

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

5:30 p.m. – 5:35 p.m. – Open Session (Roll call only)  
Closed Session – 5:35 p.m. - 6:55 p.m.  
MT-2 – Marina Education Center  
Open Session: 7:00 p.m., MT-2- Marina Education Center

289 12<sup>th</sup> Street, Marina, California 93933

TUESDAY  
June 24, 2008

**AGENDA**

**I. OPENING BUSINESS**

- A. Call Public Session to Order
- B. Roll Call
- C. Closed Session Topic/s of Discussion:

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). Item/s under discussion this date:

- a. Public Employee Discipline/Dismissal/Release/Complaint
  - b. Conference with Labor Negotiators:  
Monterey Peninsula Community College District: Joe Bissell and  
Barbara Lee  
Monterey Peninsula College Employees Association #245
  - c. Conference with Legal Counsel Regarding Potential Litigation. There is one (1) potential lawsuit.
  - d. Public Employee Performance Evaluation.  
Superintendent/President
- D. Reporting of any action taken during Closed Session

## II. RECOGNITION

- A. Acknowledgment of Visitors
- B. Monterey Peninsula College Foundation: Donations for May 2008 - \$15,595.00.

## 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 Communication:
  - a) A letter from Andrea Purl, Education Coordinator, National Steinbeck Center, thanking Rich Montori for his support of the Steinbeck Young Authors Program held at MPC on May 12<sup>th</sup>.
  - b) A letter from Andrea Purl, Education Coordinator, National Steinbeck Center, thanking Jeanette Haxton for her support of the Steinbeck Young Authors Program held at MPC on May 12<sup>th</sup>.
  - c) A letter to Dr. Richard Kezirian dated May 14, 2008 thanking him for sending students to the afternoon academic program of the Leon Panetta 2008 Lecture Series that was held on Monday, May 5<sup>th</sup>.
  - d) A letter to Dr. Garrison dated May 16, 2008 from United States Senator Barbara Boxer telling him that she is now serving on the Senate's Community College Caucus and saying that she would like to be of service to community colleges.
  - e) The Monterey County Herald, Monday, May 26, 2008, MPC Jazz Combo and Big Band Concert, 7 p.m. in the Music Hall.
  - f) An email to All Users dated May 28, 2008 inviting everyone to the 7<sup>th</sup> Annual Latino Student Recognition Ceremony on Thursday, June 5<sup>th</sup> from 6 – 8 p.m. in the Student Center.
  - g) The Monterey County Herald, Monday, June 2, 2008, Edwards camp & MPC's spring dance concert...8 p.m., Thursday and Friday, June 5 & 6, in the MPC Theatre, Main Stage.
  - h) The New York Times, Monday, June 2, 2008, Student Loans Start to Bypass 2-Year Colleges, by Jonathan D. Glater. (Claudia Martin quoted in the article.)

- i) A letter from Kathryn Brookshire dated June 3, 2008 regarding the fine service she received from Zuline Hardy, admissions employee.
- j) An email from Carsbia Anderson dated June 4, 2008 regarding the Kente Ceremony on Friday, June 7, at 7:00 p.m. in the Music Hall.
- k) A letter from Debbie Alexander dated June 5, 2008 regarding Dr. Hazel Ross, a wonderful Mathematics Instructor.
- l) The Monterey County Herald, Monday, June 9, 2008, Edwards Camp, June 28 & 29, 2008.
- m) Monterey County Weekly, June 12-18, 2008, Taking Stock...A grandfather of local theater looks back with a self-published book, by Walter Ryce.
- n) Monterey County Weekly, June 12-18, 2008, Lecture...Life on Mars Talk at MPC...Dr. David Des Marais & Morgan Stock Booksigning at MPC.
- o) mbug-pc...Harnessing the Power of PowerPoint...Bruce Wilder, Instructional Technologist at Monterey Peninsula College.
- p) Monterey County Herald, Monday, June 16, 2008, Summer camps at MPC.

C. Reports and Presentations:

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

- INSTITUTIONAL REPORT: Marina Education Center –  
Dr. John Gonzalez
- SUPERINTENDENT
- VICE PRESIDENTS
- ACADEMIC SENATE
- MPCEA
- MPCTA
- ASMPC
- COLLEGE COUNCIL
- MPC FOUNDATION
- GOVERNING BOARD
- Special Report
- Bond Update – Joe Bissell

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, notices of public hearings, proclamations, etc.:

BE IT RESOLVED,

1. That the Governing Board minutes for the Regular meeting held on Tuesday, May 27, 2008, are approved.
2. That the Governing Board accept \$26,562.09 and other gifts donated to the college with appropriate thanks to the donors.
3. That the May 30<sup>th</sup> Regular Payroll in the amount of \$2,278,491.61 and the June 10<sup>th</sup> Supplemental Payroll in the amount of \$91,032.27 be approved.
4. That Commercial Warrants #12630181 through #12630242, #12631266 through #12631335, #12632491 through #12632547, #12633464 through #12633477, #12634260 through #12634297, #12635125 through #12635158, #12637014 through #12637070 in the amount of \$3,026,480.06 be approved.
5. That purchase orders #803282 through #803421 in the amount of \$2,433,361.56, be approved.
6. That the following programs deletion and course(s) be approved:

CHDV 250, Learning More About Your Preschool Child

ENGR 52, Introduction to MATLAB

MAST 232, Scuba Diving Certification Course

MAST 233, Advanced Scuba Diving Certification Course

Delete

University Studies – Emphasis in Forestry

University Studies – Emphasis in Wildlife

B. Administrative Personnel

7. That the Governing Board approve the administrative personnel actions listed to include:
  - a. Employment of \_\_\_\_\_, Dean of Instruction, Liberal Arts, Track III, Step pending verification of education and experience, effective \_\_\_\_\_
  - b. Employment of \_\_\_\_\_, Dean of Instruction, Economic Development and Off-Campus Programs, Track

III, Step pending verification of education and experience, effective \_\_\_\_\_.

C. Academic Personnel

8. That the Governing Board approve the academic personnel actions listed to include:
  - a. Employment of Janine Wilson, Math Science Upward Bound Coordinator, Step and Column placement pending verification, effective Summer 2008.
  - b. Employment of \_\_\_\_\_, Dental Assisting Coordinator/Instructor, Step and Column placement pending verification, effective Fall 2008.
  - c. Employment of Daniel Phillips, Physical Education Instructor/Men's Baseball Coach, Step and Column placement pending verification, effective Fall 2008.
  - d. Employment of \_\_\_\_\_, COOP Instructor, Step and Column placement pending verification, effective Fall 2008.
  - e. Employment of Joyce Treulieb, Math Learning Center Coordinator, Step and Column pending verification, effective Fall 2008.
  - f. Resignation of Christa Peacock, Director of Health Services, effective July 31, 2008.
  - g. Grant Emergency Equivalency to Eminence to Marvin Goldstein to teach PFIT 17 Yoga, effective Summer 2008.
  - h. Each month individuals are hired as part-time, substitute, and overload. The lists include hires for Spring and Summer 2008.

D. Classified Personnel

9. That the Governing Board approve the classified personnel actions listed to include:
  - a) Employment of Shaune Burke, Supervisor, Custodians (Service Category 34), Facilities, 40 hours per week, 12 months per year, effective June 25, 2008.
  - b) Employment of \_\_\_\_\_, Division/Unit Office Manager (Service Category 5) Facilities, 40 hours per week, 12 months, effective \_\_\_\_\_, 2008.
  - c) Approval of job description for Human Resources Benefits and Retirement Coordinator, formerly Personnel Benefits and Retirement Specialist effective June 25, 2008.

- d) Establish new position, and approve job description, Unit Office Manager, Marina Education Center (Service Category 5), Academic Affairs, 40 hours per week, 12 months per year effective June 25, 2008.
- e) Approve increase in hours of Laboratory Specialist, Science I (Service Category 5), Physical Science, from 25 hours per week, 10 months per year, to 40 hours per week, 10 months per year, effective July 1, 2008.
- f) Resignation for the purpose of retirement of Mary Kay Jones, Personnel Benefits & retirement Specialist (Service Category 5) Human Resources, 40 hours per week, 12 months, effective at the end of the day August 31, 2008.

- 10. 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. OLD BUSINESS

- A. DISCUSSION OF GOVERNING BOARD POLICY 2240, NO SMOKING POLICY INFORMATION
- B. BE IT RESOLVED, That the Governing Board approve revised Board Policy 1435, Naming of Buildings and Other Property Components.
- C. BE IT RESOLVED, That the Governing Board approve Board Policy 3810, Claims Against the District.
- D. DISCUSSION OF THE GOVERNING BOARD REVIEW PROCESS FOR CONSTRUCTION PROJECTS AND THE ARCHITECTURAL ELEMENTS OF THE NEW STUDENT SERVICES BUILDING.

VI NEW BUSINESS

- A. BE IT RESOLVED, That the Fiscal Year 2008-2009 Tentative Budget be approved, and the public hearing for the adoption of the final budget be scheduled for August 26, 2008, 3:00 p.m. at the Karas Room of the Library and Technology Center, Monterey Peninsula College, 980 Fremont Street, Monterey, California.
- B. BE IT RESOLVED, That the 2007-2008 Monthly Financial Reports for the period ending May 31, 2008 be accepted.

- C. BE IT RESOLVED, That the Tentative Agreement between MPCEA and the District that continues the contract for the period July 1, 2008 through June 30, 2011, be ratified.
- D. BE IT RESOLVED, That the Governing Board approve the signing of the 2008-2009 Funding Terms and Conditions (FT&C) contract for General Child Care and Development Programs at Monterey Peninsula College.
- E. BE IT RESOLVED, That the Governing Board approve the awarding of the Public Safety Training Center to Dilbeck and Sons in the amount of \$4,255,000.
- F. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 18 (PAA) in the amount of \$65,000 with Alfa Tech Cambridge Group, Inc. to provide engineering services for the Upper Level Parking Lot A-South construction project.
- G. BE IT RESOLVED, That the Governing Board approve a three-year contract for professional auditing services for the fiscal years ending 2009, 2010, 2011 with Vavrinek, Trine, Day & Company, LLP, Certified Public Accountants.
- H. REVIEW OF 2007-2008 ANNUAL REPORT TO THE ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES INFORMATION
- I. BE IT RESOLVED, That the recommended job descriptions for classified employees be approved.
- J. BE IT RESOLVED, That the Board approve the Initial Project Proposal (IPP) for the MPC Regional Public Safety training Facility at Parker Flats and Final Project Proposals (FPP) for the Art Complex and the Music and Theater Buildings projects for submittal to the Chancellor's Office for July 1, 2008.
- K. BE IT RESOLVED, That the Governing Board approve the submittal of the District's 2010-2014 Five-Year Capital Outlay Plan.
- L. 2007-2008 ANNUAL REPORT FOR COLLEGE COUNCIL ACTIVITIES INFORMATION
- M. "FIRST READING" OF THE REVISED MONTEREY PENINSULA COLLEGE MISSION STATEMENT INFORMATION
- N. PROGRAM REVIEW REPORT FOR THE SOCIAL SCIENCES DIVISION INFORMATION
- O. CALENDAR OF EVENTS INFORMATION

VII. ADVANCE PLANNING

A. Meeting Date:

Regular Meeting: Tuesday, July 22, 2008

- 1:30 p.m. – Stutzman Seminar Room, Library and Technology Center
- 3:00 p.m. – Karas Room, Library and Technology Center

B. Suggested Future Agenda Item/s:

- 1.

VIII. CLOSED SESSION

(When Required on Non-Routine Matters and/or to Continue Discussion of Items from Earlier Closed Session)

Posted: June 18, 2008

AgendaJune24, 2008  
June 2008