

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

REGULAR BOARD MEETING

WEDNESDAY, JULY 23, 2014

12:30pm, Closed Session, Classroom MA 404, Marina Education Center
3:00pm, Regular Meeting, Classroom MA 403, Marina Education Center

289 12th Street, Marina, CA 93933
www.mpc.edu/GoverningBoard

MINUTES

1. **CALL TO ORDER** – Chair Charles Brown called the meeting to order at 12:50 p.m.
2. **ROLL CALL** – present:
Mr. Charles Brown, Chair
Dr. Margaret-Anne Coppemoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Mr. Rick Johnson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
 - A. Public Employee Performance Evaluation (Government Code Section 54957)
Title: Superintendent/President
 - B. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCEA/CSEA
 - b) Agency Representatives: C. Earl Davis, Susan Kitagawa & Larry Walker
 - C. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCTA/CTA/NEA
 - b) Agency Representatives: C. Earl Davis, Susan Kitagawa
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL**
Chair Brown asked for Roll Call at 3:05 p.m.
Present:
Mr. Charles Brown, Chair
Dr. Margaret-Anne Coppemoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Mr. Rick Johnson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
Mr. Maury Vasquez, Student Trustee
7. **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No report.

8. APPROVAL OF AGENDA

Motion Steck / Second Coppernoll / *Trustee Steck noted the addition of a name to Consent Agenda Item B. Carried.* 2014-2015/01

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

9. RECOGNITION

A. Moment of Silence

- 1) Former MPC Adjunct Instructor Jeremy Ronald Hertzberg, deceased June 13, 2014.
- 2) Former MPC Instructor Milton M. Bristow, deceased June 18, 2014.

10. PUBLIC COMMENTS – None.

11. CORRESPONDENCE AND PUBLICATIONS

A. Written Communications

- 1) Letter to Dr. Walt Tribley from Leon E. and Sylvia M. Panetta of the Panetta Institute for Public Policy, thanking Dr. Tribley for his participation in the Panetta Institute's fifteenth annual *Education for Leadership in Public Service* seminar.

B. MPC All User Emails

- 1) Céline Pinet: Announcement of Dr. Pinet's departure from MPC.
- 2) Jill Zande: Announcement of the 2014 MATE International ROV Competition.
- 3) Beccie Michael: Announcement of the 2nd Alumni Speaker's Forum.
- 4) Walt Tribley: Announcement of the farewell celebration for Marty Johnson.
- 5) Shawn Anderson: Reminder regarding the Monterey Peninsula Foundation's Youth Fund Grant deadlines.
- 6) Vicki Nakamura: Announcement of MPCCD's special board meeting.
- 7) Walt Tribley: Announcement of the passing of former MPC instructors Milton M. Bristow and Jeremy Ronald Hertzberg.

C. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media

- 1) *The Herald* / June 13, 2014: "A World Cup wish: Salinas teen wins trip."
- 2) *The Herald* / June 15, 2014: "Rivera, Edwards to speak at MPC."
- 3) *The Herald* / June 21, 2014: Obituary: Jeremy Ronald Hertzberg
- 4) *The Herald* / June 23, 2014: "From camper to coach at Johnson-Toney Football Camp."
- 5) *The Herald* / June 27, 2014: "Football camp instruction priceless for kids."
- 6) *The Herald* / July 1, 2014: "In spite of cuts, MPC still deficit spending."
- 7) *The Herald* / July 4, 2014: Obituary: Milton M. Bristow

12. REPORTS AND PRESENTATIONS

- A. Institutional Report: "2013-2016 Technology Plan," Mr. C. Earl Davis and Mr. Michael Midkiff
Mr. Midkiff, MPC's Director of Information Systems, gave a presentation on the Technology Plan. / Mr. Davis spoke of the importance of the Technology Plan to MPC's students and faculty, as well as to MPC's efforts to grow FTES. / A discussion ensued regarding the use of the bond funds, which enabled MPC to put in infrastructure that was standard at the time. It was noted that significant advancements in the technological world have since occurred that MPC needs to

address. Dr. Walter Tribley noted that the infrastructure to support the ERP has to be a priority. / The trustees commended Mr. Midkiff on the report. Mr. Midkiff acknowledged the support of and contributions from the executive leadership, the IT staff, and the campus.

B. Superintendent/President's Report: Dr. Walter Tribley

Dr. Tribley expressed appreciation for the work of the MPCEA negotiating team (Loren Walsh, Paola Gilbert, Brenda Kalina, Laura Mock, and CSEA Regional representative Lena Valdez) and the MPC negotiating team (Mr. Larry Walker, Ms. Susan Kitagawa, and Mr. C. Earl Davis). He reported that MPCEA membership will be voting on ratifying the CDC MOU on July 24, 2014. / He also reported that MPC received a demand to negotiate the restoration of salaries from the MPCTA. / He described a meeting he attended with CSU Monterey Bay (CSUMB) representatives and MPC representatives from Student Services and Instruction. The purpose of the meeting was to discuss the potential for MPC to serve CSUMB students by assisting those students to that need basic skills courses.

C. Administrative Services Report: Mr. C. Earl Davis

Mr. Davis recognized Administrative Services staff for their work over the summer. / He distributed and reported on "[The Community College Update](#)" from School Services of California, which provides information on community college deferral elimination. He noted that the Legislature's decision to leave a small statewide deferral in place for 2014-15 helps the state's credit rating and the credit worthiness of individual districts. He confirmed that MPC can expect to receive approximately \$1 million in deferrals, likely in August or September. / He reported that MPC is utilizing the services of outside professionals retained at the outset of MPC's outstanding General Obligation Fund to insure compliance with the SEC's recent disclosure initiative regarding bond insurers.

D. Academic Affairs Report: Mr. Michael Gilmartin

Mr. Gilmartin highlighted items from the [Academic Affairs report](#). / He elaborated on the meeting between MPC and CSUMB representatives and explained that their objective is for MPC to provide classes in math, writing, and English as a Second Language to CSUMB students who are not college-ready. He recently met with Mr. Larry Walker and Ms. Nicole Dunne to devise a means by which MPC courses can be made available at CSUMB so students have immediate access to this service. / He emphasized the importance of MPC's Faculty Online Training program, noting the enrollment growth in MPC's online classes and MPC's efforts to become one of the leaders of online education in California. He acknowledged Jon Knolle's contributions to this endeavor.

E. Student Services Report: Mr. Larry Walker

Mr. Walker distributed and highlighted items from the [Student Services Report](#). / He reviewed the expanded options for student orientation, noting that the goal of orientation is to develop an educational plan that will support student success by matching students' assessments with programs of study. He reported that at this time, enrollments in PERS 10 have increased to 340 from 260 last year, much of which can be attributed to outreach efforts. He explained that PERS 71 is a career development class that may change from a class structure to a workshop format in the future. This change would enable access to more students. / He reported on the efforts of Student Services to more fully utilize the Student Portal, particularly emphasizing the new "Ask a Counselor" mechanism, which is available to students 24/7 with the goal of a 48 hour response time. / He explained the service provided to low-income students in the Upward Bound program, which enables them to visit up to twenty colleges throughout their tenure in the program.

F. Academic Senate Report: Fred Hochstaedter, President – No report.

G. MPCEA Report: Loran Walsh, President

Mr. Walsh read from his [MPCEA report](#). / He acknowledged the difficulties faced by the college and

affirmed his belief that we can meet these challenges together. / He reported that the MPCEA membership made positive comments about the Child Development Center plan at a recent meeting and shared his hope that MPC can be an example to other districts as to how they handle their child development centers. / Dr. Tribley lauded Mr. Walsh's efforts, noting that due to his work and that of the District, the situation in the state of California regarding child development centers might start to turn around.

H. MPCTA Report: Paola Gilbert, President

Ms. Gilbert reported on a presentation given by California Teachers Association (CTA) consultant Wendy Plew at the recent CTA conference for new and returning faculty members. According to Ms. Gilbert, Ms. Plew indicated that the overall outlook for community college funding is positive, with an 11.4% increase in funding for 2014-15 and even larger increases forecast for the next year. Ms. Gilbert quoted Ms. Plew as stating that, "Administration's long-term plan moves away from funding higher education based on enrollment targets." She also reported that Ms. Plew declared that significant funding growth is projected as Prop 98 resources continue to rebound. Ms. Gilbert shared her belief that the information reported by Ms. Plew bodes well for MPC. / Ms. Gilbert expressed additional optimism regarding MPC's future by pointing out MPC's Fall enrollment figures, the possibility for FTES stabilization, the benefits of Prop 30, and ACCJC's reference to MPC's large cash reserves in their letter of February 2014.

I. ASMPC Report: Student Trustee Maury Vasquez

Trustee Vasquez reported that the ASMPC moved into their new office.

J. College Council Report: Stephanie Perkins and Diane Boynton, Co-chair – No report.

K. MPC Foundation

1) Executive Director Report: Ms. Beccie Michael

Ms. Michael highlighted items from her Executive Director's report. / Additionally, she reported that the Foundation has raised approximately \$80,000 from the President's Circle Campaign as of the week of July 14, 2014. / She stated that she and Dr. Tribley will attend the Chamber of Commerce Business Excellence Awards dinner on July 24, 2014. / She reported on upcoming fundraising events: the Rubber Chicken Drop on October 4, 2014 and a Challenge Run on November 1, 2014, which will benefit the Athletics program through the Booster Club. / She reported that the Foundation recently learned that a grant written by Allison Payne two years ago for mental health was funded, as noted in Mr. Larry Walker's report. The Foundation is the fiscal agent for the grant. The funds must be spent in one year. / She stated that Mr. C. Earl Davis will be joining the MPC Foundation Board. / She reported that the Foundation applied to the Silicon Valley Community Foundation for a \$10,000 CISCO Networking Academy Grant to extend the networking academy into the K12 system. She noted that at least three more grants will be submitted this summer and commended Ms. Payne for her work on grants. / She agreed to provide an update from the Alumni Association at the August Board meeting.

2) Monthly Donations: \$74,086.

L. Governing Board Reports

1) Community Human Services (CHS) Report – Trustee Loren Steck reported that after many years of declining finances, CHS finished last year in the black by \$100,000. He explained that with the passage of the Affordable Care Act, there's a lot more funding for the kinds of services CHS provides. He stated that since MPC is a part of CHS, we have access to the mental health services and resources they provide and suggested that MPC work more closely with them.

2) Trustee Reports

- a) Trustee Rick Johnson thanked the trustees for participating in the City of Monterey's 4th of July Parade. / He reported that he will attend the MPC Theatre's production of "Oklahoma!" on July 26, 2014.
- b) Trustee Marilynn Dunn Gustafson thanked David Brown for providing the fire truck and fire cadets for the 4th of July parade. / She noted that Trustee Margaret-Anne Coppernoll invited the trustees to participate in the Marina Labor Day Parade.
- c) Student Trustee Maury Vasquez expressed his enjoyment of the 4th of July parade. / He reported that he was recently appointed to the civil grand jury, which includes former MPC staff and faculty members.
- d) Trustee Margaret-Anne Coppernoll thanked Trustee Johnson for inviting the trustees to the 4th of July Parade. / She announced that the Marina Labor Day Parade will be on August 30th and thanked David Brown for the fire truck he will be providing for the parade. / She reported on the events she attended: Senator Monning's town hall meeting on the Veteran's Cemetery, which Congressman Farr also attended, and three receptions for the new MPUSD Superintendent, who is very committed to early childhood development. She stated that the Seaside City Hall reception began with a Pledge of Allegiance and prayer and expressed hope that MPC would obtain a flag for the Pledge of Allegiance. / She reported that she will attend the MPC Theatre's production of "Oklahoma!" / Trustee Johnson suggested that the trustees distribute MPC registration forms at the Marina Labor Day Parade.
- e) Vice Chair Loren Steck congratulated Trustee Johnson on the 4th of July parade, noting that it appeared to be very well attended. Trustee Johnson confirmed that over 20,000 people were in attendance.
- f) Chair Charles Brown reported that he attended the Seaside Blues Festival. He suggested that MPC obtain a booth at the Seaside Blues Festival and other civic-related events to distribute MPC materials, and further suggested that the trustees consider taking on the task of distributing MPC materials given the impact on staff. / Trustee Johnson offered MPC a booth at the City of Monterey's Farmer's Market and noted that they will waive all restrictions for MPC. / Chair Brown reported that he attended a Village Project event and reviewed some of the educational programs they offered. He suggested the possibility of offering MPC materials at the Village Project. / He reported on his attendance to the receptions for the new MPUSD Superintendent, Dr. P. K. Diffenbaugh. He also indicated that the local high schools have requested a meeting with Dr. Tribley. / He informed Dr. Tribley that he may receive a call from the gentleman in charge of produce at the Wharf Marketplace, who expressed interest in attending MPC.

M. Legislative Advocacy Report, Dr. Walter Tribley

Dr. Tribley thanked Ms. Nakamura for preparing the resolution in support of SB 850, which is regarding the establishment of baccalaureate degree pilot programs at California community colleges. / He also reported that staff is gearing up for the implementation of the legislative advocacy plan.

N. Student Success Report: "Student Success and Achievement Report Calendar for 2014-15," Dr. Rosaleen Ryan

Dr. Ryan reviewed the document entitled, "Student Success and Achievement Report Calendar for 2014-15." / She reported that if MPC is successful in obtaining the HSI Title V grant, there will be a report in November on the outcomes that MPC is expected to achieve. / She also pointed out that this is a living calendar that may change as the need arises.

O. Special Report – Bond Update Reports, Joe Demko, Kitchell

- 1) Active Bond/Facility Projects Update
- 2) Cost Control Report
- 3) Master Schedule/Construction Phase Only
- 4) Bond Expenditure Report

Mr. Demko highlighted items from his written report entitled, "Active Bond/Facility Projects Update."

BREAK: 4:53-5:09 p.m.

13. CONSENT CALENDAR

A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:

Motion Steck *to approve as revised* / Second Johnson / Carried. 2014-2015/02

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

BE IT RESOLVED,

- 1) That the Governing Board approves the minutes of the Regular Board Meeting on June 25, 2014 and the Special Board Meeting on July 8, 2014.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the June 13th manual payroll in the amount of \$3,350.00, the June 30th regular payroll in the amount of \$1,830,890.50, the July 3rd manual payroll in the amount of \$10,661.42 and the July 10th supplemental payroll in the amount of \$30,393.19 for a total payroll amount of \$1,875,295.11 be approved.
- 4) That Commercial Warrants:
12084564 through 12084606, 12085216 through 12085231, 12085948 through 12085992, 12086835 through 12086866, 12087475 through 12087502, 12088138 through 12088147, 12090489 through 12090617, in the amount of \$3,064,341.08 be approved.
- 5) That Purchase Orders B1400896 through B1400921 in the amount of \$589,459.83 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:
Increase of \$23,230 in funds received for FY 2013-2014.
Increase of \$13,499 in funds moved forward from FY 2012-2013 to FY 2013-2014.
- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 1000 Object expense category	\$	3,385
Net increase in the 3000 Object expense category	\$	432
Net decrease in the 4000 Object expense category	\$	35,085
Net increase in the 5000 Object expense category	\$	46,068
Net decrease in the 6000 Object expense category	\$	2,941
Net decrease in the 7000 Object expense category	\$	11,859
- 8) That the following budget increases in the Capital Projects Fund be approved:

Increase of \$20,038 in funds received for FY 2013-2014.

B. Faculty Personnel

- 1) That the Governing Board approve the following item(s):
 - b) Employment of Gender & Women’s Studies Instructor, under Education Code 87470, Dawn Rae Davis, Step and Column placement pending verification, effective Fall 2014.
 - c) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer 2014.

C. Classified Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Employment of Amy Cavender, Administrative Assistant IV-Vice President of Student Services, 40 hours per week, 12 months per year, effective July 3, 2014.
 - b) Employment of He Seon Ihn, Matriculation/Articulation Technician, Counseling Department, 40 hours per week, 12 months per year, effective July 7, 2014.
 - c) Employment of Sudeshna Nand, Career/Transfer Resource Center Coordinator, Student Services, 40 hours per week, 12 months per year, effective July 7, 2014.
 - d) Employment of Eric McDonald, Information Technology Support Technician, Information Technology Department, 40 hours per week, 12 months per year, effective August 1, 2014.
 - e) Employment of Rosa Avendano, Division Office Manager, Life Science Division, 40 hours per week, 12 months per year, effective July 7, 2014.
 - f) Employment of Vicki Rhea, Administrative Assistant I, Disabled Student Programs & Services, 12 hours per week, 11 months per year, effective July 1, 2014.
 - g) Resignation of Enrique Preciado, Library Specialist-Circulation Desk, 21.25 hours per week, 8 months and 7 days per year, effective at the end of the day June 16, 2014.
 - h) Resignation of Mario Alvarez-Fernandez, Library Specialist-Circulation Desk, 21.25 hours per week, 8 months and 7 days per year, effective at the end of the day June 7, 2014.

D. Short Term and Substitute Personnel

- 1) That the individuals on the recommended list (Short Term and Substitute Employees), employed for short term and substitute assignments subject to future modifications, be approved.

14. NEW BUSINESS

- A. BE IT RESOLVED, that the 2013-2014 Monthly Financial Reports for the period ending June 30, 2014 be accepted.

Motion Steck / Second Coppernoll / Carried.

2014-2015/03

Student Advisory Vote:	AYE	Vasquez
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

Mr. Davis fielded questions regarding the self-insurance fund. He explained that a year ago, the amount MPC was contributing from the general fund to the self-insurance fund was reduced from \$1,280 to \$1,200 per month, which is likely the reason that MPC is spending a little more than we brought in this particular fiscal year. As of July 1, the contribution to the self-insurance fund will be increased to \$1,250 per month to insure that expenses—which are pretty consistent—are covered. / Mr. Davis also fielded questions regarding the budgeted and actual revenues on the Summary of All Funds page. He explained that the year-to-date actual figure is the amount we’ve

