

**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
November 25, 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 Discipline/Dismissal/Release/Complaint
 - b. Individual Student Disciplinary Matter
- D. Reporting of any action taken during Closed Session

II. RECOGNITION

- A. Acknowledgment of Visitors
- B. Lobos Football Team: Coach Mike Rasmussen
- C. Monterey Peninsula College Foundation: Donations for October 2008 - \$5,195.00.
- D. A moment of silence: Edie Karas – (April 1, 1921 – November 13, 2008)
English Gentrain, Professor Emeritus 1963-1980

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. Monterey County Weekly, October 23-29, 2008, Minor Miracle, The latest chapter in Bill Minor's remarkable relationship with jazz and poetry, by Andrew Gilbert.
 - b. GO! Monterey County Herald, Thursday, October 23-29, 2008, MPC Theatre Company, Death of a Salesman.
 - c. GO! Monterey County Herald, Thursday, October 23-29, 2008, Major Minor...Author, Musician and Poet Bill Minor and Friends Celebrate Release of New CD 'Morality Suite; Poems & Music', by Beth Peerless.
 - d. Monterey County Weekly, October 23-29, 2008, Saturday, 10/25, Theater, Costume Workshop at MPC Theater Department.
 - e. The Monterey County Herald, Friday, October 24, 2008, MPC Theater Company hits mark with classic 'Salesman,' by Nathalie Plotkin.
 - f. The Monterey County Herald, Sunday, October 26, 2008, Passing The Test...MPC Defense Stymies DeAnza to Keep Lobos Undeafated, by Jerry Stewart.
 - *f.1. A letter from The Firefighter and Nurse Appreciation Day Committee to Dr. Garrison, dated October 30, 2008, regarding their gratitude for his support of the local firefighter and nurse community.

- g. The Monterey County Herald, Thursday, October 30, 2008, Local Roundup...MPC falls to Skyline, Herald Staff Reports.
- h. GO! Monterey County Herald, Thursday, October 30 – November 5, 2008, MPC Theatre Company Auditions...A Year with Frog & Toad.
- i. The Monterey County Herald, Sunday, November 2, 2008, MPC puts Gavilan away early, by David Coffin.
- j. The Monterey County Herald, Sunday, November 2, 2008, Lobos are the Best Kept Secret in Town, by John Devine.
- k. GO! Monterey County Herald, Thursday, November 6-12, 2008, Ensemble Monterey opens season.
- l. GO! Monterey County Herald, Thursday, November 6-12, 2008, MPC Theatre Company presents Christopher Durang's "Mrs. Bob Cratchit's Wild Christmas Binge." MPC Theatre Company Auditions. A Year with Frog & Toad. And Ensemble Monterey Chamber Orchestra.
- m. The Monterey County Herald, Friday, November 7, 2008, Today, MPC Dance Department presents "Natural Music, Poetry and Dance" dance concert.
- n. The Monterey County Herald, Sunday, November 9, 2008. Climbing The Ladder to Perfection...Monterey Peninsula is Just One Game Away from Undefeated Regular Season, by Aron Glatzer. And Men's Basketball, MPC 94, Skyline 83.
- o. The Monterey County Herald, Tuesday, November 12, 2008, MPC spikers top Chabot, by Herald Staff Report.
- p. The Monterey County Herald, Thursday, November 13, 2008, Local Roundup. MPC women fall to Merritt, by Herald Staff Report.
- q. GO! Monterey County Herald, Thursday, November 13-19, 2008, MPC Theatre Co. presents Christopher Durang's "Mrs. Bob Cratchit's Wild Christmas Binge." And a photograph by Edward Steichen, included in the MPC Art Gallery's new exhibit, "The Eclectic Eye: Selected Photographs from the Shirrel Rhoades Collection" opening Tuesday.
- r. The Monterey County Herald, Friday, November 14, 2008, "This...is...NOW!" performance salon.
- s. The Monterey County Herald, Sunday, November 16, 2008, "Lobos Finish Perfect Season", by David Coffin.
- *t. A letter to Mr. R. Lynn Davis and to the Governing Board dated Monday, November 17, 2008, regarding the annual MPC Transfer Day, November 4, 2008, from Kathleen Baker, Coordinator, Career & Transfer Resource Center.

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 – Legislative Report
- 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, October 28, 2008, are approved.
2. That the Governing Board accept \$20,760.00 and other gifts donated to the college with appropriate thanks to the donors.
3. That the October 15th Manual Payroll in the amount of \$2,253.88 and the October 31st Regular Payroll in the amount of \$2,349,255.49 and the November 10th Supplemental Payroll in the amount of \$61,940.90, be approved.
4. That Commercial Warrants #12666811 through #12666891, #12667749 through #12667815, #12669022 through #12669082, #12669604 through #1266934, #12670468 through #12670519, #12671060 through #12671079 in the amount of \$3,073,113.56, be approved.
5. That purchase orders #900537 through #900675 in the amount of \$2,679,511.68, be approved.

6. That the following budget adjustments in the Restricted General Fund be ratified:

Net decrease in the 4000 Object expense category	\$ 700
Net decrease in the 5000 Object expense category	\$ 425
Net increase in the 6000 Object expense category	\$1,125

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

Net increase in the 2000 Object expense category	\$ 703
Net increase in the 3000 Object expense category	\$1,297
Net increase in the 4000 Object expense category	\$1,498
Net decrease in the 5000 Object expense category	\$51,930
Net increase in the 6000 Object expense category	\$47,347
Net increase in the 6000 Object expense category	\$1,085.

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

Increase of \$160,388 in expenses, to reflect additional funds received for FY 2007-2008. Decrease of \$334,260 in revenue, to reflect funds not received for FY 2007-2008.

9. That the following budget adjustments in the Child Development fund be ratified.

Net decrease in the 2000 Object expense category	\$284
Net increase in the 3000 Object expense category	\$284.

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

Net decrease in the 1000 Object expense category	\$14,078
Net increase in the 3000 Object expense category	\$14,078.

11. That the Governing Board ratify the Project Assignment Amendment 01C (PAA) with Ratcliff Architects at the fixed fee of \$19,700 for design services and other improvements in conjunction with the wooden deck structure of the new Administration Building (Old Library Renovation).

12. That the Board ratify the Project Assignment Amendment 6 (PAA) at the fixed fee of \$269,130 with Kitchell CEM, for construction management services in conjunction with the Public Safety Training Center on Colonel Durham Road in Seaside.

13. That the Governing Board approve the awarding of the Outside Plant Data Cabling Project to _____ in the amount of _____.
14. That the Governing Board approve the awarding of the Building 24 Elevator addition to William A. Thayer Construction, Inc., in the amount of \$679,990.

B. Administrative Personnel

15. That the Governing Board authorize the full-time replacement for Associate Dean of Student Services.

C. Academic Personnel

16. That the Governing Board approve the academic personnel actions listed to include:
 - a) Grant Equivalency Based on Eminence to Fred McAlister to teach Emergency Medical Technician – EMMS170: Basic Training, effective Fall 2008.
 - b) Grant Equivalency Based on Eminence to Reda Rackley to teach Women’s Studies – WOMN4: Images: Women in the Arts, effective Spring 2009.
 - c) Grant Equivalency Based on Eminence to Wendy Kimber to teach Ornamental Horticulture – ORNH72: Landscape Construction, effective Spring 2009.
 - d) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2008.

D. Classified Personnel

17. That the Governing Board approve the classified personnel actions listed to include:
 - a) Employment of _____ Assessment Specialist (\$2,720/Month), Matriculation, 40 hours per week, 12 months per year, effective _____, 2008.
 - b) Establish new position, and approve proposed job description, CurricUNET Specialist (\$2,956/Month), Academic Affairs 40 hours per week, 12 months per year, effective November 26, 2008. Final implementation placement will be range 18.

18. 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 October 31, 2008 be accepted.
- B. BE IT RESOLVED, That the Quarterly Financial Status Report for the quarter ending June 30, 2008 as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. BE IT RESOLVED, That the Governing Board approve the following 2007-2008 year end transfers: \$676,853 from the Self Insurance Fund to the Unrestricted General Fund to pay back underage FTES apportionment, \$250,000 from the Unrestricted General to the Capital Projects Fund for technology refreshment, \$50,000 from the Unrestricted General Fund to the Capital Projects Fund for sabbaticals, and designate \$550,000 of the Fund Balance in the Self Insurance Fund for GASB 45 liability.
- D. BE IT RESOLVED, That the Governing Board authorize the Vice President for Administrative Services to enter into an agreement with Aflac to provide claims administration services for the Section 125 Flexible Benefits Plan including voluntary coverages; and,

BE IT FURTHER RESOLVED, That the Governing Board adopt the proposed resolution amending the Section 125 Flexible Benefit Plan designating Aflac as the plan administrator, effective January 1, 2009.
- E. 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.
- F. BE IT RESOLVED, That Governing Board Policy 1000, Code of Ethics, be affirmed as previously written.
- G. DISCUSS GOVERNING BOARD POLICY 1009,
BOARD SELF EVALUATION INFORMATION
- H. BE IT RESOLVED, That the appointment of Peter Baird, Steve Emerson, Elinor Laiolo, and Sondra Rees, to a second two-year term as members of the Citizens' Bond Oversight Committee, effective November 2008, be approved.

I. BE IT RESOLVED, That the Governing Board approve the immediate suspension for the remainder of the Fall 2008 semester and disciplinary probation for one semester of MPC student #2850.

J. REPORT ON STUDENT LEARNING OUTCOMES INFORMATION

K. CALENDAR OF EVENTS INFORMATION

VI. ADVANCE PLANNING

A. Meeting Dates:

Regular Meeting: Tuesday, December 9, 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. ACCJC Substantive Change Proposal

VII. CLOSED SESSION

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

Posted: November 19, 2008

AgendaNovember25,2008
November 2008