

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

Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Thursday
November 13, 2008

12:00 p.m. -- Closed Session
1:00 p.m. --Public Session

MINUTES

The President of the Board, Mr. Lynn Davis, called the Governing Board meeting to order at 12:00 p.m. Ms. Phillips called roll. Mr. Davis declared a quorum present. Mr. Davis read the Closed Session statement and reported that the following items would be covered: a. Public Employee Evaluation: Superintendent/President. Conference with Labor Negotiator. Mr. Joe Bissell, Vice President for Administrative Services and Ms. Barbara Lee, Associate Dean, Human Resources. Employee Organization: Monterey Peninsula College Classified Employees Association #245.

At 12:03 p.m., the Open Session adjourned to the Closed Session. The Closed Session adjourned at 12:57 p.m. At 1:00 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. Richard Montori, Public Information Officer
Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and the Governing Board
Dr. Susan Steele, Interim Dean of Instruction

OTHERS PRESENT: None

Mr. Davis reported that there was no reportable action taken during Closed Session.

Recognition

Mr. Davis recognized Dr. Susan Steele and Mr. Richard Montori, and welcomed their attendance.

Special Business

Mr. Davis stated that this would be an informal study session and comments from everyone would be welcomed.

DISCUSSION AND REVIEW OF RESULTS OF THE BOARD SELF EVALUATION

INFORMATION

Dr. Loren Steck distributed the results of the survey and outlined how the survey was set up. Twenty (20) people responded to the survey. Dr. Steck said there were two (2) open-ended questions. 1. In what areas is the Board doing well? 2. In what areas could the Board be doing better? Then, these questions were followed by other questions under the following topics: • Educational Programs and Services. • Board Relationships with President, Faculty, and Staff. • Community Relationships and Representation. • Fiscal Responsibilities. Dr. Rosaleen Ryan prepared the results of the survey and Ms. Phillips prepared the copies for the meeting. The Trustees took a few minutes to read the results of the survey.

Trustee Pohlhammer asked the question, “What should we assume is the attitude of those people who did not respond?” Dr. Steck said, “Generally, people who respond to a survey either have a bone to pick with you or love you.”

Trustee Davis asked Dr. Steck, “What would you pick out from these results for us to take a special look?” Dr. Steck said he would look at areas where there were two or more people who marked, “needs improvement.” There were several areas. Does the Board maintain current policies for the guidance of the President, faculty, and staff? Does the Board establish annual goals for itself? Does the Board actively foster cooperation with the news media? Does the Board provide leadership in promoting and securing community and legislative support for adequate funding for the College?

Trustee Davis said after this discussion, he hoped the Trustees would discuss their own self-evaluations.

The Trustees addressed some of the questions in the survey: • “Does the Board conduct their Board meetings in an efficient and effective way? Dr. Tunney reminded the Trustees that their Board meetings are to conduct the business of the Board, and he felt the Trustees do. • Do the Trustees understand the role of the Chair? It was agreed that the Trustees do understand the role of the Chair of the Board. • Does the Board maintain and observe the Board Policies Handbook? The Trustees will be reviewing their section of the Governing Board Policies Handbook, 1000 Series. They intend to cover one or two policies each month. This will also increase their awareness of Board policies. Dr. Garrison has already asked the administrators to look at their areas and begin the updating process by using the shared governance process. • Does the Governing Board set annual goals for itself? It was noted that the Trustees set goals for the Superintendent/President, and it was suggested that the Board set the Trustees’ goals at that time too. • Community relations/news media relations. It was suggested that the Superintendent/President, Chair of the Board, and the Public Information Officer take the lead in this area. It was suggested that we hold a Media Day Luncheon to strengthen our ties and cultivate a

dialogue with the media to build our relationship. Our newspapers have suffered budget cuts, and we want them to know we are sensitive to their needs and want to work cooperatively with them to get our news to the community.

On the topic of fiscal responsibilities, the question was asked, “Does the Board provide leadership in promoting and securing community and legislative support for adequate funding for the college?” The survey responses showed “needs improvement.” It was decided that perhaps that should have been two separate questions. One question would be about securing community support, and the other about legislative support for adequate funding for the College. Trustee Pohlhammer felt the College should attend Legislative Day, which is held in Sacramento. Dr. Garrison reported on his conversation with Chancellor Brice Harris, Los Rios Community College District, who talked about the CCLC convention in Anaheim, November 24-26, 2008 where CEOs will be talking about legislative advocacy in direct response to proposed cuts. Dr. Garrison told Dr. Harris that MPC would be interested in financially supporting that cause.

Trustee Davis asked if there were any more comments regarding the Board Self Evaluation. Hearing none, the Trustees discussed their individual self-evaluations. Here are some of the suggestions: • Attend more student and faculty events. • More outreach in the community. How can this be accomplished? It was suggested that Trustees be a guest of a member of a service club/s and to let them know that you are on the MPC Governing Board. It was suggested that the Superintendent/President inform the Trustees of his schedule each month for the coming month so they could accompany him on some of his meetings and/or visits to clubs/organizations.

Trustee Page remarked that he thought this is an exceptional Board because they work well together.

The Trustees thanked Dr. Rosaleen Ryan for her assistance. Mr. Davis asked that feedback regarding the Governing Board evaluation instrument be given to Dr. Steck.

Dr. Garrison said what isn't evident in this survey is the very significant involvement individual Trustees have in various areas of the institution. A number of Trustees are deeply involved in the Accreditation and that isn't always the case on community college campuses. He wanted to commend the Trustees for their involvement in the accreditation process. It is very important. It shows the Trustees' investment and knowledge of the institution.

Adjournment

The Open Session of the meeting was adjourned at 2:16 p.m. to continue the Closed Session. The Closed Session began at 2:21 p.m., and adjourned at 3:30 p.m.

Respectfully submitted,

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