

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

Open Session, Stutzman Room, LTC, 1:30pm Roll Call  
Closed Session, Stutzman Room, LTC, 1:35pm  
Open Session, Sam Karas Room, LTC, 3:00pm  
980 Fremont Street, Monterey, California 93940

**TUESDAY, MAY 25, 2010**

**AGENDA**

*The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Meeting. 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 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.*

**1. OPENING BUSINESS**

A. Call Public Session to Order and Roll Call

B. 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) Conference with Labor Negotiators for MPCTA and MPCSEA, Joe Bissell and Barbara Lee
- 2) Superintendent/President's Quarterly Evaluation

C. Reconvene to Open Session

D. Reporting of Any Action Taken During Closed Session

**2. RECOGNITION**

A. Moment of Silence – EMT Student Jennifer Denmark

B. Acknowledgement of Visitors

C. Allen S. Griffin Award for Excellence in Teaching – Mark Jenkins, Instructor, English as Second Language

D. Monterey Peninsula College Foundation Donations for April, 2010 totaling \$47,244

### 3. 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) Leadership Monterey Peninsula appreciation letter to Dr. Garrison, May 3<sup>rd</sup>.
- 2) Jim Tunney appreciation letter for President's Award, May 6<sup>th</sup>.
- 3) Strauss Foundation awards Rick Barlow, MPC graduate and UCSC Junior, \$10,000 scholarship; Barlow to establish an after-school enrichment program, May 10<sup>th</sup>.

Articles published in The Monterey County Herald, April 22-May 13, 2010:

- 1) "SWAT's strength in numbers," introduction of SWAT unit at PSTC, April 22<sup>nd</sup>.
- 2) "Awards to celebrate area teachers' excellence," Mark Jenkins, April 23<sup>rd</sup>.
- 3) "MPC seeks General Contractor," advertisement of two million dollar remodel of Business and Computer Science Building, April 23<sup>rd</sup>.
- 4) "Hats off to MPC for auto program...and kudos to MPC," letter to editor, April 23<sup>rd</sup>.
- 5) "Off Bard-way: The four-decade's old Shakespeare Society of American settles in the sleepy village of Moss Landing," with comments by Gary Bolen, April 23<sup>rd</sup>.
- 6) "Edgar Filson Soren" obituary, MPC former business course instructor, April 28<sup>th</sup>.
- 7) "Saluting the top seniors of Monterey County," MPC Foundation and Rabobank, co-sponsors of The Monterey County Herald's Senior Achievement Awards, April 29<sup>th</sup>.
- 8) "Latinos Face Schooling Gap," features Yuliana Vasquez and Eva Ochoa, May 2<sup>nd</sup>.
- 9) "Jennifer Lauren Denmark" obituary, MPC Fire Science student, May 13<sup>th</sup>.
- 10) "MPC's 'Beyond Therapy' gets funnier as it goes," May 13<sup>th</sup>.

#### C. Reports and Presentations

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

- 1) INSTITUTIONAL REPORT - none
- 2) SUPERINTENDENT REPORT
- 3) VICE PRESIDENTS' REPORTS
- 4) ACADEMIC SENATE REPORT – Annual Academic Senate Report, Fred Hochstaedter
- 5) MPCEA REPORT
- 6) MPCTA REPORT
- 7) ASMPC REPORT
- 8) COLLEGE COUNCIL REPORT
- 9) MPC FOUNDATION REPORT
- 10) GOVERNING BOARD REPORT:
  - a) Community Human Services (CHS) - Meeting Minutes, April 15, 2010
  - b) Trustee Reports
- 11) SPECIAL REPORT - Bond Update Reports, Joe Demko:
  - a) Active Bond/Facility Projects Update
  - b) Cost Control Report
  - c) MPC Master Schedule/Construction Phase Only
  - d) Bond Expenditure Report

#### 4. **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 April 27, 2010 and the minutes of the Special Study Session on May 4, 2010,
- 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the Governing Board approves the following payroll, for a total of \$2,294,181:  
April 15<sup>th</sup> manual payroll in the amount of \$3,726;  
and the April 30<sup>st</sup> regular payroll in the amount of \$2,245,717;  
and the May 10<sup>th</sup> supplemental payroll in the amount of \$44,738.
- 4) That commercial warrants numbers for April 2010, totaling \$2,050,688, be approved:  
  
12778734 through 12778792; 12779393 through 12779445;  
12780226 through 12780260; 12781009 through 12781052;  
12781689 through 12781717; 12783289 through 12783349.
- 5) That purchase order numbers 100992 through 101204 for April, 2010, totaling \$1,502,990, be approved.
- 6) That the following budget adjustments in the Restricted General Fund for the period April 20, 2010 through May 10, 2010, be approved:  
  
Net decrease in the 4000 (Supplies) Object expense for \$9,149;  
Net increase in the 5000 (Other/Services) Object expense for \$9,149.
- 7) That the following budget adjustments in the Unrestricted General Fund for the period April 20, 2010 through May 10, 2010, be approved:  
  
Net decrease in the 1000 (Certificated Salary) Object expenses for \$9,083;  
Net increase in the 2000 (Classified Salaries) Object expense for \$8,660;  
Net increase in the 3000 (Benefits) Object expense for \$423;  
Net increase in the 4000 (Supplies) Object expense for \$29,572;  
Net decrease in the 5000 (Other/Supplies) Object expense for \$32,056;  
Net increase in the 6000 (Capital Outlay) Object expense for \$2,484.

- B. Faculty Personnel:
  - 8) That the Governing Board approves the faculty personnel actions listed:
    - a. Resignation of Pamela Sanborn, Medical Assisting Instructor, effective June 5, 2010.
    - b. Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring, 2010.
- C. Classified Personnel:
  - 9) That the Governing Board approves the classified personnel action listed:  
Resignation of Mamie Nubin, Instructional Specialist, Business Skills Center, 17 hours per week, 10 months, effective at the end of the day, June 5, 2010.
- D. Short Term, Non-continuing and Substitute Personnel:
  - 10) That the individuals on the recommended list (Short Term and Substitute Employees) employed for short term, non-continuing and substitute assignments subject to future modifications, be approved.

**5. NEW BUSINESS**

- A. BE IT RESOLVED, that the 2009-2010 Monthly Financial Reports for the period ending April 30, 2010, be accepted.
- B. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending March 31, 2010, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. INFORMATION ONLY: County of Monterey Investment Report for the quarter ending March 31, 2010.
- D. BE IT RESOLVED, that the Governing Board approve the awarding of the Business Computer Science Building Renovation Project to \_\_\_\_\_ in the amount of \$ \_\_\_\_\_.
- E. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #25 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services for renovations to the Arts Complex (Arts Studio Building, Graphic Arts/Drafting Building, Art Dimensional Building, and the Art Ceramics Building) at a fixed fee of \$39,000.
- F. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #26 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services for the existing swimming pool, tennis courts and changing rooms at a fixed fee of \$169,000.

- G. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #27 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services for the first floor of the Gymnasium at a fixed fee of \$232,000.
- H. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #28 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services for the renovation of the Student Center Building at a fixed fee of \$40,000.
- I. BE IT RESOLVED, that the Governing Board formally reviews, discusses and accepts the Accountability Reporting for the Community Colleges 2010 Report (ARCC Report).
- J. BE IT RESOLVED, that the Governing Board authorize the creation of a new bank account, Monterey Peninsula College Gentrain Society Checking and Money Market account, with First National Bank for deposits and payment of invoices.

BE IT FURTHER RESOLVED, effective May 25, 2010, that: Dr. Douglas Garrison, Superintendent/President; Joseph Bissell, Vice President for Administrative Services; Rosemary Barrios, Controller; Jeffrey Riehl, Gentrain President; Judy Proud, Gentrain Vice President; and Pam Lehman, Gentrain Treasurer, be authorized as signatories for the Monterey Peninsula College Gentrain Society Trust Account, maintained by Monterey Peninsula College, at First National Bank.

- K. BE IT RESOLVED, that the 2010-2011 allocation of \$3,500 to Community Human Services, be approved.
- L. BE IT RESOLVED, that the 2011-2012 College Calendar be approved as proposed.
- M. BE IT RESOLVED, that the Governing Board approve the attached 2010-11 salary schedule for confidential employees, effective July 1, 2010.
- N. BE IT RESOLVED, that the following courses be approved:
  - 1) LETP 234, Skills and Knowledge
  - 2) LETP 254, Dispatch Field Training Program
  - 3) OCEN 2L, Introductory Oceanography Lab
  - 4) SIGN 2B, Advanced American Sign Language II
  - 5) WRLD 401, Prehistory and Earliest Civilizations (to 1200 BCE)
  - 6) WRLD 402, Foundations of the Classical World (1200-500 BCE)
  - 7) WRLD 403, The Golden Age of Greece (500-300 BCE)
  - 8) WRLD 404B, The Roman Empire (14-600 CE)
  - 9) WRLD 405, The Christian and Islamic Medieval World I: (500-1100 CE)
  - 10) WRLD 406, The Medieval Renaissance (1100-1350 CE)
  - 11) WRLD 407, The Renaissance (1350-1520 CE)

- O. BE IT RESOLVED, that the Governing Board approve Board Policy 1009, Governing Board Self Evaluation.
- P. BE IT RESOLVED, that the Governing Board approve Board Policy 1011, The Board Chair.
- Q. INFORMATION ONLY: Board Policy 1007, Specific Duties and Responsibilities of the Governing Board.
- R. INFORMATION ONLY: Board Policy 1008, Governing Board Orientation and Development.
- S. INFORMATION ONLY: Board Policy 1025, Public Appearance Before the Board and Conduct of Board Meetings.
- T. INFORMATION ONLY: Proposal for partnership with Pebble Beach Company for a fundraising running event.
- U. BE IT RESOLVED, that the Board of Trustees approve the awarding of the campus-wide copier contract to NewCal, Canon Business Solutions.
- V. INFORMATION ONLY: Calendar of Events.

6. **ADVANCE PLANNING**

A. Meeting Dates:

Regular Meeting Tuesday, June 22, 2010

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

Regular Meeting Tuesday, July 27, 2010

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

Regular Meeting Tuesday, August 24, 2010

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

B. Future Topics, to be confirmed:

- 1) Board Goals

7. **CLOSED SESSION**

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

Posted May 19, 2010