

**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
September 23, 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 Appointment:
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. Reporting of any action taken during Closed Session

II. RECOGNITION

- A. Acknowledgment of Visitors
- B. Monterey Peninsula College Foundation: Donations for August 2008 - \$35,645.00.

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) The Monterey County Herald, Thursday, August 21, 2008, MPC's English Department Presents a Wide Range of Offerings for Fall, 2008, and Business workshop Tuesday at MPC.
 - b) The Monterey County Herald, Thursday, August 21, 2008, GENTRAIN at Monterey Peninsula College, Interdisciplinary Course in Western Culture.
 - c) Monterey County Weekly, August 21-27, 2008, Lashandra Batiste, MPC Student.
 - d) Monterey County Weekly, August 21-27, 2008, MPC's English Department Presents a Wide Range of Offerings for Fall, 2008 and MPC Serious kick start.
 - e) GO!!! The Monterey County Herald, Thursday, August 21-27, 2008, Gustavo Gardenas, MPC Student and MPC Players present Albom's 'Tuesdays With Morrie,' by Kathryn McKenzie Nichols.
 - f) GO! Monterey County Herald, Thursday, August 21-27, 2008, Monterey Peninsula College Art Gallery presents "Expansions."
 - g) The Monterey County Herald, Friday, August 22, 2008, MPC's English Department Presents a Wide Range of Offerings for Fall, 2008.
 - h) The Monterey County Herald, Sunday, August 24, 2008, Lashandra Batiste.

- i) The Monterey County Herald, Monday, August 25 2008, Miguel Corres.
- j) The Monterey County Herald, Sunday, August 25, 2008, The MPC Players present Jeffrey Hatcher and Mitch Albom's "Tuesdays With Morrie."
- k) GO! Monterey County Herald, Thursday, August 28 – September 3, 2008, Actors capture heart and intelligence of 'Tuesdays with Morrie', by Barbara Rose Shuler.
- l) GO! Monterey County Herald, Thursday, August 28 – September 3, 2008, Arianna Huffington, Ethical Dilemmas on the Campaign Trail, September 8, 2008, 7:000 p.m., Steinbeck Forum, Monterey Conference Center.
- m) A letter from Marilyn K. Shepherd, Ed.D., Superintendent, Monterey Peninsula Unified School District, dated August 29, 2008, thanking Dr. Garrison, Ms. Victoria Phillips, and Ms. Terri Neece for their expeditiously facilitating MPUSD's request for use of facilities.
- n) The Monterey County Herald, Thursday, September 4, 2008, an assortment of small articles.
- o) The Monterey County Herald, Thursday, September 4, 2008, Diggin in.
- p) The Monterey County Herald, Friday, September 5, 2008, LOBOS' TIME IS NOW...READER'S ARRIVAL GENERATES BUZZ ABOUT MPC FOOTBALL.
- q) The Monterey County Herald, Friday, September 5, 2008, Arianna Huffington, September 8, 2008, at 7:00 p.m.
- r) The Monterey County Herald, Sunday, September 7, 2008, MPC takes advantage of miscues, by David Coffin.
- s) The Monterey County Herald, September 9, 2008, Media guilty of being 'partisan' Huffington says politics turned into numbers game, by Kevin Howe.
- t) The Monterey County Herald, September 11, 2008, LIKE THE REAL THING, MANNEQUINS HELP MEDICAL TRAINING, by Kevin Howe.
- u) GO! The Monterey County Herald, September 11, 2008, Plus-sized Neil LaBute's 'Fat Pig' on MPC's Studio Stage Reveals Just How Many People Can Squeeze into a Relationship, by Kathryn Petrucci.
- v) GO! The Monterey County Herald, September 11, 2008, assorted articles.
- w) Monterey County Weekly, September 11-17, 2008, ARIANNA'S ACCENT ON ETHICS IN POLITICS, HUFFINGTON POST CO-FOUNDER VISITS MONTEREY, by Jessica Lyons.
- x) Monterey County Weekly, September 11-17, 2008, Heavy Lifting, MPC attacks obesity issues with Neil LaBute's sharp and sassy Fat Pig, by Walter Ryce.
- y) The Monterey County Herald, Sunday, September 14, 2008, MPC clips Cabrillo.
- z) The Monterey County Herald, September 15, 2008, Roundup...Men's Soccer, MPC 3, DeAnza 2.

C. Reports and Presentations:

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

- INSTITUTIONAL REPORT: Assemblymember John Laird, 28th District
- 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, August 23, 2008, are approved.
2. That the Governing Board accept \$35,855.00 and other gifts donated to the college with appropriate thanks to the donors.
3. That the August 15th Manual Payroll in the amount of \$1,384.32 and the August 29th Regular Payroll in the amount of \$1,970,068.69 and the September 10th Supplemental Payroll in the amount of \$58,875.95, be approved.

4. That Commercial Warrants #12653948 through #12654022, #12655136 through #12655175, #12655726 through #12655769, #12656217 through #12656253, #12656954 through #12656997, #12658515 through #12658558, in the amount of \$3,550,735.20, be approved.
5. That purchase orders #900212 through #900391 in the amount of \$6,748,503.12, be approved.
6. That the following budget increases in the Restricted General Fund be approved.

Increase of \$89,314.00 in revenue and matching expenses, to reflect funds received for FY 2007-2008.

7. That the following budget adjustments in the Child Development Fund be ratified.

Net increase in the 1000 Object expense category	\$1,146
Net decrease in the 2000 Object expense category	\$21,661
Net increase in the 3000 Object expense category	\$ 531
Net decrease in the 4000 Object expense category	\$ 46
Net increase in the 7000 Object expense category	\$21,000.

8. That the Board ratify the Project Assignment Amendment #10-A (PAA) with HGHB Architecture, Planning, Urban Design, at a fixed fee of \$50,000 in conjunction with the addition to the Automotive Technology Building.
9. That the Board ratify the Project Assignment Amendment #14 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services at a not-to-exceed fee of \$20,000 in conjunction with the MPC Supportive Services Testing module.
10. That the Board ratify the Project Assignment Amendment #15 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services in conjunction with renovations to convert the Administrative Services Building to “swing space,” at a fixed fee of \$50,000.
11. That the Governing Board ratify the Project Assignment Amendment 12 (PAA) at the fixed fee of \$30,000 with David Foord, for ongoing inspection services in conjunction with the installation of Parking Lots D, E, and F.

12. That the Governing Board ratify the Project Assignment Amendment 13 (PAA) at the fixed fee of \$50,000 with David Foord, for ongoing inspection services associated with gymnasium bleachers restroom, modified flooring, seismic modifications, ramp installation and other necessary work.
13. That the Governing Board ratify the Project Assignment Amendment 14 (PAA) at the fixed fee of \$5,000 with David Foord, for ongoing inspection services in conjunction with the baseball field backstop screening to include all structural supports.
14. That the Governing Board ratify the Project Assignment Amendment 15 (PAA) at the fixed fee of \$12,500 with David Foord, for ongoing inspection services in conjunction with the installation of upper Parking Lot A.
15. That the Governing Board ratify the Project Assignment Amendment 16 (PAA) at the fixed fee of \$15,000 with David Foord, for ongoing inspection services in conjunction with the construction of the transformer and electrical work adjacent to the Fitness Center building.
16. That the Governing Board ratify the Project Assignment Amendment 17 (PAA) at the fixed fee of \$18,000 with David Foord, for ongoing inspection services associated with the Siemens Energy Conservation work to include electrical, HVAC motors and controls and related contract work.
17. That the Governing Board ratify the Project Assignment Amendment 18 (PAA) at the fixed fee of \$135,000 with David Foord, for ongoing inspection services in conjunction with the Public Safety Training Center at the former Fort Ord.
18. That the following courses and program changes be approved:
 - COOP 91.1, Administration of Justice Work Experience
 - COOP 91.2, Art Work Experience
 - COOP 91.5, Aviation Work Experience
 - COOP 91.6, Biology Work Experience
 - COOP 91.7, Business Work Experience
 - COOP 91.8, Child Development Work Experience
 - COOP 91.9, Communications Work Experience
 - COOP 91.10, Computer Science and Information Systems Work Experience
 - COOP 91.11, Dental Assisting Work Experience
 - COOP 91.12, Drafting Work Experience

COOP 91.13, Drama Work Experience
COOP 91.14, English Work Experience
COOP 91.15, Engineering Work Experience
COOP 91.17, Fashion Work Experience
COOP 91.18, Fire Protection Technology Work Experience
COOP 91.19, World Languages Work Experience
COOP 91.20, Health Work Experience
COOP 91.21, Hospitality Work Experience
COOP 91.22, Humanities Work Experience
COOP 91.23, Interior Design Work Experience
COOP 91.24, Library Services Work Experience
COOP 91.25, Marine Science and Technology Work Experience
COOP 91.26, Medical Assisting Work Experience
COOP 91.27, Nursing Work Experience
COOP 91.28, Nutrition and Food Work Experience
COOP 91.29, Oceanography Work Experience
COOP 91.30, Ornamental Horticulture Work Experience
COOP 91.31, Physical Fitness Work Experience
COOP 91.32, Physical Education Work Experience
COOP 91.33, Photography Work Experience
COOP, 91.34, Political Science Work Experience
COOP 91.35, Psychology Work Experience
COOP 91.37, Social Science Work Experience
COOP 91.38, Women's Studies Work Experience
COOP 91.39, Human Services Work Experience
GENT 99.74, Travel Study: Live Drama in Oregon

B. Academic Personnel

19. That the Governing Board approve the academic personnel actions listed to include:
 - a. Resignation of Susan Osorio as Associate Dean of Student Services, effective September 12, 2008.

20. That the Governing Board approve the following items:
 - a) Grant Equivalency to Minimum Qualifications to Andrea Coniglio Ibessaine to teach English and Reading courses, effective Fall 2008.
 - b) Grant Equivalency to Minimum Qualifications to Paula Stoddard to teach Child Development courses, effective Fall 2008.

- c) Grant Equivalency Based on Eminence to Glenda Bernhardt to teach MUSI 22 Chamber Singers, effective Fall 2008.
- d) Grant Equivalency Based on Eminence to Michael Thomas to teach EMMS Emergency Medical Technician 1: Basic Training, effective Fall 2008.
- e) Grant Equivalency Based on Eminence to Gary Shapiro to teach DRAM 5 Film Appreciation, effective Fall 2008.
- f) Grant Equivalency Based on Eminence to Carolyn Taylor to teach POL 5 Politics of Developing Countries effective Fall 2008.
- g) Grant Emergency Equivalency to Alexis Smith to teach PFIT 30 Introduction to Triathlon Training, effective Fall 2008 only.
- h) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer and Fall 2008.

C. Classified Personnel

- 21. That the Governing Board approve the classified personnel actions listed to include:
 - a) Employment of Julie Osborne, Student Activities Coordinator (Service Category 6), Student Services, 40 hours per week, 12 months per year, effective September 24, 2008.
 - b) Employment of Roseann Erwin, Library Circulation Desk Coordinator (Service Category 4), Library, 40 hours per week, 12 months per year, effective September 24, 2008.
 - c) Employment of Carla Robinson, Unit Office Manager, Facilities (Service Category 5), Facilities, 40 hours per week, 12 months per year, effective September 24, 2008.
 - d) Employment of Alvin Covington, Custodian/Pool Operator (Service Category 3), Facilities, 40 hours per week, 12 months per year, effective September 24, 2008.
 - e) Employment of Georgina Leyva, Unit Office Manager, Marina Education Center (Service Category 5) Marina Education Center, 40 hours per week, 12 months per year, effective September 24, 2008.
 - f) Employment of _____, Library Systems Technology Coordinator (Service Category 7), Library, 40 hours per week, 12 months per year, effective _____, 2008.

- g) Employment of Linda Ransom, Student Financial Services Outreach Advisory (Service Category 4), Student Financial Services, 40 hours per week, 12 months per year, effective October 1, 2008.
- h) Establish new position, Administrative Assistant II (Service Category 4), Marina Education Center, 19 hours per week, 10.5 months per year, effective September 24, 2008.
- i) Approval of the job description for Human Resources Specialist – Classified, formerly Personnel Specialist effective September 24, 2008.
- j) Resignation of Alicia Zanetta, Instructional Specialist (Service Category 3) Reading Center, 12 to 18 hours per week, 10 months and 11 days, effective at the end of the day, September 8, 2008.
- k) Resignation of Andrea Polanco, Student Financial Services Coordinator (Service Category 5), Student Financial Services, 40 hours per week, 12 months per year, effective at the end of the day, September 12, 2008.

- 22. 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 August 31, 2008 be accepted.
- B. BE IT RESOLVED, That the Governing Board approve the resolution authorizing and approving the borrowing of funds for fiscal year 2008-2009; the issuance and sale of a 2008-2009 tax and revenue anticipation note therefore and participation in the Community College League of California Tax and Revenue Anticipation Notes Program.
- C. BE IT RESOLVED, That the agreement to employ Dr. Douglas Garrison as Superintendent/President of the Monterey Peninsula Community College District effective August 1, 2008, and ending July 31, 2012, be ratified.
- D. BE IT RESOLVED, That the Governing Board approve the use of Professional Personnel Leasing to obtain the services of an Interim Dean of Student Services, and,

BE IT FURTHER RESOLVED, That the Governing Board approve the employment of JoAnn Busenbark as Interim Associate Dean of Student Services through a Professional services Agreement effective September 22, 2008 through June 30, 2009 or until an Associate Dean of Student Services begins employment, whichever comes first, and,

BE IT FURTHER RESOLVED, That the Governing Board authorize the Vice President for Administrative Services to enter into a Professional Services Agreement with Ms. Busenbark and a contract with Professional Personnel Leasing for an Interim Dean of Student Services.

E. BE IT RESOLVED, That the Governing Board authorize the Vice President for Administrative Services to negotiate and execute a letter of agreement with Community Hospital of the Monterey Peninsula to provide professional services to student health services of Monterey Peninsula College.

F. ANNUAL UPDATE ON THE EXPENDITURES, FTES, AND CURRENT STATUS REPORT ON INSTRUCTIONAL SERVICE AGREEMENTS INFORMATION

G. REPORT ON STUDENT DEMOGRAPHICS INFORMATION

H. DISCUSSION OF TRUSTEE PROPOSED CODE OF ETHICS INFORMATION

I. DISCUSSION OF TRUSTEE SELF-EVALUATION INFORMATION

J. CALENDAR OF EVENTS INFORMATION

VI. ADVANCE PLANNING

A. Meeting Date:

Regular Meeting: Tuesday, October 28, 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: September 17, 2008

AgendaSeptember23,2008
September 2008