

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

11:30 a.m. – Opening of Public Session
Karas Room – Library and Technology Center

Monterey Peninsula College
980 Fremont Street
Monterey, CA 93940-4799

Tuesday
February 27, 2007

MINUTES

Mr. R. Lynn Davis, Chair of the Board of Trustees, called the meeting to order at 11:35 a.m. Roll call was taken by Ms. Phillips. Mr. Davis declared a quorum present. He also reported that Dr. Robert Infelise was absent due to a business conflict in southern California.

MEMBERS PRESENT: Mr. R. Lynn Davis, J.D., Chair
Dr. Loren Steck, Vice Chair
Mr. Charles H. Page, J.D.
Dr. Jim Tunney

MEMBERS ABSENT: Dr. Robert Infelise

STAFF PRESENT: Dr. Douglas R. Garrison, Superintendent/President
Mr. Richard Montori, Public Information Office
Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and Governing Board

OTHERS PRESENT: None

Mr. Davis asked if there were any items, which needed to be considered for addition to the agenda for this meeting. No one replied in the affirmative. There were no public comments.

The Study Session began on the Governing Board Self-Evaluation. Mr. Davis thanked Dr. Steck for preparing the “draft” self-evaluation survey. The first questions addressed were how wide do we want to distribute the survey and would we have a definite deadline assigned to have the instrument returned and to whom.

The trustees decided to distribute the survey to the following:

- Full-time and part-time certificated staff.

- Full-time and part-time classified staff.
- Management Team.
- ASMPCC Council Members.
- MPC Foundation Members.
- Local Mayors.
- Supervisors Jerry Smith & Dave Potter.
- Chair of the Local School Boards.
- Diane Harrison, President of CSU, Monterey Bay.
- President, Naval Postgraduate School.
- President, Monterey Institute of International Affairs.

Dr. Garrison will check with Ms. Barbara Lee, Associate Dean of Human Resources, to see if “Survey Monkey” software can be used for the Evaluation Survey if people have access to a computer, and an advertisement will run in The Monterey County Herald stating that if a community member would like to participate in the evaluation, they may pick up (and return) an Evaluation Survey from the Superintendent/President’s office.

Dr. Steck noted that the survey has two purposes: One is the feedback we garner from people, and the other is that we let people know that we are interested in what people think of us.

The Trustees agreed on the following *tentative* timetable:

- March 15, 2007, Evaluation Survey is distributed.
- March 29, 2007, Evaluation Survey is returned to the President’s office.
- March 30 – April 11, 2007, Evaluation Surveys are tabulated.
- April 24, 2007, Evaluation Survey results are discussed by the Trustees.

The Evaluation Survey instrument was reviewed. Corrections/suggestions were made, and Dr. Steck agreed to make the changes. Dr. Steck was asked to write a short cover letter to accompany the Evaluation Survey, and he agreed to do so.

Adjournment

The meeting was adjourned at 12:23 p.m.

Respectfully submitted,

Dr. Douglas R. Garrison
Secretary to the Board