

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

Open Session 1:30-1:35pm (Roll Call only)
Closed Session 1:35-2:55pm
Stutzman Room, Library and Technology Center
Open Session: 3:00pm
Sam Karas Room, Library and Technology Center
980 Fremont Street, Monterey, California 93940

**TUESDAY
July 28, 2009**

AGENDA

The Monterey Peninsula College Governing Board welcomes you to its meetings. Documents 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 at 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

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).

Items under discussion:

- 1. Public Employee Evaluation - Superintendent/President Annual Evaluation
- D. Reconvene to Open Session
- E. Reporting of Any Action Taken During Closed Session

II. RECOGNITION

- A. Acknowledgment of Visitors
- B. Monterey Peninsula College Foundation - Donations for June, 2009 - \$11,825.00.

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 Communications:
 - 1.* Paul Lee, MPC Hospitality/Culinary Arts Instructor, thanking the Hyatt Regency for the loaning of tableware and catering equipment for the Chancellor Luncheon on May 29th.
 - 2.* Sylvia Panetta, Director of the Panetta Institute, thanking Dr. Garrison for his participation in the Panetta Institute's Tenth Annual Education for Leadership in Public Service Seminar.
 - 3.* Dr. Margaret-Ann Coppernoll's letter to Dr. Garrison expressing her gratitude for his hosting of the future trustee presentation.
 - 4.* Flyer for the 8th Annual MATE International ROV Competition, June 24-26, 2009, at the Massachusetts Maritime Academy in Buzzards Bay, Massachusetts. "ROVs: The Next Generation of Submarine Rescue Systems." (MPC's MATE Summer Institute was July 21-25, 2009).
 - 5.* Save the Date Postcard! Thursday, September 17th - the Foundation for Monterey County Free Libraries, invites citizens to hear Dr. Jim Tunney, Trustee and former NFL Referee, motivational speaker and author, and honoring Don Chapin, businessman and community benefactor, at the 15th Annual Author's Dinner, Embassy Suites, Seaside.
*Signifies item is included in the Board packet.

The following articles were published in the Monterey County Herald:

- 6. Congratulations Article on May 29th to "Our heroes!" congratulating nine nominees for Nurse of the Year, including MPC's Eileen La Mothe. The winner was Kristi Marotta.
- 7. Letter to the Editor on May 29th asking why MPC's Schedule of Classes was mailed to homes in Pacific Grove, due to the expense of postage.
- 8. Advertisement on June 21st inviting Prospective MPC Trustees to an Orientation Session on June 25th.
- 9. Sports article written June 24th on former MPC athletic Blake Pacheco who is now playing Division I football at Michigan State University.

10. Article dated July 3rd on MPC awarding the construction contract for the Student services Building to Swinerton Builders at the Special Board Meeting on July 6th.
11. Letter to the editor dated July 3rd announcing that Dr. Richard Kezirian, MPC History Instructor, would give an introduction to the reading of the Declaration of Independence at the Pacific Grove Chamber's July 4th BBQ.
12. Obituary for William "Bill" McChrystal, Jr. (1954-2009), a 20-year employee at MPC in the bookstore, warehouse, mailroom and School of Nursing Instructional Technician.
13. Obituary for Anita Constance Arellano, (August 8, 1932-June 21, 2009), wife of Trustee Carl Pohlhammer and MPC Faculty member, and announcement of her memorial reception on August 8th, in the MPC Music Room from 1:00-3:00pm.
14. Education article by Claudia Melendez Salinas, "CSU Cuts Hit MPC, Hartnell" on July 17th. "At the community colleges, enrollment will necessarily be capped because there will not be enough teachers and classrooms to meet the expected demand."
15. Editorial dated July 17th - "Higher education cuts diminish our future" – "Let us use this low point, this pause in the normal course of process to take inventory of the college system and determine how best to rebuild it into what it needs to be... It took money and lots of it to build the wonderful system that we seek to preserve and restore, and it will take lots of money to make it wonderful again."

C. Reports and Presentations:

Routine status reports and announcements regarding campus activities, meeting schedules, conferences attended and recent developments from:

1. INSTITUTIONAL REPORT: TRIO Programs – Larry Walker
2. SUPERINTENDENT
3. VICE PRESIDENTS
4. ACADEMIC SENATE
5. MPCEA
6. MPCTA
7. ASMPC
8. COLLEGE COUNCIL
9. MPC FOUNDATION
10. GOVERNING BOARD
 - a. Community Human Services Regular Board Meeting minutes of June 18, 2009.
 - b. Leadership Monterey Peninsula presents "Advanced Boardmanship For Nonprofits: Beyond Roles and Responsibilities" on August 4, 2009, 5:30-8:30pm, Shoreline Conference Center, Marina.
11. SPECIAL REPORT - Bond Update:
 - a. Active Bond/Facility Projects Update – Joe Bissell and Joe Demko
 - b. MPC Master Schedule/Construction Phase Only – Joe Demko
 - c. Cost Control Report – 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, Notice of Public Hearings, Proclamations, Etc:

BE IT RESOLVED,

1. That the Governing Board approve the minutes for the Regular Meeting held on June 23, 2009 and the Special Meeting on July 6, 2009.
2. That the Governing Board accepts gifts donated to the college with appropriate thanks to the donors.
3. That the June 30th Regular Payroll in the amount of \$1,977,550.12 and the July 10th Supplemental Payroll in the amount of \$48,083.22 be approved, for \$2,045,633.34.
4. That Commercial Warrants #'s:
12719999 through 12720051; and 12720667 through 12720694; and
12721969 through 12722042; and 12723232 through 12723292; and
12724178 through 12724221; and 12725095 through 12725147; and
12726972 through 12727070 - in the amount of \$2,711,139.92, be approved.
5. That purchase orders #'s 901614 through 901671, in the amount of \$1,063,289.01, be approved.
6. That the following budget adjustments in the Unrestricted General Fund be ratified:

Net decrease in the 1000 Object expense category	\$ 1,100
Net increase in the 2000 Object expense category	\$21,588
Net increase in the 3000 Object expense category	\$ 5,752
Net increase in the 4000 Object expense category	\$20,802
Net decrease in the 5000 Object expense category	\$65,727
Net increase in the 6000 Object expense category	\$18,685
7. That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 4000 Object expense category	\$ 1,387
Net decrease in the 6000 Object expense category	\$ 1,387

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

Net increase in the 1000 Object expense category	\$28,464
Net increase in the 2000 Object expense category	\$16,744
Net increase in the 3000 Object expense category	\$ 8,747
Net increase in the 4000 Object expense category	\$16,846
Net increase in the 5000 Object expense category	\$106,699
Net increase in the 6000 Object expense category	\$12,522
Net increase in the 7000 Object expense category	\$27,976
Total increase in expense lines budgeted	\$162,046.

B. Faculty Personnel

9. That the Governing Board approves the academic personnel actions listed to include:
 - a. Requested leave of absence without pay totaling 13.5 days during the period March 28 through June 5, 2010 for Kendra Cabrera.
 - b. Resignation of Richard Janick, effective June 29, 2009, for the purpose of retirement, and confer upon him the title of Professor Emeritus.
 - c. Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring and Summer 2009.

C. Classified Personnel

10. That the Governing Board approves the classified personnel actions listed to include:
 - a. Employment of Carla Robinson, Executive Assistant to the President, (SC 8, confidential), Office of the President, 40 hours per week, 12 months per year, effective July 29, 2009.
 - b. Change resignation date for purposes of retirement of Eleuteria Advincula, Administrative Assistant III, Academic Affairs, from July 31, 2009 to August 31, 2009.
11. 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 June 30, 2009 be accepted.
- B. BE IT RESOLVED, that the Board of Trustees ratify the attached Retirement Incentive Side Letter of Agreement between MPCTA and the District.
- C. BE IT RESOLVED, that the Governing Board approve the signing of the 2009-2010 contract for General Child Care and Development Programs at Monterey Peninsula College.

- D. BE IT RESOLVED, that the Governing Board approve the signing of the 2009-2010 Funding Terms and Conditions (FT&C) Contract for the Full Day Pre-School Program at Monterey Peninsula College.
- E. BE IT RESOLVED, that the Board finds that use of the area requested on parcel E19A.5 for a groundwater monitoring well will not interfere with the current educational program or activities of the District, and

BE IT FURTHER RESOLVED, that the Memorandum of Agreement between Monterey Peninsula College and the Seaside Basin Watermaster regarding license for installation of a Groundwater Monitoring Well on Property To Be Transferred to Monterey Peninsula College at the Former Fort Ord, for a period of five years, effective July 29, 2009, be approved.
- F. FIRST READING – Board Policy 4105 Admissions Policy INFORMATION
- G. BE IT RESOLVED, that the Governing Board approve Administrative Procedure 5100, Monterey Peninsula College Equal Employment Opportunity Plan, as submitted.
- H. FIRST READING – Revised Board Policy 5100 – Equal Employment Opportunity and Commitment to Diversity in Employment INFORMATION
- I. PROGRAM REVIEWS conducted in the Student Services Areas: Child Development Center; International Student Programs; Admissions and Records; Counseling; EOPS; and Student Financial Services INFORMATION
- J. PROGRAM REVIEW for Maurine Church Coburn School of Nursing’s Program, by Debra Schulte, Director INFORMATION
- K. PROGRAM REVIEW for Business and Technology Division Program, by Leandro Castillo, Business Division Chair INFORMATION
- L. SURVEY from Monterey County School Board Association to Governing Board on Training Needs Interests for 2009-2010 Letter INFORMATION
- M. CALENDAR OF EVENTS INFORMATION

VI. ADVANCE PLANNING

- A. Special Study Session and Joint Meeting with MPC Foundation Board of Directors; date to be announced.

B. Meeting Dates:

Regular Meeting Tuesday, August 25, 2009

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

C. Suggested Future Agenda Items:

1. Governing Board Policies
2. Board Tour of Facilities
3. LOBO TLC Report

VII. CLOSED SESSION

(When required on non-routine matters and/or to continue discussion of items from earlier closed session.)

Posted: July 22, 2009