progress. The focus of the last Flex Day in Spring 2008 was Student Learning Outcomes. Dr. Hochstaedter has taken that on and has done a tremendous job in moving MPC along. In addition, steps are being designated: · Define Student Learning Outcomes. · Map programmatic student learning

outcomes. · Define assessments. · Assess Student Learning Outcomes. · Analyze results of assessment. · Plan changes based on the results of the assessment.

The Trustees thanked Dr. Gonzalez for this explanation.

### New Business

Mr. Joe Bissell reported that enrollment counts for 2007-2008 continue to reflect strong numbers that hopefully will result in increased FTES over what the District reported in the P2 report in April, which will help our budget. The State began its new fiscal year without a State Budget in place. The leadership of the Senate and Assembly continue to meet to negotiate how to close the more than \$15 billion State Budget deficit. Community colleges will not receive their regular apportionment payments until the State Budget is approved, which is negatively impacting some colleges. MPC will have sufficient cash to continue operations as normal through the fall semester, although our interest income earnings will be affected.

MSC Tunney, Page 08-03

BE IT RESOLVED, That the 2007-2008 Monthly Financial Reports for the period ending June 30, 2008 be accepted.

MSC Pohlhammer, Tunney 08-04

BE IT RESOLVED, That the Board ratify the renewal of the lease agreement with the Monterey Bay Certified Farmers Market, Inc., for the period July 1, 2008 through June 30, 2010 at the lease rate of \$175 per week.

MSC Page, Tunney 08-05

BE IT RESOLVED, That the Governing Board approve the 2008-2009 Apportionment Limit per Article XIII-B, California Constitution (Gann Limit) as computed on the worksheet.

MSC Morrice, Page 08-06

BE IT RESOLVED, That the Governing Board approve the signing of the 2008-2009 Funding Terms and Conditions (FT&C) contract for the Full Day Pre-School Grant at Monterey Peninsula College.

Dr. Garrison reported that the WorkAbility Program comes from the Department of Rehabilitation and has now changed its focus to include providing career exploration, job development, and job placement services to students pursuing employment. We are now adjusting the contract so that the State will pay the maximum amount of \$106,967 during the period of this amendment.

BE IT RESOLVED, That the Governing Board authorize the Vice President for Student Services to enter into an amendment of the agreement with the State of California, Department of Rehabilitation, revising the WorkAbility Program contract for a term of one year, effective July 1, 2008 through June 30, 2009.

It was noted for 2008-2009, Community Human Services is requesting a 7.8% increase in the College's allocation from \$3,219 to \$3,469.

BE IT RESOLVED, That the 2008-2009 allocation of \$3,469 to Community Human Services, be approved.

#### REVIEW OF TREE-REPLACEMENT PLAN FOR MPC PARKING LOTS

#### INFORMATION

Mr. Bissell reported that this summer, as work on the parking lots proceeds, MPC begins replacing trees at a ratio of 3 to 1. For every tree removed as a result of construction, three trees will be planted on campus. The Tree Replacement Plan, prepared by Barry Coate, a certified arborist and planner, provides that more than 160 trees consisting of 10 different species will be planted. The process of planting 122 is underway with the remaining trees to follow this fall. Mr. Bissell distributed a tree legend/map showing where the trees are being placed on campus. It is a thoughtful plan so that the trees and their roots do not disrupt pavements, electrical, and other lines on campus.

Mr. Davis thanked Mr. Rich Montori and others who worked on the MPC catalog for their work.

BE IT RESOLVED, That Governing Board adopts the 2008-2009 Monterey Peninsula College catalog.

#### CALENDAR OF EVENTS

#### INFORMATION

The Trustees reviewed the Calendar of Events.

#### Advance Planning

Regular Governing Board meeting: Tuesday, August 26, 2008

Closed Session: 1:30 p.m., Stutzman Seminar Room, Library and Technology Center

Open Session: 3:00 p.m., Sam Karas Room, Library and Technology Center.

Suggested future Agenda items:

1. Student Demographics Report.

Adjournment

The meeting was adjourned at 4:42 p.m.

Respectfully submitted,

Douglas R. Garrison, Ed.D.  
Secretary to the Board