

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

Open Session 1:30 PM  
Sam Karas Room, Library and Technology Center  
980 Fremont Street, Monterey, California 93940

**FRIDAY, NOVEMBER 6, 2009**

**MINUTES**

**1. OPENING BUSINESS**

- A. Call Public Session to Order – Chair Dr. Tunney called the Special Business Governing Board Meeting to order at 1:30 PM.
  
- B. Roll Call – Trustees present:
  - Dr. Jim Tunney, Chair
  - Charles Page, J.D., Vice Chair
  - Lynn Davis, J.D., Trustee
  - Carl Pohlhammer, Trustee
  - Dr. Loren Steck, Trustee

Staff Present:

- Dr. Doug Garrison, Superintendent/President
- Dr. John Gonzalez, VP, Academic Affairs
- Carsbia Anderson, VP, Student Services
- Dr. Sharon Colton, Dean of Info Technology and Media Services
- Rich Montori, Public Information Officer
- Carla Robinson, Executive Assistant

**2. RECOGNITION**

- A. Acknowledgment of Visitors – Dr. Tunney welcomed new Trustees Charles Brown and Margaret-Anne Coppernoll and congratulated them on their election as Trustees. Their swearing-in ceremony will be at the Regular Board Meeting on November 24, 2009, as the last item of new business.
  
- B. Dr. Tunney, Lynn Davis and Charles Page attended today's meeting with Dr. Garrison and local secondary school Superintendents and Principals, and recognized the efforts MPC is making to reach out to area high schools, to assist students transitioning from high school to community college.

### 3. **SPECIAL BUSINESS** - Review of Results and Discussion of Board Self Evaluations

Dr. Steck explained the self evaluation process to the Board. The Board is required to perform an annual self evaluation. The process has been broadened to include other stakeholders to evaluate the Board's strengths and weaknesses. An anonymous survey conducted by Rosaleen Ryan, Director of Institutional Research, invited responses from 60 stakeholders: the Board, administrators, faculty chairs, classified staff representatives, CBOC members, Foundation Board members, and the EEO Advisory Committee. Twenty anonymous responses were received. The Survey and Responses are available at: [..\Board Self Evaluation Survey 2009.pdf](#) and [..\Board Self Evaluation Survey Comments 2009.pdf](#)

After evaluating the survey results and reading the responses, the Board summarized their strengths and weaknesses.

#### Areas of Strength:

- The Board has passed the annual budget, acts well as a liaison between themselves and the community at large, and provides oversight of the Superintendent/President.
- All Board policies have been posted to the Board of Trustees website, and the Board regularly reviews new and revised policies for approval.
- The Board is open to new directions and ways to problem solve.
- The Board makes decisions in the best interest of MPC.
- The Board remains well informed of MPC activities, mission and goals and is active on campus and visible to the college community.

#### Areas to Improve:

- Annual Goals – the Board agreed to set publicized goals for 2010. Four goals to be considered for first reading at the next Regular Board Meeting are:
  1. Provide guidance for effective fiscal policies in light of the state's current economic condition.
  2. Provide guidance for the effective orientation and training of new Board members.
  3. Provide guidance for policies ensuring delivery of high quality instruction and services.
  4. Promote increased community awareness of college programs and achievements.

#### Communication:

- The Board is aware of the difficulty in publicizing MPC's events, programs and successes within the college and in the community. It is the charge of the college to interact with news media. The Board discussed ideas to consider for increasing community awareness:
  1. Identify contacts from each division to get regular updates on student and class stories and activities.

2. Increase outreach to area service groups to solicit speaking engagements by the Board and the Superintendent/Principal and Administrators. Each Trustee would be encouraged to increase visits within their district by attending one monthly event.
3. Reestablish MPC's Speaker's Bureau where faculty speaks to community groups on topics of expertise, increasing exposure to MPC's programs. The Public Information Office would produce a brochure to market the Speaker's Bureau, and faculty invited to join the Bureau by Dr. Garrison.
4. Market campus tours for community groups.
5. Promote the Foundation as another forum available for furthering citizen awareness of MPC's programs, and a means to increase knowledge within the community.

Diversity:

- Representation of both student and faculty/staff diversity is an ongoing concern and the Board noted the success in increasing diversity in our student enrollments, specifically with the development of the Marina Education Center. Significant progress has been made and the student body is more diverse.
- Inclusion of two new Board members by redistricting addressed the Board's diversity.
- This is a complex campus issue, and staffing continues to be an area for examination.
  1. Due to fiscal concerns, the number of adjunct positions has been reduced, and new hiring impacted. Attention will be focused on future hiring to increase the pool of underrepresented adjunct instructors. 11% of adjunct instructors are of minority status.
  2. National searches for full time instructors increased the pool of qualified applicants. Academic Senate is reviewing the hiring plan for full time faculty. They will then review the part time hiring plan.
  3. The Board stressed that improving communication will have a positive impact on hiring minority instructors and staff.

All items on the self evaluation were studied and discussed. The Board thanked the respondents for their time and comments.

#### 4. **ADVANCE PLANNING**

A. Meeting Dates:

Regular Meeting Tuesday, November 24, 2009 – swearing in of new Trustees

- Closed Session, 1:30pm - Stutzman Seminar Room, Library and Technology Center
- Open Session, 3:00pm - Karas Room, Library and Technology Center

Regular Meeting Tuesday, December 15, 2009 – election of Officers

- Closed Session, 1:30pm - Stutzman Seminar Room, Library and Technology Center
- Open Session, 3:00pm - Karas Room, Library and Technology Center

5. **ADJOURNMENT** - The meeting was adjourned at 3:11pm.

Respectfully submitted,

Douglas R. Garrison, Ed.D.  
Superintendent/President

Posted November 25, 2009