

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

**REGULAR BOARD MEETING**

**WEDNESDAY, SEPTEMBER 24, 2014**

1:30pm, Closed Session, **Classroom 203/204**, LTC

3:00pm, Regular Meeting, Sam Karas Room, LTC

980 Fremont Street, Monterey CA 93940

[www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard)

**AGENDA (REVISED)**

*The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Documents that are public records and are provided to the Governing Board regarding a Regular Meeting item on this Agenda will be made available for public inspection in the Superintendent/President's Office at Monterey Peninsula College, 980 Fremont Street, Monterey, California, during normal business hours the Thursday 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. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at a Board meeting, can contact the Superintendent's Office at (831) 646-4272. Notification at least 72 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or translation services.*

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

*This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.*

**4. CLOSED SESSION**

*The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, 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 Regular Meeting or at the next public meeting.*

**A. Conference with Labor Negotiators (Government Code Section 54957.6)**

a) Employee Organization: MPCEA/CSEA

b) Agency Representatives: C. Earl Davis, Susan Kitagawa & Larry Walker

**B. Conference with Labor Negotiators (Government Code Section 54957.6)**

a) Employee Organization: MPCTA/CTA/NEA

b) Agency Representatives: C. Earl Davis, Susan Kitagawa & Michael Gilmartin

**C. Public Employment (Government Code Section 54957(b))**

Title: Superintendent/President

**5. RECONVENE TO OPEN SESSION / CALL TO ORDER**

**6. ROLL CALL**

**7. REPORT OF ACTION TAKEN IN CLOSED SESSION**

**8. APPROVAL OF AGENDA**

*The Board will take action to approve the Agenda. Agenda items may be rearranged here. If there are any urgent items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required.)*

**9. RECOGNITION**

A. Acknowledgment of Guests

**10. PUBLIC COMMENTS**

*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.*

**11. CORRESPONDENCE AND PUBLICATIONS**

A. MPC All User Emails

- 1) Walter Tribley: Announcement regarding new and departing division chairs.
- 2) Arthur St. Laurent: Announcement of parking enforcement dates and policies regarding bicycles, skateboards, and smoking.
- 3) Walter Tribley: Announcement of Francisco Tostado's new role as the Managers, Supervisors, and Confidential Employees' representative to College Council.
- 4) Beccie Michael: Announcement of Faculty and Staff Advancement Awards.
- 5) Jon Knolle: Announcement regarding MPC Online Courses, Fall faculty training and certification updates, and MPC Online support resources.
- 6) Student Services: Student Services updates.
- 7) Amy Cavender: Announcement regarding Student Center operations.
- 8) Melissa Pickford: Announcement of the new art exhibit and art reception in the MPC Gallery.
- 9) Creative Writing Club: Announcement of the annual MPC Halloween Writing Contest.
- 10) Creative Writing Club: Announcement of the Creative Writing Club's weekly meetings.
- 11) Distance Education Support Team: Invitation to the MPC Online Faculty Coffee and Conversation mini-workshop, "Taming Your MPC Online Grade Book."
- 12) Creative Writing Club: Invitation to Banned Books Week events.
- 13) Great Books Club: Announcement of the Great Books Club Fall 2014 Schedule.
- 14) ASMPC: Announcement of Lobo Spirit Day.
- 15) Suzanne Ammons: Announcement regarding the two food vendors serving the Marina Education Center.

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

- 1) *Monterey Award Program* / July 23, 2014: "Maurine Church Coburn School of Nursing Receives 2014 Best of Monterey Award"
- 2) *Monterey Herald* / August 25, 2014: "Search for missing hiker wrapping up with no leads"
- 3) *Monterey Herald* / August 29, 2014: "Former North Salinas-MPC standout to play for Mexico in FIBA World Cup"
- 4) *Monterey Herald* / September 2, 2014: "COLLEGE FOOTBALL: Lobos, Panthers in newly formed Golden Coast Conference"
- 5) *Monterey Herald* / September 4, 2014: "Football Tour XVIII: MPC"
- 6) *Monterey Herald* / September 8, 2014: "MPC football tops College of the Redwoods"
- 7) *San Jose Mercury News* / September 8, 2014: "Restructuring for the early childhood education center at MPC a model"
- 8) *Monterey Herald* / September 9, 2014: "Restructuring for the early childhood education center at MPC a model"

- 9) *Monterey Herald* / September 10, 2014: “State of the Stage: It’s not curtains yet for local theater”

## 12. **REPORTS AND PRESENTATIONS**

*Routine status reports and announcements regarding campus activities, meeting schedules, conferences attended and recent developments.*

- A. Institutional Report: No report.
- B. Superintendent/President’s Report: Dr. Walter Tribley
- C. Administrative Services Report: Mr. C. Earl Davis
- D. Academic Affairs Report: Mr. Michael Gilmartin
- E. Student Services Report: Mr. Larry Walker
- F. Academic Senate Report: Fred Hochstaedter, President
- G. MPCEA Report: Loran Walsh, President
- H. MPCTA Report: Paola Gilbert, President
- I. ASMPC Report: Student Trustee Maury Vasquez
- J. College Council Report: Stephanie Perkins and Diane Boynton, Co-chair
- K. MPC Foundation
  - 1) Executive Director Report: Ms. Beccie Michael
  - 2) Monthly Donations: To be announced at the September 24, 2014 Board meeting.
- L. Governing Board Reports
  - 1) Community Human Services (CHS) Report
  - 2) Trustee Reports
- M. Legislative Advocacy Report, Dr. Walter Tribley
- N. Student Success Report: “A View through a Student Equity Lens: Access,” Dr. Rosaleen Ryan
- O. Special Report – Bond Update Reports
  - 1) Active Bond/Facility Projects Update
  - 2) Bond Expenditure Report

## 13. **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, Notice of Public Hearings and Proclamations:

BE IT RESOLVED,

- 1) That the Governing Board approves the minutes of the Regular Board Meeting on August 27, 2014.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the August 29<sup>th</sup> payroll in the amount of \$1,822,211.41 and the September 10<sup>th</sup> payroll in the amount of \$95,020.68 be approved.
- 4) That Commercial Warrants:  
12097101 through 12097133, 12097451 through 12097478, 12098226 through 12098238,  
12098615 through 12098629, 12099285 through 12099326, 12099955 through 12099966,  
12101623 through 12101694, in the amount of \$1,854,850.07 be approved.

- 5) That Purchase Orders B1500174 through B1500284 in the amount of \$1,091,890.41 be approved.
- 6) That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net decrease in the 4000 Object expense category	\$	1,096
Net decrease in the 5000 Object expense category	\$	4,856
Net increase in the 6000 Object expense category	\$	5,952
- 7) That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 1000 Object expense category	\$	8,430
Net decrease in the 2000 Object expense category	\$	9,006
Net increase in the 3000 Object expense category	\$	1,151
Net increase in the 4000 Object expense category	\$	5,470
Net increase in the 5000 Object expense category	\$	6,371
Net increase in the 6000 Object expense category	\$	21
Net decrease in the 7000 Object expense category	\$	12,437
- 8) That the following budget increases in the Child Development Fund be approved:
  - Increase of \$20,557 in funds carried forward from FY 2012-2013 to FY 2013-2014.
  - Increase of \$11,383 in funds received for FY 2013-2014.
- 9) That the following budget adjustments in the Child Devt. Fund be approved:
 

Net increase in the 4000 Object expense category	\$	57
Net decrease in the 5000 Object expense category	\$	57
- 10) That the following budget increases in the Restricted General Fund be approved:
  - Increase of \$2,750 in funds received for FY 2013-2014.

**B. Faculty Personnel**

- 1) That the Governing Board approve the following item(s):
  - a) Grant Course-Specific Equivalency to Jeffrey Procive to teach ECED 82: Science and Math Curriculum, effective Fall 2014.
  - b) Grant Course-Specific Equivalency to Mary Albert to teach ETNC 6: Culture in American Film, effective Fall 2014.
  - c) Grant Equivalency to Minimum Qualifications to Leila Jewell to teach Physics, effective Fall 2014.
  - d) Grant Equivalency to Minimum Qualifications to Carlo Di Carlo to teach Math, effective Fall 2014.
  - e) Grant Equivalency to Minimum Qualifications to Jennifer McMillen to teach Reading, effective Fall 2014.
  - f) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2014.

**C. Classified Personnel**

- 1) That the Governing Board approve the following item(s):
  - a) Employment of Stephanie Machado, Records Evaluator, Admissions & Records, 40 hours per week, 12 months, effective at the end of the day, October 8, 2014
  - b) Employment of Michael Coyne, Unit Office Manager, Admissions & Records, 40 hours per week, 12 months per year, effective at the end of the day, October 6, 2014.
  - c) Employment of Robert Boardman, Network Engineer, 40 hours per week, 12 months per year, effective at the end of the day, September 25, 2014.
  - ~~d) Employment of \_\_\_\_\_, Academic Curriculum Scheduling and Catalog Technician, 40 hours per week, 12 months per year, effective at the end of the day, DATE, 2014.~~
  - e) Resignation of Yesy Lovos, Admissions & Records Specialist, 40 hours per week, 12 months

per year, effective at the end of the day September 9, 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**

*Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of 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. BE IT RESOLVED, that the 2014-2015 Monthly Financial Report for the period ending August 31, 2014 be accepted.
- B. BE IT RESOLVED, that the Governing Board approve the spending of 2014-2015 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.
- C. BE IT RESOLVED, that the following course revisions and new courses be approved:

Course Revisions:

ENGL 11, Literature By and About Women  
SPCH 54, Leadership Communication  
PERS 54, Leadership Communication

Program Revisions:

Cultural History of Monterey County (Associate in Arts - Career Technical)  
Cultural History of Monterey County (Certificate of Achievement)  
Office Technology - Fast Track: Entry-Level Office Worker (Certificate of Training)  
Office Technology - Fast Track: Office Worker Level 2 (Certificate of Training)  
Secretarial - Fast Track: Entry-Level Office Worker (Certificate of Training)  
Secretarial - Fast Track: Office Worker Level 2 (Certificate of Training)  
Web Designer (Certificate of Training)

- D. BE IT RESOLVED, that the Board of Trustees ratify the attached employment agreement between Dr. Walter Tribley and Monterey Peninsula College, effective July 1, 2014 through June 30, 2018.
- E. BE IT RESOLVED, that the Board of Trustees ratify the attached agreement to employ Michael Gilmartin as the Interim Vice President of Academic Affairs, effective September 24, 2014 through June 30, 2015.
- F. BE IT RESOLVED, that the Board of Trustees ratify the attached agreement to employ Laurence E. Walker as the Interim Vice President of Student Services, effective September 24, 2014 through June 30, 2015.
- G. BE IT RESOLVED, that the Board of Trustees ratify the memorandum of understanding between Monterey Peninsula Community College District and Monterey Peninsula College Teachers Association (MPCTA) to assign a non-teaching adjunct to perform duties as delineated in the 2014-2015 fiscal year.
- H. INFORMATION: Potential Sculpture Donation.
- I. INFORMATION/ACTION: Pledge of Allegiance at Board Meeting.

J. INFORMATION: Calendar of Events.

**15. ADVANCE PLANNING**

A. Regular Board Meeting, Wednesday, October 22, 2014, 2014 at Seaside PSTC:

- 1) Closed Session, 1:30pm, SPS-101
- 2) Open Session, 3:00pm, SPS-104

B. Regular Board Meeting, Wednesday, November 19, 2014 at MPC:

- 1) Closed Session, 1:30pm, Stutzman Room, LTC
- 2) Open Session, 3:00pm, Sam Karas Room, LTC

C. Future Topics

- 1) Tour of PSTC (Public Safety Training Center) Phase II (tentative)
- 2) Governing Board Retreat
- 3) Review and discussion of Board Self Evaluation

**16. ADJOURNMENT**

**17. CLOSED SESSION**

*When required on non-routine matters and/or to continue discussion of items from earlier Closed Session.*

*Any writings or 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 District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at [www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard).*

*Posted September 19, 2014*