

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

Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Tuesday
October 28, 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. Public Employee Performance 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.

At 1:32 p.m., the Open Session adjourned to the Closed Session. The Closed Session adjourned at 2:55 p.m. At 3:05 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
Dr. Loren Steck, Vice Chair
Mr. Charles Page, J.D.
Mr. Carl Pohlhammer
Dr. Jim Tunney
Ms. Eleanor Morrice, Student Trustee

MEMBERS ABSENT: None

STAFF PRESENT: Dr. Douglas R. Garrison, Superintendent/President
Mr. Carsbia Anderson, Vice President for Student Services
Mr. Joe Bissell, Vice President for Administrative Services
Dr. Sharon Colton, Dean of Technology and Media Services
Dr. Karen Engelsen, Dean of Student Services
Ms. Laura Franklin, Dean of Instruction, Economic Development and Off-Campus Programs

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
Dr. Susan Steele, Interim Dean of Instruction, Liberal Arts
Ms. Bernie Abbott, Librarian
Ms. Suzanne Ammons, Administrative Services Office
Mr. Mark Clements, Adaptive Physical Education
Dr. Alfred Hochstaedter, Earth Science
Ms. Sigrid Klein, Student Services Office
Ms. Claudia Martin, Director, Student Financial Services
Mr. Richard Montori, Public Information Officer
Mr. Steve Morgan, Director, Facilities, Planning & Management
Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and the Governing Board
Ms. Nancy Predham, Director, International Student Programs
Dr. Rosaleen Ryan, Director, Institutional Research

OTHERS PRESENT: Ms. Katherine Bell
Mr. Joe Demko
Ms. Marilynn Gustafson

Mr. Davis reported that no action was taken during Closed Session; therefore, there was nothing to report.

Recognition

Mr. Davis asked if there was anyone from the audience who was a visitor and wished to be acknowledged. There was no affirmative response. Mr. Davis noted the donations from the Monterey Peninsula College Foundation for September 2008 were \$13,701.00, and he applauded their efforts on behalf of the College.

Mr. Davis acknowledged the passing of former MPC employees with a moment of silence and he added that Carsbia Anderson said a student of ours, Mohamed Said, was killed in Marina during a motorcycle accident recently.

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

Written Communications

Mr. Davis mentioned the following written communications:

- 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, Bank woes could cost county millions...Investments in Lehman Brothers, Washington Mutual at Risk, by Jim Johnson.
- 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 Ransom, 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 9th, 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, 35th 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.

Reports and Presentations

Institutional Report: International Student Programs Report – Ms. Nancy Predham

Ms. Predham reported there are two full-time employees in this program: herself and Ms. Maryam Abusaidi, and she recognized Ms. Abusaidi's service to the program and to the College. She thanked all those who came before in the program and who left a great legacy. We have been able to maintain a robust, vibrant, exciting International Student Programs. The purpose of the ISP is to recruit, admit, and retain qualified international students. Once the students are here, we offer assistance with shuttle service from the airport to campus, housing, student health insurance, academic counseling, support services, etc. Currently we have 180 international students on campus and that is up 50% over last year. We generate two and a half times our budget. With an increase to 200 students, we will generate an additional \$104,520 for the College per year. We advertise print ads in Arabic, French, Portuguese, Spanish, and Vietnamese languages. We also use internet to advertise. We also call high school and educational schools. Our students are very good ambassadors also by selling MPC to their friends and families at home. Ninety percent of our students graduate and 85% transfer on to a UC or state college. We have international students from the age of 17 to 85 years of age. The median age is 21 years old and there is a subtle flow back after leaving us. Japan was once our number one country for receiving students, but South Korea has overtaken them. We have also seen an increase of students from Africa recently. There seems to be enough international students to go around with Cabrillo, Hartnell, and CSUMB. In fact, we sometimes share students with concurrent enrollments. We have a lot of interaction with community volunteers. We try to get our students acclimated to their new environments as quickly as possible.

The Trustees thanked Ms. Predham for her comprehensive report.

Superintendent's Report:

Dr. Garrison reported that he will let his written report stand as presented in the Governing Board meeting packet except he wanted to add a few comments as follows:

1. Dr. Garrison reported last Friday he sent out his second MPC Notes for the semester which included the College's fiscal situation. There have been so many stories appearing in the

newspapers concerning the fiscal state of the economy; however, MPC remains on solid fiscal footing.

2. On October 2nd, Dr. Garrison attended the Monterey College of Law groundbreaking for their Phase II facilities. Dr. Garrison mentioned that on October 9th, the MPC Public Safety Training Center groundbreaking took place. Once our facility is complete, we will no longer need to use the College of Law facility during the day; however, we will continue our partnership with the College of Law as we want to continue to use their library for our law enforcement program.
3. On October 10th, Dr. Garrison participated in the Monterey County Business Council Education & Research Leadership Summit.
4. Dr. Garrison reported that on October 17 & 18th, he attended the Network of Community College Foundations conference in San Diego. He said it was one of the best structured conferences he had attended in a long time. It was extremely well focused and valuable.
5. Dr. Garrison noted that the District has sent a letter to the Accrediting Commission for Community and Junior Colleges listing our first and second choices for our accreditation site visit: First Choice: March 8-11, 2010 and Second Choice: March 15-18, 2010.
6. Dr. Garrison said he had been notified by the Chancellor's office that a new recognition award was being established to recognize an exemplary classified staff member. Each college is being asked to forward one exemplary classified staff member to the Board of Governors. Six recipients will be selected at their May meeting. There will be a cash award of \$500 presented with a plaque to the selected recipients.

Vice Presidents' Reports:

Dr. John Gonzalez: Dr. Gonzalez reported on the following for his area. · The writing of the self-study is staying on schedule. The committee is meeting bi weekly and will be making reports to the Academic Senate, ASAG, AAAG, SSAG, and to College Council. In February 2009, we will also schedule some time to share findings so that everyone will hear what has been discovered from various members of the campus community. • Dr. Gonzalez reported that he was on the accreditation site visit team for Rio Hondo College in Whittier on October 13-16. It was a very intensive four days and very educational, too. He said he would share with the Trustees and with the Steering Committee the lessons he learned from the experience. He will look at the best practices from other colleges. The Self-Study reveals the culture of the school and serves as a guide for the team. There is a big difference between the old standards and the new standards. The school should be as honest and forthright as possible. The school should make it as easy as possible to find information. We should use data to substantiate our claims. We should place data in different formats such as charts, graphs, etc., recognizing that people have different ways of seeking and understanding information. The self-study cannot be static; it is organic. Dr. Gonzalez stated that many people will be interviewed, and handed out a list of people who will be interviewed by the accreditation site team. They need to be cooperative. This isn't the time to complain. The accreditation site team isn't a grievance committee. They will depend on prepared written evidence and dialog with interviewees for information. The interviewees should be well prepared.

The Trustees thanked Dr. Gonzalez for his report.

Mr. Carsbia Anderson: Mr. Anderson reported on the following items for his department. · The Women's Soccer team won their second game. · Geoffrey Loane, who works for the International Committee of the Red Cross and goes into war zone areas, sent Mr. Anderson a thank you note, which he shared with the Trustees and the audience. He was a guest speaker on campus recently. · Mr. Anderson reported that he attended the Coalition Breakfast held at Embassy Suites on Saturday, October 11th. · A financial aid workshop was held recently at the Oldemeyer Center in Seaside for the Coalition for Scholarship Organization and was well attended. · A Holiday Craft Fair will be held on Sunday, November 16th, at the Child Development Center parking lot. Twenty-nine (29) vendors have already signed up for the event. · The Child Development Center staff has signed up to work for the Big Sur Half Marathon and will raise \$1,000 for the Center. · November 4th will be Transfer Day here at the College. · The California Student Services Officers met on October 3rd in Sacramento. Student Learning Outcomes and implications of the new Title V regulations were discussed.

The Trustees thanked Mr. Anderson for his report.

Mr. Joe Bissell: Mr. Bissell reported that on October 13 & 21, two disaster planning sessions were held and approximately 125 people attended the sessions. Another session will be held during Flex Days in the spring. The District has conducted tests for our alert system and plans to hold additional testing sessions in the future. We also plan to add additional alert systems in the gym, theater, and lecture forums.

The Trustees thanked Mr. Bissell for his report.

MPCEA: No report this month.

MPCTA: Mr. Mark Clements commented that Student Learning Outcomes (SLOs) was a topic of conversation at the California Federation of Teachers Association meeting. On October 31st, District officers will meet with Mary Hildeman, District Representative, to discuss the letter to Dr. Barbara Beno, Director of the Accrediting Commission, regarding collective bargaining, SLOs, and teacher evaluation, even though the District and CTA have already come to a good understanding.

Academic Senate: Dr. Fred Hochstaedter, President of the Academic Senate, reported that he had no report this month, but next month he will.

ASMPC: Ms. Katherine Bell reported on the following activities. · ASMPC has approved their constitution. Ten members of ASMPC attended a very good convention from October 24-26 where many resolutions were passed and/or amended. · ASMPC has planned many Halloween activities during Halloween week. · On November 22nd, they will hold their first Region 4 meeting. · Katherine concluded her report by saying much is going on with ASMPC, and they are quite excited about the academic year.

College Council – Ms. Bernie Abbott reported that Mr. Joe Bissell has been keeping College Council abreast of what is happening on the budget situation. They have been reviewing the Planning and Allocating Budget Chart, and have found that some of the functions are not sequenced properly. They will make suggestions and adjust the chart appropriately. Accreditation planning is going on and they are fully engaged.

MPC Foundation: Ms. Marilyn Gustafson reported that the Foundation is fully engaged and focused on fundraising. • The Foundation has scheduled a series of cultivation luncheons. The committee for these luncheons consists of: Rolf Johnson, Jay Hudson, Alex Hulanicki, Sydney Slade, Kelly Saunders, and Loren Steck. • Thirty-six (36) faculty members submitted applications for academic excellence awards totaling more than \$45,000 in requests. She asked that the Trustees please mark their calendars and plan to attend the awards luncheon honoring recipients on Friday, November 14th, from 12:30 p.m. until 2:00 p.m. in the Karas Room.

Board Reports: Ms. Phillips reported that her Community Human Services written report would suffice as her report for today's meeting.

Bond Report:

Mr. Joe Demko noted that the temporary modulars at the MPC Education Center have maxed out after the addition of one more modular unit. • The Infrastructure Phase I and Phase II projects have nearly been completed. Infrastructure Phase III has begun and includes data cabling, the PE elevator project, bridge removal and remaining site work (lighting, parking lots, and sidewalks). It is anticipated that approximately 20 additional spaces will be added to Parking Lot B over the Christmas break, and Lots B & C will be upgraded next summer. • Significant progress has been made to make up for the time lost due to unforeseen concealed structural and termite damage on the new Administration building, and staff should be on target to move in over the spring break. • The interior seismic work is complete on the Gym. The exterior seismic work will be completed in November 2008. During the actual seismic construction, concealed conditions revealed a significant amount of structural work had to be done to satisfy DSA seismic requirements. The acoustical panel installation will be completed at the end of October. The bleachers will be installed in December. • The architect is working on drawings for a classroom addition to the existing structure of the Auto Tech Building. It is anticipated the construction will begin in the Summer of 2009 and finish in December 2009. • An accessible walkway to the Baseball Field is under construction and when this is complete the installation of the new backstop will proceed. • Once the new Administration Building is complete, the Old Administration Building will be converted to swing space consisting of six classrooms. Design for this project is underway and construction is anticipated to begin in Summer 2009.

Mr. Bissell reported that there will be a new report, Bond Expenditure Report, added to the reports given to the Board each month. It will include a tremendous amount of information showing projects in process, future, and completed, including total amounts with other funds, total bond budgets, total prior year expenses, payments, purchase orders outstanding, cost percent of completed, and percent of completed schedule. This will help not only our Trustees,

but our Bond Oversight Committee keep track of projects and where we stand. This will be included along with the monthly Active Bond/Facility Projects Update, MPC Master Schedule (Construction Phase Only), and Cost Control Report. The reports will all reconcile with each other.

Mr. Davis asked if any items needed to be removed from the Consent Calendar or if anyone had any comments or questions. Dr. Tunney noted Consent items 12.d. & 12.e., the retirement of Mary Nelson and Linda Bruno who have served the College in an exemplary manner since the 1980s, and who he wanted to commend for their dedication and commitment to their students and to the College. There was also a question regarding Consent item #13.g., the Custodian position. Mr. Bissell reported that custodians should be cleaning 22,000 – 23,000 square feet, but instead we are asking our custodians to clean 30,000 square feet. The proposed Custodian position will assist in adjusting this. Mr. Page asked why the College was purchasing supplies from Office Depot only. The answer was from Mr. Bissell, and he said that we get one day service and a huge discount for supplies.

Consent Calendar

A. Routine Matters:

MSC Page, Steck

08-21

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

1. The Governing Board minutes for the Regular meeting held on Tuesday, September 23, 2008, are approved.
2. The Governing Board accepts \$35,516.00 and other gifts donated to the College with appropriate thanks to the donors.
3. The September 15th Manual Payroll in the amount of \$1,930.47, the September 30th Regular Payroll in the amount of \$2,266,142.54 and the October 10th Supplemental Payroll in the amount of \$58,738.60, be approved.
4. The Commercial Warrants #12659468 through #12659519, #12660049 through #12660087, #12660993 through #12661028, #12662186 through #12662247, #12662849 through #12662879, #12663500 through #12663542, and #12665600 through #12665609 in the amount of \$2,519,600.57, be approved.
5. The purchase orders #900392 through #900536 in the amount of \$6,071,633.12, be approved.
6. 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. 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. 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. 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. 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. The Governing Board approve the following academic personnel action items 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, EMMS27OR: EMT Recert, EMMS271: First Responder Basic, EMMS271R First Responder Recert, 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 lists include hires for Summer and Fall 2008.

C. Classified Personnel

- 13. The Governing Board approves 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. Evans' 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. 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.

New Business

Mr. Joe Bissell reported that the District is currently in the process of reviewing enrollments claimed in 2007-2008 for students aged 12 and under primarily in the area of Drama. There has been a practice of local theater companies using children as actors. The review has the potential of disallowing 188 FTES. If accepted, the loss of FTES would result in a payback of approximately \$850,000 in last year's apportionment and a corresponding reduction to this year's base. It is proposed that the District transfer funds from the Self-Insurance fund to cover the prior year liability. Mr. Bissell thinks we can pay the money back over three years with no interest.

Factoring the base reduction from the disallowed FTES into the 2008-2009 Budget and updating other projections result in a potential year end problem of \$711,000. Specific adjustments discussed include:

- Base apportionment adjustment for under age FTES.
- Loss of interest income.
- Lottery funds aren't coming in as projected. This will affect supplies for instruction.
- We will get a COLA... .68% or \$250,000.
- SB 1153 – We are going to get some money for the next six (6) years: \$68,000.
- Apprenticeship = \$188,000.
- A little shifted for certificated staff totaling \$180,000.
- On-going saved for classified staff totals \$60,000.
- Local property tax shortfall. Houses are being reassessed downward. Many other colleges are facing a shortfall in the current year. Some are starting to freeze positions and are cutting supply budgets. However, MPC's Administration feels that MPC should stay the course and continue to grow through restoration and actual growth. We can look at South Bay Regional Public Safety Training Consortium for some growth and we are up in enrollment on campus, which translates to more FTES and more money. However, if our fiscal situation worsens, we still have a 10% reserve, which many colleges do not have. An action item will be presented at a future meeting on budget adjustments to reflect changes.

MSC Tunney, Page

08-22

BE IT RESOLVED, That the 2008-2009 Monthly Financial Reports for the period ending September 30, 2008 be accepted.

The question by our Trustees was asked, "Do most colleges have a third party administrator for 403(b) programs?" Ms. Barbara Lee replied, "Yes."

MSC Page, Steck

08-23

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.

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.

REPORT OF CERTAIN INVESTMENTS IN THE
COUNTY TREASURY PORTFOLIO

INFORMATION

Mr. Bissell commented that this report is self-explanatory. The County may or may not suffer the entire loss. It will probably sustain a 30% - 70% loss. We are not posting any interest income at this time. There is a potential total loss of \$2.19 million in interest income. He added that the District has no choice but to invest with the County. And, the County invested in Triple A Bank notes, which is generally a very solid investment.

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.

Dr. Gonzalez reported that the proposed 2009-2010 calendar includes 161 teaching days, 14 ½ flex days, holidays mandated by the Education Code, and Early Spring will begin on Monday rather than Friday. The various constituency groups were consulted and they were in concurrence of the calendar before it came before the Trustees for their consideration.

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

Dr. Garrison asked that the next item on the agenda regarding VTEA Title 1B State Leadership funds be pulled from the agenda and be brought forward at the November 25th meeting of the Governing Board.

DISCUSSION OF GOVERNING BOARD POLICY
1000, CODE OF ETHICS

INFORMATION

Dr. Tunney reported that following last month's meeting, Dr. Garrison discovered that the Trustees already had a Code of Ethics policy. After reading Policy 1000, Dr. Tunney asked that the Governing

Board Policy 1000, be placed on November 25th meeting agenda for second reading and affirmation. It appears to be a very good policy and he had no recommendations for improvements or amendments. He also recommended that each month two 1000 series policies be brought forward for consideration by the Board. He asked that the review be kept to a minimum.

CALENDAR OF EVENTS

INFORMATION

The Trustees reviewed the Calendar of Events.

Advance Planning

Special Governing Board meeting: Thursday, November 13, 2008

1:00 p.m. – 3:00 p.m., Karas Room, Library and Technology Center

Governing Board Self-Evaluation

Regular Governing Board meeting: Tuesday, November 25, 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. Governing Board Policy 1000, Code of Ethics

Adjournment

The Open Session was adjourned at 5:36 p.m. to a Closed Session in the Stutzman Seminar Room. The Closed Session adjourned at 6:45 p.m. The meeting was reconvened to Open Session and there was no reportable action taken.

Respectfully submitted,

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