

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

Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Tuesday
November 25, 2008

1:30 p.m. -- Closed Session
3:00 p.m. -- Public Session

MINUTES

The Chair of the Board, Mr. R. Lynn Davis, called the Governing Board meeting to order at 1:30 p.m. Trustee 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 Discipline/Dismissal/Release/Complaint. b. 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. 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
Ms. Bernie Abbott, Librarian
Ms. Suzanne Ammons, Administrative Services Office

Mr. Mike Bielski, Coach, Men's Soccer Team
Mr. David Clemens, English
Mr. Mark Clements, Adaptive Physical Education
Mr. A. J. Farrar, Administration of Justice
Dr. Alfred Hochstaedter, Earth Science
Ms. Christine Hunsley, Physical Education & Dance Division Office
Manager
Mr. Cass Jackson, Physical Education
Mr. Richard Montori, Public Information Officer
Ms. Vicki Nakamura, Assistant to the President
Mr. Nate Northup, Coach, Men's Soccer Team
Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and the Governing Board
Mr. Michael Rasmussen, Physical Education
Dr. Rosaleen Ryan, Director, Institutional Research
Mr. Lyndon Schutzler, Physical Education and Dance Division Chair &
Athletic Director
Ms. Deidre Sullivan, MATE Program
Mr. Bruce Wilder, Instructional Technology

OTHERS PRESENT:

Ms. Katherine Bell
Mr. Fabian Bermudas
Mr. Mike Bielski
Mr. Kevin Cameron Cruse
Mr. Joe Demko
Mr. Puchi Lesu
Mr. Ian Mariano
Mr. Elbert Ojendis
Mr. Chris Paulo
Mr. Brian Reader
Mr. Wesley Samoa
Mr. Kenneth Scates
Mr. Ryan Smith

Mr. Davis reported that the Governing Board took action to suspend employee #4518 for forty hours without pay.

Recognition

Mr. Davis acknowledged the passing of someone very close to the college, former MPC Professor Emerita, Edith (Edie) Karas, English/Gentrain, 1963-1980, who passed away on November 13, 2008. Mr. Page shared a few words about Edie and Sam Karas, who were major goodwill ambassadors, not only on the Peninsula, but around the world. Sam and Edie were instrumental in keeping the Big Sur Health Center open for residents. Ms. Karas was a member of the Monterey Peninsula College Foundation. Ms. Karas donated the grand piano which sits in the Library and Technology Center. Edie was an excellent MPC instructor who wrote several books. Mr. Page noted that Edie was active with

performances at Park Lane, where she lived at the very end of her life. Mr. Davis stated that her passing is a great loss to the community and asked for a moment of silence in her honor and memory.

Mr. Carsbia Anderson said it was with great pleasure that he speak about some of the MPC athletic teams. He first spoke about Division Chair and Athletic Director, Lyndon Schutzler, who was instrumental in the development and fruition of our beautiful community stadium, fitness center, and renovation of the gymnasium. He also thanked Ms. Christine Hunsley, Division Office Manager, for her hard work on the development of these projects. With that he introduced soccer coaches Nate Northup and Mike Bielski along with soccer players Chris Paulo and Ian Mariano, standout players on the team. This was the team's first year and their record was 6-11-1. Ian Mariano was selected for the First Team All Conference and Chris Paulo was selected for Second Team All Conference. The Coaches thanked everyone for the support they received, especially from Dr. Garrison who made it a point to appear at their home games. Mr. Anderson reported that Val Valdez served as the Women's Soccer Coach and did a great job. The women won six games and did an excellent job. Mr. Anderson reported it was Dr. Garrison who strongly supported soccer teams being established at MPC. Mr. Anderson reported that the quarter finals of soccer would be held at our stadium at 6:00 p.m. this evening and invited everyone to attend.

Mr. Anderson introduced Cass Jackson, Coach of the Cross Country Team, who introduced student Kevin Cameron Cruz, who came from Seaside High School and was one of the best freshman athletes he ever coached.

Mr. Anderson then spoke about the MPC Football Team. What a successful season they had under the leadership and guidance of Coach Mike Rasmussen! Coach Rasmussen said they are still mending after the Bulldog Bowl. He said it is heart, commitment, and weeks and months of effort to have a season like the one they had this year. It is not just about football, it is about academics, it is about the whole works. It takes a cooperative team effort and it takes the entire campus. It also takes a good heart and good values. He introduced the members of the team in the audience: Wes Samoa who was All Conference; Brian Reader, Offensive Player, All Conference; Elbert Ojendis, Offensive Line; Ryan Smith, from Pacific Grove High School, Receiver; Fabian Bermudez, who is going to UC Davis; Puchi Lesu, two-year All Conference, Defensive Lineman. Coach Rasmussen thanked everyone for their continued support.

Mr. Anderson congratulated the team for their exemplary effort at the Bulldog Bowl in San Mateo, and for their actions after their close loss. It was disappointing for the team, but their conduct was exemplary and honorable and he was very proud of them.

Dr. Tunney also congratulated the team for their successes of the season and for their conduct after the Bulldog Bowl. They were a "band of brothers" who earned a record of achievement and earned the respect of many and who also grew from boys to men.

Comments from Visitors

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 to the Monterey Peninsula College Foundation for October 2008 were \$5,195.00, and he applauded their efforts on behalf of the College.

Written Communications

Mr. Davis mentioned the following written communications:

- 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 'Mortality 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 Undeclared, 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 Undeclared Regular Season, by Aaron Glatzer. And Men's Basketball, MPC 94, Skyline 83.
- o. The Monterey County Herald, Tuesday, November 11, 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.

Reports and Presentations

Institutional Report: Assemblymember John Laird Report

Assemblymember Laird sent his regrets on Monday, November 24th, as he was called back to Sacramento.

Superintendent's Report:

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

1. Dr. Garrison reported on November 17th, he attended the quarterly Citizens' Bond Oversight Committee meeting. He noted that at the December 9th Governing Board meeting, an annual report will be given by the Citizens' Bond Oversight Committee.
2. Dr. Garrison reported that the donor development luncheons hosted by the MPC Foundation have been occurring twice a month and have been quite successful. People have been given an opportunity to become more involved with the College. These luncheons have become outreach efforts of the College.
3. Dr. Garrison reminded the Board that last spring the administration brought to them plans for the development of the property of Parker Flats. We have been approached by the Park Rangers Program concerning possible collaboration. Vicki Nakamura and Michael Gilmartin have been meeting with that group at Colonel Durham BOQ property, to see how this fits into their long-term plans. As those potential plans come forward, the administration will bring them to the Trustees for further discussion.

Vice Presidents' Reports:

Dr. John Gonzalez: Dr. Gonzalez reported that on Friday and Saturday, November 21st & 22nd, the District held its first meeting on the Basic Skills Initiative. We conducted an assessment on basic skills to transition from now to the future based on the assessment and action plan we

submitted to the Chancellor's office. In that action plan, one of the points we emphasized was that we have many outstanding programs. We also identified a disconnect to those programs operating independent of each other. We need to coordinate and collaborate between those programs. The summit was attended by 25 instructional and student personnel. Information was shared which we provide to students. We broke up into small teams and studied student situations and scenarios, and discussed what staff could do to help students. At the end of each of the scenarios, we debriefed and discussed what we learned. • On November 7th, we submitted a draft of a Substantive Change Proposal. A Substantive Change Proposal is required by ACCJC when circumstances alter control of courses and programs or result in a departure in mode of delivery. The Substantive Change Proposal needs to be submitted before the institution makes the change. A Substantive Change Proposal promotes change and innovation, but must ensure quality. We expect to hear back from the ACCJC staff before the end of the calendar year. We will make changes in January and then we will make the final report.

The Trustees thanked Dr. Gonzalez for his report.

Mr. Carsbia Anderson: Mr. Anderson reported on the following items for his department. • The Child Development Craft Fair was held on November 16th and raised \$2,500. • The ASMPC Thanksgiving dinner was a huge success. • The Spring schedule is out and registration begins. RegDaze has started. We are encouraging students to register early. Between semesters, some students do not register and we lose approximately 1,000 students between semesters. We want to encourage all students to register early so that we don't lose them. • We have invited local high school counselors to a breakfast meeting on December 1st to encourage them to help us recruit their students. • Mr. Anderson spoke about Project Santa. Donations may be made from payroll deductions or by cash or check. A committee has been formed to review applications for those people in need of help during this time of year. Needy students and/or families will be given gift cards to local businesses so that they may purchase food, clothing, and gifts for their families or themselves. Also, if anyone knows of people who are in need, they may submit their names to the committee and help may be provided to them. • Mr. Anderson gave the dates for a host of holiday parties in his department: EOPS – December 11th; Supportive Services, December 12th; Child Development, December 18th. He added that all donations will be welcomed and gratefully accepted. • Mr. Anderson reported we have received our written report from our categorical site team's visit and are dealing with five compliance issues. We will meet with Dr. Garrison on Monday. We will mail back our response to the report after review and discussion.

The Trustees thanked Mr. Anderson for his report.

Mr. Joe Bissell: Mr. Bissell reported that it was decided to move the T-Mobile pole from its original location of the community stadium to behind the Dance Studio and the rest of the agreement remains the same. • The plan is to continue expanding the District's mass emergency communication system. We now have 35 outdoor speakers and the plan is to add 20 indoor speakers. We probably will need more speakers as we identify pocket areas where speakers cannot be heard.

The Trustees thanked Mr. Bissell for his report.

Academic Senate: It was decided to move New Business agenda item No. J, Student Learning Outcomes, next on the agenda, since the President of the Academic Senate wanted to address this issue.

REPORT ON STUDENT LEARNING OUTCOMES

INFORMATION

Dr. Fred Hochstaedter indicated that there seemed to be much controversy on campus and in the State regarding this issue. As part of the College's efforts to meet the ACCJC accreditation standards, he has been appointed the faculty Student Learning Outcomes Coordinator. In that role, he has engaged in considerable analysis of the issues associated with student learning outcomes, examined several models from a variety of community colleges, and facilitated extensive dialogue among MPC faculty on the subject. This examination has demonstrated that SLOs are an integral part of the accreditation process. However, members of the MPC faculty have not endorsed or accepted the student learning outcomes model. Dr. Hochstaedter invited Mr. David Clemens to address the Trustees to give his/their side of the issue following his presentation.

Dr. Hochstaedter said that ACCJC defines Student Learning Outcomes as knowledge, skills, abilities, and attitudes that a student has attained at the end (or as a result) of his or her engagement in a particular set of collegiate experiences. MPC defines an SLO as a measurable or evaluable description of what students are expected to be able to "do" as they successfully complete a course. The word "do," in this context, could mean "perform," "paint," "analyze," "demonstrate," "synthesize," "use the scientific method," or any number of verbs appropriate for a particular course. What is the SLO – Assessment Model? Expectations of student learning... Assessment, Analysis, Dialogue, and Planning. It shifts the focus to student learning. It integrates the assessment results into all aspects of institutional planning and resource allocation. Dr. Hochstaedter presented a series of graphs showing where instructors stood on issues relating to SLOs and there was a spectrum of answers.

Dr. Hochstaedter then asked, so why the controversy? He shared several concerns. SLOs have the potential of becoming a part of evaluation. SLOs have become a part of the teacher's workload and thereafter standardization. SLOs may impinge faculty on academic freedom. It is a bureaucratic waste of time because teachers already do it. It doesn't value the individuality of students. It doesn't value the complexity of teaching and learning. It can't possibly be of any value. It's a fad...and nobody cares. Instructors feel they should spend their time teaching.

Mr. Dave Clemens stated that he feels that... "Student Learning Outcomes are a way to make teachers and schools accountable rather than students; SLOs are about laying a groundwork for future standardization and so-called 'alignment;' SLOs are about 'high stakes testing' with punishments and penalties for teachers and schools; and SLOs are about life and death struggles among agencies external to MPC where we are caught in the SLO crossfire. SLOs are about trying to measure the unmeasurable and about trying to observe the invisible. But SLOs are not about learning."

Mr. Clemens made the claim SLOs ignore how students actually learn. Anyone who teaches knows that the most important factor in a student's educational performance is: the student. The greatest

effects on learning are the individual student's knowledge of the subject, self motivation, language proficiency, aptitude, maturity, disposition, family support, social skills, talent, physical and mental health, cultural background, religious beliefs, political persuasion, and commitment, level of cognitive growth, age, and work ethic. Student learning outcomes take no notice of any of these factors. SLOs are now and have always been about control, about managing teachers, not educating students.

The Trustees noted that there is a wide degree of separation in thought on this issue and asked, "Where do we go from here?" Dr. Garrison said there is value in substantive dialogue. However, we are going to be evaluated by those SLOs, and we are going to have to comply with the directives. Trustee Steck said, "As an educator, I agree with David, but as a Board member, I am concerned about our accreditation. I don't want to be placed on 'warning' for our accreditation because of our SLOs." Trustee Pohlhammer said that it's a little like paying your income tax: you may not like how the government is spending your money, but you are obliged to pay your taxes.

MPCEA: No report for this month.

MPCTA: Mr. Mark Clements, President, stated that MPCTA has drafted a letter to the State CTA, regarding Student Learning Outcomes (SLOs) and how it effects the faculty evaluation, infringing on negotiable items. Mr. Clements reported that SLOs was a topic of conversation at the California Federation of Teachers Association meeting.

ASMPC: Ms. Katherine Bell reported on the following activities. • ASMPC served over 471 guests for their 2nd annual Thanksgiving dinner last Friday. • ASMPC is in the process of collecting student email addresses so that they can put them in the system so that students may communicate with each other. • In closing, Ms. Bell, on behalf of Student Government, wished everyone a happy and safe Thanksgiving.

College Council – Ms. Bernie Abbott reported that in looking at the College infrastructure framework grid, a few of the bubbles were out of proper sequence and didn't correctly align with the process. So...they tweaked the structure so that the process reflects the correct order and runs smoothly.

MPC Foundation: Dr. Loren Steck reported for Ms. Marilyn Gustafson that the Foundation received \$5,195.00 in November. • The Foundation is working on the Strategic Fundraising Campaign. Two small luncheons were held for the purpose of introducing new and potential donors to MPC. • The Annual Appeal raises unrestricted funds to support the MPC Foundation in its fundraising endeavors at the College. • The Commonfund manages the Foundation's investment portfolio and these assets continued to decline in October. The Investment Committee has met three times to review and discuss a revised strategy and decided to sell holdings in the international equity fund transferring those monies to the Multi Strategy Equity fund which holds approximately 80% in domestic equities. • Dr. Steck talked about Birdies for Charity, which is a pledge drive sponsored by the Monterey Peninsula Foundation and a fun and exciting way for people to make charitable donations to the MPC Foundation between now and February 10, 2009. • Dr. Steck reported that \$22,000 was given to twenty-six faculty members through the George G. (Bob) Faul Academic Excellence Awards. • The President's Address to the Community will be held Friday, May 8, 2009 at the Hyatt Regency in Monterey.

Trustees were asked to please hold the date. • Dr. Steck announced the slate of Officers and Directors for the Foundation for approval at the December 3rd Board meeting: President: Allye Hobson-Robinson; VP Programs: Charlie Keely; VP Development: Kelly Saunders; Secretary: Malcomb Weintraub. Directors elected for a three-year term: Dr. Michelle Brown; Pam Lehman, Gentrain Ex-Officio Member; Don Newmark; Brad Smith – second term; and Malcomb Weintraub.

Board Reports: Ms. Eleanor Morrice, Student Trustee, reported that she attended the Community College League of California Conference on November 22 through 23rd. She thanked the Board and Dr. Garrison for the opportunity to expand her knowledge of community college issues, while meeting many of the CEOs, classified leaders, accreditation officers, and trustees from other colleges. She attended many Student Trustee Association meetings and they worked on several issues such as the bylaws. She attended the breakout sessions, and heard the keynote speakers. One keynote speaker stood out for her: Van Jones, Founder and President of Green for All, spoke about the possibilities to green the economy, to do so in a way that breaks down old class, socioeconomic, ethnic and racial barriers. She also was inspired by Jack Scott, incoming Chancellor of the California Community College System. She also liked the session on State and Federal Legislative Update. She closed by again thanking the Trustees and Dr. Garrison for their support in allowing her to attend the conference.

Bond Report:

Mr. Joe Bissell distributed a copy of the Old Administration Building Conversion to Temporary Classrooms. He stated that the outside of the building will remain the same and only the inside will be changed. The cost of renovation will be less than it would be to demolish the building and rent a portable. There will be no restroom facilities for the building; however, the new Administration building is nearby and students may use those facilities.

Mr. Bissell introduced Mr. Ken Scates, architect, who spoke about the Education Center in Marina. There is approximately 12,000 square feet of enclosed space. There will be eight classrooms, with a ninth classroom about half the size of the others and there will be a multi-purpose room. There will also be facilities, storage, and mechanical rooms. There are 12 acres total; four acres are being improved. The buildings are being set in a courtyard style. There will be connecting walkways. Some of the roofs will be pitched. Because of the climate of fog and winds in Marina, it is planned to have wind screening of living walls. Monterey Pine trees will also be planted. And we will have a windmill, which will generate some energy. The buildings themselves will have a modern, contemporary look. Mr. Scates asked if there were any questions and/or issues as now was the time for them to arise.

Dr. Steck asked, “Are we going to be subject to the same criticism as the concrete walls on Highway 1?” The answer was that we didn’t think so because we are building sustainable buildings. It is not Monterey style, but it is a “green building,” rectangular in shape. We are creating living walls, and we will have native planting for landscaping. Dr. Steck asked how much energy will the windmill generate? Mr. Scates said that there are lots of manufacturers out there building windmills, and it hasn’t been decided how much budget we have and what fits into that budget.

Mr. Scates was thanked for his presentation by the Trustees.

Mr. Joe Bissell reported that when Proposition 39 passed, we could not pay District salary or benefits with Bond proceeds. In 2003, that changed with a decision by the State Attorney General. The District would like to hire a Bond-funded, part-time accountant, 20 hours per week, to handle Bond-related accounting tasks.

Mr. Joe Demko noted that bids were received on November 6 for the P.E. Fitness elevator and completion is anticipated during the summer. • Work continues and the project will be completed for the Public Safety Training Center during the summer of 2009. • It is anticipated that approximately 20 additional spaces will be added to Parking Lot B over the holiday break, and Lots B & C will be upgraded next summer. • Significant progress has been made on the new Administration building and the contractor has recovered some of the time lost due to unforeseen concealed structural and termite damage. • The Gym upgrade is complete except for the bleachers, which will be installed in December, and final seismic work is to be completed in soon. The P.E. Department is currently using the facility. During construction, concealed conditions revealed a significant amount of structural work that had to be done to satisfy DSA seismic requirements. • Bids for renovation of the Family & Consumer Science building classroom, lab and studio will be received in November and the work will be completed over the holiday break.

The Trustees thanked Mr. Demko for his report.

At 5:20 p.m., a seven minute break was taken.

Mr. Davis reported that Consent Agenda #9 should be Parking fund rather than Child Development fund and that Consent item #13 regarding Outside Plant Data Cabling Project should be pulled from the Consent Calendar. Consent item #17a., fill in should be employment of Stacey Jones, effective December 8, 2008.

Consent Calendar

A. Routine Matters:

MSC Page, Steck

08-27

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

1. The Governing Board minutes for the Regular meeting held on Tuesday, October 28, 2008, are approved.
2. The Governing Board accepts \$20,760.00 and other gifts donated to the College with appropriate thanks to the donors.

3. 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. The Commercial Warrants #12666811 through #12666891, #12667749 through #12667815, #12669022 through #12669082, #12669604 through #12669634, #12670468 through #12670519, #12671060 through #12671079, in the amount of \$3,073,113.56, be approved.
5. The purchase orders #900537 through #900675 in the amount of \$2,679,511.68 be approved.
6. 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. 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. The following budget adjustments in the Parking fund be ratified.

Net decrease in the 2000 Object expense category	\$284
Net increase in the 3000 Object expense category	\$284.
10. 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. 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. 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. 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

14. The Governing Board authorize the full-time replacement for Associate Dean of Student Services.

C. Academic Personnel

15. The Governing Board approve the following academic personnel action items 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 lists include hires for Fall 2008.

D. Classified Personnel

16. The Governing Board approves the classified personnel actions listed to include:
 - a) Employment of Stacey Jones, Assessment Specialist (\$2,720/Month), Matriculation, 40 hours per week, 12 months per year, effective December 8, 2008.
 - b) Establish new position, and approve proposed job description, CurriUNET 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.

17. 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 State is currently projecting a two-year shortfall of \$24.2 billion (\$11.2 billion in 2008-2009 and \$13 billion in 2009-2010) and the Governor has called a special legislative session to deal with the problem. He is proposing to eliminate the .68% COLA and cut general apportionment 5% for community colleges. Mr. Bissell reported that the State apportionment payments for July, August, and September were received by the District in early October. The budget approved by the State includes deferred payments of community college January, February, and March payments into April, May and June. Mr. Bissell reported that the adjustment for enrollments claimed in 2007-2008 for students aged 12 and under resulted in a loss of 187.5 FTES (\$855,906). The final FTES report was also filed for 2007-2008 which indicated an increase of 31.84 credit and 12.28 noncredit FTES from the District's July 15th report. The net of these two resulted in total FTES going from 8,370.44 to 8,227.06, a net loss of 143.38 FTES, which results in an apportionment reduction of \$676,853. This adjustment will affect last year's apportionment and a corresponding reduction to this year's base. Mr. Bissell reported that the District's external auditors will be making an adjustment to reflect the loss in 2007-2008 apportionment. Audited financial statements should be available in December and will be made public at the regular January Board meeting. Enrollment counts for 2008-2009 continue to reflect strong numbers that, hopefully, will result in increased FTES over the District's base. Growth and restoration funding could be used to offset some or all of the negatives noted.

MSC Steck, Tunney

08-28

BE IT RESOLVED, That the 2008-2009 Monthly Financial Reports for the period ending October 31, 2008 be accepted.

MSC Page, Tunney

08-29

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.

Mr. Bissell reported that the 2007-2008 year-end closing process indicated variances in a number of accounts: Unrestricted General Fund revenues over expenses resulted in a fund balance of \$4,394,006, approximately \$300,000 more than the Board's 10% reserve. The primary sources for the excess are: 1) Interest income was budgeted at \$330K vs. actual of \$564K. 2) Retiree contributions for medical premiums were budgeted at \$300K vs. actual of \$387K. The fund balance in the Self-Insurance Fund

totalled \$8,567,992. Expenses for the year were budgeted at \$6.7 million, but came in at \$4.6 million. The Board has previously designated \$2.25 million of the Self-Insurance Fund balance for GASB 45 liability, leaving an undesignated balance of \$6.32 million, or 96% of budgeted expenses. Mr. Bissell also noted that with all this, the District will still maintain its 10% reserve.

MSC Steck, Tunney

08-30

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 Fund 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.

It was noted that because of increasing costs and other concerns, it has been determined that it is in the best interests of the employees and the District to contract with Aflac to provide Section 125 claims administration services and administer the flexible spending plan for eligible MPC employees. MPCEA, who originally negotiated the implementation of a Section 125 plan, concurs with the proposed change in administrators.

MSC Page, Pohlhammer

08-31

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 Benefits Plan designating Aflac as the plan administrator, effective January 1, 2009.

Ms. Laura Franklin reported that Dr. Judee Timm, Business instructor, told her about a mini-grant and she worked on this mini-grant proposal which was submitted to the Business/CIS Education Statewide Advisory Committee for \$10,000 of which \$6,500 was awarded to MPC. This award will enable MPC to contract the services of Ecomentum, LLC. Peter Brumis, CEO of Ecomentum LLC (sustainability, education & marketing), has studied ecotourism for over a decade, and has completed several research projects on ecotourism. The plan is to develop new curricula in Ecotourism for MPC. The grant award specified in this Request for Application is for the Business/Industry Collaborative for the 2008-2009 academic year. The funding source is VTEA Title 1B State Leadership Funds.

MSC Morrice, Steck

08-32

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.

New Business item F, Governing Board Policy 1000, Code of Ethics, was tabled until the next meeting.

DISCUSS GOVERNING BOARD POLICY 1009,
BOARD SELF-EVALUATION

INFORMATION

Dr. Steck started the conversation by saying that the policy is really prescriptive, the calendar is out of date, and the policy should stick to policy. Dr. Garrison indicated that the agenda is following the Trustees' request to have two Governing Board policies on the agenda each month for the Trustees to review and/or approve. He added that the survey instrument should not be included in the policy and that the Trustees should use their subcommittee (Steck/Page) to draft policy language. He recommended that the Trustees should give their feedback on the policy to their subcommittee and then the subcommittee should incorporate the feedback into the policy and then bring it back to the Trustees for review. The subcommittee should submit the draft policy to Victoria Phillips for inclusion in the Board packet and on the agenda. He recommended that the draft be completed by early to mid-January and be included for "First Reading" at the January Board meeting and then for final approval at the February meeting. All agreed to this timeline.

MSC Page, Pohlhammer

08-33

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.

MSC Tunney, Pohlhammer

08-34

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.

CALENDAR OF EVENTS

INFORMATION

The Trustees reviewed the Calendar of Events.

Advance Planning

Regular Governing Board meeting: Tuesday, December 9, 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. AAJC Substantive Change Proposal.
2. Governing Board Policies, 1000, 1007, 1009 in January 2009
3. Governing Board Policy 1005 in February 2009.

Adjournment

The Open Session was adjourned at 6:00 p.m.

Respectfully submitted,

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

Minutes11252008
November 2008