

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

1:30 p.m. – 1:35 p.m. – Open Session (Roll call only)

Closed Session – 1:35 p.m. - 2:55 p.m.

Stutzman Conference Room, Library and Technology Center

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

980 Fremont Street, Monterey, California 93940

TUESDAY  
October 28, 2008

**AGENDA**

*The Monterey Peninsula College Governing Board welcomes you to its meetings. 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 Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours the Wednesday 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.*

I. OPENING BUSINESS

- A. Call Public Session to Order
- B. Roll Call
- C. Closed Session Topic/s of Discussion:

The Governing Board will meet in Closed Session (before the Open Session on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7 through 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 Open Session (or at the next public meeting). Item/s under discussion this date:

- a. Public Employee Quarterly Evaluation:  
Superintendent/President
- b. Conference with Legal Counsel Regarding Pending Litigation.  
Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9: There is one potential lawsuit.

- c. Conference with Labor Negotiator: Monterey Peninsula College Classified Service Employees Association  
District Negotiators: Mr. Joe Bissell and Ms. Barbara Lee
  - d. Public Employee Discipline/Dismissal/Release/Complaint
  - e. Individual Student Discipline Matter
- D. Reporting of any action taken during Closed Session

## II. RECOGNITION

- A. Acknowledgment of Visitors
- B. Monterey Peninsula College Foundation: Donations for September 2008 - \$13,701.00.
- C. The passing of former MPC Employees – A moment of silence:  
  
Jack Briggs, Interim Vice President for Administrative Services  
Jeanne Inwood, Head Librarian  
Mary Lillian Story, Counselor  
  
Barbara Joan Wescott Deighton Reese, Accountant  
Charles “Robbie” Robinson, Warehouse

## III. COMMUNICATIONS

Note to Audience: 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.)

- A. Comments from Visitors
- B. Written Communication:
  - a) A letter to Dr. Douglas R. Garrison dated September 11, 2008, from Mark Wade Leiu, President of The Academic Senate for California Community Colleges, regarding Debbie Anthony’s appointment to the Equity and Diversity Action Committee for the 2008-2009 academic year.
  - b) The Monterey County Herald, Thursday, September 18, 2008, MPC 3, Cabrillo 0.

- c) GO! The Monterey County Herald, Thursday, September 18, 2008, Appearances can be deceiving in provocative 'Fat Pig.' by Nathalie Plotkin.
- d) Monterey County Weekly, September 25 – October 1, 2008, assorted articles.
- e) The Monterey County Herald, September 28, 2008, ON THE EDGE...MPC Wins on Overtime FG to Move to 3-0 on the Season.
- f) The Monterey County Herald, Monday, September 29, 2008, AWASH IN HISTORY...Mystery Collection of Zinc Plates Brings Back Past, by Kevin Howe.
- g) The Monterey County Herald, Tuesday, September 30, 2008, October 1, 2008, Gentrain lecture: "Politics and the Art of Rhetoric: McCain and Obama" with Dr. Alan Haffa.
- h) The Monterey County Herald, Wednesday, October 1, 2008, Ban woes could cost county millions...Investments in Lehman Brothers, Washington Mutual at Risk, by JimJohnson.
- i) A memorandum to Dr. Douglas R. Garrison dated October 1, 2008, from Ms. Victoria Phillips, regarding Security and Supportive Services staff: David Jodoin, Agustin Chavarria, Larry Ranson, and Loran Walsh.
- j) The Monterey County Herald, Tuesday, October 7, 2008, Your Town, Seaside, Construction to Start for Safety Center. Groundbreaking Ceremony: Thursday, October 9<sup>th</sup>, 1:30 p.m. 2642 Colonel Durham Street.
- k) The Monterey County Herald, Tuesday, October 7, 2008, Election 2008, Local Election Briefs, Monterey Peninsula, College District Votes Scheduled for 2009, 2011.
- l) A thank you card from Jacob C. Heffelfinger addressed to Dr. Douglas R. Garrison thanking Dr. Garrison for his presentation on Institutional Dynamics to the members of the Defense Manpower Data Center Executive Management Team.
- m) A letter to Dr. Douglas R. Garrison dated October 8, 2008, regarding Monterey Jazz Festival thank you to MPC and especially to Rich Montori, Steve Brownlie, and Steve Morgan.
- n) GO! Monterey County Herald, Thursday, October 9-15, 2008, assorted articles.
- o) The Monterey County Herald, Sunday, October 12, 2008, MPC's fifth straight win a nailbiter over Solano, Herald Staff Report.
- p) The Monterey County Herald, Sunday, October 12, 2008, Travels with Herald, Don and Dale Adamson, 35<sup>th</sup> wedding anniversary, Italy trip. Congratulations!
- q) The Monterey County Herald, Wednesday, October 15, 2008, Tying the Knot and MPC Death of a Salesman.
- r) Monterey County Weekly, October 16-22, 2008, Film, Tying the Knot at MPC, & Death of a Salesman at MPC Theatre.
- s) GO! Monterey County Herald, Thursday, October 16-22, 2008, Broken dreams...MPC Theater Company to Present Arthur Miller's Classic of American Theater, 'Death of a Salesman.'

- t) GO! Monterey County Herald, Thursday, October 16-22, 2008, Death of a Salesman.
- u) The Monterey County Herald, Friday, October 17, 2008, Students feel tuition pinch...Economy Influences College Choice, by Laith Agha.
- v) The Monterey County Herald, Sunday, October 19, 2008, Offensive explosion: MPC quarterback Reader throws for 378 yards and four TDs, Lobo offense erupts in easy win, by Jerry Stewart.
- w) A letter from Leon and Sylvia Panetta dated October 10, 2008 thanking Bruce Wilder for providing assistance and a screen for the Panetta Institute's 2008 Congressional Internship Program.

C. Reports and Presentations:

Routine status reports and announcements regarding campus activities, meeting schedules, conferences attended and recent developments from:

- INSTITUTIONAL REPORT: International Students Report – Nancy Predham
- SUPERINTENDENT
- VICE PRESIDENTS
- ACADEMIC SENATE
- MPCEA
- MPCTA
- ASMPC
- COLLEGE COUNCIL
- MPC FOUNDATION
- GOVERNING BOARD
- Special Report
- Bond Update – Joe Bissell & Joe Demko

IV. 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.

- A. Routine business transactions, annual renewal of programs, bids, agreements, notices of public hearings, proclamations, etc.:

BE IT RESOLVED,

1. That the Governing Board minutes for the Regular meeting held on Tuesday, September 23, 2008, are approved.
2. That the Governing Board accept \$35,516.00 and other gifts donated to the college with appropriate thanks to the donors.
3. That the September 15<sup>th</sup> Manual Payroll in the amount of \$1,930.47, the September 30<sup>th</sup> Regular Payroll in the amount of \$2,266,142.54 and the October 10<sup>th</sup> Supplemental Payroll in the amount of \$58,738.60, be approved.
4. That Commercial Warrants #12659468 through #12659519, #12660049 through #12660087, #12660993 through #12661028, #12662186 through #12662247, #12662849 through #12662879, #12663500 through #12663542, #12665600 through #12665609 in the amount of \$2,519,600.57, be approved.
5. That purchase orders #900392 through #900536 in the amount of \$6,071,633.12, be approved.
6. That the following budget adjustments in the Restricted General Fund be ratified:

Net decrease in the 1000 Object expense category	\$9,010
Net decrease in the 2000 Object expense category	\$7,103
Net decrease in the 3000 Object expense category	\$10,671
Net increase in the 4000 Object expense category	\$10,010
Net increase in the 5000 Object expense category	\$41,977
Net decrease in the 6000 Object expense category	\$5,156
Net decrease in the 7000 Object expense category	\$20,047.

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

Net increase in the 4000 Object expense category	\$ 213
Net decrease in the 5000 Object expense category	\$1,744
Net increase in the 6000 Object expense category	\$1,531.

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

Increase of \$35,642 in revenue and matching expenses, to reflect funds received for FY 2007-2008.

Decrease of \$22 in revenue and matching expenses, to reflect funds carried forward from FY 2006-2007.

9. That the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Southeast Parking Lot Improvements (Lots D, E, & F), DSA Application No. 01-109537, File No. 27-C1.
10. That the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Infrastructure Phase I, DSA Application No. 1-107832, File No. 27-C1.
11. That the following course(s) and program changes be approved:
  - ENSL 445, High-Intermediate Speaking and Listening
  - GENT 99.75, Travel Study: Archaeological Treasures of Egypt and Nubia
  - GENT 99.76, Travel Study: Architectural Treasures of Greater Los Angeles
  - GENT 99.77, Travel Study: Historic Charleston and Savannah
  - INTD 62, Principles of Green Building Design

B. Academic Personnel

12. That the Governing Board approve the academic personnel actions listed to include:
  - a) Authorize the full-time, non-tenure track replacement for Learning Assistance Instructor, TRIO.
  - b) Grant Equivalency Based on Eminence to Branson Ratsep to teach EMMS170: EMT1 Basic, EMMS270OR: EMT Recent, EMMS271: First Responder Basic, EMMS271R First Responder Recent., effective Fall 2008.
  - c) Grant Equivalency Based on Eminence to Nicole Nedeff to teach BIOL75.1 Biological Field Studies Spring Wildflowers and BIOL75.4 Biological Field Studies: Forest of the Central Coast, effective Fall 2008.
  - d) Resignation of Mary Nelson, effective June 7, 2009, for the purpose of retirement, and confer upon her the title of Professor Emeritus.
  - e) Resignation of Linda Bruno, effective June 7, 2009, for the purpose of retirement, and confer upon her the title of Professor Emeritus.
  - f) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer and Fall 2008.

C. Classified Personnel

13. That the Governing Board approve the classified personnel actions listed to include:
  - a) Employment of Edwin Lake, Research Specialist (Service Category 4), Institutional Research, 40 hours per week, 12 months per year, effective October 29, 2008.
  - b) Employment of Joan Smith, Administrative Assistant I (Service Category 3), English Skills & Study Center, 19 hours per week, 10 months per year, effective October 29, 2008.
  - c) Employment of Gregory Yearwood, Library Systems Technology Coordinator (Service Category 7), Library, 40 hours per week, 12 months per year, effective October 29, 2008.
  - d) Employment of Meri Keiser, Human Resources Specialist-Classified (Service Category 5), Human Resources, 40 hours per week, 12 months per year, effective November 3, 2008.
  - e) Employment of Jorge DaCosta, Library Circulation Desk Specialist (Service Category 4), Library, 19 hours per week, 9 months and 6 days per year, effective October 29, 2008.
  - f) Approve unpaid leave of absence requested by Jacquelyn Evans, Job Placement Specialist (Service Category 5), Supportive Services, 10 hours per week of Ms. Evan's scheduled 40 hours per week starting October 15, 2008 and ending December 18, 2008.
  - g) Establish new position, Custodian (Service Category 2, Marina Education Center, 40 hours per week, 12 months per year, effective November 1, 2008.
  - h) Resignation of Eugen Matei, Instructional Technology Specialist (Service Category 7), Life Science, 16 hours per week, 11 months per year, effective at the end of the day, October 27, 2008.
  
14. That 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.

V. NEW BUSINESS

- A. BE IT RESOLVED, That the 2008-2009 Monthly Financial Reports for the period ending September 30, 2008 be accepted.
  
- B. BE IT RESOLVED, That the Governing Board award the contract for 403(b) third party administration services to National Benefit Services, LLC and authorize the

Vice President for Administrative Services to finalize the contract details and execute the appropriate agreements.

- C. BE IT RESOLVED, That the Governing Board approve the tentative agreement between Monterey Peninsula College District and MPCEA/CSEA #245, which adopts the reclassification/equity study and designates salary placements for classified employees with a phased-in implementation over five years; and

BE IT FURTHER RESOLVED, That 2008-2009 salary schedule for classified employees be approved effective November 1, 2008.

- D. REPORT OF CERTAIN INVESTMENTS IN THE COUNTY TREASURY PORTFOLIO INFORMATION

- E. BE IT RESOLVED, That the Governing Board approve the immediate suspension for the remainder of the Fall 2008 semester and disciplinary probation of MPC student #4150.

- F. BE IT RESOLVED, That the 2009-2010 College Calendar be approved as proposed.

- G. BE IT RESOLVED, That the Governing Board approve the acceptance of VTEA Title 1B State Leadership funds for the purpose of developing curricula in Ecotourism for Monterey Peninsula College.

- H. DISCUSSION OF GOVERNING BOARD POLICY 1000, CODE OF ETHICS INFORMATION

- I. CALENDAR OF EVENTS INFORMATION

## VI. ADVANCE PLANNING

- A. Meeting Dates:

Special Meeting: Tuesday, November 13, 2008

- 1:00 p.m. – 3:00 p.m. Board Self Evaluation  
Karas Room, Library and Technology Center

Regular Meeting: Tuesday, November 25, 2008

- 1:30 p.m. – Stutzman Seminar Room, Library and Technology Center
- 3:00 p.m. – Karas Room, Library and Technology Center



B. Suggested Future Agenda Item/s:

1.

VII. CLOSED SESSION

(When Required on Non-Routine Matters and/or to Continue Discussion of Items from Earlier Closed Session)

Posted: October 22, 2008

AgendaOctober28,2008

October 2008