

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

12:00-12:30pm, Open Session, Stutzman Seminar Room, LTC,
Roll Call and Lunch

12:35-1:20pm, Tour of Construction Projects on Campus,
by van with Joe Bissell and Joe Demko

1:30pm, Closed Session, Stutzman Seminar Room, LTC

3:00pm, Open Session, Sam Karas Room, LTC
980 Fremont Street, Monterey, California 93940

TUESDAY, JULY 27, 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. Comments from Visitors.
- C. Lunch and Tour of Campus Construction Projects, Joe Demko.
- D. 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 MPCEA, Joe Bissell and Barbara Lee.
- 2) Public Employees Discipline/Dismissal/Release, Joe Bissell and Barbara Lee.
- 3) Pending Litigation, Joe Bissell.
- 4) Superintendent/President's Evaluation.

- E. Reconvene to Open Session.
- F. Reporting of Any Action Taken During Closed Session.

2. RECOGNITION

- A. Acknowledgement of Visitors.

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) Hawaii247.com Media Release: "MATE's 2010 international ROV competition underway...MATE Center headquartered at MPC in Monterey, California," June 25.
- 2) The Chronicle of Higher Education Job Ad: "Medical Assisting Instructor/Program Coordinator, at MPC," June 29.
- 3) KION news story: "Summer School Students Face Few Options, Hartnell students enrolling at MPC," July 1.
- 4) Letter of appreciation from Pister Scholarship recipient Jonah Mulski, July 2.
- 5) You Tube video: "Life in The Arts, Suminagashi Japanese Paper Marbling, by MPC Art Instructor Rebecca Ramos," July 6.
- 6) California Community Colleges Board of Governors Action Item: "Appointments to Accounting Ethics Committee, Mr. Jon Mikkelsen from MPC," July 6.
- 7) All Users Email from Student Services and MPC Bookstore: "Rent-A-Text," announcing the Bookstore's launch of the Rent-A-Text program for fall, July 6.
- 8) Letter from Accrediting Commission for Community and Junior Colleges, "taking action to reaffirm accreditation" at MPC, July 7.
- 9) All Users Email on passing of Mamie Nubin, former Instructional Assistant in the Business Department, July 7.
- 10) Letter from Sylvia Panetta, Director, Panetta Institute, to Dr. Garrison thanking him for participation on the 11th Annual *Education for Leadership in Public Service*, July 8.
- 11) Letter from Freddie Silveria, Saint Mary's College President, Student Association, to Dr. Garrison thanking him for dialogue at Panetta Institute, July 12.
- 12) Amateur Golf article on Kevin Lucas, "Lucas laps field," former MPC golfer, setting tournament record at Poppy Hills, July 12.
- 13) Military Installations Newsletter: "Presidio of Monterey, College/Technical Training...MPC local college partner," July 12.
- 14) Bookshare Blog: "University Partners Help Each Other," MPC Supportive Services scans and pools books for students with print disabilities; books accessible in the U.S. through Bookshare's University Partners Program, July 13.
- 15) All Users Email - employment opportunity: Lead Custodial, Facilities, June 14.

Articles published in The Monterey County Herald, June 20-July 15, 2010:

- 1) "The Role of Sports in Today's Society," ad benefitting MPC Alumni Association Scholarship Fund," June 21.
- 2) Letter to Editor: "Losing Patience with Open...farmers market at MPC closed," June 20.
- 3) Letter to Editor: "MPC parking used by volunteers...U.S. Open," June 22.

- 4) Letter to Editor: "Open a huge benefit to the Peninsula," June 23.
- 5) "Edwards, Rivera and Tunney to speak at MPC," Sports News, June 24.
- 6) "Monterey Peninsula College Graduates; picture of Carsbia Anderson," June 27.
- 7) "Former NFL coach Herman Edwards, NFL coordinator Ron Rivera and ex-NFL referee Jim Tunney to speak at MPC," Herald Staff Report, June 24.
- 8) "MANN on a Mission: Former Monterey High, MPC gridman getting healthy for strong season in CFL," July 7.
- 9) Obituary: Ira J. Lively, former adjunct professor at MPC, 4/18/26-7/4/10, July 9.
- 10) Obituary: Mamie Katherine Nubin, Instructional Assistant, Business Skills Center, 2/13/23-7/1/10, July 18.

C. Reports and Presentations:

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

- 1) INSTITUTIONAL REPORT – Community Health Services, Robin McCrae, Executive Director.
- 2) SUPERINTENDENT REPORT
- 3) VICE PRESIDENTS' REPORTS
- 4) ACADEMIC SENATE REPORT
- 5) MPCEA REPORT
- 6) MPCTA REPORT
- 7) ASMPC REPORT
- 8) COLLEGE COUNCIL REPORT
- 9) MPC FOUNDATION REPORT
 - a) Monterey Peninsula College Foundation Donations for May, 2010, totaling \$86,840.00.
 - b) Report attached.
- 10) GOVERNING BOARD REPORT:
 - a) Community Human Services (CHS) - Meeting Minutes, May 20, 2010
 - b) Trustee Reports
- 11) SPECIAL REPORT - Bond Update Reports, Joe Demko:
 - a) Active Bond/Facility Projects Update
 - b) Cost Control Report
 - c) 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 approve the minutes of the Regular Board Meeting on June 22, 2010.

- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the Governing Board approve the following payroll, for a total of \$1,994,826:
the regular payroll of June 30th in the amount of \$1,977,886;
and the manual payroll of July 2nd in the amount of \$540.00;
and the supplemental payroll of July 9th in the amount of \$16,400.
- 4) That commercial warrants #'s for June 2010, in the amount of \$2,209,138, be approved:
Number 12790198 through Number 12790262 - \$427,476.53
Number 12790848 through Number 12790882 - \$108,135.68
Number 12792003 through Number 12792051 - \$570,944.53
Number 12793043 through Number 12793082 - \$379,567.97
Number 12793725 through Number 12793760 - \$ 64,915.49
Number 12794580 through Number 12794650 - \$352,938.87
Number 12796511 through Number 12796597 - \$305,159.25
- 5) That purchase order #'s 101268 through 101344 for June, 2010, in the amount of \$2,352.875, be approved.
- 6) That the following budget increase in the Federal Student Financial Aid fund be approved:
To adjust the Federal Student Financial Aid revenue and expense budget for Pell Grant funds awarded and disbursed to students:
Revenue increase of \$625,681;
Expense increase of \$625,681.
- 7) That the following budget increase in the Scholarship and Loan fund be approved:
Increase of \$915,000 in revenue and expense budgets.

This reflects additional funds received for student subsidized and unsubsidized loans.
- 8) That the following budget increase in the Trust Fund be approved:
To adjust the Trust Fund revenue budgets.
Revenue increase of \$75,000.

This is due to an increase of revenue received into the trust accounts for this fiscal year.
- 9) That the following budget decrease in the Orr Estate fund be approved:
To adjust the Orr Estate revenue due to less interest received from the Community Foundation from Monterey County.
Revenue decrease of \$24,000.

- B. Faculty Personnel:
 - 10) That the Governing Board approves the faculty personnel actions listed:
 - a. Employment of Technical Services Librarian, Catherine Webb.
 - b. Employment of Counselor, Kimberly Christoff Mansfield.
 - c. Employment of English Skills & Study Center and Reading Center Director, Adria Gerard.
 - d. Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring and Summer, 2010.
- C. Classified Personnel:
 - 11) That the Governing Board approve the classified personnel action listed:
Accept the resignation of Amy Bassel, Food Preparer, CDC, effective at the end of the day, July 10, 2010.
- D. Short Term and Substitute Personnel:
 - 12) 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 June 30, 2010 (prior to year-end closing), be accepted.
- B. BE IT RESOLVED, that the attached resolution allowing Monterey Peninsula Community College District's continued participation in the Monterey County Educational Delinquent Tax Finance Program to be underwritten by Plymouth Park Tax Services, be approved.
- C. BE IT RESOLVED, that the Governing Board authorize the Vice President, Administrative Services to enter into an agreement with the Chancellors' Office of the California Community Colleges, State of California, to participate in the Chancellor's Office Tax Offset Program (COTOP).
- D. BE IT RESOLVED, that the Governing Board approve the 2010-2011 Appropriation Limit per Article XIII-B, California Constitution (Gann Limit) as computed on the attached worksheet.
- E. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Administrative Services/Building 16 Interior Modifications, DSA Application No. 01-110321, File No. 27-C1.
- F. BE IT RESOLVED, that the Governing Board ratify the renewal of the lease agreement with Monterey Bay Certified Farmers Market, Inc., for the period July 1, 2010 through June 30, 2011, at the lease rate of \$175 per week.

- G. BE IT RESOLVED, that the Governing Board receive a presentation on the Life Sciences and Physical Sciences Building renovation and approve the Preliminary Plans.
- H. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #29 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services in conjunction with the renovation of Life Sciences and Physical Sciences Buildings at a fixed fee of \$912,692.
- I. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #04-A (PAA) with HGA Architects in the amount of \$40,000 for additional architectural services for the renovation of the Theater.
- J. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #30 (PAA) with HGHB Architecture, Planning, Urban Design, for schematic design architectural services at a fixed fee of \$25,000 for the renovation of the pedestrian access ways and landscaping which extends from the northeast corner of Parking Lot C, easterly past the Theater, Gymnasium, Amphitheater, Pool, College Center and New Student Services.
- K. BE IT RESOLVED, that the agreement to employ Stephen Ma as the Vice President of Administrative Services, effective September 7, 2010 and ending June 30, 2013, be ratified.
- L. BE IT RESOLVED, that the Governing Board ratify the attached Agreement on Medical Benefits and furloughs between MPCEA and the District, effective July 1, 2010.
- M. BE IT RESOLVED, that the Governing Board ratify the attached Agreement between MPCEA and the District, subject to ratification by MPCEA, on the conversion of temporary positions to regular classified positions, effective August 1, 2010, and establish the following positions:
- Two (2) Instructional Specialist positions in the Reading Center at 18 hours per week, 8-1/2 months per year;
 - One (1) Library Specialist – Circulation position in the Library at 12 hours per week, 36 weeks per year;
 - One (1) Library Specialist – Circulation position in the Library at 16 hours per week, 36 weeks per year;
 - Two (2) Instructional Specialist positions in the Library at 18 hours per week, 34 weeks per year;
 - One (1) Administrative Assistant I position in Supportive Services (Workability) at 12 hours per week, 11 months per year;
 - Four (4) Instructional Specialist positions in Supportive Services at 18 hours per week, 34 weeks per year;
 - One (1) Instructional Specialist position in TRIO/Upward Bound at 19 hours per week, 9 months per year; and,

BE IT FURTHER RESOLVED, that the Board of Trustees establish the positions of, approve the attached job descriptions for, and designate salary placement of the following positions:

- One (1) Job Developer – Workability position at salary Range 17 at full implementation of the equity study, at 10 hours per week, 11 months per year;
- One (1) Tutorial Site Coordinator – TRIO/Upward Bound at salary Range 14 at full implementation of the equity study, at 19 hours per week, 10 months per year.

N. BE IT RESOLVED, that Board of Trustees ratify the attached Agreement between MPCEA and the District on the reorganization of identified positions in TRIO, Workability and Public Information, subject to ratification by MPCEA, effective July 1, 2009; and

BE IT FURTHER RESOLVED, that the Board of Trustees eliminate the positions of:

- Program Specialist – College Readiness;
- Program Specialist – Upward Bound;
- Program Specialist – Math Science Upward Bound;
- Job Placement Specialist – Workability; and,

BE IT FURTHER RESOLVED, that the Board of Trustees establish the positions of, approve the attached job descriptions for, and designate salary placement of the following:

- One (1) Workability Program Coordinator position at salary Range 22 at full implementation of the equity study, at 40 hours per week, 12 months per year;
- One (1) Categorical Services Coordinator position at salary Range 17 at full implementation of the equity study, at 40 hours per week, 12 months per year;
- One (1) Public Information/Graphics and Publication Production Specialist position at salary Range 22 at full implementation of the equity study, at 40 hours per week, 12 months per year; and,

BE IT FURTHER RESOLVED, that the Board of Trustees reassign the following incumbent employees at the salary placement described in the Agreement to the newly established positions effective July 1, 2009:

- Jacquelyn Evans – Workability Program Coordinator;
- Eileen Crutchfield – Categorical Services Coordinator;
- Jeanette Haxton – Public Information/Graphics and Publication Production Specialist.

O. BE IT RESOLVED, that Board of Trustees ratify the attached Agreement between MPCEA and the District on the reclassification of selected positions, subject to ratification by MPCEA, effective July 1, 2010; and,

BE IT FURTHER RESOLVED, that the Board of Trustees approve the attached updated job descriptions:

- Assessment Specialist;
- Athletic & PE Equipment Specialist;

- Assistant Coordinator, Academic Support Center (title changed from Instructional Specialist);
- IT Support Technician;
- Library Circulation Desk Coordinator;
- Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk;
- Matriculation Services Specialist, Senior;
- Purchasing Coordinator (title changed from Purchasing Agent);
- Unit Office Manager, EOPS/CARE; and,

BE IT FURTHER RESOLVED, that the Board of Trustees approve the following salary placements at full implementation of the equity study:

<u>Position</u>	<u>Range</u>
▪ Assessment Specialist	14
▪ Athletic & PE Equipment Specialist	7
▪ Assistant Coordinator, Academic Support Center	16
▪ Library Circulation Desk Coordinator	16
▪ Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk	12
▪ Matriculation Services Specialist, Senior	13
▪ Purchasing Coordinator	23
and,	

BE IT FURTHER RESOLVED, that the Board of Trustees assign the following incumbent employees at the salary placement described in the Agreement to the reclassified positions effective July 1, 2010:

- Stacey Jones, Assessment Specialist;
- Renee D'Aquisto, Athletic & PE Equipment Specialist;
- Linda Pridmore, Assistant Coordinator, Academic Support Center;
- Roseann Erwin, Library Circulation Desk Coordinator;
- Kirk Hall, Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk;
- Gaozong Thao, Matriculation Services Specialist, Senior; and,
- Peter Buechel, Purchasing Coordinator.

- P. BE IT RESOLVED, that the Governing Board approve the 2010-2011 salary schedule for Classified Employees as presented, effective July 1, 2010.
- Q. INFORMATION: Accreditation Evaluation Report.
- R. BE IT RESOLVED, that the Governing Board adopt the electronic version of the 2010-2011 Monterey Peninsula College Catalog.
- S. BE IT RESOLVED, that the Governing Board approve the signing of the 2010-2011 Funding Terms and Conditions (FT&C) Contract for the Full Day Pre-School Program at Monterey Peninsula College.
- T. INFORMATION: Discussion of proposed Board Policy 1040 Closed Sessions of the Governing Board.

U. INFORMATION: Calendar of Events.

6. **ADVANCE PLANNING**

A. Meeting Dates:

Regular Meeting Tuesday, August 24, 2010

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

Regular Meeting Tuesday, September 28, 2010

- Closed Session, 1:30pm, Stutzman Seminar Room, Library and Technology Center
- Open Session, 3:00pm, Sam 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 July 22, 2010

MATE's 2010 international ROV competition underway

Posted on June 25, 2010. Tags: [marine advanced technology education](#), [remotely operated vehicles](#), [rov](#)

MEDIA RELEASE

An underwater robot carefully navigates the precarious terrain of Loihi, an active undersea volcano located off the coast of the Big Island. Its operators maneuver the vehicle into a small opening in the wall of a crater, hoping to collect samples of a species potentially new to science. Will they succeed before an earthquake or eruption forces them to abort the mission?

Students participating in the Marine Advanced Technology Education (MATE) Center's ROV competition will find out when they face similar challenges this summer. The theme of MATE's competition is undersea volcanoes and the role that underwater robots, known as remotely operated vehicles (ROVs), play in their science and exploration.

Competition runs through Saturday, June 26 at UH-Hilo.

Organized by MATE and the Marine Technology Society's (MTS) ROV Committee, the ROV competition is designed to present middle school, high school, community college, and university students with the same types of challenges that scientists and engineers face when working underwater. Since 2002, student teams from all over the world have been meeting annually to put their skills in designing, building, and piloting ROVs to the test.

MATE's 2010 mission tasks challenge teams to deploy instruments, take sensor readings, plot data, and collect samples of geologic features and organisms that inhabit the flanks of a simulated underwater volcano. In addition to the underwater missions, teams must make oral and written engineering presentations to a panel of judges representing the marine industry.

Each team is evaluated on the design, construction, and performance of its ROV; the members' ability to communicate what they learned; and how they put their knowledge to use in designing and building their ROV.

ROVs are underwater robots used to support scientific research, the offshore oil and gas and telecommunications industries, underwater archaeology, underwater construction and structural inspections, and port and harbor security.

MATE's competitions use ROVs to teach technical, engineering, scientific, and critical thinking skills—skills that are in great demand in today's technical workplace. MATE's competitions are also important because they help students see themselves in careers where they can apply these skills, a critical step in addressing the shortage of qualified engineers and technical professionals.

The University of Hawaii at Hilo is hosting the 2010 competition. With approximately 4,000 students and highly-regarded programs in engineering and marine science, UH Hilo is one of ten branches of the state-supported University of Hawaii System.

The Hawaii Undersea Research Laboratory (HURL) helped MATE to develop this year's mission scenarios about the science and exploration of Loihi. Established by the National Oceanic and Atmospheric Administration (NOAA) and the University of Hawaii as part of UH Manoa's School of Ocean and Earth Science and Technology, HURL's purpose is to study deep water marine processes in the Pacific Ocean.

Headquartered at Monterey Peninsula College in Monterey, California, the MATE Center is a national partnership of community colleges, universities, high schools, employers, and working professionals whose mission is to improve marine technical education and meet marine workforce needs. Its competition is the first student robotics competition to focus exclusively on ROVs.

The MATE ROV competition is supported by the National Science Foundation (NSF), the MTS ROV Committee, NOAA, and other ocean- and technology-related organizations.

THE CHRONICLE

of Higher Education

Jobs

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Medical Assisting Instructor/Program Coordinator

Institution:
Monterey Peninsula College

Posted:
June 28,
2010

Location:
California

Category:
Health/medicine,
Professional fields

Monterey Peninsula College, a 2 year college on California's central coast, has the following position open:

MEDICAL ASSISTING INSTRUCTOR/PROGRAM COORDINATOR

Full Time, Tenure Track
Spring Semester, 2011
Closes September 20, 2010

For complete job announcements and District applications, please call (831) 645-1341 or visit:

www.mpc.edu

EOE

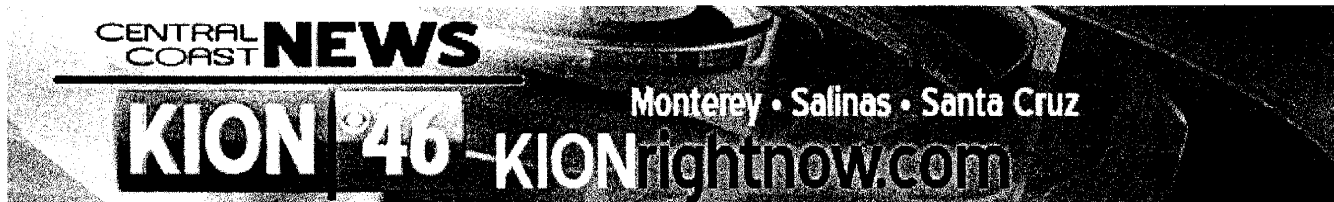
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Summer School Students Face Few Options

[Recommend](#) Be the first of your friends to recommend this.

Posted: Jun 30, 2010 6:07 PM PDT
Updated: Jul 01, 2010 8:34 AM PDT

SALINAS, Calif. -- Wednesday, it was quiet on the [Hartnell College](#) campus. The only students milling around were those waiting to register for fall classes.

Many students who would go to summer school at Hartnell are instead enrolled at Monterey Peninsula College (MPC). For some, that's not easy.

"Not having the school in town -- as Hartnell is in Salinas -- it's definitely put a strain on people," said Hartnell sophomore April Deuschle.

Students say it's challenging when they have to find rides or car-pool.

"There's a lot of times where we have to wait, or we're late to class," said Michelle Kim, a rising high-school freshman in Salinas.

Students say there are more people for fewer spots, making it especially complicated for those who need specific classes to graduate.

"I didn't even know if I was going to get the class I wanted," recalled Deuschle, because "so many people were going to be switching to MPC for the summer."

Hartnell officials say cancelling summer school was a tough, but prudent decision to save money; it's another example of the state's budget woes affecting the classroom.

Submitted by Matt de Nesnera, Central Coast News Reporter

mattdenesnera@kionrightnow.com

Video Gallery

Summer School Overcrowding

1:20

June 30, 2010

Dear Mr. Carsbia Anderson,

I am excited to have the opportunity to write this letter, although words cannot express how honored I feel to have received the Pister Scholarship. While receiving the Pister Scholarship has been the culminating event to my time at this wonderful school, all the encouragement and support I received while attending MPC - from EOPS to financial aid - has been deeply gratifying. The administrators and professors I have met and interacted with at MPC have been tremendously supportive and encouraging, and although these interactions were at times short they have all been big in my heart - I am truly thankful for everyone's encouragement, recommendations and insight.

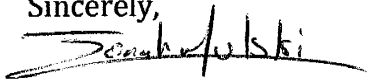
Not only is the Pister Scholarship a culminating event to this stage of my education, it is an incredible recognition of the persistence, trust and work it took to push through the socioeconomic hardships I have overcome to get here. When I left school at 18 I never planned to return. School was a place where year after year I suffered and struggled, a place that I had never felt welcome. When I decided to return to school I also resolved to move through these deeply rooted fears and anxieties, I had to trust that there were going to be people and programs that would help me along the way - to my delight there are. Today, with the help of my professors and wonderful support programs, I have learned how to thrive in school; it is an environment that supports me and propels me to new heights, a place where I feel at home. The scholarships I have received while at MPC are symbols of the community I found at this school, a wonderful community that encourages and supports anyone who takes the initiative to step into a classroom.

The grandeur of this honor is slowly sinking in - I think I will always be a bit giddy with excitement when I think about it. At this point I am jazzed to have the next two years to completely focus on my classes, making the most of my upper-division course work without the financial worries that have often plagued me in the past.

To finish up my preparations for transferring I am taking an American literature class this summer and I have set aside time to go back over my notes from the biology classes I took with Dr. Durstenfeld in order to be fully prepared for my fall classes. In addition I will be taking some time to relax, visit with some family and friends and enjoy the warm summer days.

With this scholarship, my excitement and enthusiasm, and the solid foundation I received at MPC I am moving on to the next stage of my education with wings of gold on my back. It is with my deepest gratitude that I thank you and all the people who have collaborated to make this scholarship possible.

Sincerely,



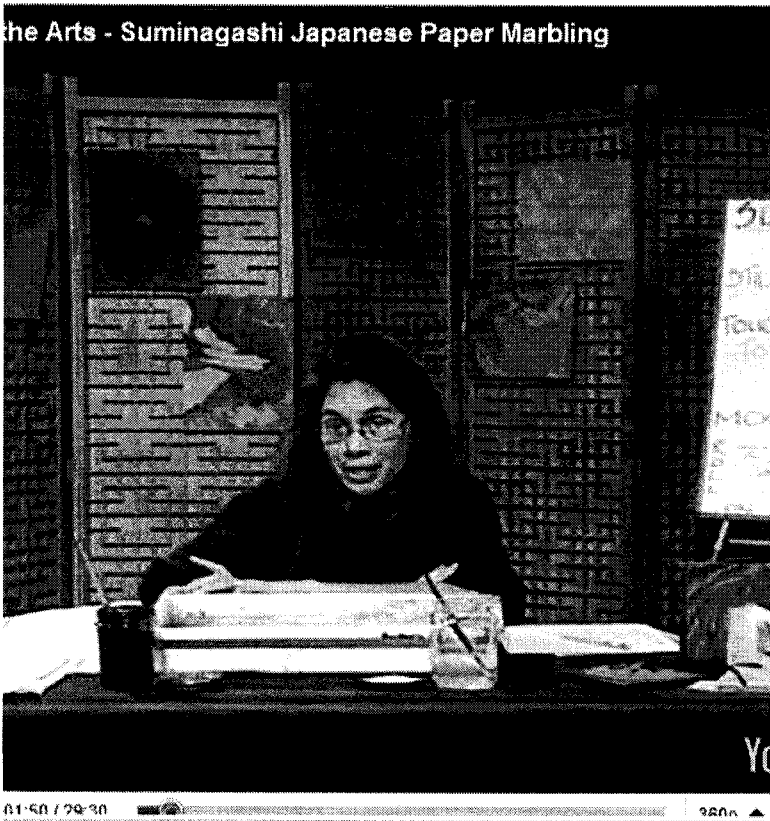
Jonah Mulski

REBECCA RAMOS is an artist and on staff in the Art Department at Monterey Peninsula College. A graduate of University of Colorado she studied Printmaking at the California College of Arts and Crafts. Rebecca will feature a lesson in Suminagashi- Japanese paper marbling. A lesson that will introduce basic paper marbling techniques using waterbased inks, construction paper and a few simple tools. Marbling is a technique used to decorate surfaces. Pigment dyes are floated on water then manipulated to create patterns or designs. A sheet of paper is placed on the surface of the water, then gently lifted off to obtain a "print" of the dye pattern. Marbled paper can be used in collage, bookmaking and may other artforms which incorporate paper. SUGGESTED READING LIST BOOKS: Gaylord, Susan, Multi-Cultural Books, Scholastic Professional Books. ISBN 0-590-48921-6 Johnson, Paul, Literacy through the Book Arts. Herneimann, ISBN 0-435-09766-5 ...

Video Rating: 4 / 5

By YouTube

"Life in the Arts – Suminagashi Japanese Paper Marbling"



APPOINTMENTS TO ACCOUNTING ETHICS COMMITTEE

3.3

ACTION

Presentation: Steven Bruckman, Executive Vice Chancellor of Operations

Issue

This item requests the appointments of Gary Pieroni and Jon Mikkelsen to the Accounting Ethics Committee by the Board.

Background

Senate Bill 819 establishes various requirements to ensure greater ethics and accountability in the field of accounting. One element of the bill is the creation of an Ethics Advisory Committee. The bill provides that two of the members of the committee shall be community college instructors to be appointed by the Board of Governors. The Academic Senate has proposed Gary Perioni from Diablo Valley College and Jon Mikkelsen from Monterey Peninsula College.

Mr. Pieroni earned his B.A. from California State University, Hayward, and his M.B.A. from John F. Kennedy University. In addition to his tenured position at Diablo Valley College, Mr. Pieroni is a visiting professor of accounting at UC Berkeley. He has worked in the public, private and educational sectors, with 20 years teaching experience and 13 years business experience with a Fortune 500 company.

Mr. Mikkelsen earned his B.A. and M.B.A. from UC Davis. Beyond that, Mr. Mikkelsen has 10 years of business experience and five years of experience teaching accounting at Monterey Peninsula College. Mr. Mikkelsen has also co-authored studies on leadership organizations and global and local accounting education needs.

Recommendation

That the Board appoints Gary Pieroni and Jon Mikkelsen to the Accounting Ethics Committee.

Subject: FW: Blurb for Rent-a-text
Attachments: FAQ.pdf; ProgramOverview.pdf; RentATextSeal.jpeg

From: Carsbia Anderson
Sent: Tuesday, July 06, 2010 3:42 PM
To: ALL USERS
Subject: FW: Blurb for Rent-a-text

The following information announces the MPC Bookstore's launch of the Rent-A-Text program! The program will begin in August in time for the Fall 2010 semester. The attachments provide details about the program.

From: 0496mgr [mailto:mpc_bkstr@fhcg.follett.com]

I am hoping that you can send out a blurb to faculty regarding Rent-a-text. Here it is:

MPC Bookstore is officially going to launch the Rent-A-Text program in August for the Fall 2010 semester. If you would like to check whether books for your fall classes or books you may be considering are on the National Rental List, please visit the Faculty tab on the Rent-A-Text website at www.rent-a-text.com (be sure to click on the Faculty tab on the top) where you can search by Author, Title and ISBN.

Don't see your book on the national list? You can request that it be added to our Local Rental List by clicking on the link that says "Don't see your book? Request it to be added to your bookstores' local list."

Certain books are not eligible for rental. These include books or packages that are consumable in some way (one time use access codes, workbooks, or books designed to have pages torn out, etc.), looseleaf books or books that are nearing the end of their edition. To add a book to our Local Rental List, it needs to be approved for rental by Follett, and you will need to commit to using it for 4 terms. If you have questions about this process, please don't hesitate to contact us here at the bookstore.

FAQ:

Q: Why would my students rent?

A: They save up to 55% off the price of a new book!

Q: Can my students write or highlight in the rental books?

A: Yes. Normal highlighting and note-taking are perfectly acceptable.

Q: So, what's prohibited?

A: Any excessive markings that would render the book unusable for the next customer.

Q: If my students rent a textbook, can they convert it into a purchase and keep it?

A: Absolutely. Students just need to bring their book and/or receipt to the bookstore prior to the end of the summer semester.

We're very excited about the Rent-A-Text program, and I believe that it will save students hundreds or even thousands of dollars over their academic career here at MPC Bookstore. I have attached additional information. Please take the time to review this material. Please also make your students aware of the rental program at the bookstore. If you have questions about the Rent-A-Text program, please visit the Rent-A-Text website or contact us here at the bookstore.

Sincerely,

Janet Chou

Store Manager

MPC Bookstore



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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June 30, 2010

Dr. Douglas Garrison
Superintendent/President
Monterey Peninsula College
980 Fremont
Monterey, CA 93940

Dear President Garrison:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 9-11, 2010, reviewed the institutional Self Study Report and the report of the evaluation team which visited Monterey Peninsula College Monday, March 8-Thursday, March 11, 2010. The Commission took action to reaffirm accreditation, with a requirement that the College complete two Follow-Up Reports.

The Commission requires that the first Follow-Up Report be submitted by **October 15, 2011**. The Follow-Up Report should demonstrate the institution's resolution of the recommendations as noted below:

Recommendation 4: To increase effectiveness of distance education offerings, the team recommends the college follow through with a plan to design an evaluation process and evaluation tool to provide students an opportunity to evaluate the learning experience specific to online courses (IIA.2 and IIB.3a). Further, the team recommends that the Distance Education Task Force develop clear protocols and strategic goals for distance education learners that meet the institutional outcomes of the college and ACCJC policy on distance education (IIA.1, IIA.2 and IIA.6).

The second Follow-Up Report should be submitted by **October 15, 2012**. The Report should demonstrate the institution's resolution of the recommendations as noted below:

Recommendation 1: In order to meet the Commission's 2012 deadline and building upon the progress made in identifying student learning outcomes for nearly all courses, program, certificates and degrees, the team recommends that the college complete the process of assessment to guide improvement of student learning (IIA.1 and IIA.2).

Recommendation 2: In order to meet the Commission's 2012 deadline, the team recommends the college completes the process of identifying course level student learning outcomes and ensures student information is clear, that SLOs are described, and that students receive syllabi reflective of the identified student learning outcomes (IIA.2 and IIA.6).

Recommendation 3: In order to meet the Commission's 2012 deadline, the team recommends the college take appropriate steps to ensure that faculty and others directly responsible for student progress toward achieving stated learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes, and that this standard is achieved by the 2012 deadline established by the ACCJC (IIIA.1c).

All colleges are required to submit a Midterm Report in the third year after each comprehensive evaluation. Monterey Peninsula College should submit the Midterm Report by **March 15, 2013**. The Midterm Report describes resolution of any team recommendations made for improvement, includes a summary of progress on college-identified plans for improvement as expressed in the Self Study Report, and forecasts where the College expects to be by the time of the next comprehensive evaluation.

The College conducted a comprehensive self study as part of its evaluation. The Commission suggests that the plans for improvement of the institution included in that document be taken into account in the continuing improvement of Monterey Peninsula College. The next comprehensive evaluation of the College will occur during Spring 2016.

The recommendations contained in the Evaluation Team Report represent the observations of the evaluation team at the time of the visit. The Commission reminds you that while an institution may concur or disagree with any part of the report, the College is expected to use the Evaluation Team Report to improve the educational programs and services of the institution.

A final copy of the Evaluation Team Report is attached. Additional copies may now be duplicated. The Commission requires you to give the Evaluation Team Report and this letter appropriate dissemination to your college staff and to those who were signatories of your college Self Study Report. This group should include campus leadership and the Board of Trustees. The Commission also requires that the Evaluation Team Report and the Self Study Report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want an electronic copy of the report, please contact Commission staff.

On behalf of the Commission, I wish to express continuing interest in the institution's educational programs and services. Professional self-regulation is the most effective means of assuring integrity, effectiveness and quality.

Sincerely,



Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John M. Gonzalez, Accreditation Liaison Officer
Board President, Monterey Peninsula Community College District
Dr. Francisco Rodriguez, Team Chair

Enclosure

From: Douglas Garrison
Sent: Wednesday, July 07, 2010 10:40 AM
To: ALL USERS
Subject: Mamie Nubin

The following message comes from the members of the Business Department.

We in the Business Skills Center received very sad news over the 4th of July holiday with the passing of our dear Mamie Nubin, one of the most inspirational and dedicated instructional assistants at MPC. She was so INSPIRATIONAL to all who knew her because she continued to work until she was 87 YEARS OLD. She passed away at home on July 1 with family members at her side. She worked in the Skills Center for 15 years. Prior to working at MPC she was a Systems Analyst and taught computer classes to the soldiers at Ft. Ord for 25 years. There was no stopping Mamie until she was diagnosed with ovarian cancer in March 2006.

She fought a hard and courageous battle with cancer for almost 4 years—in and out of her 4 hour chemotherapy sessions once every other week—even volunteered to be in one of the experimental programs testing out the effects of a new chemotherapy drug. After completing the 16 week regiment cycle she chose to come back to work instead of retiring. She beat the cancer the first time but after a year the cancer came back and they found that it had spread. She again went through the grueling and rigorous sessions of chemotherapy. She recently retired from MPC this last June 2010.

Mamie always said that she was happiest while she was working. She loved the students and the students loved her. She was full of life and ready to help students learn properly. It was striking that she could take a problem student and talk to them like a stern grandmother and they really responded to her. The students sensed how much she cared for their success. After hearing of Mamie's passing, one of our students said to me "One of the reasons I continue to come to the Skills Center was because of Mamie's sweet kind ways—caring, respectful and very attentive. If you had a problem or a question, she was right there on the money. She was like the energizer bunny....she just kept on going, and going, and going." Mamie used to say that the secret to her youthfulness was taking a teaspoon of cod liver oil, eating hot peppers and having a nice cold beer every day! While in her 80's, Mamie could still outwork most anyone younger than her.

At her age she was such a role model intellectually, socially and physically. She was very wise. Staff and students alike would remark "I can only hope that I will be that strong and witty when I'm in my 80's". Our students couldn't believe that she was in her 80's—most of them thought 60's, at the most. And she never stopped learning, while always volunteering to be the first to try new technology. A further testimony to her dedication is demonstrated in her attendance to both her duties and volunteer work. I can't remember Mamie having a sick day until she was surprisingly diagnosed with this devastating disease.

We have lost our dear friend, a wonderful co-worker, confidante, and a very important MPC family member. She will always be remembered and dearly missed especially by all of us here in the Business and Technology Division. --REST IN PEACE, MAMIE NUBIN.

NOTE: Mamie's family is planning a memorial for her on August 1, 2010. More details to be announced later.

Douglas R. Garrison, EdD.
Superintendent/President
Monterey Peninsula College

JUL 08 2010



The Panetta Institute for Public Policy

July 6, 2010

Dr. Douglas Garrison
Superintendent/President
Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Dear Douglas:

Thank you very much for your recent participation in the Panetta Institute's eleventh annual *Education for Leadership in Public Service* seminar. Our students found your comments to be exceptional, instructive and inspiring. Even more significantly, everyone appreciated the honest and forthright thoughts that you conveyed. Your insights will be invaluable to these young men and women as they enter their upcoming term of student body leadership.

We are proud of the fact that, after eleven years, we continue to touch the lives of student leaders with this *Leadership Seminar*. However, we could not have done this without the graciousness, kindness and commitment of supporters like you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sylvia M. Panetta".

Sylvia M. Panetta
Director

SMP:rk/c/t

JUL 12 2010



The Panetta Institute for Public Policy

July 6, 2010

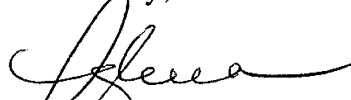
Dr. Douglas Garrison
Superintendent/President
Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Dear Douglas:

Enclosed is a note of thanks we received from the student from Saint Mary's College, Freddie Silveria, who participated in the *2010 Leadership Program*. I am happy to forward this correspondence to you.


I send my best wishes and, as always, my thanks for your generosity.

Sincerely,



Sylvia M. Panetta
Director

SMP:tc

Dear Dr. Douglas Garrison,
Thank you so much for your words of wisdom at this years Panetta Institute. I really appreciated your dialogue about effective communication skills and understanding human behaviors. Thank you!
Sincerely,

Freddie Silveria, Saint Mary's College President

Northern Calif. Stroke Play: Lucas laps field

published 11 Jul 2010

**Kevin Lucas set a tournament record**

- NCGA Photo

PEBBLE BEACH, Calif. (July 11, 2010) – Kevin Lucas blew away the field in the final round of the NCGA Amateur Stroke Play Championship at Poppy Hills, his 7-under 65 propelling him to a new tournament record and a four-shot win.

Lucas, a Folsom native and member of the Collegiate Players' Club, began the day one back of St. Mary's Golf Coach Scott Hardy and University of Washington-bound Cory McElyea. But while the leaders had posted a two-round total of 5-under 139, it was the 21-year-old Lucas who had the momentum, carding a four-under 32 on his incoming nine in the second round. The rising junior at the University of Nevada-Reno would then seize the championship via a six under performance through the first 12 holes Sunday. That's 10-under over 21 holes, a pace that left his competitors gasping for air. "When I birdied 10, I felt pretty good, but you never know," the champion said. "I knew the eagle on 12 had me four up and that felt pretty good." He would add a birdie on the final hole after a series of solid pars

on Poppy's back nine to reach seven under for the day, 11-under for the event, breaking Rick Reinsberg's tournament record set in 2009 by four shots.

"I hit the ball great all week but shot 40 on the front yesterday," Lucas said. "So my caddie said 'Lets get something going.' It was just a matter of making something happen." Lucas began his collegiate career at Monterey Peninsula College before transferring home to Sierra College in Rocklin where he captured the Northern California Community College individual title in 2009. He also added the Redding City championship and a trip to the U.S. Amateur to his resume last year. A transfer to the division one Nevada-Reno for two years will hopefully precede a professional career for the champion. "I'm looking forward to some college D1 experience," he said. After displaying a full range of shots, an explosive scoring talent and the ability to play defensively, success at the division one level seems a forgone conclusion.

McElyea, a 2010 graduate of Harbor H.S., was runner-up in the San Francisco City earlier this year and grabbed the same position in the Stroke Play, posting a score that would have won any other year's Stroke Play, 7-under 209. Hardy was unable to capitalize on his opening 66, posting an even-par final round, fading to third place. The 34-year-old was seeking his second NCGA major title of the year (and sixth overall) after claiming the Public Links back in April. He previously won the Amateur Stroke Play in 2004, the first year of its playing after a hiatus of 38 years. Chad Vivolo's final-round 69, the second low score of the day, earned the Monterey Peninsula CC member fourth place.

The shot of the tournament came from Mathew Miller, who aced the 220-yard 15th in the second round.

Current and four-time NCGA Player of the Year Randy Haag added another top 10 finish to his list of accomplishments finishing runner-up in a playoff earlier in the week at the NCGA Master Division Championship at Poppy Hills. Haag has taken over the lead in the race for NCGA Player of the Year, and is in position earn an unprecedented fifth award.

Presidio of Monterey (DLI/FLC), California

College/Technical Training

<see page 2>

Installation Education Center

About the Army Continuing Education System (ACES)

The Presidio of Monterey Education Center's mission is to provide professional educational services to support the personal and professional development goals of the Presidio of Monterey community.

Contact Information and Hours of Service

The Education Center hours are Monday through Thursday 9:00 a.m. - 6:00 p.m. and Friday 9:00 a.m. - 5:00 p.m. The Center is closed daily from 1:00 p.m. - 2:00 p.m. To contact us, call 831-242-5325, DSN 312-768-5325, Fax 831-242-6817.

Professional Counseling Services

Guidance counselors are available to assist military personnel and adult family members with achieving educational and occupational goals. Meeting with a counselor is key to becoming acquainted with programs and services that support your needs. Counseling is available on a walk-in or appointment basis.

Testing Services

Your Education Center administers the following tests to Service Members at no cost. All testing is conducted by appointment only. Study materials are available from the education center and/or the Aiso Library.

- General Educational Development (GED)
- ACT Assessment Program (ACT)
- The SAT 1: Reasoning Test (SAT)
- DANES Standardized Tests (DSST)
- College Level Examination Program (CLEP)
- Excelsior College Examinations (ECE)
- Graduate Record Subject Examinations (GRE)
- The Praxis Series
- Army Flight Aptitude Test (AFAST)
- Armed Forces Classification Test (AFCT)
- Test of Adult Basic Education (TABE)
- Learning Examinations (AFIADL)
- College independent study examinations
- Licensing and certification examinations

Functional Aptitude Skills Testing

FAST consists of academic instruction designed to provide Service Members the opportunity to acquire the knowledge and skills necessary to participate effectively in the workplace and in society. Instruction is designed to improve reading, mathematics, writing, speaking, science, and/or computer skills. Instruction is delivered in a number of ways including with self-study software; basic skills and GT improvement instruction offered during duty hours, year round; open entry/open exit high school completion/GED and English-as-a-second language offered through our community adult schools at no cost, in the day and/or evening.

The Military Learning Center

The Military Learning Facility provides a comfortable location where Service Members can pursue educational and career development research. The Learning Facility houses workstations with Internet access, DISCOVER – a computer-based guidance system, eLearning courseware, Army correspondence course instruction, basic skills and test preparation software. Service members can also access a small library of college catalogs, college handbooks, financial aid references, and career information.

Vocational Programs

The Mission Trails Regional Occupational Program (ROP) provides job training to high school students, adults and out-of-school youth. ROP's vocational education allows students to upgrade their present job skills or learn a trade.

Postsecondary Programs

Defense Language Institute Foreign Language Associate of Arts Degree Program

Servicemembers who complete language studies in residence at DLI earn 45 semester hours toward a college degree. By completing minimal additional general education requirements, students can earn an associate degree in the language studied. For more information visit our [website](#).

Naval Postgraduate School

This academic institution emphasizes graduate study and research programs relevant to the Department of Defense, including national security affairs. DLI servicemembers can attend classes on a space available basis at no cost. For more information visit the [NPS website](#).

Community College of the Air Force

The Air Force's community college offers associates in applied science in job-related disciplines to Airmen only. Airmen can visit the [Air Force Virtual Education Center website](#) to access their CCAF degree progress report as well access one-stop shopping for many higher education needs.

Monterey College of Law (Local College Partner)

A California State Bar accredited community law school offering a four-year program of instruction leading to a Doctor of Jurisprudence through an evening law school program. For more information visit their [website](#).

Monterey Peninsula College (Local College Partner)

A two-year public community college offering a wide range of associate degree and certificate programs including an Associate of Arts in foreign language. Service members and family members pay in-state tuition rates their first year in California, making postsecondary schooling rates among the lowest in the nation. MPC is a Service Member's Opportunity College. For more information visit the [Monterey Peninsula College website](#).

Excelsior College (Partner College)

A regionally accredited external degree program in New York State, with no residency requirement, that recognizes credits from accredited colleges, military experience, and college-level proficiency tests towards associate, baccalaureate and master's degrees. Excelsior College degrees have been a popular option for Defense Language Institute graduates and for those who have accumulated credit from multiple sources and want to consolidate credit toward an area studies or liberal arts degree. For more information visit [Excelsior College's website](#).

Chapman University (Partner College)

Chapman University offers nine-week, on-post classes at the Presidio of Monterey Education Center. The Chapman University extension in Monterey, a private institution, offers baccalaureate degrees in Liberal Studies, Organizational Leadership, Social Science and Psychology. Master's degrees offered include Education, Special Education, Psychology and Human Resources, as well as various education-related credentials. For more information visit the [Chapman University website](#).

California State University Monterey Bay (Local College Partner)

An accredited, four-year state university covering the arts and sciences with graduate degrees, teaching credential programs, and 14 majors that include over 30 concentrations, CSUMB emphasizes applied learning, individualized study, global perspectives, and service learning on a residential campus that benefits from a diverse student population, modern facilities, and sophisticated technologies. Service Members and their families automatically qualify for California resident rates. For more information visit the [website](#).

Tuition Assistance

The Department of Defense has a uniform Tuition Assistance (TA) policy that provides financial assistance for voluntary off-duty education programs (Soldiers can obtain their TA benefit by accessing [GoArmyEd.com](#)). The POM Education Center provides tuition assistance counsel to all Service Members.

Veterans Administration (VA) Education Benefits Program

Education Center counselors advise on the Montgomery GI Bill, College Fund, Veteran's Education Assistance Program, Top-Up and other VA education benefits programs. These benefits support a variety of training including college studies, vocational schooling, apprenticeship/On the Job Training programs, correspondence study and more. Visit our [website](#) for a comprehensive review of benefits.

Department of Defense Student Loan Repayment Program

This enlistment incentive benefits all Service Members who contracted for this entitlement by repaying up to \$65,000 of qualifying student loans. Eligible Service Members must take an active role in initiating loan repayment documents and ensuring loans remain in forbearance while being repaid by the government.

Federal, State and Private Aid

There are numerous ways to finance one's education. Ask your education professionals about in-state rates at public schools, grants, including the California Board of Governor's Grant, student loans, work-study programs, and scholarships.

Associated Links

Financial Aid Assistance

Information on Scholarships, loans, savings, including calculators.

Financial Aid Information

Information on scholarships, financial aid and colleges.

GI Bill

Details on benefits for service members.

United States Army Recruiting Command Soldier and Family Assistance Programs

Public web site for all Army recruiting command needs.

Army Continuing Education

Information about all Army sponsored higher education programs.

Army Lessons Learned Thesaurus

Assist active duty and spouses in learning the unique language of the military.

University Partners Help Each Other

July 12, 2010
by Cherie Miller

Bookshare's University Partners Program has grown substantially. Today, 23 university partners (please see the list below) regularly contribute books they have scanned on their local campuses to benefit U.S. students with print disabilities.

By pooling books scanned on campuses in Bookshare, university partners help each other reduce the nationwide challenge and workload of providing accessible books for postsecondary students.

Scanning once and sharing saves costs associated with scanning and conversion. Finding a textbook that a student needs gets easier and takes less time; campus DSS staff are saying that more and more, they are finding books their students need in Bookshare.

University partners have already contributed 1745 postsecondary books this year. Please keep them coming. Student members of Bookshare download books every day and have downloaded over 162,000 books!

What Have University Partners Said about Bookshare?

“Since 2003, we have worked with Bookshare to contribute the books we scan for students with print disabilities,” said Margaret Londergan, Manager of Adaptive Technology and Alternate Media Services at Indiana University. “With more campuses participating, we plan to search Bookshare before we begin scanning. This partnership will undoubtedly improve students’ wait-time and help us provide a true benefit for our educational community.”

Erika Higginbotham, Adaptive Computer Technology Specialist at San Diego Mesa College, said, “We look forward to the day of having a majority of textbooks available in accessible formats when school begins to support students in all required subjects.”

From: Carlis Crowe-Johns
Sent: Wednesday, July 14, 2010 12:17 PM
To: ALL USERS
Subject: Job Opportunity- Lead Custodian
Attachments: DIST APPLICATION-CLASS. 7-08.doc

Subject: Job Opportunity- Lead Custodian

This is a notice of an employment opportunity within Monterey Peninsula College:

Department: Facilities

Title: Lead Custodian

Starting at : \$2,467/month + \$85/month graveyard, if assigned*

Hours per Week: 40

Months per Year: 12*

*subject to 3.125% furlough in 2010-2011

Shift Assignment: Monday-Thursday 8pm-4am & Friday 3pm-11:30pm**

**Management reserves the right to change schedules / locations as needed, including weekends

Additional information will be available in the Human Resources Department and the MPC Employment webpage soon. The attached application is necessary to apply for any position at MPC. To view the job description for this position, or any other classified position, please visit HR's Job Description Library: <http://www.mpc.edu/humanresources/Documents/Forms/AllItems.aspx>

Please share this notice with any *employee* who does not have email. We appreciate your assistance in spreading the news about this opportunity with others who might be interested in applying.

Kali F. Viker, M.S.
HR Analyst
Monterey Peninsula College
831-646-3038- Phone
831-646-3012- Fax
[Employment Opportunities at MPC](#)
[Hear about the latest MPC openings on Twitter](#)

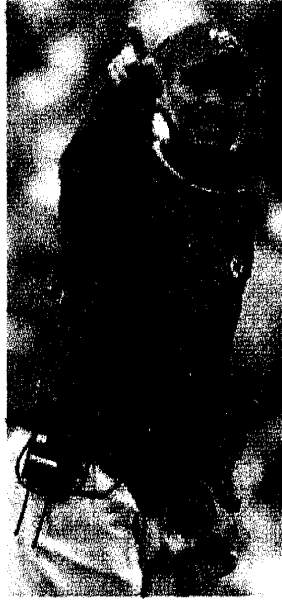
*******HUMAN RESOURCES OFFICE HOURS*******

Due to a staffing shortage, HR has reduced our hours of customer service to **9am-4pm, Monday through Friday**. Please plan accordingly.

“The Role of Sports in Today’s Society”



Ron Rivera



Herm Edwards



Jim Tunney

Life lessons are learned through teamwork, determination and goals. Herm Edwards and Ron Rivera share their own experiences both on and off the field and how those experiences helped shape their values and life's work. Jim Tunney, a former NFL Referee, moderates the conversation.

THURSDAY, JUNE 24th

MONTEREY PENINSULA COLLEGE THEATER

Time: 7:00 PM Tickets: \$10 PERSON

FOR TICKETS CALL MPC FOUNDATION OFFICE AT 655-5507

OR PURCHASE TICKETS AT THE DOOR

**Sponsored by Clay Larson, First National Bank, Ted Balestreri,
Mr. & Mrs. Nat Agliano, The Chris Shake Family,
1st Capital Bank, and Pacific Valley Bank**

**Presented by the Monterey Peninsula College Alumni Association and
the Monterey Peninsula College Foundation**

All proceeds to benefit the MPC Alumni Association Scholarship fund.



nion

↑ L E T T E R S

LOSING PATIENCE WITH OPEN

The U.S. Open is disrupting life here. We must be patient with traffic tie-ups, etc., because some people (hotels, motels, restaurants, bars, etc.) are making lots of money. How will that benefit me?

Our government is insisting that BP compensate fishermen for loss of income. So is the U.S. Open going to compensate farmers for loss of income because the farmers market at the Monterey Peninsula College parking lot was closed Thursday so that their spaces could be filled with golf lovers parking and taking shuttle buses?

Don't tell me that there are other farmers markets. This is the granddaddy of them all, and they really are farmers. I have been going there rain or shine for 28 years, and I resent it being closed to provide parking for golf fans.

My husband parked in a disabled spot outside Pacific Grove's Museum of Natural History. Someone said he couldn't park there because the special shuttle buses stopped there to take fans to the Open. If an ordinary citizen parks in a disabled space, there is a hefty fine. How come shuttle buses disregard laws?

I know that golfers and golf fans think that golf is the most important thing in the world. They should be more sensitive to the needs of us who live here and might feel differently.

Ellen M. Coile
Pacific Grove

MPC parking used by volunteers

I read Ellen Colle's letter regarding the grave inconvenience the U.S. Open has caused her.

I would like to clear up a couple of things for her. First, the Monterey Peninsula College parking lot was not closed for "golf fans" shuttles. It was closed to shuttle volunteers giving their time to earn money for their schools. The USGA gives millions of dollars to local charities around the country, dollars that come from staging events like the U.S. Open.

I am not a golfer, but I enjoyed volunteering to earn money for local schools. I am glad local merchants, restaurants and hotels have this opportunity to make money. It has been a tough couple of years for the area. The taxes paid by tourists will bring much needed revenue to our local communities.

Sorry she had to forgo her farmers market for one week.

William Pace

Monterey

Open a huge benefit to the Peninsula

I am sorry some people consider the U.S. Open a disruption of their daily routines without seeing the economic benefits the Peninsula will receive.

Think about room tax of about 10 percent throughout the Peninsula. If the lowest room rates were \$360, the cities earned at least \$35 per night from each room. Those taxes go directly to the cities.

The state sales tax of 9.5 percent is another matter to consider because part of the amount comes back to the city. Building permits for construction at Pebble Beach are huge, and that money goes to the county.

The operation of the U.S. Open also benefits the Peninsula charities and schools.

The farmers market at Monterey Peninsula College was closed, but a farmer said in the short term that the vendors had to deliver more to local markets. People just go to another source.

Just imagine the exposure the TV and thousands who came to see the golf gave the Peninsula, helping to get more visitors to visit this beautiful place. It helps maintain high property values.

Oh my, what can I tell you? Learn to enjoy the benefits and value of having the 2019 U.S. Open return to Pebble Beach.

Abel Quinones
Pacific Grove

Edwards, Rivera and Tunney to speak at MPC

Herald Staff Report

Former NFL coach and player Herman Edwards and current San Diego Chargers defensive coordinator Ron Rivera will join one-time NFL referee Jim Tunney for today's "The Role of Sports

in Today's Society" lecture at Monterey Peninsula College Theater.

The event begins at 7 p.m. and \$10 tickets are still available by calling the Monterey Peninsula Foundation at 655-5507 or can be

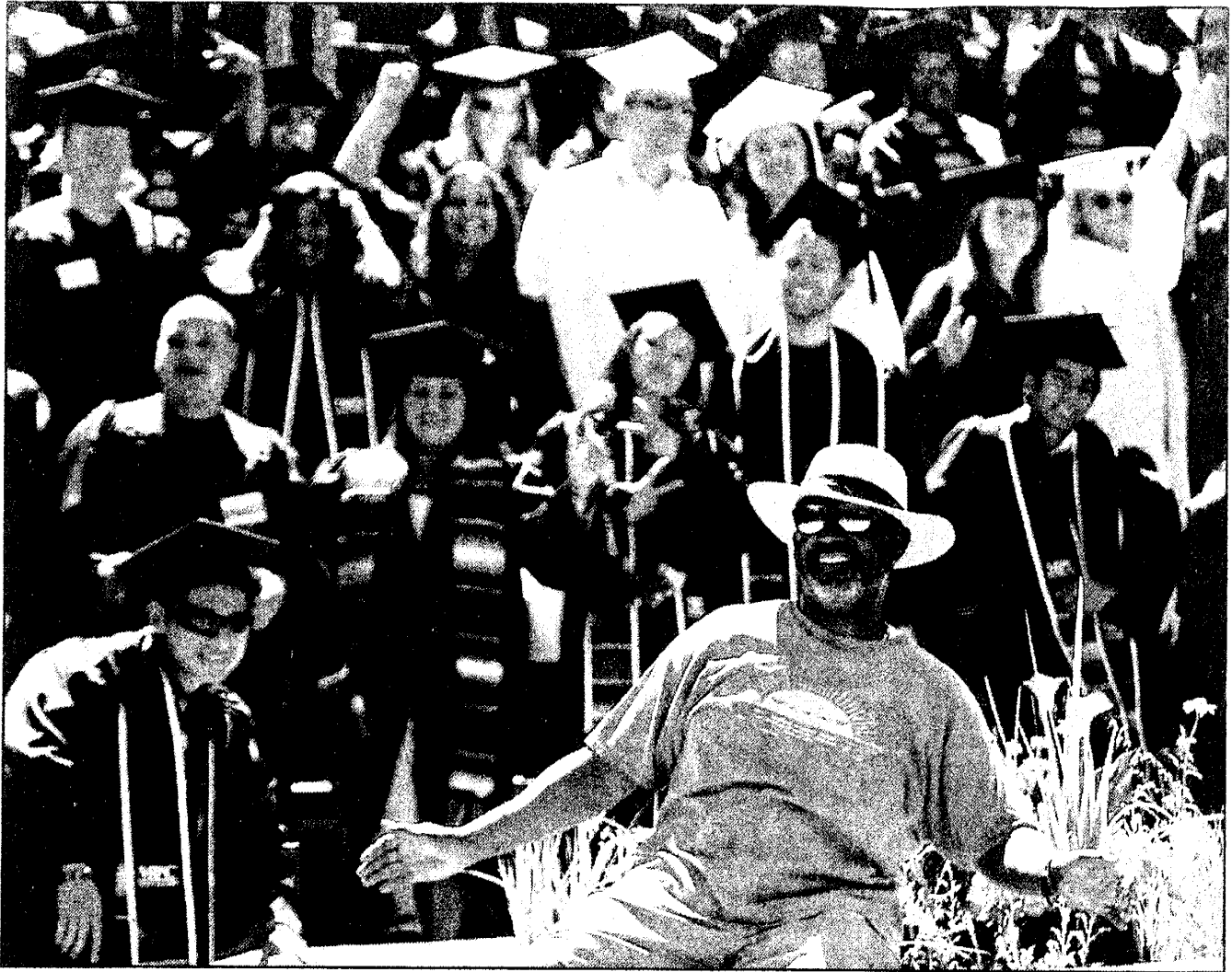
purchased at the door.

The speakers will talk about life lessons that are learned through teamwork, determination and goals. Edwards, who coached the New York Jets and Kansas City Chiefs, and Rivera, who

played for the 1986 Super Bowl champion Chicago Bears, will share their own experiences both on and off the field and how those experiences helped shape their values and life's work. Tunney will moderate the

conversation, which is presented by the Monterey Peninsula College Alumni Association and the MPC Foundation. All proceeds will benefit the MPC Alumni Associated Scholarship Fund.

Sports News - E-mail: mhsports@montereyherald.com Fax: 372-8401 Scott Forstner - Sports Editor 649-4888



ORVILLE MYERS/The Herald

Carsbia Anderson, vice-president of student services, gets into one of the funny school photos before the Monterey Peninsula College graduation in Monterey on June 4.

Larson, Jr., Briggs Latham, Shirley C. Lavareda, Khoa Minh Le, David Sung Lee, Choua Lee-Yang, Erick D. Leedberg, Lilibeth Ligsay, Rosa Y. Lopez-Castro, Jennifer A. Lucido, Melissa C. Luna, Kyle L. Macdonald, Steven M. Macias, Mary Anne Yambao Madrid, Shalyn G. Magditch, Julian F. Maher, Kevin C. Maloney, Richard J. Mariano, Jr., Carolina J. Martin, Bob Martin Del Campo, Liliana L. Martinez, Alexander J. Martinez, Kelly M. Mast, Sabas C. Mayorga, Stuart Laurance McFarland, Candice J. McGregor, Brittany Erin McNamara, Angela R. Medina, Roxanne Medina, Joseph J. Melancon, Carlos Ivan Melgoza, LeeAnn B. Mellick, Michael John Mendenhall, Daniel P. Mendes, Di Ana Teresa Garcia Mendiola, Richard A. Mendoza, Victoria R. Mendoza, Reyna Merlin, Brenda Messih, Erica Rochelle Miller, Kristine M. Miller-Deaton, Terry A. Mincey, Elliott Mitchell, Jr., Etna Monsalve, Sara R. Moore, Steven L. Mora, Antonio Alvaro Morales,

Jr., Chris Glen Morgan, Eric G. Morgan, Lindy A. Morrison, Heidi D. Mortensen, Jonah Mulski, Susie Mun, Rony G. Musones, Sr., Ronika Narayan, Jennifer Erin Nelson, Sharon L. Nichols, Diana Nirnberger, Elizabeth Ann Nissen, Tony V. Nguyen, Christine Marie Norlander, Logan S. Norton, Fayelaine C. Nunez, Keiko Ogawa, Elbert Miranda Ojendis, Kellye L. Ono, Eva Linda Dolores Ontiveros, Helene T. Orsag, Christopher A. Ortiz, Maria Osornio, Amy M. Ow, Kristofer Devon Patrick Owens, Amanda M. Pagan, Lalita Paul, Christopher L. Paulo, Luke Paulo, Adriana Paz, John William Pearson, Brenda Y. Perez, Said F. Perez, Robert A. Perry, Thalia N. Perry-Sharps, Barbara Peters, Katherine E. Petrick, Rodney J. Pettas, Daniel Alexander Pinsky, Michael Portz, Heather A. Posey, Nikki K. Potter, Jeremy Lee Premo, R. J. Pua, Terri L. Pugh, Kristin J. Quintana, Julia E. Ramirez, Vanessa Ramirez, Caroline J. Ramos, Sonia E.

Rangel, Tania Ravel Roozi Talab, Sebastian Resendiz, Yuri Resendiz, Rosalyn Riguis-Trapp, Jerika Shawnae Rike, Laurel A. Riitscher, Joseph A. Rivera, Ramon A. Rivera, Evan Joseph Rodriguez, Neil Edward Rodzach, Antonio D. Roldan, Eric A. Rowe, Kathleen A. Royo, Christine Laura Rue, Cheryl L. Russell, Cassandra J. Russo, Annette Ruvalcaba, Keo Sadler, Jessica L. Salazar, Pedro A. Sanchez, Robert H. Sanford, Jonathan Andre's Sanz, Matthew T. Scholink, Jeneen M. Schuber, Andrew A. Schultz, Korena Scott, Elizabeth Segovia, Victoria S. Shannon, Michelle R. Shaw, Aaron H. Sheppard, Leslie M. Silguero, Julliemae Aguilar Simbre, Stephanie M. Simpson, Ezra N. Smith, Jacob L. Smith, Carissa Marie Sobeslavsky, Shawn M. Somerville, Magdaleno Jr Soto, Flor Eliset Stellmacher, Les Mark Sula, Chasity M. Swartzel, Christopher D. Swann, Natalie Sweet, Kana Takeuchi, Suzanne M. Tatum, Lindsey M. Taylor,

Rachel Ann Taylor, Sara C. Teeters, Sharon E. Teraji, Jessica S. Thomas, L. J. Thomas, Harvey E. Todd, Genoveva Moreno Toribio, Jessica S. Thomas, April M. Toussant, Toan Tran, Dustin John Troia, Wesley Alan Tucker, Laura S. Tugwell, Tiffany R. Turner, Kelly L. Urbanek, Marie R. Ukestad, Jeran E. Ulrich, Brent J. Uyeda, Cecilia V. Valdez, Melissa Torres Valencia, Kyle C. Valenzuela, Youa Vang, Esmeralda P. Vargas, Joshua L. Vasquez, Sylvia Irelis Vasquez, Yuliana Vasquez, Hector Velasco, Jonathan Todd Vevoda, Paris S. Vogelwohl, La'Rhonda Mashalle Waldrup, Jennifer A. Warner, Nicole I. Walker, Alana M. Warcken, Carrie N. Washburn, Aaron G. Waters, Mike P. West, Kristen M. Wheat, Kyle Thomas-Alexander Wojnar, Dean Wu, Natasha E. Yerena, Lynn Yoshiyama, Brittany E. Young, Carol A. Young, Renee M. Young,

Monterey Peninsula College

Andrew J. Abraham, Dina A. Abraham, Jeffrey E. Abraham, Lakesha Adams, Wesley J. Adams, Anthony D. Aiello, Tarah Al-Haise, Laurie M. Albanese, E. B. Grace M. Alcantara, Nicholas Anthony Aliotti, Marcia K. Allain, Kevin G. Allen, Eric K. Anderson, Monica Juliana Angeles, Prescilla Raelyn Apilado, Saffiyah A. Aquil, Rania M. Arif, Matthew J. Arnaldo, Arick M. Arzadon, Jelena Avdalovic, Arianna C. Ayon, Melissa D. Badger, Kaashmi Sandera Bahador, Corretta R. Baker, Matthew G. Baker, Jenielyn Baldonado, Tammy Wednesday Ballinger, Aubre R. Banks, Brian D. Banks, Arzoo Bassal, Julie A. Baylor, Jonathan P. Benavente, Brittany D. Bennett, Rachel L. Bennett, Erika-Monelle Bengono-Evan, Ryan J. Berry, Aysha Bilal, Naheed Bilal, Susanne Bindel, Bryn A. Bitzer, Roger G. Blade, Theresa Christine Bommarito, David B. Book, Jovi Lyn Borchers, Colin D. Boyer, David J. Branson, Yovanna Bravo, Michael D. Briones, William S. Brooke, Janelle D. Brown, Melissa S. Brown, Tyler S. Brown, Eric J. Bryce, Quincee C. Burks, Ginger C. Buswell, Baylee Simone Butler, Ana C. Cabrera-Rojo, Jennifer Anne Caldwell, Dondrale J. Campbell, Lenai B. Cantu, Christopher Michael Cappetti, Maria G. Cardenas, Joel J. Cardinal, Liliana Lissette Carranza, Omar Hassan Carter, Arthur W. Casper, Tawnee S. Catalano, Vanessa L. Cauntay, Jarrin K. Ching, Minji Cho, Deborah H. Chun, Lani D. Co, David L. Collyer, David Cong, Jacob M. Conrad, Flora S. Constant, Joshua Converse, Anita J. Cook, Ben S. Cooper, Lisset J. Cortes, Carlos Eduardo Costa, Janaina F. Costa, Melanie D. Cota, Melissa L. Costa, Moises G. Cruz, Mark A. Curtsinger, Heather M. Cusson, Deborah A. D'Agostino, Nathan Vernard Daniel, Long Dao, Melissa A. Davis, Olivia M. Davis, John D. Day, Raymond J. de Lorimier, Hillcah Deans, Jaime De la cruz, Robin C. Dela Cruz, Lope C. Delis, Zyra C. Delis, Crystal D. Deniz, Elizabeth L. Desimone, Yvon Junior Desiardins, Joelle C.

Detlefsen-Fox, Steven A. Di Maggio, Christian Hadap Dolor, Richard A. Douglas, Aaron C. Driggers, Kyle D. Dunn, Josselyn Y. Edmonds, Travis J. Elder, Meghann Elise, Amanda C. Empleo, Elyse M. Engholm, Noble G. Enriquez, Claudette Ebil Erungel, Sonia Estrada, Walter T. Eusebio, Ryan M. Felix, Marybell Matias Fernandez, Michael V. Fernandez, Antonio G. Ferrer, Jr., Sheryl M. Fisher, Chianelle Marie Flores, Francine R. Flores, Silvia Flores, Patricia Ford, Danielle Leann Foster, Elizabeth H. T. Fox, Christopher D. Fugitt, Ahmed B. Gaber, Adam Eric Gabrielsen, Allen M. Ganaden, Omar S. Garcia, Brian V. Gehrler, Jessica Yong Geoghegan, John Y. Geoghegan, Conrado M. Geronimo, Jr., Rama J. Gharfeh, Patrick J. Gladney, Sharon P. Going, Ari J. Goldman, Pedro Z. Gomez, Jr., Alexei A. Gopko, Blythe Elizabeth Graves, Cameron S. Green, Quentyn J. Guglielmo, Lady Natalie C. Guiang, Joyce E. Halabi, Melissa A. Handel, Kathleen E. Hanrahan, Cathianne G. Haracz, Debbra-Ann P. Harris, Joana A. Harris, John C. Hasseler, Donna J. Hawkins, Lawrence Alonza Haynes, Shara Marie Haynes, Erica G. Hayward, Kristen N. Hearnberger, Jesse Gabriel Heidmann, Mariah C. Heller, Christina Anne Henderson, Mickeal C. Henderson, Patricia Hernandez, Sandra Janette Hernandez Medina, Jessie Herrera, Bethany Leigh Herrier, Neil Anthony Herron, Manley J. Hines, Tayna L. Hodge, Jasminda C. Horne, Hiran Hopewell, Taylor J. Houlette, Sara M. Hussain, Philip M. Incaviglia, Dominic S. Jackson, Moises C. Jara, Guadalupe Javier, Trina E. Jaynes, Malisa S. Jennings, Kimberly Rochelle Jimenez, Nazareth Mayek Jimenez, Kalee M. Johnson, Sheila C. Johnson, Anastasia C. Jones, Jazmin M. Jones, Philip Soren Jonsson, Gregory A. Joselyn, Bonnie Joseph-Tucker, Jennifer Lucci Kane, Rupinder Kaur, Monder Khoury, William C. Killett, Dong M. Kim, Hyun Ah Kim, Traci A. King, Brandy Lafferty, Stephanie Lagunas, Kelly R. Lake, Deborah L. Lambert, Donald R.

The Herald

Former NFL coach Herman Edwards, NFL coordinator Ron Rivera and ex-NFL referee Jim Tunney to speak at MPC

The Monterey County Herald
Herald Staff Report

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Former NFL coach and player Herman Edwards and current San Diego Chargers defensive coordinator Ron Rivera will join one-time NFL referee Jim Tunney for today's "The Role of Sports in Today's Society" lecture at Monterey Peninsula College Theater.

The event begins at 7 p.m. and \$10 tickets are still available by calling the Monterey Peninsula Foundation at 655-5507 or can be purchased at the door.

The speakers will talk about life lessons that are learned through teamwork, determination and goals. Edwards, who coached the New York Jets and Kansas City Chiefs, and Rivera, who played for the 1986 Super Bowl champion Chicago Bears, will share their own experiences both on and off the field and how those experiences helped shape their values and life's work.

Tunney will moderate the conversation, which is presented by the Monterey Peninsula College Alumni Association and the MPC Foundation. All proceeds will benefit the MPC Alumni Associated Scholarship Fund.

The Herald

MANN ON A MISSION: Former Monterey High, MPC gridman getting healthy for strong season in CFL

By JOHN DEVINE
Herald Staff Writer

Posted: 07/07/2010 08:49:46 AM PDT

Updated: 07/07/2010 10:18:11 AM PDT

The pain Maurice Mann felt last season when a high ankle sprain ended his season prior to the playoffs was unforgettable.

"I remember thinking I hope I never feel that type of pain again," said Mann, who had his best season at any level last fall with 73 catches for the Edmonton Eskimos of the Canadian Football League.

But two weeks before his debut with the Hamilton Tiger-Cats in their CFL opener, Mann re-injured the same ankle during practice, leaving him with the same numb and nauseous feeling.

"It was awkward how I got rolled up on," said Mann, a Monterey High and Monterey Peninsula College product. "I'm thinking, 'not again.' It has been three weeks. The swelling is gone. I've just started running routes again."

Mann, who missed the season opener last week, hopes to make his season debut as a Tiger-Cat on Saturday when they host Calgary.

"It's a day-to-day-type thing," Mann said. "It's tough to sit and watch. I realize it's part of the game, but

it's about being ready when you're ready."

Spending last season in Edmonton, Mann caught 73 passes for 917 yards and six touchdowns in 15 games before missing the final three games and the postseason.

Injuries have nagged the 6-foot-2, 190-pound Mann throughout his professional career, which has included stops in six National Football League camps and with two CFL teams.

Traded to Hamilton during the off-season, Mann worked his way into the starting lineup by showcasing soft hands and 4.38 second

40-yard dash speed.

"I had a really good camp," said the 27-year-old who was the inside slot receiver. "This offense is a little more structured to my skills. Playing the slot, a lot of balls are coming across the middle."

Mann spent extra time working on his timing with starting quarterback Kevin Glenn.

"I got in a lot of work with him. We're on the same page," said Mann, who started limited practices with the team this week. "I will jump in and get into rhythm and do my thing. ... I'd rather miss time now than in November."

Mann believes another big season in the CFL could re-create interest from the NFL, where he twice was told he had made a team, only to be released 48 hours prior to the season opener.

Originally drafted in the fifth round by the Bengals, Mann played in one regular season game with the Vikings three years ago. He has spent time in the

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Dolphins, Seahawks, Browns and Redskins training camps.

During his stints with Miami and Washington, Mann finished among the team leaders in receptions in the preseason, but became a victim of numbers. He was on the practice squad during Seattle's Super Bowl run.

"After the season, my agent and I will sit down and weigh all of my options," Mann said. "If an opportunity were to present itself, I'll look into the states. But up here has been good."

In 26 career games in the CFL, Mann has 113 catches for 1,464 yards and 10 touchdowns.

"I'm not going to go back to a (NFL) camp just to be a body," Mann said. "It'll have to be the right fit. This is a business, first and foremost. I can be productive up here for a lot of years."

But he still needs to stay healthy for a full season.

"I have to have a healthy and productive season to get another look," Mann said. "It's the only way."

John Devine can be reached at
jdevine@montereyherald.com and 646-4405.

Ira J. Lively

April 18, 1926 ~ July 4, 2010

SEASIDE, CA – Ira comfortably left her earthly home on July 4, 2010 in Las Vegas at the age of 84. She was born in Memphis, Tennessee on April 18, 1926 to Harrison and Ora Jackson.

Ira was an educated and intelligent woman. She graduated from Booker T. Washington High School at the age of 16. She graduated from Howard University with a B.A. in English. She received an A.S. Degree from Monterey Peninsula College. Ira went on to earn a B.A. in Administration of Justice; and a Master's in Public Administration, from Golden Gate University. .



Ira was a resident of Seaside for 43 years, where she met and married James T. Lively, Sr. She became a police officer with the Seaside Police Department for 26 years. She also taught at the Gavilan College Police Academy in Gilroy, California, and she was an adjunct professor at Monterey Peninsula College.

Ira was very active in her community. She was elected to the Seaside City Council, and the Trustee Board of the Monterey Peninsula Unified School District. She was a life member of the NAACP. She was a member of the Democratic Central Committee; the Alliance on Aging; Planned Parenthood; the Monterey Regional Park District; The Monterey Peninsula Links; and The Ebony Seaview Golf Club.

Ira was a long-time companion of Alex Smith until his death. She then moved to Las Vegas, where she lived for 12 years. She was a member of the Martin Luther King and Doolittle Senior Center in Las Vegas. She was an excellent bridge player, and she was a member of Desert Wins Bridge Club. While in Las Vegas she met Norman Charette, who was her companion for 10 years.

Ira was predeceased by parents; her first husband, Howard Johnson; her siblings, Ray Jackson and Ernestine Clinton-Spencer; and two nephews, Clinton Spencer and Puddin Jackson.

She is survived by her daughter, Illona D. Cooper; her stepdaughters, Debra Batiste (Johnny) and Stephanie A. Smith; and her stepson, James T. Lively, Jr.; six grandchildren: James W. Jones II, John L. Jones, Cyndi Davis, Charea, LaShandra, and Dionte Batiste; and five great-grandchildren: Aquoyea, Arquell and Aquante Jones; JaVon and Raedawn Davis; one sister-in-law, Bernice Jackson; two nephews, Harold Jackson and Charles Andrews; and three nieces: Sandra Bachelor (Sam), Rose Ford (Jesse) and Kevin R. Parker-Harris (David). Ira has a host of other beloved extended family and friends she has left to mourn her passing.

We wish to extend special thanks to Josephine and Myrna of Spencer Luxury Care; Dr. Shurtlief of Las Vegas; Nathan Adelson Hospice, Las Vegas; and Science Care, Phoenix.

Donations in memory of Ira may be made to the Nathan Adelson Hospice, 4141 Swenson Street, Las Vegas.

A memorial service will be held Saturday, July 10, 2010 at 1:00 p.m. at St. Matthias Episcopal Church, 1092 Noche Buena, Seaside, CA 93955.



Mamie Katherine Nubin

February 13, 1923 ~ July 1, 2010

MARINA - Mamie lost her battle with ovarian cancer on July 1, 2010, at the age of 87. Mamie was a resident of the Monterey Peninsula for more than 50 years; recently she had lived in Marina after living and loving Carmel Valley for more than 35 years.

Mamie touched all who met her. She was a pioneer in computers, retiring from Civil Service after 25 years, only to go on for 13 more years at Monterey Peninsula College. Mamie was loved by all, and will be deeply missed.



Mamie was preceded in death by her husband, Stan Nubin, after 57 years of marriage; and her grandson, Alex Knox. She is survived by her daughter, Cora Knox; granddaughters, Cortni Knox and Kelsey Knox; as well as her great grandchildren, Raevin Hamilton and Rayvon Daniels; her sisters, Hayzel Fuller and Shirley Robinson; nieces, Wayzel Fuller, Winifred Fuller Noble, Candice Robinson, Susan Robinson; and nephew, Michael Robinson.

Our sincere thanks to all those who supported her and her family during this difficult time.

A celebration of her amazing life will be held on August 1, 2010 at 1:00pm, at the Nubin Family Home.

Superintendent/President's Report

July 27, 2010

<u>June 24, 2010</u>	Participated in MPC Foundation Alumni Association event, "The Role of Sports in Society"
<u>June 25, 2010</u>	Participated in MPC Foundation prospective donor luncheon
<u>July 8, 2010</u>	Attended the MPC Upward bound Summer Academy Presentation Day
<u>July 9, 2010</u>	Participated in MPC Foundation prospective donor luncheon
<u>July 9, 2010</u>	Attended FORA Board of Directors meeting
<u>July 13, 2010</u>	Attended Monterey County Business Council Higher Education & Research Cluster meeting
<u>July 15, 2010</u>	Participated in California Community Colleges Consultation Council meeting
<u>July 15, 2010</u>	Attended art show – MontereyNOW: Robynn Smith at the Monterey Museum of Art
<u>July 19, 2010</u>	Participated in MPC Foundation prospective donor luncheon
<u>July 20, 2010</u>	Attended MPC Foundation Executive Committee meeting
<u>July 21, 2010</u>	Attended Monterey County Workforce Investment Board Strategic Planning Session
<u>July 25, 2010</u>	Presented a seminar on "Institutional Dynamics" at ACCCA's Admin 101 training session

**MPC FOUNDATION
DONATIONS BY FUND
JUNE, 2010**

Book Fund (Pledged for 2010)	\$	525.00
Choral Music Program	\$	1,200.00
FAS Awards (Faculty & Staff Awards)	\$	800.00
Great Books Program	\$	25,000.00
Jennifer Denmark Memorial Scholarship	\$	6,175.00
Library & Technology	\$	650.00
Monday Nite Choir	\$	126.00
Monterey Collegate Found. Grant	\$	1,000.00
MPC Foundation Student Scholarships	\$	1,500.00
MPC Foundation High School Scholarships	\$	2,500.00
Role of Sports - Alumni Association	\$	8,970.00
Tunney Scholarship	\$	5,100.00
Women Supporting Women - Donations	\$	175.00
Transferred to MPCF	\$	6,018.72
MPC Foundation		
General Administration	\$	600.00
Mont. Pen. Foundation Grant	\$	25,000.00
President's Circle 2010	\$	1,500.00
Total Donations	\$	86,839.72



**HIGHLIGHTS OF
REGULAR BOARD MEETING
June 24, 2010**

1. *Valerie Catania, Program Director for Off Main Clinic gave an overview of the program to the Board of Directors. Off Main Clinic provides methadone maintenance and detoxification services to adults suffering from addiction to heroin and/or other opiates. The clinic is licensed by the state and certified by Commission on Accreditation of Rehabilitation Facilities (CARF). Methadone is a synthetic drug that is legal, inexpensive and when taken properly does not create a euphoric high. The program philosophy is harm reduction, a public policy intended to reduce the consequences of drug abuse to individuals and society at large.*
2. *Finance Committee Chair Annette Yee Steck reviewed the April 2010 financials, which were included in the packet. A spreadsheet of contract funding for 2010/11 was available at the meeting. Most contracts have been signed or are in the signatory process. The agency is still waiting on approval for line of credit loan from Nonprofit Finance Fund. The preliminary budget for 2010/11 will be an action item on this agenda.*
3. *The board approved the slate of officers for FY 2010/11. Harvey Kuffner from MCOE will be chair; Mary Ann Carbone from City of Sand City will be Vice-Chair and Annette Yee Steck of CUSD will be Finance Committee Chair. Thank you all for your dedication to our agency!*
4. *The board approved the 2010/11 Budget as proposed at the meeting.*
5. *The board approved the recommendation to eliminate the full-time Program Coordinator positions at both Elm House and Safe Passage and establish one full-time Program Coordinator position to serve both programs.*
6. *The board approved the revision of Personnel Policy 5900, Health and Retirement Benefits as proposed.*
7. *The board approved the 2010/11 Action Plan as proposed.*
8. *The board approved the appointment of Michael McFarland as Interim Executive Director and Valerie Catania as Interim Deputy Director/Director of Substance Abuse Services for the period of September 1, 2010 through January 2, 2011 to coincide with the sabbatical of Executive Director, Robin McCrae.*
9. *Highlights from the Executive Director's report include:*
 - *Staff have met with Bob Glick from Shelter Outreach Plus and Tom Melville from Central Coast HIV/AIDS Services to explore mergers, partnerships, business contracts and other strategic alliances among the three agencies. Meetings will continue throughout the summer and a report and recommendations, if any, will be brought to the board no later than the August 2010 meeting.*

The Annual Meeting will be held on Thursday, July 15, 2010 and will be held at Shoreline Conference Center, 249 10th Street, Marina, CA 93933.

MPC
Active Bond/Facility Projects Update
July 15, 2010

MPC Education Center (at Marina) Permanent Buildings – The underground utilities issues with the jurisdictional agencies (PG&E transformer location) are being resolved. The five building floor slabs are nearly completed. Concrete tilt-up wall panels will then be formed and poured on the existing floor slabs and then “tilted up” to form the walls. Work will be completed by late spring/ early summer of 2011. Classes will commence the fall semester of 2011.

Infrastructure – Site work (lighting, parking lots, sidewalks) will be ongoing for the next few years. The bus drop off adjacent to the old Student Services Building will be expanded/ lengthened to accommodate access for two buses. Light pole bases, light fixtures and asphalt repairs to Parking Lot C continue and will be done by the commencement of classes.

New Student Services Building – Roofing has been completed. Interior metal studs have been installed. Exterior work is being done. Once the exterior work is completed and weather tight, the drywall installation will begin. Completion is now anticipated in December of 2010. There have been some architectural design issues that are being addressed with the Architect (HGA). Discussions have been initiated with the contractor for schedule recovery of approximately 3 weeks.

Auto Technology Building – Construction of the new addition has been completed. Work on the existing building continues. New lifts are being installed along with other interior improvements. Work will be completed by the summer of 2010.

Swing Space – The Architect (HGHB) has prepared drawings for additional swing space south of the Theatre and is submitting to DSA for approval. The “Swing Space Village” is scheduled to be completed by January of 2010. The swing space plan has being modified due to unanticipated state funding for the Old Student Services/ Humanities Projects that will accelerate the master schedule.

Facilities Committee – The Committee meets periodically to review construction issues, budgets and schedules.

Business / Computer Science Building – Construction began on June 7, 2010, and anticipated completion is February 2011. Upon demolition of the interior walls, some unforeseen conditions were discovered and have been resolved with no impact to schedule or budget. Interior wall framing has begun along with electrical and mechanical construction.

Humanities / Old Student Services / Business Humanities – On June 14, 2010 the Chancellor’s Office notified MPC that approval was received to submit the drawings to DSA. The project is still on track to receive State matching funds. The Architect (HGHB) will submit drawings to DSA. The State Chancellor’s Office requires submittals and approvals during the design phase and requires authorization to go to bid and to award the bid.

Theatre – The Architect (HGA) continues with the Design Phase drawings, and the drawings will be submitted to DSA in September of 2010.

Life Science / Physical Science Buildings – The Architect (HGHB) has completed schematic drawings and has begun the working drawings. The design is nearing completion, and if approved will be submitted to DSA for approval in October 2010.

Music Buildings – The Architect (HGA) has prepared schematic drawings with different design options, and the Facilities Committee is reviewing the options and the budgets for the different alternatives.

Gym First Floor/ Pool/ Tennis Courts – The Architect (HGHB) has completed schematic drawings and has begun the working drawings. The Facilities Committee will provide comments on the proposed scope of work.

Student Center – The Architect (HGHB) is preparing schematic drawings for available space options. Planning meetings have involved student representatives.

Outside Lockers adjacent to the Art Buildings – The Architect (HGHB) is preparing drawings to be submitted to DSA. The work will be done as weather permits and as not to impact class schedules.

Cost Control Report

7/15/2010

MPC Education Center at Marina

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 1,154,000	\$ 1,154,000	\$ -	Includes Architect, DSA fees, etc. for permanent facilities
CEQA/Design	\$ 286,500	\$ 286,500	\$ -	Temporary facilities design and environmental services
Constructn bid	\$ 4,309,949	\$ 4,309,949	\$ -	Actual bid amount for permanent buildings
C.O. Contngcy.	\$ 430,994	\$ 430,994	\$ -	At this time the forecasted change order contingency appears adequate
Test & Inspect.	\$ 275,000	\$ 275,000	\$ -	
Cnstr Mgmt Fee	\$ 288,000	\$ 288,000	\$ -	
Equipment	\$ 456,000	\$ 456,000	\$ -	Furniture and equipment
Site demo	\$ 782,800	\$ 782,800	\$ -	Includes hazmat, demolition and haul-off of six existing buildings
Utility Services	\$ 725,000	\$ 725,000	\$ -	Also included are contingencies for MCWD, PG&E and AT&T
Site work	\$ 287,000	\$ 287,000	\$ -	Includes parking lot
Temp Facilities	\$ 304,757	\$ 304,757	\$ -	Relocatable buildings used during construction
Other	\$ 1,700,000	\$ 1,700,000	\$ -	Amount bid was under budget.
Total	\$ 11,000,000	\$ 11,000,000	\$ -	

Summary: Construction began February 24, 2010. Issues regarding underground utilities and site work have been resolved within the allocated budget and with little impact to the schedule. The project is currently under budget and on schedule. Completion is anticipated late spring 2011.

New Student Services Building

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 1,223,000	\$ 1,223,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 7,099,000	\$ 7,099,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 567,000	\$ 567,000	\$ -	The change order contingency is adequate at this time.
Test & Inspect.	\$ 228,000	\$ 228,000	\$ -	
Cnstr Mgmt Fee	\$ 383,000	\$ 383,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and equipment will be from a separate fund.
Other	\$ 1,500,000	\$ 1,500,000	\$ -	Amount bid was under budget.
Total	\$ 11,000,000	\$ 11,000,000	\$ -	

Summary: The project costs are within the budget. The construction began July 27, 2009 and completion is anticipated in December of 2010. The Change Order contingency appears to be adequate for the remainder of the project. Discussions have been initiated with the Architect (HGA) regarding design issues and the resultant impact on construction schedule and cost.

Infrastructure Phase III

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 386,000	\$ 386,000	\$ -	Design includes Architect, Const. Mgmt., DSA fees, printing, etc.
Constructn bid	\$ 5,400,000	\$ 5,400,000	\$ -	Projected.
C.O. Contngcy.	\$ 540,000	\$ 540,000	\$ -	
Test & Inspect.	\$ 140,000	\$ 140,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and equipment will be from a separate fund.
Other	\$ -	\$ -	\$ -	
Total	\$ 6,466,000	\$ 6,466,000	\$ -	

Summary: Infrastructure Phase III includes Parking Lot J, the PE Elevator, Greenhouse, data cabling, parking lots B & C and other site work (sidewalks & lighting, etc.)

Auto Technology Building







	Budget	Current Projection	Variance	Comments
Design Phase	\$ 142,000	\$ 142,000	\$ -	Design for existing building and new addition and DSA fees
Constructn bid	\$ 703,000	\$ 703,000	\$ -	
C.O. Contngcy.	\$ 60,000	\$ 60,000	\$ -	
Test & Inspect.	\$ 50,000	\$ 50,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and equipment is from a separate fund.
Other	\$ 45,000	\$ 45,000	\$ -	Hazmat mitigation
Total	\$ 1,000,000	\$ 1,000,000	\$ -	
Summary: The project will be completed by the commencement of classes and is within budget.				

Business / Computer Science Building				
	Budget	Current Projection	Variance	Comments
Design Phase	\$ 297,325	\$ 297,325	\$ -	Design includes Architect, Const. Mgmt., DSA fees, printing, etc.
Constructn bid	\$ 1,595,000	\$ 1,595,000	\$ -	Actual bid amount, plus demo cost
C.O. Contngcy.	\$ 159,500	\$ 159,500	\$ -	
Test & Inspect.	\$ 90,000	\$ 90,000	\$ -	
Cnstr Mgmt Fee	\$ 81,675	\$ 81,675	\$ -	
Equipment	\$ -	\$ -	\$ -	
Other	\$ 370,354	\$ 370,354	\$ -	Amount bid was under budget.
Total	\$ 2,593,854	\$ 2,593,854	\$ -	
Summary: Issues discovered during the demolition phase have been resolved with no impact to budget or schedule.				

Description	Early Start	Early Finish	2010 2011 2012 2013 2014 2015 2016 2017																											
			Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
New Student Services																														
Student Services Construction	JUL272009 A	DEC302010	Student Services Construction																											
Education Center																														
Ed Center Construction	FEB242010 A	FEB212011	Ed Center Construction																											
Business Computer Science																														
Business Computer Science	JUN072010 A	FEB022011	Business Computer Science																											
Old Student Services/Humanities/Bus Humanities																														
Old Student Services Construction	JUN082011	MAR282012	Old Student Services Construction																											
Humanities Construction	JUL122012	MAR222013	Humanities Construction																											
Demo Business Humanities	JUN262013	NOV202013	Demo Business Humanities																											
Theater																														
Theater Construction	MAY102011	MAY082012	Theater Construction																											
Music																														
Music Construction	AUG192014	JUN032015	Music Construction																											
Life and Physical Science																														
Life Science Construction	JUL152011	MAY312012	Life Science Construction																											
Physical Science Construction	SEP242012	JUN112013	Physical Science Construction																											
Gym Shower and Lockers																														
Gym Construction	JAN182011	AUG092011	Gym Construction																											
Pool and Tennis Courts																														
Pool and Tennis Courts Construction	AUG092012	JAN182013	Pool and Tennis Courts Construction																											
Student Center																														
Student Center Construction	AUG242011	MAY082012	Student Center Construction																											
Art Studio/Ceramics/dimensional/Inter. Center																														
Art Studio Constuction	JUN282011	AUG232011	Art Studio Constuction																											
Art Ceramics Construction	SEP262013	MAR282014	Art Ceramics Construction																											
Art Dimensional Construction	JUL222014	APR012015	Art Dimensional Construction																											
Demo of International Center (IC)	SEP172015	DEC092015	Demo of International Center (IC)																											

Start date	JUN082010
Finish date	DEC092015
Data date	JUN082010
Run date	JUL162010
Page number	1A
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**Monterey Peninsula College
MPC Master Project Schedule**

-  Early bar
-  Progress bar
-  Critical bar
-  Summary bar
-  Start milestone point
-  Finish milestone point

BOND EXPENDITURE REPORT 6/30/10

Total Budget With Other Funds	Projects	A Total Bond Budget	B Total Bond Prior Year Expenses	C 2009-2010	A-B-C	(B+C)/A	
				Year to Date Bond Payments	Bond Budget Balance	% Bond Cost	% Construction Schedule
	In Process						
\$1,000,000	Auto Technology Building	\$1,000,000	\$118,522	\$464,309	\$417,169	58%	91%
\$2,593,854	Business Computer Science	\$2,593,854	\$11,250	\$297,167	\$2,285,437	12%	14%
\$4,000,000	College Center Renovation	\$4,000,000	\$0	\$4,000	\$3,996,000	0%	0%
\$4,000,000	Furniture & Equipment	\$4,000,000	\$414,060	\$247,257	\$3,338,683	17%	28%
\$7,690,000	Humanities, Bus-Hum, Student Services	\$3,845,000	\$0	\$392,922	\$3,452,078	10%	0%
\$6,466,000	Infrastructure - Phase III	\$6,466,000	\$1,527,702	\$1,755,615	\$3,182,683	51%	52%
\$8,827,616	Life Science	\$8,827,616	\$0	\$100,457	\$8,727,159	1%	0%
\$11,000,000	New Ed Center Building at Marina	\$11,000,000	\$1,800,271	\$1,302,788	\$7,896,941	28%	30%
\$11,000,000	New Student Services Building	\$11,000,000	\$943,258	\$4,176,748	\$5,879,995	47%	62%
\$9,705,029	Physical Science	\$9,705,029	\$0	\$0	\$9,705,029	0%	0%
\$2,527,498	PE Phase II - Gym/Locker Room Renov.	\$2,527,498	\$0	\$0	\$2,527,498	0%	0%
\$400,000	Pool/Tennis Courts Renovation	\$400,000	\$0	\$29,816	\$370,184	7%	0%
\$9,000,000	Public Safety Training Center Renov.	\$9,000,000	\$5,790,378	\$1,670,716	\$1,538,906	83%	100%
\$4,600,000	Swing Space / Interim Housing	\$4,600,000	\$1,840,030	\$641,611	\$2,118,359	54%	58%
\$9,305,016	Theater	\$9,305,016	\$0	\$282,351	\$9,022,665	3%	0%
\$82,809,997	Total In Process	\$88,270,013	\$12,445,472	\$11,365,757	\$64,458,785		
	Future						
\$1,194,745	Art Ceramics	\$1,194,745	\$0	\$0	\$1,194,745	0%	0%
\$1,625,665	Art Dimensional	\$1,625,665	\$0	\$0	\$1,625,665	0%	0%
\$563,247	Art Studio	\$563,247	\$0	\$0	\$563,247	0%	0%
\$244,330	Drafting	\$244,330	\$0	\$15,629	\$244,330	6%	0%
\$760,000	International Center	\$760,000	\$0	\$0	\$760,000	0%	0%
\$1,200,000	Music	\$1,200,000	\$0	\$0	\$1,200,000	0%	0%
\$12,000,000	PSTC Parker Flats	\$6,000,000	\$0	\$0	\$6,000,000	0%	0%
\$17,587,987	Total Future	\$11,587,987	\$0	\$15,629	\$11,587,987		
	Completed						
\$1,057,576	Early Start/Completed-HVAC Repairs	\$618,539	\$618,539	\$0	\$0	100%	100%
\$2,965,574	Early Start/Completed-New Plant Serv Bldg	\$487,574	\$487,574	\$0	\$0	100%	100%
\$599,414	Early Start/Completed-Telephone System	\$599,414	\$599,414	\$0	(\$0)	100%	100%
\$67,671	Family Consumer Science	\$67,671	\$67,671	\$0	\$0	100%	100%
\$1,473,847	Gym - floor/seismic/bleachers	\$873,847	\$877,646	\$40,128	(\$43,927)	105%	100%
\$2,464,337	Infrastructure - Phase II	\$2,464,337	\$2,479,718	\$1,889	(\$17,270)	101%	100%
\$20,880,396	Infrastructure - Phase I	\$20,880,396	\$20,886,001	\$0	(\$5,605)	100%	100%
\$2,117,203	Lecture Forum Renovation	\$2,117,203	\$2,117,203	\$0	\$0	100%	100%
\$7,258,670	New Admin / Old Library Renovation	\$4,543,670	\$4,558,967	\$153,224	(\$168,521)	104%	100%
\$5,413,198	New Child Development Center Bldg	\$1,029,198	\$1,029,198	\$0	\$0	100%	100%
\$21,420,211	Other Early start / completed	\$1,950,211	\$1,950,211	\$0	\$0	100%	100%
\$17,336,569	PE Field Track, Fitness Building	\$17,236,569	\$17,236,569	\$0	\$0	100%	100%
\$863,697	Social Science Renovation (inc. Seismic)	\$863,697	\$863,697	\$0	\$0	100%	100%
\$83,918,363	Total Completed	\$53,732,326	\$53,772,408	\$195,241	(\$235,323)		
\$184,316,347	Total All Projects	\$153,590,326	\$66,217,880	\$11,576,627	\$75,811,448		
	General Institutional-Bond Management		\$3,675,620	\$645,006			
			\$69,893,499	\$12,221,633			
	Total Bond Funds Spent to Date		\$82,115,132				

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.1

Superintendent/
President's Office

Proposal:

To consider and approve the minutes of the Regular Board Meeting on June 22, 2010.

Background:


The Governing Board meeting minutes are prepared by the Executive Assistant to the Superintendent/President and the Governing Board, reviewed by the Superintendent/President, and submitted to the Trustees for their review and approval under the Consent Agenda. If there is an error in the meeting minutes, and the Chair and the Governing Board approves of the change, the minutes may be amended.

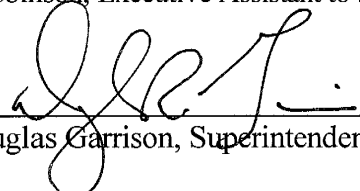
Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the Governing Board approve the minutes of the Regular Board Meeting on June 22, 2010.

Recommended By: Dr. Douglas Garrison, Superintendent/President

Prepared By: 
Carla Robinson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval: 
Dr. Douglas Garrison, Superintendent/President

**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, 1:35-2:55pm

Open Session, Sam Karas Room, LTC, 3:00pm

980 Fremont Street, Monterey, California 93940

TUESDAY, JUNE 22, 2010

MINUTES

1. OPENING BUSINESS

- A. Call Public Session to Order and Roll Call.
- B. Closed Session - Items under discussion:
 - 1) Conference with Real Property Negotiator: Parcels E2c.3.1 and E2c.2.
Negotiating Party Monterey Peninsula Community College District, Dr. Doug Garrison.
 - 2) Conference with Labor Negotiators for MPCTA and MPCEA, Joe Bissell and Barbara Lee.
 - 3) Superintendent/President's Quarterly Evaluation.
- C. Reconvene to Open Session.
- D. Reporting of Any Action Taken During Closed Session – none.

Present:

Mr. Charles Brown, Trustee

Dr. Margaret-Anne Coppernoll, Trustee

Mr. Lynn Davis, Chair

Mr. Michael Dickey, Student Trustee

Dr. Douglas Garrison, Secretary

Mr. Charles Page, Trustee

Dr. Loren Steck, Vice Chair

2. RECOGNITION

- A. Acknowledgement of Visitors – none.
- B. Monterey Peninsula College Foundation Donations for May, 2010, totaling \$53,102.

3. COMMUNICATIONS

- A. Comments from Visitors – none.

B. Written Communications:

- 1) Letters of appreciation from MPC staff and students:
 - a. Danny McKernan, MPCF Life Science Scholarship Award, May 20.
 - b. Ian Richard Martine, MPCF Humanities Scholarship Award, May 20.
 - c. Valerie Guardiola, MPCF Social Science Scholarship Award, May 26.
 - d. Christine Hunsley, MPCF Classified Appreciation Award, May 27.
 - e. Adam Gabrielsen, MPCF Nursing Scholarship Award, June 2.
 - f. William Brooke, MPCF Nursing Scholarship Award, June 2.
 - g. Trina Jaynes, MPCF Nursing Scholarship Award, June 2.
 - h. Natalie Guiang, MPCF Nursing Scholarship Award, June 2.
- 2) Email to MPC from Lyndon Schutzler on passing of Dr. Milt Bank, May 27.
- 3) Email to Robin Venuti from CSUMB Foundation, "Kinesiology students team up with police academy," June 13.

Articles published in The Monterey County Herald, May 14-June 13, 2010:

- 1) "Latina students deserving of recognition," May 7.
- 2) "The Role of Sports in Today's Society" advertisement, Jim Tunney moderator, May 20.
- 3) "Thanks to many for continuing support of arts, ...in particular Lyndon Schutzler and President Doug Garrison," May 21.
- 4) "Summer camps and coaching openings, Herm Edwards Football Camp," notices on May 28 and June 4.
- 5) "Spring Dance Concert, MPC Dance Department," June 2.
- 6) Obituary "Milton Harold Bank II, local Navy man, dies," June 8.
- 7) "Workers at MPC reject cuts: vote on benefits could lead to layoffs, furloughs," June 12.

C. Reports and Presentations:

- 1) INSTITUTIONAL REPORT – no report.
- 2) SUPERINTENDENT REPORT – DR. DOUG GARRISON, SUPERINTENDENT/PRESIDENT
Dr. Garrison reported on a rewarding month of celebrations, recognition events, commencement, and the nurse pinning ceremony. Summer will be productive with issues associated with the tentative budget, discussions with negotiating units, and summer hires.
- 3) VICE PRESIDENT, ACADEMIC AFFAIRS REPORT – JOHN GONZALEZ
Dr. Gonzalez reported that in continuing cost saving efforts, the two-year College Catalog is now available entirely online. The course information has been updated for 2010-11. A copy of the Catalog's cover was distributed to Board and public. He distributed tentative enrollment numbers showing a 14.7% increase over 2009's Historical Head Counts for summer, a 2.2% total section count increase in credit courses, and the continuing decrease in non-credit courses. Summer head counts illustrate increased productivity and efficiency at the Monterey campus, Education Center at Marina, and in distance education.

- 4) VICE PRESIDENT, STUDENT SERVICES REPORT – CARSBIA ANDERSON
Carsbia Anderson related graduation stories from families and students thanking MPC for the opportunity to walk at commencement. He then spoke of the significant changes in financial aid activity as of mid-June. In summer of 2009, 799 BOG grants were distributed; this summer 2,332 BOG grants were distributed. Last year 129 Pell Grants for \$81, 654 were awarded; this summer 303 Pell Grants have been distributed for \$291,242. Financial aid applications as of mid-June totaled 2,800 applications in 2008, 3,500 applications in 2009, and 5,300 applications in 2010. The summer programs are ongoing: Upward Bound is starting their third week and staff is planning the field trip to UCLA; Math Science Upward Bound's six week program at UCSC starts this weekend; and Monterey Jazz Camp is finishing their second week. Lastly, there was recognition of former art student Marilyn Mozingo who recently passed.
- 5) VICE PRESIDENT, ADMINISTRATIVE SERVICES REPORT – JOE BISSELL
Joe Bissell's report is found in New Business A., Monthly Financial Report.
- 6) ACADEMIC SENATE CHAIR'S REPORT – FRED HOCHSTAEDTER – no report.
- 7) MPCEA REPORT – BRENDA KALINA
Brenda Kalina spoke of the health benefit issue. On May 27th MPCEA signed the first MOU with the District. Classified members wrote emails and attended meetings, even meeting on Sunday, to discuss changes to the health benefit plan and budget deficit. This MOU was rejected on June 9th by a count of 47-56. 103 members came out to vote, the largest vote in 10 years. Her perspective on the rejected MOU was that the plan came in three phases and members were unable to vote on each phase. The admit fee of \$1,000 in Phase 2 and Phase 3 to use CHOMP is a large out-of-pocket expense for members. Classified felt this issue came up quickly and not all facts were known, there was little time to make decisions, and there was a lack of education prior to health benefits being an issue. Classified met several times and came up with a plan they could support without undue financial burdens upon individual members. When presenting this plan to the District, it was announced that an additional \$200,000 in unrestricted funds revised the deficit total to \$849,000. When reporting this increased amount back to the membership they felt lied to, versus the \$650,000 deficit presented in the Open Forum. MPCEA came together and met with negotiating teams Thursday and signed a new MOU on Friday, June 18th. This MOU accepts Phase 1 and requires unpaid furloughs to all benefitted employees and working 30 hours or more, with prorated furlough hours for less than 12 month employees. The furloughs equal a 3.125% decrease in salary for Classified. The MOU also contains plans to educate all members to better utilize the medical plan. CSEA headquarters is reviewing the MOU and a ratification vote will be held Friday, June 25th if returned by headquarters. Brenda thanked the District for allowing MPCEA to return to the table and renegotiate the MOU.
- 8) MPCTA REPORT – no report.
- 9) ASMPC REPORT – no report.

10) COLLEGE COUNCIL REPORT – no report.

11) MPC FOUNDATION REPORT – ROBIN VENUTI, EXECUTIVE DIRECTOR

Robin Venuti reported two President’s Lunches were held in May and June, with an upcoming Lunch in July. She is continuing to meet with campus departments to match donors with campus needs. She and Dr. Garrison met with Dan Baldwin, the new Executive Director of Community Foundation for Monterey County. The Foundation has hired a new investment manager, Petersen & Ramistella, and investment policies are under review. Development is progressing for the President’s Circle campaign collateral. The Foundation has received a \$25,000 grant from Monterey Peninsula Foundation for marketing and staff support. Finally, the Alumni Committee’s event on June 24th with moderator Dr. Jim Tunney, speakers Ron Rivera and Herm Edwards, is a panel discussion of the “Role of Sports in Today’s Society.”

12) GOVERNING BOARD TRUSTEE REPORTS:

- a. Community Human Services Meeting Minutes, May 20, 2010, Dr. Loren Steck.
- b. Dr. Margaret-Anne Coppernoll spoke with Dr. Rodriguez at the Annual Trustee Workshop and related how highly he spoke of MPC from his visit as chair of the accreditation team. She commended everyone on the commencement ceremony.
- c. Charlie Brown attended the COSO celebration (Coalition of Scholarship Organizations), commended Carsbia Anderson for his work there, and noted the number of students who are enrolling at MPC this fall.
- d. Lynn Davis reported the Board attended all the graduation ceremonies, how impressive the Fire Academy graduation was, and also related the thanks he received from families at commencement; he acknowledged Carsbia and staff for their work on commencement.

13) SPECIAL REPORT - Bond Update Reports, Joe Demko (reports attached):

- a. Active Bond/Facility Projects Update – Trustee Steck asked for a tour of the projects under construction, and an upcoming tour will be scheduled Report Kitchell Bond-Facility Update 6-11-10.pdf.
- b. Cost Control Report Report Kitchell Cost Control 6-11-10.pdf.
- c. Master Schedule/Construction Phase Only Report Kitchell Construction Schedule 06-11-10.pdf.
- d. Bond Expenditure Report.

4. CONSENT CALENDAR

- A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:
Motion Page / Second Steck / Carried **10-127**

BE IT RESOLVED:

- 1) That the Governing Board approve the minutes of the Regular Board Meeting on May 25, 2010.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.

- 3) That the Governing Board approve the following payroll, for a total of \$2,313,621:
the regular payroll of May 28th in the amount of \$2,269,265;
and the manual payroll of June 4th in the amount of \$2,770;
and the supplemental payroll of June 10th in the amount of \$41,587.
- 4) That commercial warrants #'s for May 2010, in the amount of \$2,022,027, be approved:
12784332 through 12784339; 12785120 through 12785187;
12786085 through 12786124; 12786867 through 12786921;
12787745 through 12787785; 12789465 through 12789537.
- 5) That purchase order #'s 101205 through 101267 for May, 2010, in the amount of \$666,861, be approved.
- 6) That the following budget adjustments in the Restricted General Fund for the period May 19, 2010 through June 9, 2010:
Net decrease in the 2000 (Classified Salaries) Object expense for \$64,921;
Net decrease in the 3000 (Benefits) Object expense for \$13,412;
Net decrease in the 4000 (Supplies) Object expense for \$9,750;
Net increase in the 5000 (Other/Services) Object expense for \$153,068.
- 7) That the following budget adjustments in the Unrestricted General Fund for the period May 19, 2010 through June 9, 2010, be approved:
Net increase in the 2000 (Classified Salaries) Object expense for \$536;
Net increase in the 3000 (Benefits) Object expense for \$27;
Net increase in the 4000 (Supplies) Object expense for \$1,957;
Net decrease in the 5000 (Other Services) Object expense for \$2,520.

B. Faculty Personnel (agenda amended to include #c. Lauren Handley):

- 8) That the Governing Board approves the faculty personnel actions listed:
 - a. Authorize the full-time, tenure track replacement for Medical Assisting Instructor/Program Coordinator.
 - b. Employment of Math Learning Center Coordinator, Brett Enge.
 - c. Employment of Political Science Instructor, Lauren Handley.
 - d. Employment of Technical Services Librarian (no action taken).
 - e. Employment of Counselor (no action taken).
 - f. Grant Equivalency to Minimum Qualifications to Mr. Murat Bulut to teach Mathematics, effective Summer 2010.
 - g. Grant Equivalency to Minimum Qualifications to Ms. Kolette Draegan to teach Humanities, effective Summer 2010.
 - h. Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring, 2010.

C. Short Term, Non-continuing and Substitute Personnel:

- 9) 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 May 31, 2010, be accepted.
Motion Steck / Second Coppernoll / Carried **10-128**
- B. BE IT RESOLVED, that the Fiscal Year 2010-2011 Tentative Budget be approved, and the public hearing for the adoption of the Final Budget be scheduled for August 24, 2010, 3:00pm at the Sam Karas Room of the Library and Technology Center, Monterey Peninsula College, 980 Fremont Street, Monterey, CA.
Motion Steck / Second Coppernoll / Carried **10-129**

Link to 2010-2011 Tentative Budget:
[2010-11 Tentative Budget-Pending Brd 6-22-10.pdf](#)

Link to Board Presentation by Joe Bissell:
[Tentative Budget Presentation.pptx](#)

Joe Bissell presented the 2011 Tentative Budget by presenting a summary of the projected beginning balances (based on current 2009-10 adjusted budgets), 2010-11 tentative budgets, and projected ending balances for all operating funds maintained by the District: General Funds (Unrestricted and Restricted budgets); Special Revenue (CDC Unrestricted and Restricted Funds, Student Center, and Parking); Debt Service Funds (Student Center and Lease Payments); Capital Projects; Building/Bond Funds; Self Insurance Fund with its projected 25% increase; and Fiduciary Funds (comprised of contributions from Financial Aid, Associated Students, Scholarships and Loans, Trust Funds, and the Orr Scholarship).

The Tentative Budget is based on three assumptions: the state budget; the projection of 25% medical increase which would be offset by cost containment measures; and, that enrollments/FTES are the same as 2009-2010. Two problems in these assumptions are that the state budget is not approved, and Faculty and Management have accepted cost containment measures...Classified have not, leaving an \$846,848 deficit. Solutions are to work with MPCEA, CHOMP and Keenan on additional cost containment measures and to continue working on additional reductions to current operating budgets.

Outlook on outside influences to the 2010-11 Budgets are:

- 1) State budget will be more problematic to balance; we will continue to have negative impacts on cash flow; we will have additional cuts and must reduce services; State recovery is projected to take 3-5 years; we should expect more restrictions on enrollments; and student fees will be increased.
- 2) Demand for core classes will continue to be high driven by unemployment, redirected students, and tidal wave 2 (largest high school graduates in 2010).
- 3) Increased costs for benefits will continue to erode district budgets, and medical trends will see double digit increases. PERS and STRS are both projected to increase for Unrestricted General Funds.

- 4) Inflation will continue to erode budgets.

District responses to this outlook are to:

- 1) Maintain adequate reserves to meet cash requirements. This is a 3-5 year problem and short term solutions must be avoided. Anticipate additional cuts and continue to redirect budgets. Services will need to be prioritized and some services eliminated, for example, tram service. Operations need to be streamlined and efficiency in instruction improved. Discretionary budgets will all but be eliminated.
- 2) Work to ensure priorities are in areas of highest demand. Continue to reduce potential FTES at risk and move to more sustainable enrollments which will require a shift of funding. Retain classes at Education Center at Marina.
- 3) Work toward sustainable benefits plan.

Conclusions:

- 1) District projects positive fund balances.
- 2) Increased costs for benefits in 2010-2011 still needs to be addressed – an \$846,858 problem.
- 3) Final approved State budget could have additional impacts on District's budgets, cash, enrollments and services this year.
- 4) To deal with long-term problems we need to continue to streamline operations, improve efficiencies, prioritize services and eliminate nonessential services to offset mandated expense increases and meet demand.
- 5) Need long term solutions to managing costs of benefits.

- C. BE IT RESOLVED, that the Governing Board authorize the Superintendent/President to execute the Declaration of Covenant, Quitclaim Deeds, and necessary related documents, to exchange parcels L23.1.2 and L23.1.5 in return for Parcels E2c3.1, E2c.2 and a portion of 12th Street located at the former Fort Ord and owned by the Marina Redevelopment Agency, and

BE IT FURTHER RESOLVED, that the Governing Board authorize this exchange of property with the acknowledgement that the City of Marina has agreed to diligently continue to process amendments to its General Plan and Zoning Regulations to allow the District's use of the property for its educational purposes.

Motion Denied Davis / Second Page / Opposed - All

10-129

Dr. Garrison provided background on the land swap agreement the Board approved and signed in February of 2007. By conveyance from the Reuse Plan of the former Fort Ord, MPC received two parcels along Imjin Parkway and one on each side of 3rd Avenue. The purpose of the property exchange was to resolve issues with traffic circulation, safety and effective campus operations related to a proposed adjacent senior residential development called Cypress Knolls, and the use of 3rd Avenue as the main access point to this development. When the impact of significant traffic was understood, MPC engaged in conversations with the City of Marina and ultimately agreed to swap the parcel we held on the west side of 3rd Avenue to be deeded to the City of Marina, and MPC would receive a parcel contiguous to the one we already had on the east side of 3rd

Avenue. The necessary language issues were resolved which included changes needed to the City's General Plan and zoning ordinances which established it as precedent to the land swap. The language changes were resolved; however, the City has not yet completed the changes needed on the revisions to the General Plan and the zoning ordinance. The City is requesting the Board approve the land swap without completion of these changes but with a commitment from the City they would diligently pursue their completion. Dr. Garrison felt because of the specificity of the agreement approved in 2007, he could not make that agreement without coming to Board in open session.

Mr. Doug Yount, Development Services Manager for the City of Marina, spoke of the accurate background information provided by Dr. Garrison, and of the long period of time the City has been working with the Department of Education to complete its review and approval of this exchange. The City appreciates MPC's satellite campus and looks forward to its future expansion. The City reaffirmed by letter to MPC that no amendments to the City's General Plan zoning regulations are required to complete approval of the exchange of property, and that the Board has the authority to do its own zoning rights under state law. The City will go forward and revise the language in the General Plan to identify the public facilities and recognize specifically the MPC campus. Mr. Young encouraged the Board to support this effort in getting the last piece to the exchange completed.

After open discussion, the Board opposed the Resolution as the City has not met the obligations to MPC and recommends the City finalize the conditions before approval is recommended.

- D. BE IT RESOLVED, that the Governing Board authorize a Notice of Intent to enter into a lease agreement with the Monterey Bay Certified Farmers Market, Inc., at \$175 per week for the period of August 1, 2010 through June 30, 2011, and direct staff to publish the Notice of Intent in a newspaper of general circulation once a week for three consecutive weeks commencing with the week of July 5, 2010.
Motion Page / Second Coppernoll / Carried **10-130**

- E. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Automotive Technology Classroom Addition, DSA Application No. 01-110417, File No. 27-C1.
Motion Steck / Second Dickey / Carried **10-131**

- F. BE IT RESOLVED, that the Governing Board receive a presentation on the Performing Arts/Theatre renovation and approve the Preliminary Plans to be submitted as the Final Draft for submittal to DSA (Division State Architect), in summer, 2010.
Motion Steck / Second Page / Carried **10-132**

Link to presentation by Michael Gilmartin, Dean of Instructional Planning:
[Theater Presentation.pptx](#)

Michael Gilmartin provided an overview of the preliminary design changes for the Performing Arts Center/Theater Project and highlighted improvements and resolves ADA issues to the back stage, lobby and infrastructure. Changes added an elevator, orchestra pit and stage lift, moved the dressing rooms and costume shop, and provides ADA accessible seating in front of the theater. Elevator access is provided for all four floors with a new corridor to the orchestra pit. Restrooms are updated and all sound,

lighting and HVAC systems will be replaced. Dr. Garrison shared that bond funding of \$9.7M for the Theater and \$1.2M for the Music Building are committed to the remodel. The concept of separating the performance venue from instruction was explored. Because the acoustics in the Music Hall are not acceptable and building a separate building is not funded, the concept of modifying the Theater to a single use performing arts center for performances of our theater, music and dance programs was brought to the Facilities Committee for conceptual designs. No additional space can be added to the Music Hall due to limited funding, and the Committee is determining if it is feasible to improve the quality and efficiency of the existing Theater to become a performing arts center for \$9.7M while still upgrading the music building for \$1.2M. These changes are in discussion phase and dialogue may be continued this fall. If not feasible, the Committee will be providing an explanation of what other projects will be impacted in the future if additional funds are required to address a separate music facility.

- G. BE IT RESOLVED, that the Governing Board receive a presentation on the Swing Space Village adjacent to the Theater and Social Sciences Buildings and approve the Preliminary Plans to be submitted as the Final Draft to DSA (Division State Architect), in summer 2010.

Motion Steck / Second Page / Carried

10-133

Joe Bissell introduced Architect Ken Scates to present the Preliminary Plans on the Swing Space Village, a complex of temporary portable buildings south of the Theater and Parking Lot C, making up five classrooms and one restroom modular. Occupants will be from the remodeling of the Theater, and then remodels to Life Science, Medical Assisting and Dental Assisting classes. The Swing Space Village minimizes the amount of ground space to retain existing landscaping. Preliminary Plans will go to DSA for review and after the project is bid and the buildings moved, the space is planned for occupancy in January, 2011.

- G. BE IT RESOLVED, that the Governing Board receive a presentation on the Pool, Tennis Courts and Gym renovation project and approve the Preliminary Plans to be submitted as the Final Draft for submittal to DSA (Division State Architect), in summer 2010.

Motion Coppernoll / Second Dickey / Carried

10-134

Ken Scates presented Preliminary Plans on the Pool, Tennis Courts and Gym renovation project. This project makes six tennis courts, rectifies drainage, and adds new nets, fencing, wind screens, equipment storage, and drinking fountains. The swimming pool plan is to utilize the existing pool shell as a 25- yard eight lane lap pool, changing out all systems and creating a cleaner and more competitive, energy efficient pool system. Features includes relocated locker rooms, new changing rooms and team lockers, outdoor cubbies for swimmers' belongings, awnings for instructors to teach in inclement weather, and total accessibility for ADA with an added pool lift. Landscaping, student/pedestrian pathways, and cart access will be improved. Office space is reconfigured and the two existing classrooms will be removed, allowing for improved faculty locker rooms and offices for coaches. Lyndon Schutzler noted that the original design in 1968 did not include room for women's athletics and although no new square footage has been added, the reconfiguration provides space for twelve sports and an additional 100 athletes. The Gym's first floor remodel will begin before the Pool/Tennis Court remodel, estimated for January, 2011.

The final piece of this remodel is to make a better connection between the upper west side of the campus and linkages to student access to the campus, called the Clear Connections Project. Under study is the idea to improve traffic routes toward the Theater, Gym, Amphitheater and College Center, adding a “roundabout” for entry and drop off, to make a major improvement for arrival and passage to these areas, and to provide ADA access. The redesign will honor the original architect and design of these important buildings, and add improvements to the site plan.

- H. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #9 (PAA), at the fixed fee of \$81,675 with Kitchell CEM for construction management services in conjunction with the Business-Computer Science Building renovation.
Motion Page / Second Coppernoll / Carried **10-135**
- I. BE IT RESOLVED, that the Governing Board authorize the Vice President for Administrative Services to enter into a contract with Kitchell for Program Management Services for the period July 1, 2010 through December 31, 2010.
Motion Steck / Second Dickey / Carried **10-136**
- J. BE IT RESOLVED, that the Governing Board authorize the Vice President for Administrative Services to enter into a contract with NewCal, Canon Business Solutions, for campus-wide copier services.
Motion Brown / Second Dickey / Carried **10-137**
- K. BE IT RESOLVED, that the Governing Board approve the signing of the 2010-2011 contract for General Child Care and Development Programs at Monterey Peninsula College.
Motion Steck / Second Page / Carried **10-138**
- L. BE IT RESOLVED, that the Governing Board approve the attached 2010-2011 salary schedule for classified employees, effective July 1, 2010.
Motion Steck / Second Coppernoll / Carried **10-139**
- M. BE IT RESOLVED, that the Governing Board ratify the attached Agreement on Medical Benefits between MPCTA and the District, effective July 1, 2010.
Motion Page / Second Brown / Carried **10-140**
- N. BE IT RESOLVED, that the attached agreement to continue the employment of Carsbia Anderson as the Vice President for Student Services from July 1, 2010 through June 30, 2013, be ratified.
Motion Page / Second Brown / Carried **10-141**
- O. BE IT RESOLVED, that the attached agreement to continue the employment of Dr. John Gonzalez as the Vice President for Academic Affairs from July 1, 2010 through June 30, 2013, be ratified.
Motion Steck / Second Coppernoll / Carried **10-142**

- P. ~~BE IT RESOLVED, that the agreement to employ _____, as the Vice President for Administrative Services, effective _____, and ending June 30, 20____, be ratified. (Item pulled.)~~
- Q. BE IT RESOLVED, that the Governing Board approve Board Policy 1007 Specific Duties and Responsibilities of the Governing Board (with one date correction).
Motion Page / Second Coppernoll / Carried **10-143**
- R. BE IT RESOLVED, that the Governing Board approve Policy 1008 Governing Board Orientation and Development (with one word correction).
Motion Steck / Second Page / Carried **10-144**
- S. BE IT RESOLVED, that the Governing Board approve Board Policy 1025 Public Appearance before the Board and Conduct of Board Meetings.
Motion Steck / Second Coppernoll / Carried **10-145**
- T. INFORMATION ONLY: Calendar of Events. **INFORMATION**

ADJOURNMENT: The Regular Board Meeting was adjourned at 5:57pm.


6. **ADVANCE PLANNING**

- A. Meeting Dates:
Regular Meeting Tuesday, July 27, 2010
Regular Meeting Tuesday, August 24, 2010
- B. Future Topics, to be confirmed:
1) Tour of Construction Projects
2) Board Goals

7. **CLOSED SESSION**

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

Respectfully Submitted,


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

Posted July 28, 2010

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.2

Superintendent/
President's Office

Proposal:

That the Governing Board accept and acknowledge the following donations to Monterey Peninsula College.

Background:

The following donations have been made to Monterey Peninsula College:

- | | |
|---|---|
| • Terry Brunton, owner Absolutely Fabulous Clothing Store, Crossroads, Carmel | Dresses and evening wear donation including prom dresses, feather wings, and men's 17 th century costume jackets, c/o Constance Gamiere, Costume Designer/Theater Arts Instructor; approximate retail value \$100,000+ |
| • M/M James Himonas | Clothing/materials to Theatre Arts Dept. |
| • Robinson Jeffers Tor House Foundation | One Biography of Robinson Jeffers |
| • Bill Jones, Counselor/Instructor | 12 Books for LTC |


Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the Governing Board accept gifts donated to the College with appropriate acknowledgement to the donors.

Recommended By: Dr. Douglas Garrison, Superintendent/President

Prepared By:


Carla Robinson, Executive Assistant to Superintendent/President and the Governing Board

Agenda Approval:


Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.3

Fiscal Services
College Area

Proposal:

Approve June regular payroll along with July's manual and supplemental payrolls. Approve June 30th, July 2nd and 9th payrolls.

Background:

June 30, 2010	Regular Payroll.....	\$1,977,885.53
July 2, 2010	Manual Payroll.....	\$540.00
July 9, 2010	Supplemental Payroll	\$16,400.34
	Total	\$1,994,825.87

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that the June 30th regular payroll in the amount of \$1,977,885.53 and the July 2nd manual payroll in the amount of \$540.00 and the July 9th supplemental payroll in the amount of \$16,400.34 be approved.

Recommended By: *J. Bissell*
Joseph Bissell, Vice President for Administrative Services

Prepared By: *Sean Willis* Sean Willis or Michelle Moore, Payroll Analyst *Rosemary Barrios* Rosemary Barrios, Controller

Agenda Approval: *J. R. Garrison*
Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.4

Fiscal Services
College Area

Proposal:

Approve Commercial Warrants for June 2010.

Background:

Table with 2 columns: Warrant Number Range and Amount. Includes rows for individual warrant ranges and a Total row.

Budgetary Implications:

Budgeted.

[X] RESOLUTION: BE IT RESOLVED, that Commercial Warrants:
12790198 through 12790262, 12790848 through 12790882, 12792003 through 12792051,
12793043 through 12793082, 12793725 through 12793760, 12794580 through 12794650,
12796511 through 12796597, in the amount of \$2,209,138.32 be approved.

Recommended By: [Signature]
Joseph Bissell, Vice President, Administrative Services

Prepared By: [Signature] Alicia Cadriel, Accounting Specialist
[Signature] Rosemary Barrios, Controller

Agenda Approval: [Signature]
Dr. Douglas Garrison, Superintendent/President

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796511	American Lock & Key	PV- 101623	550000	Repairs on Greenhouse Lock	\$157.21
12796512	AMERICAN SUPPLY CO	PO- 101218	450000	Consummanle custodial supplies	\$11,956.32
12796513	AMERIPRIDE SERVICE	PO- 100141	620000	Open order for rag service	\$30.12
12796514	Anderson,Judy	PO- 100820	510000	Special consultant agreement for MATE	\$2,717.09
12796515	ATI	PV- 101625	430000	TEAS Retake Test Fees	\$25.00
	ATI	PV- 101625	430000	TEAS Retake Test Fees	\$25.00
12796517	Baker,Earle R "Scott"	PV- 101626	520000	Lodging and Travel Expense for Fire Course 2B	\$671.80
12796519	Bean, John	PV- 101627	510000	AV Student Worker for First 5 Monterey Event	\$315.00
12796520	Brown, Caroline	PO- 101329	510000	Special consult contract for MATE	\$5,363.77
12796521	CACHAGUA FIRE DISTRICT	PV- 101628	510000	For Fire 413 Firefighter Update Section 4505	\$562.00
12796523	CARMEL HIGHLANDS FIRE DEPT	PV- 101629	510000	For Fire 413 Firefighter Udate Section 4514	\$350.00
12796524	Anderson, Carsbia	PV- 101624	520000	Reimbursement of Expenses for CSSO Annual Meeting	\$466.66
12796525	Central Coast Sign Language	PV- 101630	450000	Sign Language Interpreting Serv.for Graduation	\$475.00
12796526	Central Electric	PV- 101631	550000	Repair on Fire Alarm System at LTC	\$937.83
	Central Electric	PV- 101632	550000	Repairs on Overhead Track Lighting at Art Gallery	\$716.30
12796527	Cervantes, Daniel	PO- 101295	510000	To develop CTE website within the MPC website	\$1,098.00
12796528	CHEVRON USA INC	PO- 100144	550000	Open order for gasoline for gas cards	\$1,085.70
	CHEVRON USA INC	PO- 101124	550000	Open order for gasoline	\$83.45
	CHEVRON USA INC	PV- 101633	550000	June Gas Card Purchases for Men's PE Dept.	\$283.69
12796529	CHOMP	PV- 101634	510000	For COHS420, COHS450, & COHS421 Courses	\$2,661.00
12796530	Constellation New Energy	PO- 100160	550000	Open order for electricity for the MPC campus	\$16,521.28
12796532	DEL MONTE GLASS SHOP	PV- 101635	550000	Repairs on College Center Automatic Door	\$250.00
	DEL MONTE GLASS SHOP	PV- 101636	550000	Repairs on LTC Automatic Door Closer	\$790.00
12796533	DELL MARKETING L.P.	PO- 101226	640000	Optiplex 790 desk top computers	\$71.57
	DELL MARKETING L.P.	PO- 101226	640000	Optiplex 790 desk top computers	\$2,587.41
	DELL MARKETING L.P.	PO- 101269	450000	780 Dell Optiplex desktop computer	\$1,066.03
12796535	EBSCO SUBSCRIPTION SERVICE	PO- 101054	450000	Open order for periodical subscriptions	\$118.45

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796536	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$60.63
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$30.18
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$30.18
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$30.18
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$125.15
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$143.62
12796537	Elsevier	PO- 101236	430000	Radiology for Dental Professional text	\$1,830.73
12796538	ENAMEL EMPORIUM	PO- 101297	430000	Open order for jewelry supplies	\$146.55
12796539	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$7.72
	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$8.03
12796540	Ferguson Enterprises Inc #679	PO- 100076	450000	Open order for plumbing supplies	\$15.33
12796543	Fisher Scientific	PO- 101063	430000	Instructional materials	\$742.58
	Fisher Scientific	PO- 101063	430000	Instructional materials	\$268.77
	Fisher Scientific	PO- 101063	430000	Instructional materials	\$56.31
12796544	Geo. H. Wilson Inc.	PO- 101293	560000	Furnish & install new OSA reset controller	\$1,120.00
	Geo. H. Wilson Inc.	PV- 101637	560000	Repaired Leak on Fan Coil at Photo Lab	\$565.00
12796545	Golden State Flooring	PV- 101638	560000	Supplies and Materials for Drama Department	\$1,011.41
12796546	Grasmuck,Karoline	PV- 101639	520000	Mileage Reimbursement for 3/10/10 to 3/19/10	\$121.28
	Grasmuck,Karoline	PV- 101640	520000	Mileage Reimbursement for 4/13/10 to 4/15/10	\$84.55
12796547	GREEN LINE WASTE HAULERS	PO- 100473	550000	Open order for sump pump service	\$531.00
12796549	Hilla, Jeffery	PV- 101641	510000	AV Student Worker for First 5 Monterey Event	\$62.25
12796550	INDIAN JEWELRY SUPPLY	PO- 101296	430000	Open order for jewelry supplies	\$289.18
	INDIAN JEWELRY SUPPLY	PO- 101296	430000	Open order for jewelry supplies	\$416.70
	INDIAN JEWELRY SUPPLY	PO- 101296	430000	Open order for jewelry supplies	\$225.86
12796556	Magna Publications Inc	PV- 101642	520000	Registration Fee for Online Seminar on 8/11/10	\$279.00
12796557	Marchand, Henry	PV- 101643	510000	Meal Reimbursement for Guest Lecturer	\$141.12
12796558	MARINA FIRE DEPARTMENT	PV- 101644	510000	For Fire413 Firefighter Update Section 4510	\$1,251.00
12796559	Mid Coast Fire Brigade	PV- 101645	510000	For Fire413 Firefighter Update Section 4509	\$165.00

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796560	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$458.19
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$22.04
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$60.64
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$28.59
12796561	MONTEREY COUNTY FENCE CO	PV- 101646	550000	Repair at Life Science Janitorial Room	\$85.00
12796562	MONTEREY COUNTY FIRE TRAIN	PV- 101647	510000	For Fire411 Section 5490 and Section 5445	\$992.00
12796563	MONTEREY PENINSULA COLLEGE	PV- 101648	580000	Cash Reimbursement for June 2010	\$457.45
	MONTEREY PENINSULA COLLEGE	PV- 101649	580000	Check Reimbursement for June 2010	\$1,125.96
	MONTEREY PENINSULA COLLEGE	PV- 101650	580000	Check Reimbursement for June 2010	\$4,570.60
12796564	MONTEREY REGIONAL WATER	PO- 100393	550000	Open order for storm water & sewage collection	\$6,214.54
12796565	Monterey County Weekly	PO- 100054	580000	Open order for display advertising	\$66.95
12796566	Montgomery, Albert	PV- 101651	510000	AV Student Worker for First 5 Monterey Event	\$64.50
12796567	MOORE MEDICAL LLC	PO- 100985	450000	Open order for medical supplies	\$2.95
12796568	MUSICIAN'S FRIEND	PO- 100621	640000	Instructional equipment	\$159.99
12796569	Network Cabling Solutions Inc.	PO- 101325	560000	Labor & materials ffor communication cabling	\$645.00
12796571	Office Depot	PO- 100849	450000	Open order for office supplies	\$76.55
	Office Depot	PO- 101050	550000	Open order for office supplies	\$66.00
	Office Depot	PO- 101107	430000	Open order for office supplies	\$843.32
	Office Depot	PO- 101107	430000	Open order for office supplies	\$56.91
	Office Depot	PO- 101108	430000	Open order for office supplies	\$993.38
	Office Depot	PO- 101303	450000	Open order for bond paper	\$229.66
12796572	PACIFIC GAS & ELECTRIC CO	PO- 100834	550000	Open order for electricity	\$2,040.49
	PACIFIC GAS & ELECTRIC CO	PO- 100834	550000	Open order for electricity	\$647.98
12796573	Peninsula Cafe	PV- 101652	450000	Food Services for Graduation 2010 Reception	\$2,976.87
12796574	PENINSULA WELDING SUPPLY	PV- 101653	450000	Helium Tank Rental for Graduation 2010	\$67.01
12796577	Pro Look Sports	PO- 100986	450000	Game uniforms	\$5,409.88
12796579	RAPID PRINTERS INC	PV- 101655	450000	Business Cards for Sigrid Klein	\$33.63
	RAPID PRINTERS INC	PV- 101656	450000	Business Cards for Board Members	\$100.89

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School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796579	RAPID PRINTERS INC	PV- 101656	450000	Business Cards for Dr. Kirk Avery	\$151.55
	RAPID PRINTERS INC	PV- 101657	450000	Business Cards for Leslie Procive	\$33.63
12796580	RIO GRANDE TOOLS	PO- 101298	430000	Open order for jewelry supplies	\$301.52
12796581	Robert Brooke and Associates	PV- 101658	450000	Repair Supplies for Physical Science Windows	\$84.70
12796583	School Services of CA-Sacto	PO- 100098	450000	Open order for annual sunscption	\$285.00
12796584	SEASIDE FIRE DEPT	PV- 101659	510000	For Fire413 Firefighter Update Section 4508	\$925.00
12796586	SNAP-ON INDUSTRIAL TOOLS INC	PO- 101204	640000	BLPCWSM 71212 PC metric comb wrench set	\$14.31
	SNAP-ON INDUSTRIAL TOOLS INC	PO- 101204	640000	BLPCWSM 71212 PC metric comb wrench set	\$189.20
12796587	Soledad Fire Department	PV- 101660	510000	For Fire413 Firefighter Update Section 4507	\$943.00
12796588	Spreckels Volunteer Fire Dept.	PV- 101661	510000	For Fire413 Firefighter Update Section 4506	\$115.00
12796589	Tech Depot	PO- 100806	450000	P2035n HP network printer	\$326.97
12796590	TechSmith	PO- 101305	430000	Cantasia Studio software	\$895.00
12796591	Teracai	PO- 101326	640000	50' low loss cable for wireless antenna	\$523.93
12796592	The Flower Market	PV- 101662	450000	Flower Arrangements for Graduation 2010	\$250.00
12796593	UPS	PO- 101321	580000	Open order for UPS service	\$542.66
12796594	Washington,Sandra	PV- 101663	470000	Advance for Meals for TRIO Jam Day	\$1,000.00
12796595	Washington,Sandra	PV- 101664	470000	Advance for Meals for Southern CA Campus Tour	\$3,575.00
12796596	Wild Plum Cafe & Bakery	PO- 101222	470000	Open order for lunches for tech service onterviews	\$91.14
12796597	William Scotsman	PO- 100745	560000	Reencumberance of funds for TRIO trailers	\$698.24
	William Scotsman	PO- 100745	560000	Reencumberance of funds for TRIO trailers	\$508.63
Fund 0100 totals:					\$101,096.44

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

0400 Children Center, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796570	Nob Hill Foods -Sacto	PO- 100264	470000	Open order for Children's meals	\$155.95
12796585	SMART & FINAL	PO- 100273	470000	Open order for food for children's meals	\$377.96
	SMART & FINAL	PO- 100273	450000	Open order for food for children's meals	\$550.70
Fund 0400 totals:					\$1,084.61

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School Board Approval Report
 6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796522	CapRock Geology	PO- 101109	510000	To conduct Phase I enviromental site assessment	\$5,100.00
12796541	FIRST ALARM-MONTEREY COUNT	PO- 101023	640000	Surveylance system cameras	\$3,577.63
	FIRST ALARM-MONTEREY COUNT	PO- 101024	640000	DVR for surveillance system	\$9,882.00
12796552	Kiefer Speciality Flooring	PO- 101268	640000	Court Guard tile carts	\$1,317.66
Fund 1400 totals:					\$19,877.29

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

3500 Self Insurance Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796551	Keenan & Associates	PO- 100454	340000	For benefits consulting	\$2,883.34
Fund 3500 totals:					\$2,883.34

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School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796578	QUARTERMASTER	PV- 101654	450000	Rain Gear for Security Department	\$109.93
Fund 3900 totals:					\$109.93

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796530	Constellation New Energy	PO- 100160	550000	Open order for electricity for the MPC campus	\$1,125.14
12796532	DEL MONTE GLASS SHOP	PO- 100946	550000	Install new Auto door closer at College Center	\$2,714.00
Fund 4700 totals:					\$3,839.14

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796516	Axiom Engineers	PO- 100282	620000	Design of generator hook up	\$1,125.00
12796518	Barrie D. Coate & Assoc.	PO- 101335	620000	Tree protection for the Marina Ed. Center	\$1,151.00
12796526	Central Electric	PO- 101312	620000	To provide electrical service to parking Lot C	\$6,794.60
	Central Electric	PO- 101314	620000	Electrical services for the Auto Tech shop	\$4,991.00
12796531	DAVID FOORD	PO- 101332	620000	Construction inspection services (IOR)	\$150.00
	DAVID FOORD	PO- 101332	620000	Construction inspection services (IOR)	\$375.00
	DAVID FOORD	PO- 101332	620000	Construction inspection services (IOR)	\$5,025.00
	DAVID FOORD	PO- 101332	620000	Construction inspection services (IOR)	\$6,300.00
12796534	Don Chapin Company	PO- 101330	510000	To pump excess water from lower swale to upper swa	\$1,833.57
12796542	FIRST NATIONAL BANK	PO- 101006	620000	Retention for the Marina Education Center	\$36,105.24
12796544	Geo. H. Wilson Inc.	PO- 101343	620000	Gas line for the generator & start up support	\$1,884.00
12796548	HGHB	PO- 100477	620000	Reencumber seervice for Auto tech building	\$960.00
	HGHB	PO- 101271	620000	Architectural services for Art buildings	\$2,872.50
	HGHB	PO- 101271	620000	Architectural services for Art buildings	\$930.00
	HGHB	PO- 101271	620000	Architectural services for Art buildings	\$1,290.00
12796553	Kitchell, CEM	PO- 101044	620000	Construction management services for marina Ed. Ct	\$18,717.00
	Kitchell, CEM	PO- 101260	510000	Construction management services (Reencumberance)	\$21,297.00
12796554	Kleinfelder	PO- 100101	620000	Special inspection services	\$240.00
	Kleinfelder	PO- 100869	620000	Special inspection & reporting services	\$13,517.91
	Kleinfelder	PO- 101341	620000	Special testing & inspection services	\$7,589.50
12796555	M3 Enviromental Consulting LLC	PO- 101344	620000	Hazardous material monitoring/abatement	\$3,909.58
12796571	Office Depot	PO- 100659	510000	Furn/equipment for PSTC	\$863.29
	Office Depot	PO- 100659	510000	Furn/equipment for PSTC	\$983.25
	Office Depot	PO- 100659	510000	Furn/equipment for PSTC	\$1,240.29
	Office Depot	PO- 100659	510000	Furn/equipment for PSTC	\$558.49
	Office Depot	PO- 100659	510000	Furn/equipment for PSTC	\$533.14
	Office Depot	PO- 100659	510000	Furn/equipment for PSTC	\$86.23

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/29/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796571	Office Depot	PO- 100837	640000	Office furniture for Auto Tech	\$3,949.10
	Office Depot	PO- 100837	640000	Office furniture for Auto Tech	\$579.14
	Office Depot	PO- 100837	640000	Office furniture for Auto Tech	\$275.14
	Office Depot	PO- 100837	640000	Office furniture for Auto Tech	\$275.14
12796575	Polytech Industrial	PO- 101189	620000	To install epoxy floor system in Auto Tech	\$11,668.64
12796576	POTTERS ELECTRONICS	PO- 101342	620000	Wall plates for electrical	\$34.87
12796582	San Jose Blue	PO- 101333	510000	Document printing and PlanWell retrieval	\$353.99
	San Jose Blue	PO- 101333	510000	Document printing and PlanWell retrieval	\$488.35
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$20.46
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$20.46
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$206.75
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$43.19
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$131.58
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$20.42
	San Jose Blue	PO- 101333	620000	Document printing and PlanWell retrieval	\$6.17
	San Jose Blue	PO- 101334	620000	April & May document printing	\$22.73
	San Jose Blue	PO- 101334	510000	April & May document printing	\$10.54
	San Jose Blue	PO- 101334	620000	April & May document printing	\$12.41
	San Jose Blue	PO- 101334	620000	April & May document printing	\$9.58
	San Jose Blue	PO- 101334	620000	April & May document printing	\$22.25
	San Jose Blue	PO- 101334	620000	April & May document printing	\$756.86
	San Jose Blue	PO- 101334	620000	April & May document printing	\$108.86
	San Jose Blue	PO- 101334	620000	April & May document printing	\$1,039.83
	San Jose Blue	PO- 101334	620000	April & May document printing	\$543.72
	San Jose Blue	PO- 101334	620000	April & May document printing	\$35.88
	San Jose Blue	PO- 101334	510000	April & May document printing	\$10.91
	San Jose Blue	PO- 101334	620000	April & May document printing	\$71.88
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$158.43

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40 Monterey Peninsula College

Issue Date 06/29/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796582	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$117.23
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$1,514.71
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$237.93
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$2,437.31
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$148.85
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$196.92
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$148.85
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$292.56
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$148.85
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$148.85
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$193.13
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$186.20
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$172.82
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$532.41
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$193.13
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$148.85
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$189.39
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$50.78
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$148.85
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$1,623.63

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40 Monterey Peninsula College

Issue Date 06/29/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12796582	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$154.30
	San Jose Blue	PO- 101340	510000	Bid printing for the Auto Tech building	\$154.30
12796591	Teracai	PO- 101039	620000	Wireless equipment for Marina Ed. Center	\$2,023.34
12796597	William Scotsman	PO- 100244	620000	Rental/lease of restroom trailer -Marina	\$982.91
	William Scotsman	PV- 101665	510000	For Monthly Trailer Rental at 12th & 3rd Street	\$432.93
Fund 4800 totals:					\$176,268.50
District Totals for 6/29/2010:					\$305,159.25

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794580	American Lock & Key	PV- 101540	550000	For Repairs on Door at Gym	\$73.00
	American Lock & Key	PV- 101541	550000	For Repairs on Gym Door	\$103.00
12794581	AMERICAN SUPPLY CO	PV- 101531	560000	For Repairs on Magnatwin Seeper	\$163.68
	AMERICAN SUPPLY CO	PV- 101531	560000	For Repairs on Nobles 20" Floor Machine	\$79.07
	AMERICAN SUPPLY CO	PV- 101532	560000	For Repairs on Speed Shine Machine	\$80.75
12794582	AT&T/CALNET 2	PO- 100211	550000	Open order for phone service	\$157.53
12794583	ATI	PO- 101028	430000	Testing materials	\$2,261.00
12794584	Brian Finegan	PO- 101096	570000	Open order for professional legal consulting	\$1,162.50
	Brian Finegan	PO- 101096	570000	Open order for professional legal consulting	\$1,575.00
12794585	California Municipal Statistic	PV- 101542	570000	Disclousure Issuance for 08/09 and 09/10	\$600.00
12794586	CAPP ASSOCIATES INC	PO- 101211	450000	Scantron test sheets/assessment tools	\$630.88
12794587	Cardinale Automotive Group	PV- 101543	560000	Repairs on Van #1	\$1,180.26
	Cardinale Automotive Group	PV- 101543	560000	Repairs on Van #2	\$243.85
	Cardinale Automotive Group	PV- 101543	560000	Repairs on Van #3	\$991.46
	Cardinale Automotive Group	PV- 101543	560000	Repairs on Van #3	\$199.15
12794588	CARMEL MARINA COPRORATION	PO- 100382	550000	Open order for Marina Ed. Center FY 2009/10	\$65.32
	CARMEL MARINA COPRORATION	PO- 101250	550000	Open ordeer to cover disposal service	\$233.88
12794589	College Source Inc.	PV- 101533	560000	For Multi-User Subscription For Student Services	\$1,291.00
12794590	COLUMBIA DENTOFORM CORP	PO- 101247	640000	Instructional Equipment	\$764.64
12794591	CRYSTAL SPRINGS WATER COMPA	PO- 100833	520000	Open order for bottled water	\$28.25
12794592	Cypress Sporting Goods	PV- 101544	430000	Miscellaneous Supplies for Women's Softball	\$80.98
	Cypress Sporting Goods	PV- 101544	430000	Miscellaneous Supplies for Women's Softball	\$36.81
	Cypress Sporting Goods	PV- 101544	430000	Miscellaneous Supplies for Women's Softball	\$65.82
12794593	Dept of Forest & Fire Protecti	PV- 101534	520000	For Fire Management Course 2B	\$1,128.00
	Dept of Forest & Fire Protecti	PV- 101535	520000	For Fire Prevention Course 3B	\$1,128.00
	Dept of Forest & Fire Protecti	PV- 101536	520000	For Fire Command Course 1B	\$2,509.85
12794594	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Business & Computer	\$105.00

School Board Approval Report
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40 Monterey Peninsula College

Issue Date 06/22/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794594	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Humanities	\$105.00
	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Intl.Student Center	\$105.00
	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Library Tech Center	\$105.00
	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Life Science	\$105.00
	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Physical Science	\$105.00
	Dept. of Industrial Relations	PV- 101545	560000	Elevator Inspection Fee for Social Science	\$105.00
12794595	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$218.94
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$297.01
	Electrical Distributors Co.-SJ	PO- 101249	450000	Open order for eelectrical supplies	\$196.28
12794596	EMPLOYMENT DEVELOPMENT DE	PV- 101546	580000	For EDD Quarterly Taxes	\$8,780.11
12794597	FIRST ALARM-MONTEREY COUNT	PV- 101547	560000	For Repairs on Alarm System at LTC	\$79.00
12794598	Forest Theatre Guild	PV- 101548	510000	For THEA77 Section 5021 Spring 2010 Course	\$4,743.00
12794599	GAVILAN PEST CONTROL	PO- 100385	550000	Open order for contract services (Gopher Patrol)	\$180.00
	GAVILAN PEST CONTROL	PO- 100385	550000	Open order for contract services (Gopher Patrol)	\$500.00
12794600	Geo. H. Wilson Inc.	PV- 101550	550000	For Repair of Pool Boiler #2	\$2,032.68
	Geo. H. Wilson Inc.	PV- 101551	560000	For Balancing Survey and Meeting with Metin	\$2,200.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For HVAC Repairs at Art Dimensional Boiler Room	\$2,035.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For HVAC Repairs at Art Dimensional Building	\$3,641.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For HVAC Repairs at IC Building	\$825.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For HVAC Repairs at IC Building Room 101	\$3,626.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For Installation of New Expansion Tank	\$5,197.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For Repairs at International Center	\$2,271.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For Service of Pump Flow Issues	\$880.00
	Geo. H. Wilson Inc.	PV- 101551	560000	For Service of Strainer	\$385.00
12794603	HODGES RENT ALL INC.	PV- 101552	470000	Rental of BBQ Equipment for Employee Regcognition	\$50.00
12794604	JC PAPER CO	PO- 100053	450000	Open order for paper supplies	\$776.11
12794605	Jensen,Vicki	PV- 101538	510000	Reimbursement For Supplies For MATE Program	\$351.36
	Jensen,Vicki	PV- 101538	520000	Travel Reimbursement For MATE Competition	\$1,976.56

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6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794606	Jim's Detailing & Auto Stero	PV- 101553	560000	For Complete Detailing of 8 Vehicles	\$2,000.00
12794607	Kilgore International	PO- 101235	640000	Instructional materials	\$392.40
	Kilgore International	PO- 101235	640000	Instructional materials	\$346.05
12794609	Martinez, Michael	PO- 101244	520000	Tp play music for the Nursing School Graduateieon	\$100.00
12794610	MEDCO INC	PV- 101554	430000	For Medical Supplies for Athletic Trainer	\$16.14
12794611	Medical Education Tech. Inc.	PO- 100983	520000	Simulation Training (METI)	\$2,600.00
12794613	MONTEREY BAY AQUARIUM	PV- 101555	510000	For MAST116,Sec.5286 and MAST115,Sec 4677	\$3,056.00
12794614	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$1,227.81
	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$136.26
	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$204.56
	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$251.87
12794615	MONTEREY COUNTY ENVIRONME	PV- 101556	580000	For Health Permit Fees	\$1,185.00
12794616	MONTEREY COUNTY OFFICE OF	PV- 101557	520000	Fees for Monterey County Budget Workshop	\$25.00
12794617	Monterey County-Election Dept	PV- 101539	570000	For November 3, 2009 Special District Elections	\$39,525.29
12794618	MOORE MEDICAL LLC	PO- 100985	450000	Open order for medical supplies	\$17.31
12794619	Nada Scientific	PO- 101310	640000	Planetary gearfor student use	\$125.42
12794620	NAKAMURA,VICKI	PV- 101559	520000	Mileage Reimbursement for District Business	\$384.50
	NAKAMURA,VICKI	PV- 101560	520000	Mileage Reimbursent for District Business	\$466.50
12794621	NASCO	PO- 101223	640000	Instructional materials	\$157.77
	NASCO	PO- 101223	640000	Instructional materials	\$1,212.78
12794622	Neopost Inc.	PV- 101561	560000	Hasler Printhead and Tapes for Postage Meter	\$330.16
12794623	Nextel Communications	PO- 100212	450000	Open order for cell phone replacement & repair	\$138.48
	Nextel Communications	PO- 100237	550000	Cellphone use by MPC employees	\$67.62
	Nextel Communications	PO- 100238	550000	Cell phone useage for MPC employees	\$29.78
	Nextel Communications	PO- 100238	550000	Cell phone useage for MPC employees	\$674.98
	Nextel Communications	PO- 100351	550000	Open order for mobile phone service at Marina Ed.	\$20.79
	Nextel Communications	PV- 101558	550000	Cell Phone Service for IS Network & Tech	\$456.31
	Nextel Communications	PV- 101558	550000	Cell Phone Service for Joe Bissell	\$51.13

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Issue Date 06/22/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794624	Office Depot	PO- 100015	450000	Open order for office supplies	\$4.73
	Office Depot	PO- 100015	450000	Open order for office supplies	\$72.92
	Office Depot	PO- 100015	450000	Open order for office supplies	\$267.91
	Office Depot	PO- 100015	450000	Open order for office supplies	\$1.22
	Office Depot	PO- 100292	450000	Open order for office supplies	\$28.75
	Office Depot	PO- 100849	450000	Open order for office supplies	\$76.55
	Office Depot	PO- 100990	430000	Open order for office supplies	\$87.46
	Office Depot	PO- 100990	430000	Open order for office supplies	\$673.55
	Office Depot	PO- 101085	450000	Open order for office supplies	\$76.88
	Office Depot	PO- 101085	450000	Open order for office supplies	\$3.62
	Office Depot	PO- 101085	450000	Open order for office supplies	\$11.95
	Office Depot	PO- 101087	430000	Open order for office supplies	\$112.83
	Office Depot	PO- 101087	430000	Open order for office supplies	\$225.66
	Office Depot	PO- 101087	430000	Open order for office supplies	\$385.59
	Office Depot	PO- 101087	430000	Open order for office supplies	\$541.24
	Office Depot	PO- 101087	430000	Open order for office supplies	\$12.86
	Office Depot	PO- 101087	430000	Open order for office supplies	\$3.79
	Office Depot	PO- 101087	430000	Open order for office supplies	\$529.97
	Office Depot	PO- 101087	430000	Open order for office supplies	\$124.35
	Office Depot	PO- 101087	430000	Open order for office supplies	\$53.57
	Office Depot	PO- 101107	430000	Open order for office supplies	\$120.90
	Office Depot	PO- 101107	430000	Open order for office supplies	\$164.38
	Office Depot	PO- 101107	430000	Open order for office supplies	\$33.66
	Office Depot	PO- 101205	450000	Open order for office supplies	\$73.27
	Office Depot	PV- 101562	450000	Office Supplies for Student Services Department	\$300.22
	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$226.03
	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$14.74
	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$102.61

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794624	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$226.03
	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$182.60
	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$11.84
	Office Depot	PV- 101563	450000	Office Supplies for Print Shop	\$226.03
12794625	PACIFIC COAST BATTERY	PV- 101564	560000	Batteries for Club Cars	\$844.03
	PACIFIC COAST BATTERY	PV- 101565	450000	Equipment Repairs and Parts for Vehicles	\$2,371.97
12794626	Paipa-Lenard, Alice	PV- 101566	510000	For Eco-Urban Curriculum Development	\$873.00
12794627	PSTS INC	PV- 101567	550000	Repairs at College Center Restroom	\$190.00
	PSTS INC	PV- 101568	550000	Repairs in Photo Lab Dark Room	\$118.75
12794628	Public Agency Law Group	PV- 101569	570000	Legal Services for Business Computer Science	\$1,171.80
12794629	RAPID PRINTERS INC	PV- 101570	450000	Business Cards for C.Crowe-Johns & D.Barber	\$67.26
12794630	RODDA,NATALIE	PV- 101571	520000	Mileage Reimbursement for Fire Training Dept.	\$149.95
12794631	Seymour Center/LML	PV- 101588	520000	For TRIO Trip to Seymour Center	\$240.00
12794632	Seymour Center/LML	PV- 101589	520000	For TRIO Marine Mammal Group Tour	\$250.00
12794633	Short, Nick	PV- 101572	520000	For MATE Intern Stipend	\$1,400.00
12794634	Smith, Brianna	PV- 101573	520000	For MATE Intern Stipend	\$919.50
12794635	SPANISH BAY GALLERIES	PV- 101574	510000	For Framing of Retiree Recognition Certificates	\$610.70
12794636	Stoker, Heather	PV- 101575	520000	For MATE Intern Stipend	\$937.50
12794637	Toshiba Financial Services	PV- 101576	560000	For Monthly Usage of Copy Machine	\$161.66
12794639	ULINE	PV- 101577	450000	For Custodial Supplies	\$871.34
12794640	UPS	PO- 101321	580000	Open order for UPS service	\$68.51
	UPS	PO- 101321	580000	Open order for UPS service	\$96.84
	UPS	PO- 101321	580000	Open order for UPS service	\$586.93
	UPS	PO- 101321	580000	Open order for UPS service	\$165.20
12794641	URBAN LUMBERJACKS	PV- 101578	560000	For Removal of Tree from Parking Lot A	\$980.00
12794642	US BANK	PV- 101603	560000	April U.S. Bank Statement	\$181.79
	US BANK	PV- 101605	430000	April U.S. Bank Statement	\$176.84
	US BANK	PV- 101605	430000	April U.S. Bank Statement	\$898.64

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794642	US BANK	PV- 101605	430000	April U.S. Bank Statement	\$1,522.46
	US BANK	PV- 101606	520000	April U.S. Bank Statement	\$90.00
	US BANK	PV- 101607	430000	April U.S. Bank Statement	\$46.00
	US BANK	PV- 101607	560000	April U.S. Bank Statement	\$61.60
	US BANK	PV- 101607	520000	April U.S. Bank Statement	\$449.04
12794643	US BANK SERVICE CENTER INC	PO- 101058	430000	Open order for Cal Card use	\$110.00
	US BANK SERVICE CENTER INC	PO- 101125	630000	Open order for Amelia Hellam's Cal Card	\$998.00
	US BANK SERVICE CENTER INC	PV- 101590	520000	conference expenses	\$649.60
	US BANK SERVICE CENTER INC	PV- 101590	520000	LSU conference expenses	\$700.00
	US BANK SERVICE CENTER INC	PV- 101590	530000	membership	\$75.00
	US BANK SERVICE CENTER INC	PV- 101590	520000	participant support	\$1,452.34
	US BANK SERVICE CENTER INC	PV- 101590	450000	supplies	\$317.65
	US BANK SERVICE CENTER INC	PV- 101590	430000	supplies	\$891.32
	US BANK SERVICE CENTER INC	PV- 101591	430000	instructional supplies	\$2,423.13
	US BANK SERVICE CENTER INC	PV- 101592	560000	April U.S. Bank Statement	\$319.00
	US BANK SERVICE CENTER INC	PV- 101592	450000	April U.S. Bank Statement	\$600.70
	US BANK SERVICE CENTER INC	PV- 101593	430000	instructional supplies	\$95.51
	US BANK SERVICE CENTER INC	PV- 101593	530000	subscription to Intl Auto technicians network	\$45.00
	US BANK SERVICE CENTER INC	PV- 101593	510000	supplies for auto skills competition	\$873.61
	US BANK SERVICE CENTER INC	PV- 101594	450000	April U.S. Bank Statement	\$49.88
	US BANK SERVICE CENTER INC	PV- 101594	450000	April U.S. Bank Statement	\$1,907.89
	US BANK SERVICE CENTER INC	PV- 101595	470000	April U.S. Bank Statement	\$96.91
	US BANK SERVICE CENTER INC	PV- 101596	450000	April U.S. Bank Statement	\$198.94
	US BANK SERVICE CENTER INC	PV- 101597	560000	April U.S. Bank Statement	\$99.00
	US BANK SERVICE CENTER INC	PV- 101597	520000	April U.S. Bank Statement	\$2,232.21
	US BANK SERVICE CENTER INC	PV- 101597	450000	April U.S. Bank Statement	\$2,436.09
	US BANK SERVICE CENTER INC	PV- 101598	430000	April U.S. Bank Statement	\$278.49
	US BANK SERVICE CENTER INC	PV- 101599	430000	April U.S. Bank Statement	\$414.94

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794643	US BANK SERVICE CENTER INC	PV- 101599	430000	April U.S. Bank Statement	\$928.61
	US BANK SERVICE CENTER INC	PV- 101600	520000	conference related expenses	\$3,523.71
	US BANK SERVICE CENTER INC	PV- 101600	520000	instructional supplies	\$1,212.50
	US BANK SERVICE CENTER INC	PV- 101600	520000	printing	\$994.55
	US BANK SERVICE CENTER INC	PV- 101600	510000	services provided	\$261.34
	US BANK SERVICE CENTER INC	PV- 101600	450000	supplies	\$25.07
	US BANK SERVICE CENTER INC	PV- 101600	520000	supplies	\$54.51
	US BANK SERVICE CENTER INC	PV- 101600	520000	supplies	\$527.33
	US BANK SERVICE CENTER INC	PV- 101600	520000	supplies	\$570.30
	US BANK SERVICE CENTER INC	PV- 101601	430000	April U.S. Bank Statement	\$263.26
	US BANK SERVICE CENTER INC	PV- 101601	560000	April U.S. Bank Statement	\$569.34
	US BANK SERVICE CENTER INC	PV- 101602	450000	cake for ground breaking at Marina Educ Ctr	\$211.04
	US BANK SERVICE CENTER INC	PV- 101604	470000	Food for Senior Night	\$43.32
	US BANK SERVICE CENTER INC	PV- 101604	430000	instructional supplies	\$42.15
	US BANK SERVICE CENTER INC	PV- 101604	520000	Senior Retreat Activity	\$735.00
	US BANK SERVICE CENTER INC	PV- 101608	430000	Biology Supplies	\$548.21
	US BANK SERVICE CENTER INC	PV- 101608	430000	division supplies	\$1,259.08
	US BANK SERVICE CENTER INC	PV- 101608	430000	health supply	\$355.27
	US BANK SERVICE CENTER INC	PV- 101608	560000	repair supplies	\$287.63
	US BANK SERVICE CENTER INC	PV- 101608	430000	supplies	\$92.79
	US BANK SERVICE CENTER INC	PV- 101610	430000	instructional materials	\$227.94
	US BANK SERVICE CENTER INC	PV- 101611	470000	April U.S. Bank Statement	\$15.50
	US BANK SERVICE CENTER INC	PV- 101611	470000	April U.S. Bank Statement	\$36.00
	US BANK SERVICE CENTER INC	PV- 101611	520000	April U.S. Bank Statement	\$980.00
	US BANK SERVICE CENTER INC	PV- 101612	430000	instructional materials	\$117.34
	US BANK SERVICE CENTER INC	PV- 101612	430000	supplies	\$12.98
	US BANK SERVICE CENTER INC	PV- 101613	450000	April U.S. Bank	\$287.77
	US BANK SERVICE CENTER INC	PV- 101613	430000	April U.S. Bank Statement	\$334.26

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794643	US BANK SERVICE CENTER INC	PV- 101613	520000	April U.S. Bank Statement	\$641.20
	US BANK SERVICE CENTER INC	PV- 101614	450000	April U.S. Bank Statement	\$195.74
	US BANK SERVICE CENTER INC	PV- 101615	560000	equipment repair	\$83.63
	US BANK SERVICE CENTER INC	PV- 101615	430000	instructional material	\$246.10
	US BANK SERVICE CENTER INC	PV- 101615	430000	instructional supplies	\$1,370.20
	US BANK SERVICE CENTER INC	PV- 101615	450000	office supplies	\$47.48
	US BANK SERVICE CENTER INC	PV- 101616	520000	April U.S. Bank Statement	\$40.59
	US BANK SERVICE CENTER INC	PV- 101616	760000	April U.S. Bank Statement	\$484.53
	US BANK SERVICE CENTER INC	PV- 101617	450000	April U.S. Bank Statement	\$92.53
	US BANK SERVICE CENTER INC	PV- 101617	520000	April U.S. Bank Statement	\$218.31
	US BANK SERVICE CENTER INC	PV- 101618	470000	April U.S. Bank Statement	\$51.26
	US BANK SERVICE CENTER INC	PV- 101619	560000	car rental	\$185.39
	US BANK SERVICE CENTER INC	PV- 101619	520000	food for meeting	\$109.25
	US BANK SERVICE CENTER INC	PV- 101619	550000	gasoline for travel	\$32.60
	US BANK SERVICE CENTER INC	PV- 101619	550000	gasoline for travel	\$85.15
	US BANK SERVICE CENTER INC	PV- 101619	520000	hotel room for conference attendance	\$300.53
	US BANK SERVICE CENTER INC	PV- 101619	430000	tape for dance floor	\$135.74
	US BANK SERVICE CENTER INC	PV- 101620	430000	April U.S. Bank Statement	\$1,449.62
	US BANK SERVICE CENTER INC	PV- 101621	450000	April U.S. Bank Statement	\$166.22
	US BANK SERVICE CENTER INC	PV- 101622	430000	instructional supplies	\$56.38
	US BANK SERVICE CENTER INC	PV- 101622	430000	instructional supplies	\$509.29
12794644	US Bank-Office Eq. Fin.Service	PV- 101579	560000	For Monthly Usage of Minolta Copy Machine	\$255.33
	US Bank-Office Eq. Fin.Service	PV- 101579	560000	For Monthly Usage of Minolta Copy Machine	\$289.35
12794645	VICTORY TOYOTA	PV- 101580	560000	For Repairs on Tundra Pickup Truck	\$488.66
12794646	Wilson,Janine	PV- 101583	470000	For Student Departure for TRIO Program	\$175.00
12794647	Wilson,Janine	PV- 101584	520000	Advance For TRIO Jam Day T-Shirts	\$1,300.00
12794648	Wilson,Janine	PV- 101585	750000	Advance for 3rd and 4th Week Stipends	\$1,560.00
12794649	Wilson,Janine	PV- 101586	470000	Advance For TRIO Monterey Bay Trip Dinner	\$900.00



School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794650	Wilson,Janine	PV- 101587	470000	Advance for Staff Move Back to MPC	\$180.00
Fund 0100 totals:					\$178,920.75

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794643	US BANK SERVICE CENTER INC	PO- 101047	640000	Memory modules (Kit with eight modules)	\$4,845.14
Fund 1400 totals:					\$4,845.14

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School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794623	Nextel Communications	PO- 100238	550000	Cell phone useage for MPC employees	\$129.63
12794643	US BANK SERVICE CENTER INC	PV- 101609	450000	April U.S. Bank Statement	\$58.19
Fund 3900 totals:					\$187.82

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794599	GAVILAN PEST CONTROL	PV- 101549	560000	For Monthly Pest Control Service in April	\$90.00
	GAVILAN PEST CONTROL	PV- 101549	560000	For Monthly Pest Control Service in May	\$90.00
Fund 4700 totals:					\$180.00

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School Board Approval Report
 6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/22/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12794601	Hammel Green and Abrahamson	PO- 100607	610000	Architectural services for Theatre project	\$24,826.20
12794602	HGHB	PO- 100210	510000	Architectural design for B&CS building	\$9,750.00
	HGHB	PO- 100305	620000	Reencumberance of funds for architect services	\$11,664.00
	HGHB	PO- 100606	620000	Architectural services for building renovations	\$44,550.00
	HGHB	PO- 100853	620000	Architectural & estimating services	\$18,600.00
	HGHB	PO- 100854	620000	Architectural & engineering services for swing spa	\$5,150.00
	HGHB	PO- 100855	620000	Architectural & estimating services	\$1,400.00
	HGHB	PO- 100856	620000	Architectural services for swing space	\$1,540.00
	HGHB	PO- 100857	620000	To provide preliminary plans and scematic designs	\$1,050.00
	HGHB	PO- 100978	620000	Revised utility layout per MCWD agreement	\$2,875.00
	HGHB	PO- 101270	510000	Architectural services for College Center	\$4,000.00
	HGHB	PO- 101271	620000	Architectural services for Art buildings	\$757.50
	HGHB	PO- 101271	620000	Architectural services for Art buildings	\$9,750.00
	HGHB	PO- 101272	620000	Architetcural services for the Gym Phase II	\$13,000.00
	HGHB	PO- 101273	620000	Architectural services for the Pool & tennis court	\$2,366.00
	HGHB	PV- 101537	620000	For Swing Space Layout For Life Science Dept.	\$35.00
12794608	Kleinfelder	PO- 100869	620000	Special inspection & reporting services	\$13,232.91
12794612	Mobile Modular Mgmnt Corp	PO- 100524	620000	One-year lease for Supportive Service's Testing Ce	\$420.00
12794638	TROXELL COMMUNICATIONS INC	PO- 100931	620000	Instructional materials	\$2,055.67
	TROXELL COMMUNICATIONS INC	PO- 100931	620000	Instructional materials	\$1,782.88
Fund 4800 totals:					\$168,805.16
District Totals for 6/22/2010:					\$352,938.87

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/17/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793725	AMERIPRIDE SERVICE	PO- 100141	620000	Open order for rag service	\$30.12
12793727	Bay Area News Group	PO- 101053	450000	open order for seven-day subscriptions	\$50.49
12793728	BioPac Systems	PO- 101245	640000	Instructional equipment	\$5,178.11
12793729	BOOKMARK	PO- 101152	430000	Manhasset M48 Music Stands	\$528.05
12793730	CADAT	PO- 101237	430000	RDA Laws & Ethics prep text book	\$955.31
12793732	CDW GOVERNMENT INC	PO- 101246	640000	Instructional equipment	\$864.20
12793733	Clear Science	PO- 100440	510000	Special consultant contract with MATE	\$5,400.00
	Clear Science	PO- 100441	510000	Special consultant contract for MATE	\$480.00
	Clear Science	PV- 101522	520000	Mileage Reimbursement for MATE Florida Contest	\$296.00
12793734	COLUMBIA DENTOFORM CORP	PO- 101224	640000	Instructional materials	\$228.77
12793735	DELL MARKETING L.P.	PO- 101146	640000	Optiplex 380 MT computer	\$2,489.75
12793736	DROUGHT RESISTANT NURSERY	PO- 100916	430000	Open order for supplies	\$141.97
12793737	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$15.47
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$104.93
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$9.84
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$75.12
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$60.58
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$99.99
12793738	FISHER SCIENTIFIC Pitt	PO- 100575	430000	Open order for instructional supplies	\$112.12
	FISHER SCIENTIFIC Pitt	PO- 100575	430000	Open order for instructional supplies	\$1,029.37
	FISHER SCIENTIFIC Pitt	PO- 100575	430000	Open order for instructional supplies	\$9.36
	FISHER SCIENTIFIC Pitt	PO- 101021	430000	Open order for chemistry supplies	\$21.22
	FISHER SCIENTIFIC Pitt	PO- 101021	430000	Open order for chemistry supplies	\$34.28
	FISHER SCIENTIFIC Pitt	PO- 101021	430000	Open order for chemistry supplies	\$8.62
12793739	Fukushima, Mio	PV- 101523	510000	For Eco Urban Curriculum Development	\$756.00
12793741	Hanna,Sue	PV- 101528	520000	Travel Reimbursement for NSNA Convention	\$1,882.10
12793742	Hilla, Jeffery	PO- 101200	510000	To covert IC-104 to smart classroom	\$500.00

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/17/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793743	HODGES RENT ALL INC.	PO- 101291	450000	Rental of 10 x 10 canopies for graduation	\$225.00
12793744	Hope Services	PO- 101311	510000	LNSK 410	\$4,925.00
12793745	Inner Workings	PO- 101220	450000	2500 Travel Reimbursement forms	\$395.17
12793746	J.A. Sexauer	PO- 100842	450000	Open order for maintenance materials	\$105.80
12793748	Mendenhall, Eddie	PO- 101320	510000	For music at Graduation	\$600.00
12793749	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$17.43
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$69.91
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$137.21
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$103.24
	Midwest Library Services	PO- 101161	430000	Open order for library books	\$18.48
	Midwest Library Services	PO- 101161	430000	Open order for library books	\$44.53
12793750	MONTEREY AUTO SUPPLY INC	PO- 100785	430000	Open order for automotive supplies	\$10.57
	MONTEREY AUTO SUPPLY INC	PO- 100785	430000	Open order for automotive supplies	\$8.39
	MONTEREY AUTO SUPPLY INC	PO- 100785	430000	Open order for automotive supplies	\$66.41
12793751	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$910.20
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$250.34
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$51.36
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$600.36
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$964.51
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$1,656.83
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$207.73
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$2,549.69
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$260.32
	Monterey Sanitary Supply	PV- 101529	450000	Custodial Supplies	\$1,218.43
12793752	Morgan,Michaelia	PO- 100829	510000	Contract ffor interpeting services Spring 2010	\$320.00
12793753	MOULTON,ERICA	PV- 101525	520000	Reimbursement for ROV Equipment for Contest	\$201.09
12793754	MPC-Clearing Account	PV- 101524	510000	For MATE Competition at MPC Pool	\$247.20
12793756	RANDY TUNNELL PHOTOGRAPHY	PV- 101530	580000	For 2010 Graduation Photography and DVD	\$650.00

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/17/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793757	RIO GRANDE TOOLS	PO- 101097	430000	Open order for supplies for jewelry making	\$235.81
12793758	Swan, Kim	PV- 101526	520000	Reimbursement for ROV Contest Expenses	\$819.26
12793759	UC REGENTS-FLML	PV- 101527	520000	For Pool Use for ROV Outreach	\$122.20
Fund 0100 totals:					\$39,354.24

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/17/2010

1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793735	DELL MARKETING L.P.	PO- 101146	640000	Optiplex 380 MT computer	\$319.49
Fund 1400 totals:					\$319.49

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School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/17/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793726	Axiom Engineers	PO- 101316	620000	100 % commissioning of building 24 elevator	\$480.00
12793731	Cardinale Moving & Storage Co.	PO- 101319	620000	Moving of people from BC&S to general classroom	\$3,233.17
12793740	Green Valley Landscape	PO- 101315	620000	To install 60 tree in the quad & football stadium	\$2,450.00
	Green Valley Landscape	PO- 101315	620000	To install 60 tree in the quad & football stadium	\$13,973.78
	Green Valley Landscape	PO- 101315	620000	To install 60 tree in the quad & football stadium	\$1,060.47
	Green Valley Landscape	PO- 101315	620000	To install 60 tree in the quad & football stadium	\$777.23
12793747	List Engineering	PO- 101318	620000	To solve the heat problem in the new general class	\$924.00
12793760	URBAN LUMBERJACKS	PO- 101317	620000	Remove dead oak near old Admin building	\$2,240.00
Fund 4800 totals:					\$25,138.65
District Totals for 6/17/2010:					\$64,915.49

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/15/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793043	AMERICAN LEGION POST #41	PV- 101501	510000	For PFIT485 Section 4905 Spring 2010	\$2,331.00
	AMERICAN LEGION POST #41	PV- 101501	510000	For PFIT485 Section 4906 Spring 2010	\$2,673.00
12793044	Anastasia Club Fitness	PV- 101499	510000	For PFIT421 Section 4896 Spring 2010	\$1,962.00
12793045	AT&T (Illinois)	PO- 100235	550000	Open order for President's i phone	\$118.54
12793046	Axiom Engineers	PV- 101500	560000	For IC Heating Load Estimation	\$1,886.25
12793048	Carmel Marina Corporation	PO- 100153	550000	Rental or portable toilets on baseball field	\$131.07
12793049	CENTRAL COAST LIGHTHOUSE	PV- 101502	510000	For INDS440 Section 4550 Spring 2010	\$4,410.00
12793050	Central Electric	PV- 101503	550000	For Lamp Replacement at Parking Lot A	\$544.18
12793051	Cypress Press	PV- 101504	450000	For 2010 Commencement Programs	\$687.39
12793052	del Rio, Andrea	PV- 101505	510000	For Curriculum Development Research	\$351.00
12793053	DELL MARKETING L.P.	PO- 101149	430000	760 Optiplex computer with 19" monitor	\$1,086.70
12793056	Farmers Insurance Group	PV- 101507	540000	Payment for Vehicle Damage to Parked Car	\$893.67
12793058	FLINN SCIENTIFIC	PO- 101022	430000	Open order for chemistry department supplies	\$705.97
	FLINN SCIENTIFIC	PO- 101141	430000	Open order for instructional materials	\$1,549.14
12793059	Fromuth Tennis	PO- 100914	450000	Tennis uniform	\$179.49
	Fromuth Tennis	PO- 100914	450000	Tennis uniform	\$196.00
12793060	GRAINGER INC-salinas	PV- 101506	450000	Materials for PC Tech	\$19.83
	GRAINGER INC-salinas	PV- 101506	450000	Materials for PC Tech	\$52.20
	GRAINGER INC-salinas	PV- 101506	450000	Materials for PC Tech	\$160.66
12793063	Merana, Napoleon	PV- 101521	510000	For ECO-URBAN Curriculum Development	\$455.00
12793065	Monterey State Historic Park	PV- 101510	510000	For INDS440 Section 4551 Spring 2010	\$1,451.00
12793066	Monterey County Weekly	PV- 101508	580000	May 27th Advertisement for Dance Concert	\$407.00
	Monterey County Weekly	PV- 101509	580000	June 3rd Advertisement for Dance Concert	\$407.00
12793067	MOORE MEDICAL LLC	PO- 100985	450000	Open order for medical supplies	\$18.70
	MOORE MEDICAL LLC	PV- 101511	450000	Supplies for Health Services	\$73.24
	MOORE MEDICAL LLC	PV- 101511	450000	Supplies for Health Services	\$32.21
	MOORE MEDICAL LLC	PV- 101511	450000	Supplies for Health Services	\$21.99

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/15/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793068	Morgan,Michaelia	PV- 101512	510000	For ASL Interpreting Services for Spring 2010	\$480.00
12793069	MPC FOUNDATION	PO- 100219	580000	Open order for the Foundation services	\$8,333.33
12793070	National Institute for Women	PO- 101267	430000	Instructional materials	\$1,348.00
12793071	OCLC INC	PO- 100560	450000	Reencumberance for library database	\$445.01
12793072	Office Depot	PO- 100157	430000	Open order for office supplies	\$142.80
	Office Depot	PO- 100157	430000	Open order for office supplies	\$14.98
	Office Depot	PO- 100157	430000	Open order for office supplies	\$45.96
	Office Depot	PO- 100157	430000	Open order for office supplies	\$2.61
	Office Depot	PO- 100157	430000	Open order for office supplies	\$16.21
	Office Depot	PO- 100163	450000	Open order for office supplies	\$16.72
	Office Depot	PO- 100182	430000	Open order for office supplies	\$17.38
	Office Depot	PO- 100182	430000	Open order for office supplies	\$14.48
	Office Depot	PO- 100269	450000	Open order for office supplies	\$52.46
	Office Depot	PO- 100307	450000	Open order for office supplies	\$288.85
	Office Depot	PO- 100452	430000	Open order for office supplies	\$79.38
	Office Depot	PO- 100452	430000	Open order for office supplies	\$25.07
	Office Depot	PO- 100567	430000	Open order for office supplies	\$14.60
	Office Depot	PO- 100639	450000	Open order for office supplies	\$103.25
	Office Depot	PO- 100639	450000	Open order for office supplies	\$440.27
	Office Depot	PO- 100838	450000	Open order for office supplies	\$15.56
	Office Depot	PO- 101031	450000	Open order for office supplies	\$679.30
	Office Depot	PO- 101032	430000	Open order for office supplies	\$168.79
	Office Depot	PO- 101033	430000	Open order for office supplies	\$258.97
	Office Depot	PO- 101033	430000	Open order for office supplies	\$140.03
	Office Depot	PO- 101033	430000	Open order for office supplies	\$287.69
	Office Depot	PO- 101033	430000	Open order for office supplies	\$41.80
	Office Depot	PO- 101033	430000	Open order for office supplies	\$115.30
	Office Depot	PO- 101050	550000	Open order for office supplies	\$75.63

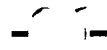
School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/15/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793072	Office Depot	PO- 101050	550000	Open order for office supplies	\$85.98
	Office Depot	PO- 101051	430000	Open order for office supplies	\$407.02
	Office Depot	PO- 101051	430000	Open order for office supplies	\$30.26
	Office Depot	PO- 101068	430000	Open order for office supplies	\$330.34
	Office Depot	PO- 101070	430000	Open order for office supplies	\$267.91
	Office Depot	PO- 101070	430000	Open order for office supplies	\$224.85
	Office Depot	PO- 101166	450000	Open order ffor office supplies	\$51.09
	Office Depot	PO- 101166	450000	Open order ffor office supplies	\$6.78
	Office Depot	PO- 101205	450000	Open order for office supplies	\$120.30
	Office Depot	PO- 101212	450000	Open order for office supplies	\$64.86
	Office Depot	PO- 101212	450000	Open order for office supplies	\$4.52
	Office Depot	PO- 101212	450000	Open order for office supplies	\$13.91
	Office Depot	PO- 101212	450000	Open order for office supplies	\$271.26
12793073	Ordway Drug Store	PV- 101513	450000	Battery for Glucometer Machine	\$3.88
12793074	PACIFIC COAST BATTERY	PV- 101514	450000	Batteries for Utility Carts Used by ITech Dept.	\$844.03
12793075	Peninsula Cafe	PV- 101515	520000	Catering for Nursing Advisory Committee Meeting	\$236.79
12793076	Peninsula Office Solutions	PO- 101217	560000	Open order for copier maintenance	\$54.89
12793077	Ramsey, Adam	PV- 101516	520000	Housing Cost for Intern Stuart Cook	\$1,100.00
12793078	Rettenwender, Thomas	PV- 101517	510000	For ECO-URBAN Curriculum Development	\$1,925.00
	Rettenwender, Thomas	PV- 101518	510000	For ECO-URBAN Curriculum Development	\$2,100.00
	Rettenwender, Thomas	PV- 101519	510000	For ECO-URBAN Curriculum Development	\$2,200.00
12793079	Scudder Roofing	PV- 101520	560000	For Repair of Roof at Student Services's Building	\$2,311.73
12793080	SPECTRUM IMAGING	PO- 100588	580000	Open order for Large Format Printing	\$162.38
12793082	WILCO SUPPLY	PO- 101261	450000	Open order for lock hardware	\$64.22
Fund 0100 totals:					\$49,350.66



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6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/15/2010

3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793081	The ELS Group	PO- 100147	510000	Open order for campus security	\$3,900.00
Fund 3900 totals:					\$3,900.00

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/15/2010

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793064	Monterey City Disposal Inc.	PO- 100216	550000	Open order for Garbage disposal from cafeteria	\$363.65
Fund 4700 totals:					\$363.65

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40 Monterey Peninsula College

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4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12793047	C2G Civil Consultants Group	PO- 101007	620000	Topographical surveying for parking lot "B"	\$4,300.00
	C2G Civil Consultants Group	PO- 101253	620000	To provide topographic services for BH	\$3,000.00
	C2G Civil Consultants Group	PO- 101254	620000	Professional design seervices for Parking Lot C	\$10,000.00
	C2G Civil Consultants Group	PO- 101256	620000	Topographical services for Parking Lot C	\$1,500.00
	C2G Civil Consultants Group	PO- 101264	620000	Design & consulting for Parking Lot B	\$25,475.00
12793050	Central Electric	PO- 100335	620000	Electrical work on the Old Admin building	\$1,341.07
	Central Electric	PO- 100528	620000	Electrical work for the Greenhouse project	\$120.27
12793054	Dilbeck & Sons Inc.	PO- 100871	620000	Public Bid award for construction of Marina Ed Ctr	\$234,246.05
12793055	DRP Builders	PO- 100533	620000	Construction services for the Greenhouse project	\$8,990.80
12793057	FIRST NATIONAL BANK	PO- 101006	620000	Retention for the Marina Education Center	\$26,027.35
12793061	Interface Flor	PO- 101010	620000	5.98 yards of ENTROPY color 7235 Pacific	\$166.31
12793062	McGuire & Hester	PO- 100545	620000	Demo and civil work on Greenhouse project	\$8,565.00
	McGuire & Hester	PO- 100872	620000	Change order 01 for Greenhouse	\$835.00
12793076	Peninsula Office Solutions	PO- 100675	620000	Open order for copier use at Kitchell Fort Ord tra	\$39.11
12793082	WILCO SUPPLY	PO- 100926	620000	Primus locks for Auto tech	\$1,347.70
Fund 4800 totals:					\$325,953.66
District Totals for 6/15/2010:					\$379,567.97

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40 Monterey Peninsula College

Issue Date 06/10/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792004	AMERICAN SUPPLY CO	PO- 101207	450000	Consummable custodial supplies	\$1,974.48
12792006	Benda M.D., William	PO- 100766	510000	Open order for Spring 2010	\$1,000.00
12792008	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$4,069.16
	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$6,372.43
	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$391.05
	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$926.80
12792009	Crouch,Perry	PO- 100947	510000	Spring 2010 Retention Workshop	\$300.00
12792010	CRYSTAL SPRINGS WATER COMPA	PO- 100261	520000	Open order for bottled water	\$78.25
12792011	DELL MARKETING L.P.	PO- 101150	640000	760 Optiplex with 19" monitor, ultrasharp	\$1,086.70
12792016	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$219.42
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$66.03
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$298.77
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$241.73
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$135.31
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$225.46
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$45.00
	Electrical Distributors Co.-SJ	PO- 101242	450000	Open order for electrical supplies	\$402.66
12792017	Empleo, Amanda	PO- 100880	510000	Special consult contract for MATE	\$427.50
12792018	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$31.75
	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$8.61
	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$63.25
	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$57.75
	FEDERAL EXPRESS CORP	PO- 100278	580000	Open order for Federal Express costs	\$44.74
12792019	Films Media Group	PV- 101495	640000	Instructional Supplies for Hybrid Vehicle Class	\$230.38
12792020	FLINN SCIENTIFIC	PO- 101022	430000	Open order for chemistry department supplies	\$417.52
12792021	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$259.84
12792023	Hewlett-Packard Company	PO- 100954	640000	HP laser printer P4015X	\$837.00

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792024	Home Depot Credit Services	PO- 100543	450000	Open order for maintenance supplies	\$103.35
12792025	JC PAPER CO	PO- 100053	450000	Open order for paper supplies	\$1,452.61
	JC PAPER CO	PO- 100053	450000	Open order for paper supplies	\$762.66
12792026	Kelly,Deborah	PO- 100958	510000	Open order for Psychological services	\$1,300.00
12792028	List Engineering	PO- 101210	560000	MPC air quality permit survey	\$1,999.00
	List Engineering	PO- 101243	560000	Engineering for Boiler epairs/replacement	\$1,990.00
12792029	LOOMIS	PO- 100034	580000	Open order for courier service FY 09/10	\$941.87
12792030	Lunsford,Tami	PO- 100224	510000	Special consult agreement for MATE	\$1,590.00
12792032	Mann,Candiya	PO- 100939	510000	Special consultant contract for MATE	\$3,000.00
12792033	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$20.51
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$43.68
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$113.32
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$182.04
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$444.50
	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$953.08
12792034	MONTEREY PENINSULA COLLEGE	PV- 101496	580000	Revolving Fund Check Reimbursement	\$44.68
12792035	MOULTON,ERICA	PO- 100439	510000	Special consultant contract with MATE	\$499.99
	MOULTON,ERICA	PO- 100439	510000	Special consultant contract with MATE	\$3,916.68
12792036	MPC-Federal Fund Account	PV- 101497	580000	Return Funds to Dept.of Education	\$2,450.00
	MPC-Federal Fund Account	PV- 101498	580000	Return Funds to Dept.of Education	\$1,058.00
12792037	MYRICK PHOTOGRAPHIC	PO- 100092	450000	Open order for photographic supplies	\$15.59
12792039	ORCHARD SUPPLY HARDWARE	PO- 100496	450000	Open order for maintenance supplies	\$6.83
	ORCHARD SUPPLY HARDWARE	PO- 100915	430000	Open order for supplies	\$418.67
	ORCHARD SUPPLY HARDWARE	PO- 100920	640000	Open order ofr It supplies	\$585.74
12792040	Pacific Printing (Heritage)	PO- 101080	450000	550 Nursing Graduation Programs	\$2,629.39
12792042	PENINSULA MESSENGER SERVICE	PO- 100035	580000	Open order for courier service	\$353.60
12792043	Physicians Sales & Service	PO- 101143	430000	Instructional supplies	\$741.81
	Physicians Sales & Service	PO- 101143	430000	Instructional supplies	\$27.74

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Issue Date 06/10/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792043	Physicians Sales & Service	PO- 101144	430000	Instructional materials	\$647.11
12792044	Printworx	PO- 101288	450000	24,500 postcard flyers for Marina Ed. Center	\$5,793.44
12792045	Sacramento Braille Transcriber	PO- 101036	450000	Braille math books	\$70.36
12792048	US Bank-Office Eq. Fin.Service	PO- 100114	560000	Lease agreement for Minolta copier	\$417.79
12792049	VERIZON WIRELESS	PO- 100470	550000	Open order for cell phone useage	\$64.60
12792051	XEROX CORPORATION	PO- 100052	560000	Open order for copiers for 09/10	\$821.62
	XEROX CORPORATION	PO- 100052	560000	Open order for copiers for 09/10	\$821.62
Fund 0100 totals:					\$56,493.47

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40 Monterey Peninsula College

Issue Date 06/10/2010

0400 Children Center, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792046	SMART & FINAL	PO- 100273	450000	Open order for food for children's meals	\$143.27
	SMART & FINAL	PO- 100273	470000	Open order for food for children's meals	\$195.20
Fund 0400 totals:					\$338.47

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40 Monterey Peninsula College

Issue Date 06/10/2010

1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792023	Hewlett-Packard Company	PO- 100954	640000	HP laser printer P4015X	\$5,381.11
Fund 1400 totals:					\$5,381.11

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40 Monterey Peninsula College

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4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792008	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$277.12
	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$433.98
	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$26.63
	CALIFORNIA AMERICAN WATER C	PO- 100392	550000	Open order for water useage at MPC main campus	\$63.12
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Fund 4700 totals:					\$800.85

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40 Monterey Peninsula College

Issue Date 06/10/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12792003	American Lock & Key	PO- 101284	620000	Adjustment of lock on the greenhouse shed	\$73.00
12792005	Andersons Monterey Bay Floors	PO- 101283	620000	Install wall base on new epoxy floor in Auto Tech	\$552.98
12792007	C2G Civil Consultants Group	PO- 101287	620000	Design & admin seervice for Parking lot D, E & F	\$874.80
	C2G Civil Consultants Group	PO- 101287	620000	Design & admin seervice for Parking lot D, E & F	\$599.85
12792012	Division of State Architect-	PO- 101277	510000	Reopen closed file to obtain certification on the	\$750.00
12792013	Division of State Architect-	PO- 101278	510000	Reopen closed file to receive certification on the	\$500.00
12792014	Division of State Architect-	PO- 101279	620000	DSA plan check fees for Parking lot "B" expansion	\$6,400.00
12792015	DRP Builders	PO- 101274	620000	To construct a new concrete building sign holder	\$2,500.00
	DRP Builders	PO- 101275	620000	To lower the check-in counter at Business Skills 1	\$1,660.40
12792022	Hammel Green and Abrahamson	PO- 100607	610000	Architectural services for Theatre project	\$30,685.80
12792027	Kitchell, CEM	PO- 101260	510000	Construction management services (Reencumberance)	\$21,297.00
12792031	M3 Enviromental Consulting LLC	PO- 101280	620000	Hazardous material abatement monitoring	\$13,809.50
12792038	Network Cabling Solutions Inc.	PO- 101282	620000	Install cable to clocl location, install clocks at	\$505.00
12792041	PARC Environmental	PO- 101286	620000	Hazardous material disposal for Greenhouse project	\$2,242.30
12792047	Swinerton Builders	PO- 100372	620000	Construction of new Student Services' building	\$381,573.00
	Swinerton Builders	PO- 100378	620000	Retention for construction of Student Services' bl	\$42,397.00
12792050	WASSON'S CLEANING AND	PO- 101230	620000	Post construction & post moving cleanup	\$1,110.00
	WASSON'S CLEANING AND	PO- 101230	620000	Post construction & post moving cleanup	\$200.00
	WASSON'S CLEANING AND	PO- 101281	620000	Cleaning of the Auto Tech building	\$200.00
Fund 4800 totals:					\$507,930.63
District Totals for 6/10/2010:					\$570,944.53

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40 Monterey Peninsula College

Issue Date 06/03/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790848	AT&T/CALNET 2	PO- 100211	550000	Open order for phone service	\$9.70
12790849	Berryessa, Guy	PV- 101479	520000	Staff Housing for MATE ROV Competition	\$1,212.50
12790850	BRODART	PO- 101219	630000	Open order (reencumbrance) for library materials	\$126.63
12790851	Bureau of Automotive Repair	PO- 101233	530000	Fees for Auto Tech Licensing	\$100.00
12790852	Bureau of Automotive Repair	PO- 101233	530000	Fees for Auto Tech Licensing	\$200.00
12790854	CHEVRON USA INC	PO- 100144	550000	Open order for gasoline for gas cards	\$1,623.25
	CHEVRON USA INC	PO- 100144	550000	Open order for gasoline for gas cards	\$1,688.38
	CHEVRON USA INC	PO- 100693	550000	Open order for gasoline	\$541.22
	CHEVRON USA INC	PO- 101124	550000	Open order for gasoline	\$294.65
	CHEVRON USA INC	PO- 101124	550000	Open order for gasoline	\$910.67
	CHEVRON USA INC	PV- 101480	550000	April Chevron Gas Statement	\$931.95
12790855	DELL MARKETING L.P.	PO- 101147	430000	Laptop Latitude E550	\$1,093.51
12790856	EBSCO SUBSCRIPTION SERVICE	PO- 101054	450000	Open order for periodical subscriptions	\$3.86
12790857	OTTO FREI	PO- 101101	430000	Open order for supplies	\$450.00
12790858	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$59.75
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$337.29
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$93.73
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$47.39
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$384.46
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$96.11
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$144.17
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$108.88
	GRAINGER INC-salinas	PO- 101248	450000	Open order for maintenance supplies	\$355.36
12790860	INDIAN JEWELRY SUPPLY	PO- 101098	430000	Open order for jewelery supplies	\$730.53
12790861	MONTEREY AUTO SUPPLY INC	PO- 100900	430000	Open order for automotive supplies (Instructional)	\$8.64
	MONTEREY AUTO SUPPLY INC	PO- 100900	430000	Open order for automotive supplies (Instructional)	\$8.65
12790862	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$2,036.30

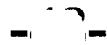
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40 Monterey Peninsula College

Issue Date 06/03/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790862	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$136.24
	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$207.47
	Monterey City Disposal Inc.	PO- 100383	550000	Open order for MPC campus for FY 2009/10	\$251.85
12790863	MONTEREY COUNTY HERALD	PO- 101199	580000	Open order for advertising for MPC Theater	\$1,877.50
12790864	MONTEREY PENINSULA COLLEGE	PV- 101482	580000	Revolving Fund Cash Reimbursement	\$537.68
	MONTEREY PENINSULA COLLEGE	PV- 101483	580000	Revolving Fund Check Reimbursement	\$1,669.82
	MONTEREY PENINSULA COLLEGE	PV- 101484	580000	Revolving Fund Check Reimbursement	\$3,976.50
12790865	Monterey County Weekly	PO- 100054	580000	Open order for display advertising	\$4,463.50
12790866	PACIFIC GAS & ELECTRIC CO	PO- 100159	550000	Open order for electricity for the MPC campus	\$17,087.31
	PACIFIC GAS & ELECTRIC CO	PO- 100394	550000	Open order for natural gas at MPC main campus	\$12,567.63
12790867	PENINSULA WELDING SUPPLY	PO- 100169	430000	Open order for the Theater Department	\$1.82
	PENINSULA WELDING SUPPLY	PO- 101095	550000	Open order for helium tank refills	\$114.53
12790868	QUALITY WATER ENTERPRISES I	PO- 100574	430000	Open order for water service	\$156.00
	QUALITY WATER ENTERPRISES I	PO- 100574	430000	Open order for water service	\$2.34
	QUALITY WATER ENTERPRISES I	PO- 100574	430000	Open order for water service	\$11.40
12790869	RIO GRANDE TOOLS	PO- 101097	430000	Open order for supplies for jewelry making	\$434.39
12790870	School Services of CA-Sacto	PO- 100098	450000	Open order for annual sunscption	\$285.00
12790871	Teracai	PO- 101215	450000	Cisco switch	\$849.48
12790872	Toyota Material Handlin	PV- 101485	560000	Repairs on Utility Cart	\$311.64
12790873	Washington,Sandra	PV- 101486	520000	Advance for T-Shirts for So.Calif. Campus Tour	\$700.00
12790874	Washington,Sandra	PV- 101487	470000	Advance for Meals for Summer Academy	\$2,300.00
12790875	WILCO SUPPLY	PO- 101261	450000	Open order for lock hardware	\$198.75
	WILCO SUPPLY	PO- 101261	450000	Open order for lock hardware	\$1,295.34
12790876	Wilson,Janine	PV- 101488	750000	Advance for Student Stipends for TRIO Program	\$1,560.00
12790877	Wilson,Janine	PV- 101489	450000	Petty Cash for TRIO Coordinator/Counselor for 2010	\$1,500.00
12790878	Wilson,Janine	PV- 101490	450000	Petty Cash for TRIO Residential Coordinator	\$1,500.00
12790879	Wilson,Janine	PV- 101491	470000	Advance for Meals for Staff Training	\$360.00
12790880	Wilson,Janine	PV- 101492	520000	Advance for TRIO Elkhorn Slough Kayaking Trip	\$1,620.00



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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790881	Wilson,Janine	PV- 101493	470000	Advance for Meals for Arriving Students on 6/25/10	\$175.00
12790882	Wilson,Janine	PV- 101494	520000	Advance for MSUB Program T-Shirts	\$800.00
Fund 0100 totals:					\$70,548.77

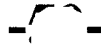
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6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/03/2010

3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790864	MONTEREY PENINSULA COLLEGE	PV- 101481	580000	Revolving Fund Cash Reimbursement	\$11.07
Fund 3900 totals:					\$11.07



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40 Monterey Peninsula College

Issue Date 06/03/2010

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790862	Monterey City Disposal Inc.	PO- 100216	550000	Open order for Garbage disposal from cafeteria	\$363.47
12790866	PACIFIC GAS & ELECTRIC CO	PO- 100159	550000	Open order for electricity for the MPC campus	\$1,163.68
	PACIFIC GAS & ELECTRIC CO	PO- 100394	550000	Open order for natural gas at MPC main campus	\$855.88
Fund 4700 totals:					\$2,383.03

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Issue Date 06/03/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790853	C2G Civil Consultants Group	PO- 101264	620000	Design & consulting for Parking Lot B	\$30,500.00
12790859	Hammel Green and Abrahamson	PO- 100301	620000	Re-encumber funds for Student Sevices' building	\$4,692.81
Fund 4800 totals:					\$35,192.81
District Totals for 6/3/2010:					\$108,135.68

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Issue Date 06/01/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790198	AMERICAN SUPPLY CO	PO- 101013	450000	Consummable custodial supplies	\$1,596.69
	AMERICAN SUPPLY CO	PO- 101067	450000	Consummable custodial products	\$1,916.03
	AMERICAN SUPPLY CO	PO- 101179	640000	custodial equipment	\$1,871.64
12790199	AMERIPRIDE SERVICE	PO- 100141	620000	Open order for rag service	\$30.12
12790201	Beacon Press	PV- 101445	430000	Publisher Permission to Reprint Material	\$300.00
12790203	CARLON'S FIRE EXTINGUISHER	PV- 101447	560000	Maintenance of Fire Suppression System	\$740.68
12790204	Central Coast Sign Language	PV- 101448	510000	Sign Language Interpreting Services on 5/21/10	\$297.50
12790206	Christensen, Mark T.	PV- 101449	510000	Guest Lecturer for Basic Fire Academy	\$1,000.00
12790207	City of Monterey	PV- 101450	560000	False Fire Alarm Responses	\$50.00
12790209	D-Mail Inc.	PV- 101452	580000	Postage for Summer/Fall Marina Ed Center	\$128.00
12790211	DEL MONTE GLASS SHOP	PV- 101451	450000	Screen for Fitness Center Window	\$64.00
12790215	ENCO	PO- 101100	430000	Open order for supplies	\$128.84
	ENCO	PO- 101100	430000	Open order for supplies	\$46.85
12790216	Fedex Office	PV- 101453	510000	Late Fee on Account	\$25.00
12790217	FISHER SCIENTIFIC Pitt	PO- 101021	430000	Open order for chemistry supplies	\$13.99
12790218	FORESTRY SUPPLIERS INC	PO- 101083	430000	Mesh net #7719	\$988.54
12790219	Fournier, Diane	PV- 101478	520000	Lodging Reimbursement for MATE ROV Competition	\$836.46
12790220	Gardner, Matt	PV- 101454	520000	Reimbursement for Supplies for ROV Workshop	\$163.36
12790222	GRAINGER INC-salinas	PO- 101123	640000	New equipment for IT	\$1,094.19
12790227	Inner Workings	PV- 101456	450000	Final Grade Reports	\$1,211.11
12790228	Jasper, Ian	PV- 101457	520000	Travel Reimbursement for MATE Competition	\$684.91
12790231	LINCOLN EQUIPMENT INC	PV- 101458	450000	Booster Pump for Swimming Pool	\$739.49
	LINCOLN EQUIPMENT INC	PV- 101459	450000	Locking Pins for Pool Cover Wheels	\$150.65
12790232	Lindsey,Deano A.	PV- 101460	510000	Guest Lecturer for Basic Fire Academy	\$720.00
12790233	Loera, Jorge	PV- 101461	510000	Guest Lecturer for Basic Fire Academy	\$1,000.00
12790234	Loomis, Kathryn	PV- 101462	520000	Travel Reimbursement for MATE ROV Competition	\$1,245.64
12790235	M & S BUILDING SUPPLY	PO- 101099	430000	Open order for supplies	\$68.24

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Issue Date 06/01/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790237	Midwest Library Services	PO- 101160	630000	Open order for Library books	\$149.17
	Midwest Library Services	PO- 101161	430000	Open order for library books	\$39.98
	Midwest Library Services	PO- 101161	430000	Open order for library books	\$453.11
	Midwest Library Services	PO- 101161	430000	Open order for library books	\$341.11
	Midwest Library Services	PO- 101161	430000	Open order for library books	\$63.56
12790238	MONTEREY AUTO SUPPLY INC	PO- 100900	430000	Open order for automotive supplies (Instructional)	\$42.21
12790239	MONTEREY BAY UNIFIED AIR	PO- 101258	560000	Boiler Permit for LTC	\$588.00
	MONTEREY BAY UNIFIED AIR	PO- 101259	560000	Boiler permit for Gymnasium	\$656.00
12790240	MONTEREY COUNTY ENVIRONME	PV- 101463	560000	Health Permit for Swimming Pool	\$500.00
12790241	MONTEREY COUNTY FENCE CO	PV- 101464	560000	Redo Slatmaster Fence at Art Dimensional Building	\$1,755.00
12790242	Monterey Sanitary Supply	PO- 100943	450000	Custodial equipment/supplies	\$431.66
12790243	PACIFIC COAST BATTERY	PV- 101465	560000	Battery for Cart	\$140.67
12790245	Paris, Kristen	PV- 101466	510000	Brochure Development for CTE and Cert. Programs	\$1,400.00
12790246	PASCO SCIENTIFIC	PO- 101129	430000	Instructional supplies	\$583.46
	PASCO SCIENTIFIC	PO- 101129	560000	Instructional supplies	\$751.36
	PASCO SCIENTIFIC	PO- 101129	560000	Instructional supplies	\$228.31
	PASCO SCIENTIFIC	PO- 101129	430000	Instructional supplies	\$449.68
12790247	PEACE OFFICERS RESEARCH	PV- 101467	510000	Spring 2010 LETP232.6 and LETP232.2 Courses	\$2,896.00
12790248	Peninsula Cafe	PV- 101468	470000	Lunches for Outreach Event	\$113.66
12790250	POTTERS ELECTRONICS	PO- 100449	450000	Open order for electronic supplies	\$130.85
12790251	PSTS INC	PV- 101469	550000	Drain Repairs in Amphitheater	\$390.00
12790252	QUALITY WATER ENTERPRISES I	PO- 100727	450000	Open order for D.I tank rental	\$44.00
12790253	RAPID PRINTERS INC	PV- 101470	450000	Business Cards for Suzanne Ammons	\$33.63
12790254	Riddell/All American	PO- 101157	550000	Football equipment reconditioning & certification	\$4,264.42
12790255	San Jose Boiler Works	PV- 101471	550000	Boiler Repairs at Physical Science Building	\$498.20
12790256	Sentry Alarm Systems	PV- 101472	560000	Replace Sensor in Facilities Building	\$153.65
	Sentry Alarm Systems	PV- 101473	560000	Replaced Motion Sensor at Art Dimension Building	\$261.18
12790257	SUPER STEAM	PV- 101474	550000	Serviced Kitchen Exhaust Systems at CDC	\$251.00

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School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/01/2010

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790257	SUPER STEAM	PV- 101475	550000	Serviced Kitchen Exhaust Systems at FC	\$497.00
12790258	Teracai	PO- 101139	450000	Cisco wireless router	\$340.63
12790260	Wong,Randall P.	PV- 101476	510000	Guest Lecturer for Basic Fire Academy	\$1,000.00
12790261	Woods, Roy	PV- 101477	520000	Supplies Reimbursement for MATE ROV Competition	\$137.66
12790262	XEROX CORPORATION	PO- 100052	560000	Open order for copiers for 09/10	\$13,799.71
Fund 0100 totals:					\$50,496.80

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/01/2010

1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790212	DELL MARKETING L.P.	PO- 101170	640000	Dell 760 desktop computers	\$18,797.92
12790224	Hewlett-Packard Company	PO- 100973	640000	Share Point 2010 server farm upgrade	\$41,796.84
Fund 1400 totals:					\$60,594.76

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/01/2010

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790226	HOBART SALES AND SERVICE	PV- 101455	550000	Repair on Display Cooler at Food for Thought	\$205.50
Fund 4700 totals:					\$205.50

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/01/2010

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12790200	Axiom Engineers	PO- 100708	620000	Commissioning service for HVAC & temperature contr	\$1,980.00
	Axiom Engineers	PO- 101232	620000	Commissioning of Building 24 elevator (100% comple	\$1,920.00
12790202	BOARD OF EQUALIZATION	PV- 101446	510000	Generator Audit Fees for 2008 and 2009	\$5,227.00
12790205	Central Electric	PO- 100813	620000	To install (3) architectural are klighting fixture	\$18,993.00
	Central Electric	PO- 100937	620000	Change order #1 for Greenhouse project	\$1,956.00
12790208	CRW Industries	PO- 100510	620000	Contractor services for new Auto Technology class	\$9,910.17
12790210	DAVID FOORD	PO- 101238	620000	Inspection services for Bond Projects	\$75.00
	DAVID FOORD	PO- 101238	620000	Inspection services for Bond Projects	\$675.00
	DAVID FOORD	PO- 101238	620000	Inspection services for Bond Projects	\$2,100.00
	DAVID FOORD	PO- 101238	620000	Inspection services for Bond Projects	\$3,975.00
	DAVID FOORD	PO- 101238	620000	Inspection services for Bond Projects	\$6,975.00
12790213	DRP Builders	PO- 101193	620000	To demo air compressor & hook up temp. replacement	\$262.00
	DRP Builders	PO- 101227	620000	Change order # 3 computer lab modifications	\$10,563.00
	DRP Builders	PO- 101240	620000	Change order # 02 on Greenhouse project	\$6,551.00
12790214	EMC PLANNING GROUP INC	PO- 100728	620000	Provide compliance & surveys for biological mitiga	\$659.23
12790221	Geo. H. Wilson Inc.	PO- 100207	620000	To provide mechanical & plumbing services	\$4,104.00
12790223	Henningsen Construction Co.	PO- 101228	620000	Remove 400 square feet of settling concrete	\$5,280.00
12790225	HGHB	PO- 100606	620000	Architectural services for building renovations	\$111,375.00
12790229	Kleinfelder	PO- 101239	620000	Special inspection services for Student Services	\$5,767.50
12790230	LeNeve Painting Co.	PO- 100331	620000	Painting services for building 16	\$2,400.00
12790236	M3 Enviromental Consulting LLC	PO- 100981	620000	HazMat assesment of Humanities, BCS & Student Serv	\$6,285.00
	M3 Enviromental Consulting LLC	PO- 100981	620000	HazMat assesment of Humanities, BCS & Student Serv	\$4,450.00
	M3 Enviromental Consulting LLC	PO- 100981	620000	HazMat assesment of Humanities, BCS & Student Serv	\$4,450.00
12790244	PARC Environmental	PO- 101003	620000	Demolition of Business & Computer Scince Bldg.	\$93,470.00
12790249	Peninsula Office Solutions	PO- 100675	620000	Open order for copier use at Kitchell Fort Ord tra	\$36.57
12790259	The Ratcliff Architects	PO- 101241	620000	Final payment for Architectural services	\$6,740.00

School Board Approval Report
6/1/2010 through 6/30/2010

40 Monterey Peninsula College

Issue Date 06/01/2010

Fund 4800 totals:	\$316,179.47
District Totals for 6/1/2010:	\$427,476.53

School Board Approval Report
6/1/2010 through 6/30/2010

District Total for 6/1/2010 through 6/30/2010:	\$2,209,138.32
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Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.5

Fiscal Services
College Area

Proposal:

It is proposed that the Board of Trustees approve the June 2010 purchase orders, #'s 101268 through #'s 101344.

Background:

Purchase Order #'s 101268 through 101344 were produced in June 2010. These orders total \$2,352,875.23 in college expenditures. The list of purchase orders is attached.

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Purchase Order #'s 101268 through #'s 101344 in the amount of \$2,352,875.23 be approved.

Recommended By:

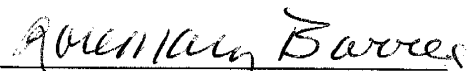


Joseph Bissell, Vice President, Administrative Services

Prepared By:

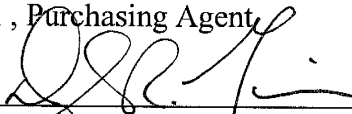


Pete Buechel, Purchasing Agent



Rosemary Barrfos, Controller

Agenda Approval:



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

Monterey Peninsula College

**Purchase Order History
From PO101268 Through 101344**

To: Board of Trustees 27 July 2010

From Mr Joseph Bissell Subject: Julyr Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line.	Department	Amount	Date
101268	1004275	Kiefer Speciality Flooring	14-0007-0-6960-0963-6400-000-00-6405	PE Facilities (rental proceeds)	\$1,397.69	6 / 1 / 10
101269	941667	DELL MARKETING L.P.	01-0020-0-6020-1501-4500-000-00-4551	Office of VP of Academic Affairs	\$1,027.06	6 / 1 / 10
101270	1002159	HGHB	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$40,000.00	6 / 1 / 10
101271	1002159	HGHB	48-0081-0-7100-8065-6200-000-00-6205	Art Buildings	\$39,000.00	6 / 1 / 10
101272	1002159	HGHB	48-0081-0-7100-8080-6200-000-00-6268	Gymnasium remodel	\$232,000.00	6 / 1 / 10
101273	1002159	HGHB	48-0081-0-7100-9020-6200-000-00-6268	Pool and Tennis courts	\$169,000.00	6 / 1 / 10
101274	1003822	DRP Builders	48-0081-0-7100-9042-6200-000-00-6269	Phase I Swing Space	\$2,500.00	6 / 1 / 10
101275	1003822	DRP Builders	48-0081-0-7100-9042-6200-000-00-6269	Phase I Swing Space	\$1,660.40	6 / 1 / 10
101276	950540	MONTEREY COUNTY FENCE CO	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$575.00	6 / 1 / 10
101277	1002355	Division of State Architect-	48-0081-0-7100-9043-5100-000-00-5173	General Instit.-Bond (Constr. Mgmt.)	\$750.00	6 / 1 / 10
101278	1002355	Division of State Architect-	48-0081-0-7100-9043-5100-000-00-5173	General Instit.-Bond (Constr. Mgmt.)	\$500.00	6 / 1 / 10
101279	1002355	Division of State Architect-	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$6,400.00	6 / 1 / 10
101280	1002616	M3 Enviromental Consulting LLC	48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$13,809.50	6 / 1 / 10
101281	1033	WASSON'S CLEANING AND	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$200.00	6 / 1 / 10
101282	1003823	Network Cabling Solutions Inc.	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$505.00	6 / 1 / 10
101283	1000035	Andersons Monterey Bay Floors	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$552.98	6 / 1 / 10
101284	1003106	American Lock & Key	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$73.00	6 / 1 / 10
101285	1000350	Central Electric	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$15,057.00	6 / 1 / 10
101286	1001684	PARC Environmental	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$2,242.30	6 / 1 / 10
101287	1002632	C2G Civil Consultants Group	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$1,474.65	6 / 1 / 10
101288	1001827	Printworx	01-0010-0-6710-1523-4500-000-00-4511	Public Information Office	\$6,250.36	6 / 2 / 10
101289	1003908	Patterson Dental Supply	01-0040-1-1200-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$9,313.36	6 / 2 / 10
101290	1739	SNAP-ON INDUSTRIAL TOOLS INC	01-0040-1-4900-1145-4300-000-35-4312	Tech Prep	\$2,006.64	6 / 2 / 10
101291	941458	HODGES RENT ALL INC.	01-0007-0-6960-2001-4500-000-00-4514	Office of the VP of Student Services	\$275.00	6 / 3 / 10
101292	941326	NASCO	01-0040-1-4900-1145-4300-000-35-4312	Tech Prep	\$387.06	6 / 3 / 10
101293	1003510	Geo. H. Wilson Inc.	01-0080-0-6510-0938-5600-000-00-5601	Gen. Institutional-Minor Capital Improvements	\$1,150.00	6 / 3 / 10
101294	1002743	Palace Office Interiors	48-0081-0-7100-9037-6400-000-00-6404	Phase I Furn/Equipment	\$648.42	6 / 3 / 10
101295	1004303	Cervantes, Daniel	01-0040-1-4900-1145-5100-000-35-5124	Tech Prep	\$1,098.00	6 / 3 / 10
101296	84	INDIAN JEWELRY SUPPLY	01-0030-0-1000-0205-4300-000-00-4306	Art	\$1,805.00	6 / 4 / 10
101297	83	ENAMEL EMPORIUM	01-0030-0-1000-0205-4300-000-00-4306	Art	\$162.38	6 / 4 / 10
101298	941337	RIO GRANDE TOOLS	01-0030-0-1000-0205-4300-000-00-4306	Art	\$600.00	6 / 4 / 10
101299	941373	MCMMASTER CARR SUPPLY CO	01-0030-0-1000-0205-4300-000-00-4306	Art	\$630.00	6 / 4 / 10
101300	941424	AMERICAN SUPPLY CO	01-0040-1-4900-1145-4300-000-35-4312	Tech Prep	\$510.94	6 / 4 / 10
101301	1001862	Electrical Distributors Co.-SJ	01-0080-0-6510-0933-4500-000-00-4571	Maintenance	\$1,999.00	6 / 4 / 10
101302	1003510	Geo. H. Wilson Inc.	48-0081-0-7100-9036-6200-000-00-6269	Phase I Fort Ord	\$18,671.00	6 / 4 / 10
101303	950376	Office Depot	01-0007-0-6460-1425-4500-000-00-4525	Student Financial Services	\$266.67	6 / 21 / 10

Monterey Peninsula College

**Purchase Order History
From PO101268 Through 101344**

To: Board of Trustees 27 July 2010

From Mr Joseph Bissell Subject: Julyr Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line.	Department	Amount	Date
101304	941667	DELL MARKETING L.P.	01-0040-1-0500-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$4,827.00	6 / 15 / 10
101305	1003008	TechSmith	01-0040-1-0500-1147-4300-000-33-4312	VATEA-I-C Curriculum Devt.	\$968.84	6 / 15 / 10
101306	941667	DELL MARKETING L.P.	01-0040-1-0500-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$2,043.76	6 / 15 / 10
101307	1003908	Patterson Dental Supply	01-0040-1-1200-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$1,085.96	6 / 15 / 10
101308	1003908	Patterson Dental Supply	01-0040-1-1200-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$1,562.97	6 / 15 / 10
101309	1002449	Morgan,Michaelia	01-0007-1-6420-1462-5100-000-51-5145	Supportive Services (DSP&S)	\$400.00	6 / 15 / 10
101310	1004305	Nada Scientific	01-0040-1-0900-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$125.42	6 / 15 / 10
101311	1001152	Hope Services	01-0041-0-7010-1555-5100-000-00-5106	Instnctional Contracts	\$4,925.00	6 / 15 / 10
101312	1000350	Central Electric	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$33,973.00	6 / 15 / 10
101313	1001684	PARC Environmental	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$16,250.00	6 / 15 / 10
101314	1000350	Central Electric	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$24,955.00	6 / 15 / 10
101315	1003434	Green Valley Landscape	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$18,261.48	6 / 15 / 10
101316	1003318	Axiom Engineers	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$480.00	6 / 15 / 10
101317	27	URBAN LUMBERJACKS	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$2,240.00	6 / 15 / 10
101318	1004280	List Engineering	48-0081-0-7100-9042-6200-000-00-6269	Phase I Swing Space	\$924.00	6 / 15 / 10
101319	1001832	Cardinale Moving & Storage Co.	48-0081-0-7100-9042-6200-000-00-6269	Phase I Swing Space	\$3,233.17	6 / 15 / 10
101320	1002250	Mendenhall, Eddie	01-0007-0-6960-2001-5100-000-00-5145	Office of the VP of Student Services	\$600.00	6 / 15 / 10
101321	950425	UPS	01-0080-0-6770-0937-5800-000-00-5805	Gen. Institutional-RASMITTAS	\$1,750.00	6 / 15 / 10
101322	1003510	Geo. H. Wilson Inc.	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$44,980.00	6 / 16 / 10
101323	1000314	Cypress Painting & Decorating	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$19,825.00	6 / 16 / 10
101324	1004135	Otto Construction	48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$1,485,000.00	6 / 16 / 10
101325	1003823	Network Cabling Solutions Inc.	01-0081-0-6770-0950-5600-000-00-5630	General Institutional Telecommunications	\$645.00	6 / 16 / 10
101326	1003940	Teracai	01-0080-0-6780-0912-6400-000-00-6441	IS Network & Technology	\$523.93	6 / 16 / 10
101327	942031	William Scotsman	48-0081-0-7100-9042-6200-000-00-6269	Phase I Swing Space	\$15,468.32	6 / 16 / 10
101328	941667	DELL MARKETING L.P.	01-0040-1-0500-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$1,051.41	6 / 21 / 10
101329	1001963	Brown, Caroline	01-0040-1-0400-1517-5100-000-02-5124	NOAA	\$8,000.00	6 / 21 / 10
101330	1000421	Don Chapin Company	48-0081-0-7100-8079-5100-000-00-5180	Fort Ord Public Safety Training Center	\$1,833.57	6 / 21 / 10
101331	1000421	Don Chapin Company	48-0081-0-7100-8079-5100-000-00-5180	Fort Ord Public Safety Training Center	\$10,600.00	6 / 21 / 10
101332	941630	DAVID FOORD	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$6,300.00	6 / 21 / 10
			48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$375.00	
			48-0081-0-7100-9036-6200-000-00-6269	Phase I Fort Ord	\$5,025.00	
			48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$150.00	
101333	1002529	San Jose Blue	48-0081-0-7100-9043-5100-000-00-5173	General Instit.-Bond (Constr. Mgmt.)	\$842.34	6 / 21 / 10
			48-0081-0-7100-9053-6200-000-00-6237	Humanities Building	\$206.75	
			48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$90.28	
			48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$20.42	
			48-0081-0-7100-8080-6200-000-00-6268	Life & Physsical Sacience Buildings	\$131.58	

Monterey Peninsula College

**Purchase Order History
From PO101268 Through 101344**

To: Board of Trustees 27 July 2010

From Mr Joseph Bissell Subject: Julyr Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line.	Department	Amount	Date
101334	1002529	San Jose Blue	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$80.86	6 / 21 / 10
			48-0081-0-7100-9036-6200-000-00-6269	Phase I Fort Ord	\$130.85	
			48-0081-0-7100-8079-5100-000-00-5180	Fort Ord Public Safety Training Center	\$21.45	
			48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$71.88	
			48-0081-0-7100-9053-6200-000-00-6237	Humanities Building	\$2,340.41	
101335	1002405	Barrie D. Coate & Assoc.	48-0081-0-7100-9036-6200-000-00-6269	Phase I Fort Ord	\$1,151.00	6 / 21 / 10
101336	409	Kleinfelder	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$26,500.00	6 / 21 / 10
101337	1004315	Pkug-In Conversions	01-0040-1-0900-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$2,976.88	6 / 23 / 10
101338	1003356	Sanco Equipment Corp	04-0007-1-6920-1415-4500-000-20-4525	Children's Center	\$847.20	6 / 23 / 10
101339	1004263	Discount School Supply	04-0007-1-6920-1415-4300-000-62-4312	Children's Center	\$54.04	6 / 23 / 10
101340	1002529	San Jose Blue	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$10,787.88	6 / 25 / 10
101341	409	Kleinfelder	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$7,589.50	6 / 25 / 10
101342	941957	POTTERS ELECTRONICS	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$34.55	6 / 25 / 10
101343	1003510	Geo. H. Wilson Inc.	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$1,884.00	6 / 25 / 10
101344	1002616	M3 Enviromental Consulting LLC	48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$4,232.12	6 / 25 / 10

Monterey Peninsula College

**Over \$5000 Purchase Orders
From 101268 Through 101344**

To: Board of Trustees Date: 27 July 2010

From: Mr. Joseph Bissell

Subject: Purchase Orders over 5,000

PO NO	Vendor No.	Vendor Name	Account Line	Department	Amount	Date
Architectural services for the College Center						
101270	1002159	HGHB	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$40,000.00	6 / 1 / 10
Architectural services for the Art buildings						
101271	1002159	HGHB	48-0081-0-7100-8065-6200-000-00-6205	Art Buildings	\$39,000.00	6 / 1 / 10
Architectural services for the Gym, Phase II						
101272	1002159	HGHB	48-0081-0-7100-8080-6200-000-00-6268	Gymnasium remodel	\$232,000.00	6 / 1 / 10
Architectural services for the Pool and Tennis courts						
101273	1002159	HGHB	48-0081-0-7100-9020-6200-000-00-6268	Pool and Tennis courts	\$169,000.00	6 / 1 / 10
DSA plan check fees for Parking Lot "B" expansion						
101279	1002355	Division of State Architect-	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$6,400.00	6 / 1 / 10
Hazardous material abatement monitoring						
101280	1002616	M3 Enviromental Consulting LLC	48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$13,809.50	6 / 1 / 10
Parking Lot lights with pole to be erected in lot "C"						
101285	1000350	Central Electric	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$15,057.00	6 / 1 / 10
Twenty-four thousand five hundred post card flyers (Marina Ed. Ctr.)						
101288	1001827	Printworx	01-0010-0-6710-1523-4500-000-00-4511	Public Information Office	\$6,250.36	6 / 2 / 10
Dental operatory patient chair						
101289	1003908	Patterson Dental Supply	01-0040-1-1200-1147-6400-000-33-6405	VATEA-I-C Curriculum Devt.	\$9,313.36	6 / 2 / 10
To supply & install a new stainless stell flue						
101302	1003510	Geo. H. Wilson Inc.	48-0081-0-7100-9036-6200-000-00-6269	Phase I Fort Ord	\$18,671.00	6 / 4 / 10
To provide electrical service for Parking Lot "C"						
101312	1000350	Central Electric	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$33,973.00	6 / 15 / 10
To demolish old classroom and bathroom in old Auto Tech						
101313	1001684	PARC Environmental	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$16,250.00	6 / 15 / 10
Electrical seervice for Auto Tech building						
101314	1000350	Central Electric	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$24,955.00	6 / 15 / 10
To plant 60 trees in the quad area & stadium area						
101315	1003434	Green Valley Landscape	48-0081-0-7100-9049-6200-000-00-6269	Phase III Infrastructure	\$18,261.48	6 / 15 / 10
Plumbing and mechanical on Auto Tech building						
101322	1003510	Geo. H. Wilson Inc.	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$44,980.00	6 / 16 / 10
Clean & paint inside & out of the Auto Tech building						
101323	1000314	Cypress Painting & Decorating	48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$19,825.00	6 / 16 / 10
General contract (Public Bid) for the renovation of the Business & Computer Science building						
101324	1004135	Otto Construction	48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$1,485,000.00	6 / 16 / 10
Portable buildings (restroom & classroom) for the MPC "Portable Village"						

Monterey Peninsula College

**Over \$5000 Purchase Orders
From 101268 Through 101344**

To: Board of Trustees Date: 27 July 2010

From: Mr. Joseph Bissell

Subject: Purchase Orders over 5,000

PO NO	Vendor No.	Vendor Name	Account Line	Department	Amount	Date
101327	942031	William Scotsman	48-0081-0-7100-9042-6200-000-00-6269	Phase I Swing Space	\$15,468.32	6 / 16 / 10
Special Consultant contract for MATE						
101329	1001963	Brown, Caroline	01-0040-1-0400-1517-5100-000-02-5124	NOAA	\$8,000.00	6 / 21 / 10
To install concrete overflow for the PSTC swales						
101331	1000421	Don Chapin Company	48-0081-0-7100-8079-5100-000-00-5180	Fort Ord Public Safety Training Center	\$10,600.00	6 / 21 / 10
Construction inspection services for Bond projects						
101332	941630	DAVID FOORD	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$6,300.00	6 / 21 / 10
			48-0081-0-7100-8040-6200-000-00-6205	Auto Technology Building	\$375.00	
			48-0081-0-7100-9036-6200-000-00-6269	Phase I Fort Ord	\$5,025.00	
			48-0081-0-7100-9055-6200-000-00-6269	Business and Computer Science Building	\$150.00	
Geotechnical/Geohazard analysis for theater project						
101336	409	Kleinfelder	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$26,500.00	6 / 21 / 10
Bid Printing for the Business & Computer Science building						
101340	1002529	San Jose Blue	48-0081-0-7100-8040-6200-000-00-6205	Business and Computer Science Building	\$10,787.88	6 / 25 / 10
Special testing and Inspection services						
101341	409	Kleinfelder	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$7,589.50	6 / 25 / 10

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.6

Fiscal Services
College Area

Proposal:

Approve budget increase for the period June 1, 2010 through June 30, 2010.

Background:

Board Policy 2120 requires Board approval of any increase to the Fiscal Year budget.

To adjust the Federal Student Financial Aid revenue and expense budget for Pell grant funds awarded and disbursed to students for FY 09-10.

The budget is adjusted dependent on the number of students who apply and are approved for Pell Grant funding through the Department of Education. There is not a set budget allocation for this campus based program.

Budgetary Implications:

Federal Student Financial Aid:
Revenue increase of \$625,681.
Expense increase of \$625,681.

RESOLUTION: BE IT RESOLVED, that the following budget increase in the Federal Student Financial Aid fund be approved:

To adjust the Federal Student Financial Aid revenue and expense budget for Pell grant funds awarded and disbursed to students:

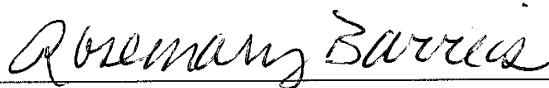
Revenue increase of \$ 625,681.
Expense increase of \$ 625,681.

Recommended By:



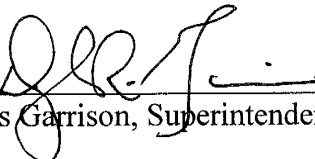
Joseph Bissell, Vice President, Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.7

Fiscal Services
College Area

Proposal:

Approve budget increase for the period of June 1, 2010 through June 30, 2010.

Background:

Board Policy 2120 requires Board approval of an increase to the Fiscal Year budget.

Additional funds were received for student subsidized and unsubsidized loans.

Budgetary Implications:


Scholarship and Loan:

Revenue increase of \$915,000.

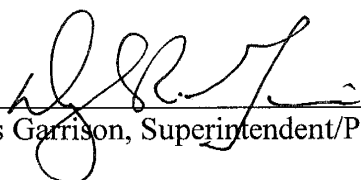
Expense increase of \$915,000.

RESOLUTION: BE IT RESOLVED, that the following budget increase in the Scholarship and Loan fund be approved:

Increase of \$915,000 in revenue and expense budgets; this reflects additional funds received for student subsidized and unsubsidized loans.

Recommended By: 
Joseph Bissell, Vice President, Administrative Services

Prepared By: 
Rosemary Barrios, Controller

Agenda Approval: 
Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.8

Fiscal Services
College Area

Proposal:

Approve budget increase for the period June 1, 2010 through June 30, 2010.

Background:

Board Policy 2120 requires Board approval of an increase to the Fiscal Year budget.

To adjust the Trust Fund revenue budgets. This is due to a increase of revenue received into the trust accounts for this fiscal year.


Budgetary Implications:

Trust Fund:
Revenue increase of \$75,000.

RESOLUTION: BE IT RESOLVED, that the following budget increase in the Trust Fund be approved:

Revenue increase of \$75,000 to adjust the Trust Fund revenue budgets.
This is due to a increase of revenue received into the trust accounts for this fiscal year.

Recommended By:



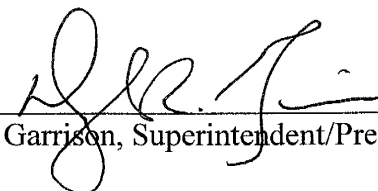
Joseph Bissell, Vice President, Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. A.9

Fiscal Services
College Area

Proposal:

Approve budget decrease for the period June 1, 2010 through June 30, 2010.

Background:

Board Policy 2120 requires Board approval of a decrease to the Fiscal Year budget.

To adjust the Orr Estate revenue budgets due to less interest received from the Community Foundation from Monterey County.


Budgetary Implications:

Orr Estate:
Revenue decrease of \$24,000.

RESOLUTION: BE IT RESOLVED, that the following budget decrease in the Orr Estate fund be approved:


Revenue decrease of \$24,000; to adjust the Orr Estate revenue due to less interest received from the Community Foundation from Monterey County.

Recommended By:



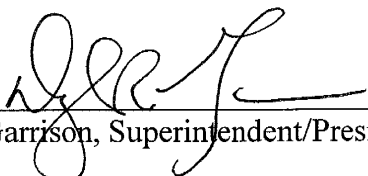
Joseph Bissell, Vice President, Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. B

Human Resources
College Area

Proposal: To approve the faculty personnel actions shown in the table below.

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of Technical Services Librarian, Catherine Webb. Step and Column placement pending verification, effective Fall 2010.	Included in budget
b)	Employment	Employment of Counselor, Kimberly Christoff Mansfield. Step and Column placement pending verification, effective Fall 2010.	Included in budget
c)	Employment	Employment of English Skills & Study Center and Reading Center Director, Adria Gerard. Step and Column placement pending verification, effective Fall 2010.	Included in budget
d)	Employment (list attached)	Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring and Summer 2010.	Included in budget

Budgetary Implications:

Budgeted; see table.

RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following items:

- a) Employment of Technical Services Librarian, Catherine Webb.
- b) Employment of Counselor, Kimberly Christoff Mansfield.
- c) Employment of English Skills & Study Center and Reading Center Director, Adria Gerard.
- d) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring and Summer 2009.

Recommended By:



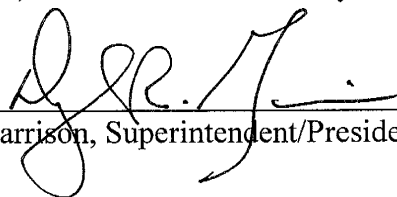
Joe Bissell, Vice President, Administrative Services

Prepared By:



Kali F. Viker, Human Resources Analyst

Agenda Approval:



Dr. Doug Garrison, Superintendent/President

**Monterey Peninsula College
Part-time, substitute, and/or overload
Spring/Summer 2010 (7/27/10)**

B1--Teaching With Benefits

Abend, Richard	B1	LING
Bates, Wendy	B1	PFIT
Cabrera, Kendra	B1	ETNC
Castillo, Leandro	B1	BUSI
McCart, Jeff	B1	PFIT
Phillips, Daniel	B1	PFIT
Schutzler, Lyndon	B1	PHED
Spiering, Blake	B1	PFIT
White, Walter	B1	PFIT

B2--Non-Teaching Without Benefits

Akard, Laura	B2	DANC
Bielski, Mike	B2	PHED
Cristobal, John	B2	BSI
Flood, Bob	B2	FIRE
Forte, Kimberlynn	B2	READING LAB
Gerard, Adria	B2	READING LAB
Johnson, Linda Marie	B2	PFIT
Lackey, Nick	B2	PHED
Lockard, Dennis	B2	FACD
Moldenhauer, Michele	B2	PFIT
Moore, Kit	B2	PFIT
O'Hare, Erin	B2	PFIT
O'Neil Debra	B2	MEDA
Parker, Aletha	B2	HLTH
Pastor, Charles	B2	MATH
Reed, Roger	B2	HLTH
Riemedio, Ryan	B2	PHED
Wisneski, David	B2	CSIS

C1--Non-Teaching With Benefits

Cardinale, Sal	C1	COUNSELING
Castillo, Leandro	C1	MENTORING
Dennehy, Merry	C1	BSI
Desoto, Alethea	C1	COUNSELING
Joplin, Susan	C1	ENGL
Mikkelsen, Jon	C1	MENTORING
Penney, Beth	C1	ENGL
Rasmussen, Mike	C1	PHED

**Monterey Peninsula College
Part-time, substitute, and/or overload
Spring/Summer 2010 (7/27/10)**

C2--Non-Teaching Without Benefits

Hulanicki, Alex	C2	ENGL
Lewis, Vince	C2	LNSK
Tuff, Paul	C2	PFIT

Cooperative Education Program

Fujii, Kim	\$75.00	COOP
Goehring, Nancy	\$75.00	COOP
Jones, Bill	\$75.00	COOP
Mikkelsen, Jon	\$75.00	COOP
Nelson, Mary	\$75.00	COOP
Nyznyk, Cathy	\$75.00	COOP
Smith, Randy	\$75.00	COOP

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Consent Agenda Item No. C

Human Resources
College Area

Proposal: To approve the classified personnel actions listed in the table below:

Item	Action	Positions/Classification Affected	Cost
a)	Resignation	Resignation of Amy Bassel, Food Preparer, Child Development Center, 18 hours per week, 9 months and 11 days, effective at the end of the day, July 10, 2010.	N/A

The personnel actions have been discussed with the collective bargaining unit, where applicable.


Budgetary Implications:

Budgeted; see table.

RESOLUTION: **BE IT RESOLVED**, that the Governing Board approve the following item:

- a) Accept the resignation of Amy Bassel effective at the end of the day, July 10, 2010.

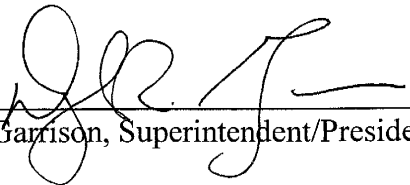
Recommended By: _____


Joe Bissell, Vice President, Administrative Services

Prepared By: _____

 
Barbara Lee Associate Dean, Human Resources & Kali F. Viker, HR Analyst

Agenda Approval: _____


Dr. Doug Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

Consent Agenda Item No. D

Human Resources
College Area

Proposal:

To approve the employment of the individuals on the attached list for short term and substitute assignments.

Background:

Education Code 88003 authorizes the Governing Board to hire short term and substitute employees to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. Employment of the individuals on the attached list is consistent with District policy and Education Code provisions.

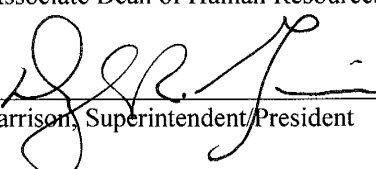
Budgetary Implications:

The cost to employ short term and substitute employees is included in division/department budgets.

Resolution: BE IT RESOLVED, that the individuals on the recommended list (Short Term and Substitute Employees) employed for short term and substitute assignments subject to future modifications, be approved.

Recommended By: 
Joseph Bfssell, Vice President for Administrative Services

Prepared By:  
Barbara Lee, Associate Dean of Human Resources & Kali F. Viker, HR Analyst

Agenda Approval: 
Dr. Douglas Garrison, Superintendent/President

**MONTEREY PENINSULA COLLEGE
SHORT TERM AND SUBSTITUTE EMPLOYEES**

RD AGENDA: 27-Jul-10

ADMIN SVCS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	E DATES FROM:	E DATES TO:	HOURS
Galvan	Abel	Substitute Security Guard	\$13.64	06/19/10	06/26/10	19 Hrs. Per Wk
Galvan	Abel	Substitute Security Guard	\$13.64	07/06/10	07/07/10	10 Total Hrs.
Galvan	Abel	Substitute Security Guard	\$13.64	07/07/10	07/10/10	19 Hrs. Per Wk
Khoury	Mondor	Substitute Security Guard	\$13.64	06/29/10	06/29/10	10 Hrs. Per Wk
Khoury	Mondor	Substitute Security Guard	\$13.64	07/08/10	07/10/10	19 Hrs. Per Wk
St. Laurent	Art	Evening Campus Supervisor - additional hours as needed	\$23.98	07/01/10	12/31/10	10 Hrs. Per Wk
Souders	James	Media Technician -A/V special events as needed	\$22.57	07/25/10	06/30/11	12 Hrs. Per Wk

ADMISSIONS & RECORDS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM:	EFFECTIVE DATES TO:	HOURS
Brown	Kimberly	College Assistant V (Seasonal)	\$13.50	08/09/10	09/10/10	29 Hrs. Per Wk
Cutino	Mary Ann	College Assistant V (Seasonal)	\$13.50	08/09/10	09/10/10	29 Hrs. Per Wk
Del Rosario	Anita	College Assistant VI (Seasonal)	\$14.00	08/06/10	09/10/10	29 Hrs. Per Wk
	Ivory	College Assistant VI (Seasonal)	\$14.00	08/09/10	09/10/10	29 Hrs. Per Wk
Moulerhoff	Rachelle	Substitute A & R Specialist	\$14.49	07/06/10	09/17/10	20 Hrs. Per Wk
Simons	Karma	College Assistant VII (Seasonal)	\$15.00	08/09/10	09/10/10	29 Hrs. Per Wk
Stanfield-Lee	Teresa	College Assistant V (Seasonal)	\$13.50	08/09/10	09/10/10	25 Hrs. Per Wk

ATHLETICS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM:	EFFECTIVE DATES TO:	HOURS
Banks	Joseph	Professional Expert	\$150.00	07/01/10	07/31/10	Flat Rate
Castillo	Leandro	Professional Expert	\$150.00	07/01/10	07/31/10	Flat Rate
Cortez	Francis III	Professional Expert	\$150.00	07/01/10	07/31/10	Flat Rate
Cortez	Francis Jr.	Professional Expert	\$150.00	07/01/10	07/31/10	Flat Rate
Neligh	Casey	Professional Expert	\$150.00	07/01/10	07/31/10	Flat Rate
Riemedio	Ryan	Professional Expert	\$150.00	07/01/10	07/31/10	Flat Rate

BUSINESS SKILLS CENTER						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM:	EFFECTIVE DATES TO:	HOURS
Kromer	Laurel	Substitute Instructional Specialist	\$15.12	07/01/10	08/05/10	57.5 Total Hrs.

DRAMA						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM:	EFFECTIVE DATES TO:	HOURS
	Philippe	Musician - "Rent"	\$1,000.00	07/19/10	08/26/10	Flat Rate
Dally	Don	Musical Director - "Rent"	\$2,000.00	07/06/10	08/27/10	Flat Rate
Flause	Zachary	Carpenter - "Rent"	\$1,000.00	07/06/10	08/30/10	Flat Rate
Fu	Limin	Costume Assis't - "Rent"	\$1,000.00	07/06/10	08/27/10	Flat Rate

DRAMA						
Galinda	Michelle	Musician - "Rent"	\$1,000.00	07/19/10	08/26/10	Flat Rate
Johnson	Desma	Musician - "Rent"	\$1,000.00	07/19/10	08/26/10	Flat Rate
Loftin	Wendy	Seamstress - "Rent"	\$500.00	07/06/10	08/10/10	Flat Rate
Mattos	Hughes	Costume Designer - "Rent"	\$2,000.00	07/06/10	08/27/10	Flat Rate
Parkes	Zachary	Musician - "Rent"	\$1,000.00	07/19/10	08/26/10	Flat Rate
Schaupp	Nick	Carpenter - "Rent"	\$2,500.00	07/06/10	08/06/10	Flat Rate
Vasey	Sarah	Costume Assis't - "Rent"	\$1,000.00	07/06/10	08/27/10	Flat Rate
Warner	Ana	Carpenter - "Rent"	\$1,000.00	07/06/10	08/06/10	Flat Rate

READING CENTER						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Middlebrook	Courtney	Instr. Specialist (additional hours)	\$15.87	06/14/10	08/06/10	18 Hrs. Per Wk

STUDENT SERVICES						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Schaffer	Michael	Special Event -Student Activities	\$16.58	04/17/09	04/18/09	7 Total Hrs.
Schaffer	Michael	Special Event -Student Activities	\$16.50	04/16/10	04/16/10	7 Total Hrs.
Norman	Lee	College Asst. VI Seasonal (Assessment)	\$14.00	07/28/10	09/03/10	up to 29 per Wk

SUPPORTIVE SERVICES						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Bahou	Melodie	College Assist X	\$17.00	07/05/10	07/30/10	15 Hrs. Per Wk

TRIO/UPWARD BOUND						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Crutchfield	Marvin	Professional Expert	\$593.48	06/10/10	06/30/10	Flat Rate
Crutchfield	Marvin	Professional Expert	\$593.48	07/01/10	07/17/10	Flat Rate
Nguyen	Tri	Professional Expert	\$490.00	06/22/10	06/30/10	Flat Rate
Nguyen	Tri	Professional Expert	\$1,760.00	07/01/10	07/28/10	Flat Rate

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. A

Fiscal Services
College Area

Proposal:

That the Governing Board review and discuss the 2009-2010 Monthly Financial Reports for the period ending, June 30, 2010 (Prior to year-end closing).

Background:

The Board routinely reviews financial data regarding expenses and revenues to monitor District fiscal operations.

Budgetary Implications:

None.

Resolution: BE IT RESOLVED, That the 2009-2010 Monthly Financial Reports for the period ending June 30, 2010 (prior to year-end closing) be accepted.

Recommended By: [Signature]
Joseph Bissell - Vice President for Administrative Services

Prepared By: [Signature]
Rosemary Barrios - Controller

Agenda Approval: [Signature]
Dr. Douglas Garrison - Superintendent/President

Monterey Peninsula College

Fiscal Year 2009-2010 Financial and Budgetary Report June 30, 2010

June is the last month in the fiscal year. The attached reports reflect actual cash received and spent. Fiscal is now in the process of setting up receivables and liabilities as part of the year-end closing processes. From a cash standpoint, actual revenues and expenses in all operating funds are within reasonable limits. Expenses in the Self Insurance Fund are over budget on a cash basis and additional expenses will be recorded when payables are booked. This will result in a reduction of the fund balance in the Self Insurance fund.

Budgets: District Budgets in the attached reports reflect the September Final Budget and budget transfers approved by the Board. Projections continue to show all funds ending the year with positive balances.

Year to Date Actual: Total expenses for operating funds exceed revenues (94.8% vs. 90%), resulting in a negative operating cash flow for the District. Of note:

- General fund revenues (Unrestricted at 89.2% and Restricted at 90.2%) are down primarily because of the deferral of state monies. One larger line item that will come in significantly under budget is interest income budgeted at \$330,000 but will likely not realize more than the \$100,000. Expenses continue to be slightly under budget.
- Parking revenues at 134.7%, indicate total revenue for the year to be significantly higher than budget. Expenses at 88.3% are under budget.
- Self Insurance expenses at 110.1% are over budget by \$681,953. Additional expenses will be recorded as payables are booked in the year-end closing process.
- Expenses at 139.5% in the Associated Student accounts will result in a significant reduction of their fund balance.

Cash Balance: The total cash balance for all funds is \$87,845,795, including bond cash of \$73,878,750 and \$13,967,045 for all other funds (total operating cash is at \$4,544,225).

Other:

There is little apparent activity by state legislative bodies in balancing the state's 2010-11 budget and it continues to look like it will be a long and drawn out process.

The District is making adjustments to its Tentative Budget to update projections and plans to provide a proposed Final Budget to the Board at its regular meeting scheduled for August, whether or not the state has an approved budget.

Monterey Peninsula Community College

Monthly Financial Report

June 30, 2010

Summary of All Funds

<u>Funds</u>	<u>Beginning</u> <u>Fund Balance</u>	<u>Revised Budgets</u> <u>2009 - 2010</u>		<u>Ending</u> <u>Fund Balance</u>	<u>Year to Date Actual</u> <u>2009 - 2010</u>			<u>% Actual</u> <u>to Budget</u>		<u>Cash</u> <u>Balance</u>
	<u>07/01/09</u>	<u>Revenue</u>	<u>Expense</u>	<u>6/30/2010</u>	<u>Revenue</u>	<u>Expense</u>	<u>Encumbrances</u>	<u>Rev</u>	<u>Exp</u>	<u>06/30/2010</u>
General - Unrestricted	\$4,182,989	\$39,672,172	\$39,590,733	\$4,264,428	\$35,392,281	\$38,146,357	559,976	89.2%	97.8%	\$3,916,414
General - Restricted	0	6,241,198	6,241,196	2	5,631,309	5,375,483	102,864	90.2%	87.8%	0
Child Dev - Unrestricted	0	514,302	514,302	0	507,411	481,739	0	98.7%	93.7%	(949)
Child Dev - Restricted	0	265,567	265,567	0	255,793	285,825	3,009	96.3%	108.8%	0
Student Center	185,227	279,200	264,983	199,444	277,271	197,700	23,557	99.3%	83.5%	294,172
Parking	61,781	446,000	443,853	63,928	600,600	383,176	8,895	134.7%	88.3%	334,589
Subtotal Operating Funds	\$4,429,997	\$47,418,439	\$47,320,634	\$4,527,802	\$42,664,665	\$44,870,280	\$698,301	90.0%	94.8%	\$4,544,225
Self Insurance	8,479,076	6,777,696	6,777,696	8,479,076	7,007,564	7,459,649	2,833	103.4%	110.1%	8,339,258
Capital Project	661,962	245,705	554,721	352,946	32,866	346,361	20,332	13.4%	66.1%	335,376
Building	85,122,732	1,700,000	14,029,511	72,793,221	595,973	12,221,633	11,244,186	35.1%	167.3%	73,878,750
Debt Service	3,852	275,324	275,324	3,852	170,504	68,831	206,493	61.9%	25.0%	105,503
Revenue Bond	20,905	19,875	19,875	20,905	20,345	19,875	0	102.4%	100.0%	21,375
Associated Student	90,600	114,000	114,000	90,600	108,722	159,062	0	95.4%	139.5%	73,404
Financial Aid	12,881	4,460,481	4,460,481	12,881	4,460,481	4,460,481	0	100.0%	100.0%	(18,783)
Scholarship & Loans	272,948	2,915,000	2,915,000	272,948	2,900,556	2,914,934	0	99.5%	100.0%	50
Trust Funds	148,917	475,000	400,000	223,917	472,694	396,357	0	99.5%	99.1%	514,260
Orr Estate	71,624	6,000	30,000	47,624	5,221	24,544	0	87.0%	81.8%	52,377
Total all Funds	\$99,315,494	\$64,407,520	\$76,897,242	\$86,825,772	\$58,439,591	\$72,942,007	\$12,172,145	90.7%	94.9%	\$87,845,795

***** BOARD REPORT *****

GENERAL FUND (Unrestricted)

Fund 01

Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10					BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUES								
8100 FEDERAL	8,977	2,000	0	11,043		(9,043)	552.2%	
8600 STATE	23,875,935	22,071,672	176,012	17,778,977		4,292,695	80.6%	
8800 COUNTY / LOCAL	18,275,567	17,598,500	87,108	17,602,260		(3,760)	100.0%	
8900 INTERFUND TRANSFER IN	50,000	0	0	0		0	N/A	
TOTAL REVENUE :	\$42,210,479	\$39,672,172	\$263,120	\$35,392,281		\$4,279,891	89.2%	
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES		UNENCUMBERED BALANCE	PERCENT	
CERTIFICATED SALARIES								
1100 TEACHER SALARIES	7,134,422	7,073,780	631,533	7,001,358		72,422	99.0%	
1200 NON TEACHER SALARIES	3,213,143	2,953,988	259,053	2,954,947		(959)	100.0%	
1300 HOURLY TEACHER	5,208,692	4,762,012	224,773	5,071,863		(309,851)	106.5%	
1400 OTHER HOURLY SALARIES	189,721	159,063	10,625	191,266		(32,203)	120.2%	
TOTAL CERTIFICATED :	\$15,745,978	\$14,948,843	\$1,125,984	\$15,219,434		(\$270,591)	101.8%	
CLASSIFIED SALARIES								
2100 NON INSTRUCTIONAL	5,837,688	5,943,319	474,672	5,805,100		138,219	97.7%	
2200 INSTRUCTIONAL AIDES	718,927	757,100	56,745	753,963		3,137	99.6%	
2300 HOURLY NON INSTRUCTIONAL	509,927	295,670	31,494	399,868		(104,198)	135.2%	
2400 HOURLY INSTRUCTIONAL	673,486	641,378	51,488	682,695		(41,317)	106.4%	
TOTAL CLASSIFIED :	\$7,740,028	\$7,637,468	\$614,399	\$7,641,626		(\$4,158)	100.1%	

*** BOARD REPORT ***

GENERAL FUND (Unrestricted) continued

Fund 01

Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10					
		REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	PERCENT
3XXX TOTAL FRINGE BENEFITS :	<u>\$4,159,078</u>	<u>\$4,328,761</u>	<u>\$229,609</u>	<u>\$4,224,980</u>	<u>\$6,901</u>	<u>\$96,879</u>	97.8%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	175,032	274,354	40,265	235,084	21,841	17,430	93.6%
4500 OTHER SUPPLIES	632,243	433,691	81,325	505,994	42,000	(114,302)	126.4%
4700 FOOD	13,331	12,962	461	9,342	159	3,461	73.3%
TOTAL SUPPLIES & OTHER :	<u>\$820,607</u>	<u>\$721,008</u>	<u>\$122,051</u>	<u>\$750,419</u>	<u>\$64,000</u>	<u>(\$93,411)</u>	113.0%
OTHER							
5100 CONTRACTED SERVICES	3,225,732	2,308,098	42,425	1,601,995	12,063	694,040	69.9%
5200 TRAVEL	176,646	175,196	18,328	138,428	3,550	33,218	81.0%
5300 DUES AND SUBSCRIPTIONS	140,166	141,895	545	133,414	0	8,482	94.0%
5400 INSURANCE	312,242	339,918	910	45,750	0	294,168	13.5%
5500 UTILITIES & HOUSEKEEPING	1,127,303	1,201,967	162,936	961,206	397,143	(156,382)	113.0%
5600 RENTS & LEASES	880,016	708,581	63,622	826,375	9,740	(127,534)	118.0%
5700 LEGAL AND AUDIT	103,899	256,250	44,035	145,779	27,081	83,390	67.5%
5800 OTHER SERVICES	364,246	401,594	7,379	292,699	35,943	72,953	81.8%
TOTAL OTHER :	<u>\$6,330,251</u>	<u>\$5,533,500</u>	<u>\$340,179</u>	<u>\$4,145,646</u>	<u>\$485,520</u>	<u>\$902,334</u>	83.7%
CAPITAL OUTLAY							
6200 BUILDING IMPROVEMENT	26,912	27,255	120	18,836	3,289	5,131	81.2%
6300 CAPITAL BOOKS & SOFTWARE	75,926	46,456	0	46,553	0	(97)	100.2%
6400 EQUIPMENT	130,018	63,905	7,562	104,415	266	(40,776)	163.8%
TOTAL CAPITAL OUTLAY :	<u>\$232,857</u>	<u>\$137,616</u>	<u>\$7,683</u>	<u>\$169,804</u>	<u>\$3,555</u>	<u>(\$35,742)</u>	126.0%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	7,067,699	6,283,588	546,881	5,994,448	0	289,140	95.4%
7600 OTHER PAYMENTS TO STUDENTS	25,000	0	0	0	0	0	N/A
TOTAL TRANSFERS :	<u>\$7,092,699</u>	<u>\$6,283,588</u>	<u>\$546,881</u>	<u>\$5,994,448</u>	<u>\$0</u>	<u>\$289,140</u>	95.4%
TOTAL EXPENSE & TRANSFERS :	<u>42,121,496</u>	<u>39,590,783</u>	<u>2,986,786</u>	<u>38,146,357</u>	<u>559,976</u>	<u>884,450</u>	97.8%
REVENUE OVER EXPENSE :	<u>\$88,983</u>	<u>\$81,389</u>	<u>(\$2,723,667)</u>	<u>(\$2,754,076)</u>	<u>(\$559,976)</u>	<u>\$3,395,441</u>	

***** BOARD REPORT *****

GENERAL FUND (Restricted)

Fund 01

Monterey Peninsula College

JUNE 31, 2010.

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-2010				BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE			
REVENUES							
8100 FEDERAL	2,137,247	2,523,576	521,000	1,873,165	0	650,411	74.2%
8600 STATE	3,667,509	3,048,372	837	3,222,171	0	(173,799)	105.7%
8800 COUNTY / LOCAL	412,600	602,200	7,413	535,973	0	66,227	89.0%
8900 INTERFUND TRANSFER IN	61,731	67,050	0	0	0	67,050	0.0%
TOTAL REVENUE :	<u>\$6,279,087</u>	<u>\$6,241,198</u>	<u>\$529,250</u>	<u>\$5,631,309</u>	<u>0</u>	<u>\$609,889</u>	<u>90.2%</u>
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES		UNENCUMBERED BALANCE	PERCENT
CERTIFICATED SALARIES							
1100 TEACHER SALARIES	144,588	115,715	9,986	115,715		0	100.0%
1200 NON TEACHER SALARIES	903,349	841,981	72,861	825,798		16,183	98.1%
1300 HOURLY TEACHER	106,872	306,531	13,855	82,400		224,131	26.9%
1400 OTHER HOURLY SALARIES	330,055	214,200	20,102	227,588		(13,388)	106.3%
TOTAL CERTIFICATED :	<u>\$1,484,864</u>	<u>\$1,478,427</u>	<u>\$116,804</u>	<u>\$1,251,501</u>		<u>\$226,926</u>	<u>84.7%</u>
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	550,674	607,442	50,368	591,665		15,777	97.4%
2200 INSTRUCTIONAL AIDES	0	0	0	0		0	N/A
2300 HOURLY NON INSTRUCTIONAL	511,792	405,264	33,311	370,549		34,715	91.4%
2400 HOURLY INSTRUCTIONAL	130,005	126,917	25,390	153,182		(26,265)	120.7%
TOTAL CLASSIFIED :	<u>\$1,192,471</u>	<u>\$1,139,623</u>	<u>\$109,069</u>	<u>\$1,115,396</u>		<u>\$24,227</u>	<u>97.9%</u>

***** BOARD REPORT *****

GENERAL FUND (Restricted) continued

Fund 01

Monterey Peninsula College

JUNE 31, 2010.

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-2010					
		REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	PERCENT
3XXX TOTAL FRINGE BENEFITS :	<u>\$401,826</u>	<u>\$414,822</u>	<u>\$35,005</u>	<u>\$383,567</u>	<u>\$0</u>	<u>\$31,255</u>	92.5%
<u>SUPPLIES & OTHER</u>							
4300 INSTRUCTIONAL SUPPLIES	162,679	200,253	8,639	118,216	6,053	75,984	62.1%
4500 OTHER SUPPLIES	155,351	62,249	5,147	51,213	1,983	9,053	85.5%
4700 FOOD	27,827	26,367	9,090	22,096	0	4,271	83.8%
TOTAL SUPPLIES & OTHER :	<u>\$345,857</u>	<u>\$288,869</u>	<u>\$22,876</u>	<u>\$191,525</u>	<u>\$8,036</u>	<u>\$89,308</u>	69.1%
<u>OTHER</u>							
5100 CONTRACTED SERVICES	824,651	739,386	39,559	585,049	54,549	99,788	86.5%
5200 TRAVEL	481,628	615,698	35,792	437,397	1,766	176,535	71.3%
5300 DUES AND SUBSCRIPTIONS	1,045	1,151	75	3,761	0	(2,610)	326.8%
5400 INSURANCE	107,665	44,815	0	345,620	0	(300,805)	771.2%
5500 UTILITIES & HOUSEKEEPING	1,064	855	30	495	360	0	100.0%
5600 RENTS & LEASES	51,494	51,700	3,460	45,165	3,697	2,838	94.5%
5800 OTHER SERVICES	160,715	214,168	24,483	179,160	0	35,008	83.7%
TOTAL OTHER :	<u>\$1,628,262</u>	<u>\$1,667,773</u>	<u>\$103,399</u>	<u>\$1,596,647</u>	<u>\$60,372</u>	<u>\$10,754</u>	99.4%
<u>CAPITAL OUTLAY</u>							
6100 SITES & SITE IMPROVEMENTS	0	0	0	0	0	0	0.0%
6200 BUILDING IMPROVEMENT	0	0	0	0	0	0	0.0%
6300 CAPITAL BOOKS & SOFTWARE	43,286	60,259	3,928	34,449	2,144	23,666	0.0%
6400 EQUIPMENT	108,721	329,446	13,532	77,289	32,312	219,845	33.3%
TOTAL CAPITAL OUTLAY :	<u>\$152,007</u>	<u>\$389,705</u>	<u>\$17,460</u>	<u>\$111,738</u>	<u>\$34,456</u>	<u>\$243,511</u>	37.5%
<u>TRANSFERS</u>							
7300 INTERFUND TRANSFER OUT	597,930	553,097	46,137	553,097	0	0	100.0%
7500 STUDENT FINANCIAL AID PYMT	135,268	122,133	3,120	48,528	0	73,605	39.7%
7600 OTHER PYMTS TO STUDENTS	340,602	186,747	485	123,484	0	63,263	66.1%
TOTAL TRANSFERS :	<u>\$1,073,800</u>	<u>\$861,977</u>	<u>\$49,742</u>	<u>\$725,109</u>	<u>\$0</u>	<u>\$136,868</u>	84.1%
TOTAL EXPENSE & TRANSFERS :	<u>6,279,087</u>	<u>6,241,196</u>	<u>454,355</u>	<u>5,375,483</u>	<u>102,864</u>	<u>762,849</u>	87.8%
REVENUE OVER EXPENSE :	<u>\$0</u>	<u>\$2</u>	<u>\$74,895</u>	<u>\$255,826</u>	<u>(\$102,864)</u>	<u>(\$152,960)</u>	

***** BOARD REPORT *****

Child Development Fund

Fund 04 Unrestricted

Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-2010				BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE			
REVENUE							
8600 STATE	-46321	0	0	0	0	0	0.0%
8800 LOCAL	96,364	108,473	7,473	65,974	0	42,499	60.8%
8900 OTHER	478,246	405,829	89,866	441,437	0	(35,608)	108.8%
TOTAL REVENUE:	528,289	514,302	97,339	507,411	\$0	6,891	98.7%
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	32,090	33,800	1,347	24,709	0	9,091	73.1%
2200 INSTRUCTIONAL AIDES	209,878	194,067	7,321	194,173	0	(106)	100.1%
2300 NON INSTRUCTIONAL TEMP	0	0	0	0	0	0	0.0%
2400 HOURLY INSTRUCTIONAL	44,264	48,805	4,448	45,553	0	3,252	93.3%
TOTAL CLASSIFIED:	286,232	276,672	13,116	264,435	\$0	12,237	95.6%
3XXX TOTAL FRINGE BENEFITS :	69,405	67,266	2,665	64,005	\$0	3,261	95.2%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	0	270	0	0	0	270	0.0%
4500 OTHER SUPPLIES	135	2,249	0	0	0	2,249	0.0%
TOTAL SUPPLIES & OTHER:	135	2,519	\$0	\$0	\$0	2,519	0.0%
OTHER							
5200 TRAVEL	0	0	0	0	0	0	0.0%
5400 INSURANCE	0	220	0	0	0	220	0.0%
5600 RENTS, LEASES, AND REPAIRS	0	600	0	0	0	600	0.0%
5800 OTHER SERVICES	610	650	0	0	0	650	0.0%
TOTAL OTHER :	610	1,470	\$0	\$0	\$0	1,470	0.0%
CAPITAL EQUIPMENT							
6400 EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
TOTAL EQUIPMENT :	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	171,907	166,375	12,775	153,299	0	13,076	92.1%
TOTAL TRANSFERS:	171,907	166,375	12,775	153,299	\$0	13,076	92.1%
TOTAL EXPENSE & TRANSFER:	528,289	514,302	28,556	481,739	\$0	32,563	93.7%
REVENUE OVER EXPENSE :	\$0	\$0	68,783	25,672	\$0	(25,672)	

***** BOARD REPORT *****

Child Development Fund

Fund 04 Restricted

Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-2010				BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE			
REVENUE							
8100 FEDERAL	25,587	30,751	5,408	58,260	0	(27,509)	189.5%
8690 STATE	191,007	234,816	18,528	197,533	0	37,283	84.1%
8900 OTHER	0	0	0	0	0	0	N/A
TOTAL REVENUE:	\$216,594	\$265,567	\$23,936	\$255,793	\$0	\$9,774	96.3%
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	77,364	77,364	7,962	86,455	0	(9,091)	111.8%
2200 INSTRUCTIONAL AIDES	29,441	53,229	1,870	53,270	0	(41)	100.1%
2300 HOURLY NON INSTRUCTIONAL	10,692	20,506	1,054	11,227	0	9,279	54.7%
2400 HOURLY INSTRUCTIONAL	13,822	13,619	1,251	14,806	0	(1,187)	108.7%
TOTAL CLASSIFIED:	\$131,319	\$164,718	\$12,137	\$165,758	\$0	(\$1,040)	100.6%
3XXX TOTAL FRINGE BENEFITS :	\$30,349	\$37,742	\$2,824	\$39,828	\$0	(\$2,086)	105.5%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	5,301	500	0	439	114	(53)	87.8%
4500 OTHER SUPPLIES	5,927	2,577	694	3,602	1,427	(2,452)	139.8%
4700 FOOD	15,154	18,176	832	18,253	1,468	(1,545)	100.4%
TOTAL SUPPLIES & OTHER:	\$26,382	\$21,253	\$1,526	\$22,294	\$3,009	(\$4,050)	104.9%
OTHER							
5100 PERSONAL SERVICES	0	0	0	0	0	0	0.0%
5200 TRAVEL	689	0	0	0	0	0	0.0%
5400 INSURANCE	0	413	0	0	0	413	0.0%
5600 RENTS & LEASES	600	0	0	660	0	(660)	0.0%
5800 OTHER SERVICES	5,356	8,301	2,008	11,069	0	(2,768)	0.0%
TOTAL OTHER :	\$6,645	\$8,714	\$2,008	\$11,729	\$0	(\$3,015)	134.6%
CAPITAL EQUIPMENT							
6100 Sites & Site Improvements	\$0	\$0	\$0	\$0	\$0	0	0.0%
6400 Capital Equipment (new)	\$0	\$0	\$0	\$0	\$0	0	0.0%
TOTAL CAPITAL EQUIPMENT:	\$0	\$0	\$0	\$0	\$0	0	0.0%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	21,899	33,140	15,838	46,216	0	(13,076)	N/A
TOTAL TRANSFERS:	\$21,899	\$33,140	\$15,838	\$46,216	\$0	(\$13,076)	N/A
TOTAL EXPENSE & TRANSFER:	\$216,594	\$265,567	\$34,333	\$285,825	\$3,009	(\$23,267)	108.8%
REVENUE OVER EXPENSE :	\$0	\$0	(\$10,397)	(\$30,032)	(\$3,009)	\$33,041	

*** BOARD REPORT ***

COLLEGE CENTER FUND

Fund 47

Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10					BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUE								
8800 COUNTY / LOCAL	297,392	279,200	2,260	274,901		4,299	98.5%	
8860 INTEREST	(3,747)	0	711	2,370		(2,370)	N/A	
TOTAL REVENUE :	\$293,646	\$279,200	\$2,971	\$277,271		\$1,929	99.3%	
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
CLASSIFIED								
2100 NON INSTRUCTIONAL	15,822	19,098	1,611	19,098	0	0	100.0%	
2300 HOURLY NON INSTRUCTIONAL	844	0	0	0	0	0	N/A	
TOTAL CLASSIFIED :	\$16,666	\$19,098	\$1,611	\$19,098	\$0	\$0	100.0%	
3XXX TOTAL FRINGE BENEFITS :	\$4,563	\$5,282	\$446	\$5,374	\$0	(\$92)	101.7%	
SUPPLIES & OTHER								
4500 OTHER SUPPLIES	1,235	1,150	165	847	384	(82)	107.1%	
TOTAL SUPPLIES & OTHER :	\$1,235	\$1,150	\$165	\$847	\$384	(\$82)	107.1%	
OTHER								
5100 CONTRACT SERVICES	2,400	0	0	0	0	0	0.0%	
5200 TRAVEL	676	1,500	0	0	0	1,500	0.0%	
5300 MEMBERSHIP	0	50	0	50	0	0	100.0%	
5400 INSURANCE	17,545	17,545	0	17,545	0	0	100.0%	
5500 UTILITIES & HOUSEKEEPING	120,462	160,123	16,187	106,681	23,172	30,269	81.1%	
5600 RENTS & LEASES	6,093	3,533	180	10,988	0	(7,455)	311.0%	
5800 OTHER SERVICES	5,000	5,000	0	5,000	0	0	100.0%	
TOTAL OTHER :	\$152,175	\$187,751	\$16,367	\$140,265	\$23,172	\$24,314	87.0%	
CAPITAL OUTLAY								
6400 EQUIPMENT	8,286	3,000	0	969	0	2,031	32.3%	
TOTAL CAPITAL OUTLAY :	\$8,286	\$3,000	\$0	\$969	\$0	\$2,031	32.3%	
TRANSFERS								
7100 DEBT RETIREMENT	20,325	19,875	0	19,875	0	0	100.0%	
7300 INTERFUND TRANSFER	10,951	28,827	939	11,272	0	17,555	39.1%	
TOTAL TRANSFERS :	\$31,276	\$48,702	\$939	\$31,147	\$0	\$17,555	64.0%	
TOTAL EXPENSE & TRANSFERS :	\$214,201	\$264,983	\$19,528	\$197,700	\$23,557	\$43,726	83.5%	
REVENUE OVER EXPENSE :	\$79,444	\$14,217	(\$16,557)	\$79,571	(\$23,557)	(\$41,797)		

*** BOARD REPORT ***
Parking Fund
Fund 39
Monterey Peninsula College
June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-2010				BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE			
REVENUE							
8600 STATE	(210)	0	0	0		0	0.0%
8800 COUNTY / LOCAL	331,802	446,000	12,914	600,600		(154,600)	134.7%
TOTAL REVENUE:	\$331,592	\$446,000	\$12,914	\$600,600	\$0	(\$154,600)	134.7%
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	106,771	152,444	11,653	147,777	0	4,667	96.9%
2200 INSTRUCTIONAL AIDES	0	0	0	0	0	0	0.0%
2300 HOURLY NON INSTRUCTIONAL	34,947	39,210	373	18,494	0	20,716	47.2%
TOTAL CLASSIFIED :	\$141,718	\$191,654	\$12,026	\$166,271	\$0	\$25,383	86.8%
3XXX TOTAL FRINGE BENEFITS :	\$30,841	\$43,700	\$3,241	\$41,439	\$0	\$2,261	94.8%
SUPPLIES & OTHER							
4500 OTHER SUPPLIES :	\$12,509	13,302	168	14,886	201	(1,785)	111.9%
TOTAL SUPPLIES & OTHER:	\$12,509	\$13,302	\$168	\$14,886	\$201	(\$1,785)	111.9%
OTHER							
5100 CONTRACTS	46,800	46,800	3,900	46,800	0	0	100.0%
5200 TRAVEL & CONFERENCE	105	60	0	60	0	0	0.0%
5500 UTILITIES & HOUSEKEEPING	1,185	2,000	129	1,198	722	80	59.9%
5600 RENTS & LEASES	29,065	36,921	0	8,589	7,489	20,843	23.3%
5800 OTHER SERVICES and EXPENSI	0	0	0	0	0	0	0.0%
TOTAL OTHER:	\$77,155	\$85,781	\$4,029	\$56,647	\$8,211	\$20,923	66.0%
CAPITAL OUTLAY							
6100 SITES	0	0	0	0	0	0	0.0%
6200 BUILDING IMPROVEMENTS	0	0	0	0	0	0	0.0%
6400 EQUIPMENT	0	19,240	0	13,757	483	5,000	71.5%
TOTAL CAPITAL OUTLAY:	\$0	\$19,240	\$0	\$13,757	\$483	\$5,000	71.5%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	65,703	90,176	7,515	90,176	0	0	100.0%
TOTAL TRANSFERS:	\$65,703	\$90,176	\$7,515	\$90,176	\$0	\$0	100.0%
TOTAL EXPENSE & TRANSFER:	\$327,926	\$443,853	\$26,979	\$383,176	\$8,895	\$51,782	88.3%
REVENUE OVER EXPENSE :	\$3,666	\$2,147	(\$14,065)	\$217,424	(\$8,895)	(\$206,382)	

***** BOARD REPORT *****

**Self Insurance Fund
Fund 35
Monterey Peninsula College**

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10				UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES			
REVENUE							
8800 COUNTY / LOCAL	268,261	440,000	92,264	543,410		(103,410)	N/A
8860 INTEREST	(318,725)	0	60,489	125,914		(125,914)	N/A
8900 INTERFUND TRANSFER IN	6,649,216	6,337,696	540,218	6,338,240		(544)	100.0%
TOTAL REVENUE :	\$6,598,751	\$6,777,696	\$692,971	\$7,007,564		(\$229,868)	103.4%
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
3XXX TOTAL FRINGE BENEFITS	\$5,964,966	\$6,777,696	\$83,004	\$7,457,645	\$2,833	(\$682,782)	110.1%
4500 NON-INSTRUCTIONAL SUPPLIES	\$0	\$0	\$0	\$1,368	\$0	(\$1,368)	N/A
OTHER							
5100 CONTRACTED SERVICES	43,150	0	0	636	0	(636)	N/A
5800 OTHER SERVICES	2,700	0	0	0	0	0	N/A
TOTAL OTHER :	\$45,850	\$0	\$0	\$636	\$0	(\$636)	N/A
INTERFUND TRANSFER OUT							
7300 TRANSFER OUT	0	0	0	0	0	0	N/A
TOTAL EXPENSE :	\$6,010,816	\$6,777,696	\$83,004	\$7,459,649	\$2,833	(\$684,786)	110.1%
REVENUE OVER EXPENSE :	\$587,935	\$0	\$609,967	(\$452,085)	(\$2,833)	\$454,918	

*** BOARD REPORT ***

Capital Projects Fund
Fund 14
Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10					UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES				
REVENUES								
8600 STATE	547,553	182,000	0	0		182,000	N/A	
8800 COUNTY / LOCAL	17,796	12,500	14,593	32,866		(20,366)	N/A	
8900 INTERFUND TRANSFER IN	440,159	51,205	0	0		51,205	N/A	
TOTAL REVENUE :	\$1,005,509	\$245,705	14,593	32,866		\$212,839	13.4%	
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
SUPPLIES								
4300 INSTRUCTIONAL SUPPLIES	3,511	0	0	0	0	0	0.0%	
4500 NON-INSTRUCTIONAL SUPPLIE	12,294	5,614	0	5,614	0	0	100.0%	
TOTAL OTHER :	\$15,805	\$5,614	\$0	\$5,614	\$0	\$0	100.0%	
OTHER								
5100 CONTRACTED SERVICES	71,929	82,443	5,100	8,718	6,382	67,343	10.6%	
5400 INSURANCE	51,205	51,205	0	51,205	0	0	100.0%	
5600 RENTS, LEASES, REPAIRS	107	12,500	0	8,000	4,500	0	N/A	
5700 LEGAL, ELECTION, AND AUDIT	14,025	1,327	0	(6,563)	1,563	6,327	-494.5%	
TOTAL OTHER :	\$137,265	\$147,475	\$5,100	\$61,360	\$12,445	\$73,670	50.0%	
CAPITAL OUTLAY								
6100 SITES	0	57,691	0	0	0	57,691	0.0%	
6200 BUILDING IMPROVEMENTS	711,141	282,000	0	0	0	282,000	0.0%	
6400 EQUIPMENT	691,283	61,941	93,880	279,387	7,887	(225,333)	451.1%	
TOTAL CAPITAL OUTLAY :	\$1,402,424	\$401,632	\$93,880	\$279,387	\$7,887	\$114,358	71.5%	
INTERFUND TRANSFER OUT								
7300 TRANSFER OUT	50,000	0	0	0	0	0	N/A	
TOTAL EXPENSE :	\$1,605,494	\$554,721	\$98,980	\$346,361	\$20,332	\$188,028	66.1%	
REVENUE OVER EXPENSE :	\$599,984	\$309,016	(\$84,387)	(\$313,495)	\$20,332	\$220,894		

BUILDING

**Building Fund
Fund 48
Monterey Peninsula College**

June 30, 2010

BOND PROJECTS	REVISED PROJECT BUDGET	2009-10		
		PURCHASE ORDER OUTSTANDING	2009-2010 PAYMENTS	BUDGET BALANCE BUDGET-PO'S-PYMT
1. Auto Technology Renovation	\$878,523	167,557	464,309	\$246,657
2. Business & Computer Science (includes Math)	\$1,987,750	1,534,641	297,167	\$155,942
4. College Center	\$0	36,000	4,000	-\$40,000
5. Drafting	\$0	23,400	15,629	-\$39,029
6. Furniture & Equipment	\$605,657	23,119	247,257	\$335,281
7. General Institutional - Bond Mgmt	\$7,986	37,898	645,006	-\$674,918
8. Gymnasium	\$7,986	220,400	40,128	-\$252,542
9. Humanities Building	\$1,640,000	43,310	392,922	\$1,203,768
10. Infrastructure 2	\$2,572,870	0	1,889	\$2,570,981
11. Infrastructure 3	\$0	243,818	1,755,615	-\$1,999,433
12. Life Science & Physical Science	\$0	36,915	100,457	-\$137,372
13. New Admin/Old Library	\$0	62,609	153,224	-\$215,833
14. Marina Education Center	\$0	4,097,874	1,302,788	-\$5,400,662
15. Pool Building	\$0	175,184	29,816	-\$205,000
16. Public Safety Training Center Renovation	\$1,994,051	203,544	1,670,716	\$119,791
17. Social Science Renovation	\$501,175	0	0	\$501,175
18. Student Services Building	\$3,292,840	3,694,405	4,176,748	-\$4,578,313
19. Swing Space	\$366,659	112,778	641,611	-\$387,730
20. Theater Building	\$0	530,734	282,351	-\$813,085
Total Bond Projects:	\$13,855,497	\$11,244,186	\$12,221,633	-\$4,332,369
Initial Bond Funds Received 6/30/03		\$40,000,000		
County office interest Received from inception		\$5,618,593		
LAIF interest from inception		\$1,514,006		
Bond Refinancing 05-06		\$4,240,051		
Bond Funds Received 1/24/08		\$104,999,300		
Lehman Brothers Investment loss		(\$1,878,835)		
Balance Used in 08-09		(\$16,415,556)		
Balance Used in 07-08		(\$19,317,846)		
Balance Used in 06-07		(\$20,713,267)		
Balance Used in 05-06		(\$7,641,016)		
Balance Used in 04-05		(\$2,815,134)		
Balance Used in 03-04		(\$2,626,246)		
Balance Used in 02-03		(\$625,834)		
FY 09-10 ytd expense		(\$12,221,633)		
Available Bond Funds		\$72,116,583		

*** BOARD REPORT ***

Other Debt Service Fund
Fund 29
Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10					UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES	ENCUMBERED BALANCE			
REVENUES								
8600 STATE	0	0	0	99,292		(99,292)	N/A	
8860 LOCAL/COUNTY	49,871	0	2,012	2,381		(2,381)	N/A	
8900 INTERFUND TRANSFER IN	306,736	275,324	0	68,831		206,493	61.9%	
TOTAL REVENUE :	<u>\$306,736</u>	<u>\$275,324</u>	<u>\$2,012</u>	<u>\$170,504</u>		<u>\$204,112</u>	61.9%	
OBJECT CLASSIFICATION	2008-2009 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
Transfers								
7200 LONG TERM DEBT	517,063	275,324	0	68,831	206,493	0	25.0%	
TOTAL CAPITAL OUTLAY :	<u>\$517,063</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$68,831</u>	<u>\$206,493</u>	<u>\$0</u>	25.0%	
TOTAL EXPENSE :	<u>\$517,063</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$68,831</u>	<u>\$206,493</u>	<u>\$0</u>	25.0%	
REVENUE OVER EXPENSE :	<u>(\$210,327)</u>	<u>\$0</u>	<u>\$2,012</u>	<u>\$101,673</u>	<u>(\$206,493)</u>	<u>\$204,112</u>		

***** BOARD REPORT *****

College Revenue Bond Interest & Redemption

Fund 46

Monterey Peninsula College

June 30, 2010

OBJECT CLASSIFICATION	2008-2009 ACTUAL	2009-10					Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	
REVENUES							
8800 LOCAL	20,813	19,875	0	19,875		0	100.0%
8860 INTEREST	(1,328)	0	252	470		(470)	N/A
TOTAL REVENUE :	<u>\$19,485</u>	<u>\$19,875</u>	<u>\$252</u>	<u>\$20,345</u>		<u>(\$470)</u>	102.4%
DEBT RETIREMENT							
7100 DEBT RETIREMENT	20,325	19,875	0	19,875	0	0	100.0%
TOTAL DEBT RETIREMENT :	<u>\$20,325</u>	<u>\$19,875</u>	<u>\$0</u>	<u>\$19,875</u>	<u>\$0</u>	<u>\$0</u>	100.0%
TOTAL EXPENSE :	<u>\$20,325</u>	<u>\$19,875</u>	<u>\$0</u>	<u>\$19,875</u>	<u>\$0</u>	<u>\$0</u>	100.0%
REVENUE OVER EXPENSE :	<u>(\$840)</u>	<u>\$0</u>	<u>\$252</u>	<u>\$470</u>	<u>\$0</u>	<u>(\$470)</u>	

***** BOARD REPORT *****

Associated Student Fund

Monterey Peninsula Colleg

June 30, 2010

OBJECT CLASSIFICATION		2008-2009				2009-2010			
		PRIOR YEAR ACTUAL	FORECAST BUDGET	REVISED BUDGET	CURRENT MTH REVENUE	Y-T-D REVENUE	BALANCE DUE	PERCENT	
REVENUES									
8000	BEGINNING BALANCE	0	12,000	12,000				12,000	0.0%
8001	ASMP C CARD SALES	84,484	80,200	80,400	6,729	75,791		4,609	94.3%
8005	CAFETERIA/BOSSO VENDING	7,361	7,240	7,300		4,965		2,335	68.0%
8006	INTEREST	308	310	300	17	434		-134	144.6%
8010	MISCELLANEOUS	-79	50	0	-130	-130		130	0.0%
8012	FUNDRAISER	0	100	0	0	0		0	0.0%
8013	BOOKSTORE CONTRACT	5,000	5,000	5,000	0	5,000		0	100.0%
8014	PRIOR YEAR ADJUSTMENT	0	100	0	0	0		0	0.0%
8015	BUS PASS	20,518	9,000	9,000	500	22,662		-13,662	0.0%
4999	OTHER INCOME	0	0	0				0	0.0%
TOTAL REVENUE:		\$117,593	\$114,000	\$114,000	7,116	108,722		\$5,278	95.4%
EXPENSES									
#4000 ASMP C COUNCIL	**COMMITTEES	0	6,000	4,000	0	2,950		1,050	73.8%
	COMMUNITY OUTREACH	13,609	10,000	9,000	0			9,000.00	0.0%
	CONFERENCE AND TRAVEL	11,449	6,000	8,000	2,395	13,939		-5,939	174.2%
	GENERAL FUND	2,811	25,000	30,000	-259	45,893		-15,893	153.0%
	INDEPENDENT CONTRACTOR	0	2,000	1,000	0	0		1,000	0.0%
	OFFICE SUPPLIES/PRINTING/TELEPHONE/FAX	2,731	3,500	2,700	0	6,890		-4,190	255.2%
	REFRESHMENTS	1,775	2,000	1,800	0	417		1,383	23.2%
	RETREAT	2,872	2,500	2,800	0	700		2,100	25.0%
	RESERVE	0	0	0	0	14,047		-14,047	0.0%
	STIPENDS	8,589	8,500	8,000	20	12,040		-4,040	150.5%
#4007 STUDENT REP. COUNCIL	***ACTIVITIES/ CONFERENCE & TRAVEL	4,893	5,500	4,900	200	5,177		-277.13	105.7%
	OFFICE & MISC. SUPPLIES	0	2,000	1,500	0	0		1,500	0.0%
	REFRESHMENTS	48	1,000	1,000	0	0		1,000	0.0%
	STIPENDS	880	1,000	900	0	3,620		-2,720	402.2%
#4010 ACTIVITIES COUNCIL	***EQUIPMENT & OFFICE SUPPLIES	0	2,500	1,500	0	0		1,500	0.0%
	EVENTS & MISC.	9,736	11,000	10,000	-490	11,731		-1,731	117.3%
	REFRESHMENTS	146	1,000	1,000	0	(54)		1,054	-5.4%
	STIPENDS	680	1,500	900	0	1,800		-900	200.0%
#4104 INTER CLUB COUNCIL~ICC	***CLUB ACTIVITY/COMMUNITY ACTIVITY	24,821	14,000	18,000	2,383	32,852		-14,852	182.5%
	CLUB EQUIPMENT/ICC EQUIP & OFFICE SUPPLIES	2,051	2,500	2,000	0	1,610		390	80.5%
	CONFERENCE FUNDS	0	1,500	1,500	0	2,000		-500	133.3%
	FUNDRAISER SEED MONEY/START UP FUNDS	-5,526	1,000	1,000	0	2,200		-1,200	220.0%
	INDEPENDENT CONTRACTOR	1,410	2,000	1,400	0	600		0	0.0%
	REFRESHMENTS	817	1,000	800	0	329		471	41.2%
	STIPENDS	240	1,000	300	0	320		-20	106.7%
TOTAL EXPENSES:		\$84,033	\$114,000	\$114,000	4,250	159,062		-\$45,862	139.5%
REVENUE OVER EXPENSE:		\$33,560	\$0	\$0	\$2,866	\$50,340		\$51,140	
						90,600			
						108,722			
						(159,062)			
						40,260			

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

Fiscal Services
College Area

New Business Agenda Item No. B

Proposal:

Approve resolution to participate in the Monterey County Educational Delinquent Tax Finance Program, to be underwritten by Plymouth Park Tax Services, Inc.

Background:

In September 1999, the California legislature passed Assembly Bill 838 and in October 1999 the Governor signed that bill into law. This legislation authorizes local taxing agencies, like school districts, to form a Joint Powers Authority (JPA) to finance delinquent property taxes.

The District has the opportunity to continue its participation in a Joint Powers Authority (JPA) that allows us to benefit from delinquent property taxes. A single financing is being proposed for early October.

The District first participated in the JPA in June 2003. Continued participation in the JPA will bring unrestricted revenue to the district through penalties and interest on delinquent taxes.

Schools that elect to participate in this program will execute a Purchase and Sale Agreement through which they will assign their secured roll delinquent tax receivables for the fiscal years ending June 30, 2010 through 2012, to the JPA. The JPA will then sell its rights to those delinquent receivables to Plymouth Tax Services, a subsidiary of JP Morgan Chase, that will in turn, sell bonds to banks and other large institutional investors.

Plymouth, as the JPA's underwriter, bears the entire risk of non-collection of delinquent taxes and also covers all transaction costs involved in each financing. Thus, the program is risk-free and cost-free to both the district and the JPA.

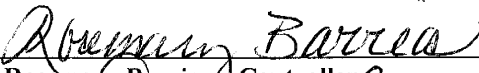
Under the terms of a purchase agreement with the JPA, Plymouth Park Tax Services will pay a premium of 8.5% of the principal amount of delinquent tax receivables that are purchased. The premium paid to each school district is based on the district's allocable share of the county's tax levy as calculated by the Monterey County Auditor-Controller.

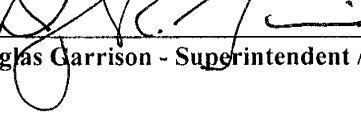
Budget Implications:

Monterey Peninsula College would receive an 8.5% premium on the sale of its tax receivables. It is estimated that Monterey Peninsula College could receive approximately \$22,190.

Resolution: **BE IT RESOLVED,** That the attached resolution allowing Monterey Peninsula Community College District's continued participation in the Monterey County Educational Delinquent Tax Finance Program to be underwritten by Plymouth Park Tax Services, be approved.

Recommended By: 
Joseph Bissell – Vice President for Administrative Services

Prepared By: 
Rosemary Barrios – Controller

Agenda Approval: 
Dr. Douglas Garrison - Superintendent / President

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE «DISTRICT»
APPROVING ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO
THE MONTEREY COUNTY EDUCATIONAL DELINQUENT TAX
FINANCE AUTHORITY FOR FISCAL YEARS ENDING JUNE 30, 2010,
2011 AND 2012, AND AUTHORIZING EXECUTION AND DELIVERY OF
RELATED DOCUMENTS AND ACTIONS**

WHEREAS, under Section 6516.6(b) of the Government Code of the State of California (the "Law"), a school district is authorized to sell and assign to a joint powers authority any or all of its right, title, and interest in and to the enforcement and collection of delinquent and uncollected property taxes, assessments, and other receivables that have been levied by or on behalf of the school district for collection on the secured, unsecured, or supplemental property tax rolls in accordance with such terms and conditions as are set forth in an agreement with the joint powers authority; and

WHEREAS, the Monterey County Educational Delinquent Tax Finance Authority (the "Authority") has been formed as a joint powers authority for the purpose of purchasing delinquent ad valorem property taxes in accordance with Section 6516.6 of the Law upon terms and conditions which are acceptable to school districts; and

WHEREAS, under the Law the amount of property tax receipts to be reported in a fiscal year for a school district for revenue limit purposes is equal to 100% of the school district's allocable share of the taxes distributed to it for the fiscal year, and any additional amounts will not be reported and will be provided directly to the school district; and

WHEREAS, the Authority has financed the purchase of tax receivables from the District in prior fiscal years; and

WHEREAS, the Authority has requested the District to consider selling it certain delinquent tax collections arising with respect to the fiscal years ending June 30 in each of the years 2010, 2011 and 2012 (collectively, the "Tax Receivables"), at a purchase price equal to 108.5% of the amount of Tax Receivables; and

WHEREAS, the Board wishes to take its action at this time approving the sale of the Tax Receivables to the Authority upon the same terms and conditions as the Prior Tax Receivables, and approving related documents and actions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the «District» as follows:

Section 1. Sale of Tax Receivables to Authority. The Board hereby approves and authorizes the sale of the Tax Receivables to the Authority, at a purchase price equal to 108.5% of the amount of Tax Receivables.

Section 2. Approval of Purchase and Sale Agreements. The sale of Tax Receivables shall be accomplished under a Purchase and Sale Agreement (the

“Purchase and Sale Agreement”) between the District and the Authority, in substantially the form executed by the District in connection with previous sales of tax receivables to the Authority.

The sale of the Prior Tax Receivables together with any changes therein or modifications thereof approved by the «Authorized Officer» of the District (the “Authorized Officer”). The Authorized Officer is authorized and directed to execute and deliver each such Purchase and Sale Agreement on behalf of the District, and the execution and delivery of each such Purchase and Sale Agreement by the Authorized Officer shall be conclusive evidence of the approval of any such changes and modifications. The Board hereby authorizes the delivery and performance of the Purchase and Sale Agreements.

Section 3. Official Actions. The Superintendent, the Authorized Officer and any and all other officers of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the sale of the Tax Receivables to the Authority and the other transactions described herein. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer is absent or unavailable.

Section 4. Effective Date. This resolution shall take effect from and after the date of approval and adoption thereof.

PASSED AND ADOPTED this ____ day of _____, 2010, by the following vote:

AYES:

NOES:

ABSENT:

President
Board of Trustees

ATTEST:

Secretary
Board of Trustees

Monterey County Educational Delinquent Tax Finance Authority

Additional Unrestricted Income Received by Monterey Schools 2003 to 2009

October 23, 2009

School Agencies	Jun 2003	Feb 2004	Dec 2004	Oct 2008	Nov 2009	Totals
Alisal Union School District	14,683	12,122	10,773	39,372	21,217	98,166
Chualar Union School District	752	605	514	1,286	735	3,891
Gonzales Unified School District	7,964	6,194	5,133	20,450	12,722	52,464
Greenfield Union School District	5,191	4,336	3,626	10,563	6,160	29,877
Hartnell Community College	0	12,905	11,482	78,245	48,946	151,578
King City Joint Union High School District	5,454	3,974	3,846	15,059	10,376	38,708
King City Union School District	5,339	4,517	3,682	13,962	8,570	36,070
Lagunita Elementary School District	-	-	-	-	348	348
Mission Union Unified School District	-	-	-	448	262	711
Monterey County Office of Education	13,941	9,419	8,432	56,968	36,869	125,628
Monterey Peninsula Unified School District	43,862	33,877	29,008	131,348	85,341	323,436
Monterey Peninsula College	21,568	13,641	13,106	54,553	36,285	139,154
North Monterey County Unified School District	24,236	18,212	15,325	59,709	37,646	155,128
Salinas City Elementary School District	23,776	18,764	16,255	61,046	36,150	155,991
Salinas Union High School District	38,174	28,848	26,397	113,733	67,973	275,124
San Antonio Union School District	659	521	453	2,359	1,544	5,535
San Ardo Union School District	290	229	219	-	-	738
San Lucas Union School District	431	332	252	945	569	2,529
Santa Rita Union School District	8,253	6,441	5,721	23,800	13,958	58,173
Soledad Unified School District	6,522	5,055	5,013	24,152	13,758	54,502
Spreckels Union School District	2,785	2,187	1,932	8,085	5,138	20,126
Washington Union School District	4,975	3,633	3,319	16,884	10,964	39,774
Totals	228,855	185,812	164,487	732,968	455,531	1,767,653

Notes:

1. The amount of unrestricted income received by each of the participating schools depends on the total amount of the property tax delinquencies in Monterey County.
2. The amount of unrestricted income received by each of the schools is based on allocation factors that are provided to the Authority by the Monterey County Auditor-Controller.
3. The 2009 financing is scheduled to close on November 11

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

Board Meeting Date

New Business Agenda Item No. C

Fiscal Services

College Area

Proposal:

That the Governing Board authorize the Vice President for Administrative Services to enter into an agreement with the Chancellor's Office of the California Community Colleges, State of California, to participate in the Chancellor's Office Tax Offset Program (COTOP).

Background:

AB 2347 (Chapter 937, Statutes of 1982) authorizes the Chancellor's Office to act on behalf of local community college districts for the purpose of collecting outstanding student financial aid obligations through participation in the Franchise Tax Board's Interagency Tax Offset Program. Enhanced in 1991 through AB 3929, the offset of specific non-financial aid obligations is permitted.

By participating in the Tax Offset Program, the district can recover outstanding student obligations such as student loans, financial aid overpayments, student fees, library fines and personal checks written with non-sufficient funds and other approved debts.

The Chancellor's Office Tax Offset Program (COTOP) requests the Franchise Tax Board to offset (deduct) the amount owed to a district from the student/debtor personal state income tax, lottery winnings, or other state refund. The Franchise Tax Board remits any amounts recovered to the Chancellor's Office, which authorizes the State Controller to disburse the offset amount, minus 25% administrative fee, to the participating local districts.

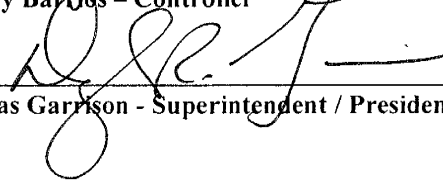
Budgetary Implications:

None.

Resolution: **BE IT RESOLVED, That** the Governing Board authorize the Vice President for Administrative Services to enter into an agreement with the Chancellor's Office of the California Community Colleges, State of California, to participate in the Chancellor's Office Tax Offset Program (COTOP).

Recommended By: 
Joseph Bissell – Vice President for Administrative Services

Prepared By: 
Rosemary Barros – Controller

Agenda Approval: 
Dr. Douglas Garrison - Superintendent / President

THIS CONTRACT, made and entered into this first day of October, 2010, in the State of California, by and between the

Monterey Peninsula COMMUNITY COLLEGE DISTRICT
and the
CHANCELLOR OF THE CALIFORNIA COMMUNITY COLLEGES

The CHANCELLOR of the CALIFORNIA COMMUNITY COLLEGES
(hereinafter Chancellor) and the

Monterey Peninsula COMMUNITY COLLEGE DISTRICT
(hereinafter District) do agree that:

I.

Performance of this contract shall be pursuant to Government Code Sections 12419.2, 12419.5, 12419.7, 12419.9, 12419.10. Both parties' performance of this contract shall conform to the requirements of those statutes.

The Chancellor agrees to act on behalf of the District for the purpose of collecting through the State Franchise Tax Board's Interagency Offset Program, outstanding student financial aid and proper non-financial aid obligations owed to the District.

II.

The Chancellor's Office Tax Offset Program (hereafter known as COTOP) will be a (self-supporting) program with collection fees charged to the participating districts for the administrative costs incurred by the Chancellor in operating the program.

The Chancellor will, if a debtor owes an obligation to more than one college or district, eliminate the name of that debtor from the college or agency to which the debtor owes the smaller obligation.

The District will pay to the Chancellor an amount equal to but not greater than 25 percent (25%) of the amount which the Chancellor collects on behalf of the district from the Franchise Tax Board.

III.

The Chancellor will perform only those administrative services necessary to implement the legislation and related functions concerning the repayment of student financial aid and proper non-financial aid obligations through the COTOP program. Names and amounts submitted in error by the district will be treated as all other names and amounts and may be offset by the Franchise Tax Board.

The district may submit requests for deletions or revisions to the unpaid account balance to the Chancellor at any time and as often as needed.

Districts must enter their initial COTOP debtor data to the Chancellor's Office Tax Offset Program web-based system no later than November 25, 2010. Districts may add additional accounts to their initial debtor data only through January 15, 2011. If an offset occurs prior to the implementation of the deletion or modification by the Franchise Tax Board, it will be the responsibility of the District to make restitution directly to the debtor as required by Section IV.6 below.

The Chancellor or Franchise Tax Board will delete all names which cannot be processed by the Chancellor's Office or the Franchise Tax Board.

IV.

The District will:

1. Submit a single record for each affected individual as specified in #3 below according to the format and specifications in Appendices A and B which are incorporated into and made a part of this contract.
2. Notify those debtors whose names are submitted for collection of the pending action no later than submitting those names to the Chancellor's Office and review any objections received from those debtors. This notification should inform the debtor that the individual is entitled to request a review of the decision to collect the debt by the offset procedure. Immediately submit to the Chancellor's Office any modifications of the amount or deletions of any record found to be submitted in error, as necessary, as a result of the review as required by Appendix C, which is incorporated into and made a part of this contract.
3. Submit for collection through the COTOP program only the following types of debtor obligations:
 - A. defaulted Perkins, Nursing, Emergency and Extended Opportunity Programs and Services (EOPS) loans;
 - B. campus financial aid funds; EOPS Grants and Board of Governors Enrollment Fee Waivers for which the student was ineligible;
 - C. other financial aid obligations.
 - D. Proper student non-financial aid obligations limited to: non-resident tuition; enrollment fees; library fines; library replacement material charges; parking fees; parking fines (incurred within 3 years of date submitted for collection only); residence hall rent contracts; cafeteria meal contracts; telephone bills; drop fees (incurred prior to January 1992); personal checks returned for non-sufficient funds (limited to bookstore and other charges listed in this section only); returned check service charges; child care charges; instructional equipment breakage/replacement charges; health fees; transcript fees; foreign student insurance charges; dental health center charges; community services fees; lost key charges; transportation charges/fees; audit fees; contract class charges; instructional material fees; damage to campus facilities/equipment charges; personal checks written to "Cash" returned for non-sufficient funds (including returned check service fee); auto repair costs (including parts, lab fee, sales tax on parts); student representation fee; student center fee.

4. For those student financial aid and non-financial aid obligations in default, send at least one written notice to the last known address of the debtor requesting that the debtor either pay the amount owed or contact the participating district regarding the debt. The written notice must be sent at least 30 days prior to Franchise Tax Board receiving the offset request. The district must retain copies of the notifications in the district/college file.
5. Do not submit names of any debtors who are:
 - A. not in default;
 - B. in litigation/bankruptcy.
6. Refund to debtor any overpayments or amounts collected in error resulting from collection through COTOP within 30 days from notification of offset by the Chancellor.

V.

The District agrees that the Chancellor is acting in reliance on the accuracy of information supplied by the District as to the names of debtors, identification of debtors, and amounts owed by debtors, and that the Chancellor shall not be liable for any damages arising from inaccuracies in information supplied by the District.

The District agrees that it will submit for collection only amounts which it is legally entitled to collect through this program.

The District agrees that it will respond to all debtor complaints received by the Chancellor regarding this program.

VI.

Each party agrees to indemnify, defend and save harmless the other, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by either party in the performance of this contract.

VII.

The District and the agents and employees of the District, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California.

VIII.

Time is of the essence of this agreement.

IX.

No alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.

X.

The term of this contract shall be from October 1, 2010 through December 20, 2011, which as defined by the Franchise Tax Board, is the end of the 2011 interagency program processing year.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written.

CALIFORNIA COMMUNITY COLLEGES

By _____
Steve Bruckman Date
Executive Vice Chancellor

MONTEREY PENINSULA COMMUNITY C.DISTRICT
(Name of District)

By _____
(Authorized Signature) Date

Douglas R. Garrison, Ed.D.
(Printed Name of Signature)

Superintendent/President
(Title)

980 Fremont St
(Address)

Monterey CA 93940

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. D

Fiscal Services
College Area

Proposal:

That the Governing Board approve 2010-2011 Appropriation Limit per Article XIII-B, California Constitution (GANN Limit).

Background:

Pursuant to Article XIII-B of the Constitution and Chapter 1205, Statutes of 1980, all community college districts are required to compute an annual appropriation limit. That appropriation limit is adjusted annually for changes in price index, population and other factors (if applicable). The Chancellor's Office of the California Community Colleges informs districts of the price factor to be used in establishing the appropriation limit. This price factor is defined as the change in fourth quarter California per capita personal income. The price factor to be used in setting the 2009-2010 appropriation limit is .62%.

Additionally, each community college district is required to report to the Chancellor of the California Community Colleges at least annually its appropriation limit, appropriations subject to limit, the amount of state aid apportionments and subventions included within the proceeds of taxes of the district, and amounts excluded from the appropriations subject to limit.


The information on the attached Gann Limit Worksheet is submitted on the CCFS-311, the budget document filed in October with the Chancellor's Office.

Budgetary Implications:

None.


Resolution: **BE IT RESOLVED**, That the Governing Board approve the 2010-2011 Appropriation Limit per Article XIII-B, California Constitution (Gann Limit) as computed on the attached worksheet.

Recommended By:



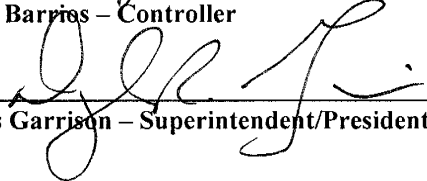
Joseph Bissell – Vice President for Administrative Services

Prepared By:



Rosemary Barrios – Controller

Agenda Approval:



Dr. Douglas Garrison – Superintendent/President

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2010-2011

DISTRICT NAME: Monterey Peninsula College DATE: July 15,2010

I. 2010-2011 APPROPRIATIONS LIMIT:

A. 2009-2010 Limit \$67,842,904

B. Price factor for **2010-2011**: .9746

C. Population factor:

1. 2008/2009 Second Period Actual FTES 8318

2. 2009/2010 Second Period Actual FTES 7910

3. 2010/2011 Population change factor .95

(line C.2. divided by line C.1.)

D. **2009-2010 Limit adjusted by inflation and population factors** \$62,813,709

(line A multiplied by line B and line C.3.)

E. Adjustments to increase limit:

1. Transfers in of financial responsibility \$ 0

2. Temporary voter approved increases 0

3. Total adjustments – -0-

F. Adjustments to decrease limit:

1. Transfers out of financial responsibility \$ 0

2. Lapses of voter approved increases 0

3. Total adjustments - decrease <0>

G. **2010-2011 Appropriations Limit** \$62,813,709

II. **2010-2011 APPROPRIATIONS SUBJECT TO LIMIT:**

A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence) \$21,208,576

B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.) \$ 70,000

C. Local Property taxes \$14,530,000

D. Estimated excess Debt Service taxes \$ 0

E. Estimated Parcel taxes, Square Foot taxes, etc \$ 0

F. Interest on proceeds of taxes \$ 24,000

G. Local appropriations from taxes for unreimbursed State, court, and federal mandates \$ < 0 >

H. **2010-2011 Appropriations Subject to Limit** \$35,832,576

Monterey Peninsula Community College District Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. E

Administrative Services
College Area

Proposal:

That the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Administrative Services/ Building 16 Interior Modifications, DSA Application No. 01-110321, File No. 27-C1.

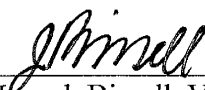
Background:

According to standard procedure for public works projects, a filing of a Notice of Completions is required to be filed within the County of the project's location. Upon the Board's approval to authorize the filing of the Notice of Completion with the County, a 35 day period will follow in which sub-contractors, vendors and related material suppliers formally satisfy all liens and unpaid bills. After the 35 days, the District will release any remaining funds to the contractor minus adequate funds to satisfy outstanding issues.

Budgetary Implications: None.

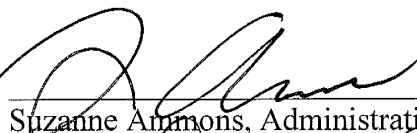
Resolution: **BE IT RESOLVED**, That the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Administrative Services/ Building 16 Interior Modifications, DSA Application No. 01-110321, File No. 27-C1.

Recommended By:



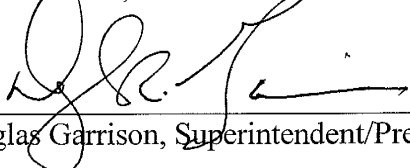
Joseph Bissell, Vice President for Administrative Services

Prepared By:



Suzanne Ammons, Administrative Assistant

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. F

Administrative Services
College Area

Proposal:

That the Board ratify the renewal of the lease agreement with Monterey Bay Certified Farmers Market, Inc., for the period July 1, 2010 through June 30, 2011, at the lease rate of \$175 per week.

Background:

Authorization to issue a Notice of Intent to enter into a lease agreement with Monterey Bay Certified Farmers Market, Inc., was given at the June 22, 2010 Board meeting. The Notice of Intent was published in a newspaper of general circulation.

The proposed lease agreement entered into with Monterey Bay Certified Farmers Market, Inc. will be for the period July 1, 2010 through June 30, 2011 at the proposed \$175 per week. Both parties have the option of terminating this agreement and must do so in writing with a minimum of thirty days notice.

Budgetary Implications:

This agreement generates approximately \$8,750 in income per year for the College.

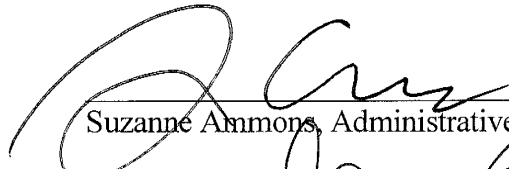
Resolution: **BE IT RESOLVED**, That the Board ratify the renewal of the lease agreement with Monterey Bay Certified Farmers Market, Inc., for the period July 1, 2010 through June 30, 2011, at the lease rate of \$175 per week.

Recommended By:



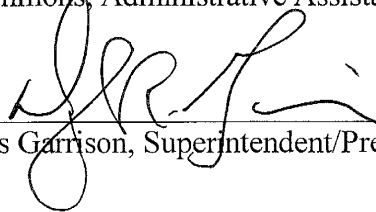
Joe Bissell, Vice President for Administrative Services

Prepared By:



Suzanne Ammons, Administrative Assistant

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

AGREEMENT

THIS AGREEMENT is made this ____ day of _____, 2010, in the City of Monterey, County of Monterey, State of California, by and between **MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**, a California Community College District, hereinafter "District", and **MONTEREY BAY CERTIFIED FARMERS MARKET (aka "Farmers Co Op")**, hereinafter "Vendor".

WITNESSETH, that the District and the Vendor in consideration of the mutual covenants herein agree as follows:

1. The District, under the authority of Education Code Section 81378.1, authorizes Vendor to sell farm and farm-related products on its grounds once a week for the duration of this lease agreement. Vendor will agree to pay a use/rental fee equal to fair market value, as established based on a comparison of rates charged by other organizations for the purpose of hosting a farmers market.
2. Effective July 1, 2010, the rental fee is One Hundred Seventy-Five Dollars (\$175.00) per week to be paid monthly to District's Fiscal Services.
3. The duration of this lease agreement shall be from July 1, 2010 until June 30, 2011. Both parties have the option of terminating this agreement and must do so in writing with a minimum of thirty (30) days notice.
4. It is further agreed that Vendor will adhere to the established day of the Farmers Market as **Friday* of each week. Vendor will have complete authority to determine the criteria and eligibility of its co-op members to participate in its farmers market. It is the responsibility of the vendor to secure the membership to participate in its farmers market.
5. District will allow Vendor to occupy its lower section of Parking Lot A, for the purpose of conducting the farmers market. The times for the use of the parking lot shall be from 9:00 a.m. to 3:00 p.m. Vendor agrees to be responsible for any costs associated with trash removal, and/or any requirements/permits as set forth by the Monterey County Health Department.
6. Vendor will allow the District to occupy a space within the Farmer's Market on occasion and with advance notice to Vendor for the purpose of providing course enrollment information to the public.
7. Vendor further agrees to hold District free and harmless from any loss, liability, damage, claim, demand, action, expense, penalty and attorney's fees arising out of or in connection with Vendor's operation, its participants and/or customers. Vendor agrees to provide to District a Certificate of Insurance. The insurance policy limits required are as follows:

\$1,000,000 combined single limit liability.

**Effective August 2010, Farmers Market changed from Thursday to Friday.*

8. Notices regarding this lease agreement to be sent to:

For District: Joseph Bissell
Vice President for Administrative Services
Monterey Peninsula College
980 Fremont Street
Monterey, CA 93940-4799
(831)-646-4040

For Vendor:
Monterey Bay Area
Certified Farmers Market
P. O. Box 955
Freedom, CA 95019
(831) 728-5060

9. No oral statement of any person will be allowed in any manner or degree to modify or otherwise affect the terms of this agreement. All such modifications must be in writing and signed by both parties.

10. Any controversy or claim arising out of or relating to this Agreement and/or obligations arising therefrom shall be by arbitration conducted in Monterey County, California. Each party shall be responsible for its own attorney's costs and fees.

11. This agreement may not be assigned, sold, sublet or otherwise transferred to another party without the written consent of the District.

IN WITNESS WHEREOF, the District and Vendor have executed this Agreement as of the date set forth above.

"DISTRICT"
MONTEREY PENINSULA
COMMUNITY COLLEGE DISTRICT,

"VENDOR"
CERTIFIED FARMERS MARKET
MONTEREY BAY AREA

By: _____
Joseph Bissell
Vice President for Administrative Services

By: _____
Catherine Barr,
Market Manager

Monterey Peninsula Community College District Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. G

Administrative Services
College Area

Proposal:


That the Board receive a presentation on the Life Sciences and Physical Sciences Building renovation and approve the Preliminary Plans.


Background:

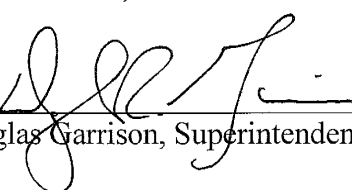
Preliminary plans for renovation of the Life Sciences and Physical Sciences Building are presented to the Board for approval. If accepted, the architect will proceed with working drawings. Working drawings will be presented to the Board for approval before submission to DSA in early fall of 2010.

Budgetary Implications: None

Resolution: **BE IT RESOLVED**, That the Board receive a presentation on the Life Sciences and Physical Sciences Building renovation and approve the Preliminary Plans.

Recommended By: 
Joseph Bissell, Vice President for Administrative Services

Prepared By: 
Suzanne Ammons, Administrative Services

Agenda Approval: 
Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. H

Administrative Services

College Area

Proposal:

That the Governing Board ratify the Project Assignment Amendment #29 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services in conjunction with the renovation of Life Sciences and Physical Sciences Buildings at a fixed fee of \$912,692.

Background:

The District has contracted with HGHB as the architect for the numerous projects including the MPC Public Safety Training Center at Seaside, Social Science Building, Lecture Forum Building, Gymnasium Second Floor Renovations, Automotive Technology Building, and renovation of the old Administration Building as swing space.

This project includes renovation of the 18,500 square foot Life Science and 22,400 square foot Physical Science Buildings as one project consisting of two phases. The fee of \$912,692 was arrived at using the original Fixed Fee Basis of \$1,005,692 less the credit of \$93,000 (PAA #20) approved at the December 15, 2009 Board meeting. Architectural services for this project is based on 10% of the construction estimate.

Budgetary Implications:

Expenses for these services will be funded from bond funds allocated for the project budget.

Resolution: BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment #29 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services in conjunction with the renovation of Life Sciences and Physical Sciences Buildings at a fixed fee of \$912,692.

Recommended By: _____


Joseph Bissell – Vice President for Administrative Services

Prepared By: _____


Suzanne Ammons, Administrative Assistant

Agenda Approval: _____


Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. I

Administrative Services
College Area

Proposal:

That the Board ratify the Project Assignment Amendment #04-A (PAA) with HGA Architects in the amount of \$40,000 for additional architectural services for the renovation of the Theater.

Background:

At the September 2009 Board meeting, the Board ratified #04 (PAA) in the amount of \$771,000 with HGA Architects for architectural services associated with the renovation of the Theater.


The architect, HGA, has been requested to provide additional architectural design services for the Theater project to include design services for a fire sprinkler system; adding a third level above the existing costume shop; adding HVAC in the scene shop; adding a new dust collection system to the scene shop; and design services for black box lighting, rigging, and a second exit. These additional services are necessary to satisfy project requirements not originally included in PAA #04.

Budgetary Implications:

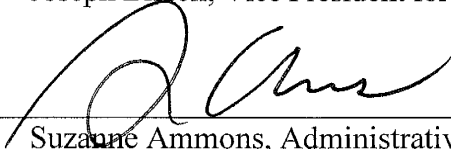
The architectural fee of \$40,000 for this PAA will be paid from bond funds budgeted within the Theater renovation project.

Resolution: **BE IT RESOLVED,** That the Board ratify the Project Assignment Amendment #04-A (PAA) with HGA Architects in the amount of \$40,000 for additional architectural services for the renovation of the Theater.

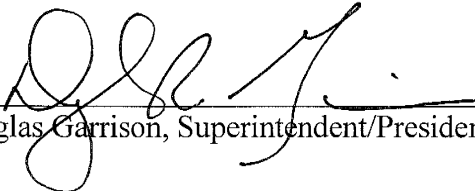
Recommended By: _____


Joseph Bissell, Vice President for Administrative Services

Prepared By: _____


Suzanne Ammons, Administrative Services

Agenda Approval: _____


Dr. Douglas Garrison, Superintendent/President



Architecture | Engineering | Planning

July 13, 2010

WRITER'S DIRECT DIAL 916-787-5125

Mr. Joe Demko
Monterey Peninsula College
c/o Kitchell Construction
980 Fremont Street
Monterey, CA 93940-4799

Re: Monterey Peninsula College Theater – Change of Scope
Request for Additional Services #1 to Agreement dated October 13, 2009
HGA Commission Number 2711-008-00

Dear Joe:

The purpose of this letter is to request Monterey Peninsula College's Authorization for additional services in accordance with our Prime Agreement dated August 2, 2005 and the subsequent project assignment amendment #4 dated October 13, 2009.

I. CHANGE OF SCOPE REQUEST FOR ADDITIONAL SERVICES

1. New Third Level: The design team has been requested to add a third level above the existing costume shop with a net area of 625 square feet. Work will consist of a new elevator opening with extension of the elevator to the new level, extending elevator overrun approximately 5 feet above existing roof, new exit stair to provide second exit, HVAC, fire sprinklers, lighting, electrical systems, structural engineering, finishes and DSA review and approval provided.
2. Replace Existing HVAC Unit In Scene Shop: The design team has been requested to replace the original heating and ventilation unit that services the scene shop.
3. Add New Dust Collection System: The design team has been requested to provide a new dust collection system to the scene shop.
4. Black Box – The Architect and its consultants have been requested to provide design services for the studio theater “black box”, including performance lighting, rigging, new raised flooring, new second entrance/exit to the room for performers and acoustics consultation to reduce echo and noise isolation.
5. Fire Sprinkler - Effective July 1, 2010, DSA will no longer accept deferred submittals for automatic fire sprinkler systems. As of that date, submittals for projects shall be a complete package; plans, hydraulic calculations, current water flow data, specifications and other information to perform a comprehensive and complete plan review. Due to this new development, the Architect would like to add the services of a Fire Sprinkler Consultant to the project.

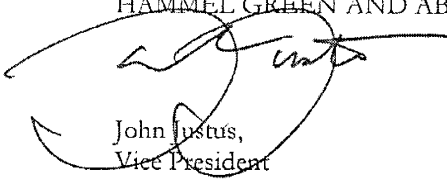
Mr. Joe Demko
Monterey Peninsula College
Theater Modernization
July 13, 2010
Page 2

II. ARCHITECTURAL AND ENGINEERING FEES

Original Basic Service Proposal	\$771,000
<u>Additional Services Request</u>	<u>40,000</u>
Total Amended Basic Service Fee	<u>\$811,000</u>

All other Terms and Conditions of the original Agreement are unchanged by this Request for Authorization. We look forward to the receipt of Monterey Peninsula College's Authorization and the development and completion of a successful Project.

Sincerely,
HAMMEL GREEN AND ABRAHAMSON, INC.



John Justus,
Vice President

cc: Angela O'Neill

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Monterey Peninsula Community College District Governing Board Agenda

July 27, 2010
Board Meeting Date

Administrative Services

New Business Agenda Item No. J

College Area

Proposal:

That the Board ratify the Project Assignment Amendment #30 (PAA) with HGHB Architecture, Planning, Urban Design, for schematic design architectural services at a fixed fee of \$25,000 for the renovation of the pedestrian access ways and landscaping which extends from the northeast corner of parking Lot C, easterly past the Theater, Gymnasium, Amphitheater, Pool, College Center and New Student Services.

Background:

At the November 23, 2004 meeting, the Board approved a pre-qualified pool of architects for consideration for facility projects at Monterey Peninsula College. This list of architects was established to facilitate the selection of firms by the committees responsible for the various building projects to follow. The District then entered into an agreement with each firm for ongoing architectural services. Subsequent to the initial agreements, the District uses Project Assignment Amendments (PAAs) as addendums for specific services or individual projects to be fulfilled by that firm.

At the May 23, 2006 meeting, the Board approved the contract with HGHB Architecture, Planning, Urban Design, for architectural services. Since then, the District has contracted with HGHB as the architect for several projects including the Public Safety Training Center and the Education Center at Marina.

At the June 22, 2010 meeting, HGHB provided a general schematic plan for pedestrian access ways and landscaping. This agreement will authorize HGHB to proceed with drawings for preliminary plans and allow a more accurate cost estimate for the project. Board approval will be obtained before proceeding with working drawings.

Budgetary Implications:


The fixed fee of \$25,000 will be paid for using district bond funds for capital outlay projects, and there will be a credit (as applicable) in the future full scope Architectural Services Contract for the work done during this phase.

Resolution: BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment #30 (PAA) with HGHB Architecture, Planning, Urban Design, for schematic design architectural services at a fixed fee of \$25,000 for the renovation of the pedestrian access ways and landscaping which extends from the northeast corner of parking Lot C, easterly past the Theater, Gymnasium, Amphitheater, Pool, College Center and New Student Services.

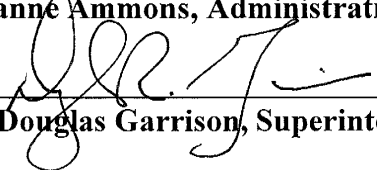
Recommended By: _____


Joseph Bissell – Vice President for Administrative Services

Prepared By: _____


Suzanne Ammons, Administrative Assistant

Agenda Approval: _____


Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

New Business Agenda Item No. K

Superintendent/President's
Office

Proposal:

That the Governing Board ratify the employment agreement with Mr. Stephen Ma to serve as the Vice President for Administrative Services of Monterey Peninsula Community College District.

Background:

Following a complete and thorough selection process conducted during the spring semester, the employment of Mr. Stephen Ma as Vice President for Administrative Services is being recommended by Superintendent/President Dr. Douglas Garrison for the approval of the Board of Trustees. Education Code allows academic administrators to be employed by contracts of up to four years, and it is Monterey Peninsula College's standard practice to employ Vice Presidents by agreements up to three years.

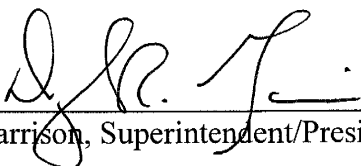
Contract discussions have occurred and final contract terms have been agreed to and are attached for review and approval.

Fiscal Implications:

Included in budget.

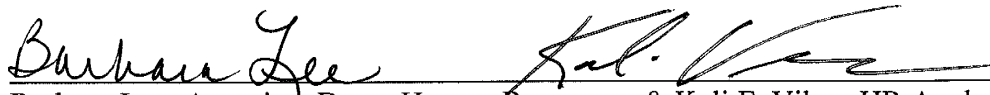
- RESOLUTION: BE IT RESOLVED**, that the agreement to employ Mr. Stephen Ma as the Vice President of Administrative Services, effective September 7, 2010 and ending June 30, 2013, be ratified.

Recommended By:



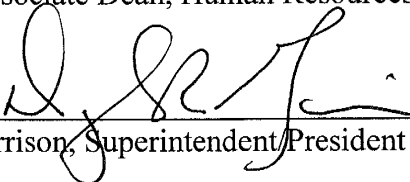
Dr. Douglas Garrison, Superintendent/President

Prepared By:



Barbara Lee, Associate Dean, Human Resources & Kali F. Viker, HR Analyst

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

AGREEMENT

This agreement is made and entered into by and between the Monterey Peninsula Community College District, acting by and through the Governing Board of Said Monterey Peninsula Community College District, hereinafter referred to as the District, and Stephen Ma, hereinafter referred to as the Vice President for Administrative Services.

WITNESSETH

Length of Contract and Compensation: That the District agrees to elect and employ and hereby does elect and employ Stephen Ma as Vice President for Administrative Services of the Monterey Peninsula Community College District. The term of employment is to commence on the 7th day of September 2010 and end on the 30th day of June 2013, at an annual rate of \$139,212 (Track V, Step 4, year 2 on the Administrative Salary Schedule). This amount will be payable on the normal payroll date of each calendar month.

Unless otherwise specified, all health and welfare benefits granted the faculty will also be granted to the Vice President.

In addition, the Vice President will receive a 5% salary stipend for serving on one or more District negotiating team(s). This amount will be paid as part of the salary installment.

The District agrees to pay, in accordance with District policy, the actual and necessary traveling, living, and conference expenses incurred by the Vice President when performing services for the District outside of said District.

The District will provide a \$200 per month "car allowance" to the Vice President. As with salary installments, this amount will be payable on the normal payroll date of each calendar month.

The District will provide a \$200 per month "personal expense allowance" to the Vice President. As with the salary installments, this amount will be payable on the normal payroll date of each calendar month.

Work Year: That the work year for the Vice President shall be a twelve month year.

Vacation: That the Vice President may take up to twenty-two (22) days of vacation during the work year, which may be taken at any time agreeable to both parties. Vacation may not be accumulated beyond forty-four (44) days. Board Policy 5575 shall apply to vacation. In the event of termination of employment, the Vice President shall be entitled to compensation for earned and unused vacation, but in no case, to exceed 44 days.

Sick Leave: That in addition to any accrued sick leave forwarded from another California school or community college district under Education Code section 87782, the Vice President shall accrue sick leave at the rate of twelve (12) days per contract year.

Other Leave: That per Board Policy 5580, the Vice President may also take an additional ten (10) days per year beyond the normal vacation for study, travel, and general professional improvement. Leave under this policy is non-cumulative and must be taken within the year in which it is earned. In no event, shall any unused portion of this leave be subject to payment.

Responsibilities: That it is hereby further mutually understood and agreed by and between the parties hereto, as follows:

- 1) That Stephen Ma accepts said employment for the term and at the compensation stated above and agrees to perform the duties of Vice President for Administrative Services at the Monterey Peninsula Community College District, whether such duties are imposed by law or required by the District.
- 2) That Stephen Ma shall devote his full time to the performance of the duties of Vice President of the Monterey Peninsula Community College District.

Evaluation: That the Superintendent/President may evaluate and assess in writing the performance of the Vice President at any time, and shall do so at least once a year during the term of this agreement.

Termination: That the District and the Vice President for Administrative Services agree to the following provisions:

- 1) Mutual Consent. This agreement may be terminated at any time by mutual consent of the District and the Vice President for Administrative Services.
- 2) Resignation. The Vice President for Administrative Services may resign at any time by giving sixty (60) days written notice to the Superintendent/President. This Agreement shall terminate on the date the resignation is effective.
- 3) Non-renewal of Agreement by the District. The District may elect not to renew this Agreement for any reason by providing six (6) months written notice to the Vice President for Administrative Services in accordance with Education Code section 72411.
- 4) Termination for Cause. The Superintendent/President, upon approval of the Board, may terminate the employment of the Vice President for cause as enumerated in Board Policy 5325 and Education Code sections 87732 and 87735.

General: Unless otherwise specified, Governing Board policies for Management, Supervisory, and Confidential Employees (Series 5500) shall also apply to the Vice President.

The terms of the agreement are subject to change by mutual written agreement of the parties hereto.

In witness thereof, the Monterey Peninsula Community College District of Monterey County, State of California, has caused its name to be signed by its Governing Board Chair, and its Superintendent/President, both of whom are duly authorized, and Stephen Ma has signed his name signifying acceptance of the terms of this agreement.

By: _____ Date: _____
R. Lynn Davis, Chair, Governing Board
Monterey Peninsula Community College District

By: _____ Date: _____
Dr. Douglas R. Garrison, Superintendent/President
Monterey Peninsula Community College District

By: _____ Date: _____
Stephen Ma, Vice President for Administrative Services

cc: Personnel File

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. L

Human Resources
College Area

Proposal: That the Governing Board ratify the agreement between Monterey Peninsula Classified Employees Association Chapter 245 and the District that amends the terms of medical coverage to eligible classified employees, and institutes a furlough for benefited regular classified employees for 2010/11 only.

Background: In response to a projected 25% in costs of the medical plan for 2010/11, the Health and Welfare Cost Containment Committee examined the current medical plan provisions to identify measures to eliminate the increased costs, and recommended a three phase implementation of changes. MPCEA proposed an alternative to the three phases which included Phase One of the changes to the medical plan, a 3.125% furlough for all benefited classified employees for 2010/11, and a provision of no layoffs of classified employees for 2010/11. Furloughs will be taken on days designated in the agreement. The Monterey Peninsula College Employee's Association ratified the proposal by a vote of 81 to 19, an 81% approval.

The agreement is attached. The changes in the medical plan also apply to classified retirees.

Budgetary Implications: Total cost savings in the medical plan are based on projections; actual costs or savings will not be known until utilization reviews are conducted. The furlough will generate a savings of \$256,216 to offset the increased costs in medical coverage.

[X] Resolution: Be it resolved, that Board of Trustees ratify the attached Agreement on Medical Benefits and furloughs between MPCEA and the District, effective July 1, 2010.

Recommended By: [Signature]
Joe Bissell, Vice President for Administrative Services

Prepared By: [Signature]
Barbara Lee, Associate Dean of Human Resources

Agenda Approval: [Signature]
Dr. Doug Garrison, Superintendent/President

MEMORANDUM OF UNDERSTANDING

Between

Monterey Peninsula Classified Employees Association Chapter 245

And

Monterey Peninsula Community College District

June 17, 2010

Monterey Peninsula Classified Employees Association ("MPCEA") CSEA Chapter #245 and the Monterey Peninsula Community College District ("MPC") recognize the ongoing increases to health care. The district is facing a projected 25% increase in costs for health benefits totaling \$1.69 million in 2010-2011. Approximately half of the District's benefited employees are MPCEA classified employees making MPCEA's fair share one half of the total projected increase.

In response to the failed ratification of the initial memorandum of understanding, MPCEA presented an alternate proposal to MPC. This MOU represents the agreement arrived at through negotiations held June 17-18, 2010. It is recognized by both parties that increasing costs of the medical program are an on-going issue and this is the proposed solution for 2010-2011.

To offset the projected increased costs for medical benefits for 2010-2011, the Monterey Peninsula Classified Employees Association, CSEA Chapter #245 agree:

1. MPCEA agrees to cost containment measures Phase 1 only, as described in the following table.

Item	Phase 1
Deductible	\$250/Individual In-Network \$500/Individual Out-of-Network
Co-Insurance	5% In-Network 30% Out-of-Network

Out of Pocket Maximum	\$2,500 In-Network \$3,500 Out-of-Network
Office Visit Co-Pay	\$25
3 Tier Hospital	100% In-Network, Tier 1 90%, In-Network, Tier 2 80% In-Network, Tier 3 80% Out-of Network
ER Co-Pay	\$100
Physical Exams	\$500/every 24 months

2. To complete the offset of increased costs for medical benefits for 2010-2011, a work year decrease of 3.125% shall be utilized as furlough hours for all benefited unit members with regular assignments of 30 hours per week or more. Said furlough hours shall be utilized on the following days and calculated in the following manner:

12 Month Employees

March 27, 2011-April 2, 2011 (Spring Break)

December 17, 2010 (1 Hour)

December 20, 21, & 22, 2010

Less Than 12 Month Employees

The District and CSEA mutually agree that less than 12 month employees shall choose their furlough days from the days designated above for 12 month employees in order to meet their furlough requirement.

Furlough hours shall be calculated as follows and prorated for less than 8 hours per day:

Total Hours Worked per year _____ x 3.125% = _____ Furlough Hours

Furlough hour requirements are listed below:

12 months (40 hours per week) = 2080 work hours x 3.125% = 65 hours

11 months (40 hours per week) = 1906.63 work hours x 3.125% = 60 hours

11 months (35 hours per week) = 1667 work hours x 3.125% = 50 hours

10 ½ months (40 hours per week) = 1832 work hours x 3.125% = 57 hours

10 months (40 hours per week) = 1730 work hours x 3.125% = 54 hours

10 months (36 hours a week) = 1559 work hours x 3.125% = 49 hours

10 months (32.5 hours per week) = 1558.80 work hours x 3.125% = 49 hours

9 ½ months (40 hours per week) = 1672 work hours x 3.125% = 52 hours

9 months, 11 days (40 hours per week) = 1645.40 work hours x 3.125% = 51 hours

9 months, 11 days (32.5 hours per week) = 1337 work hours x 3.125% = 42 hours

8 months, 11 days (40 hours per week) = 1472.20 work hours x 3.125% = 46 hours

Said furlough hours shall apply only to the 2010-2011 fiscal year and employees shall return to their regular hours and salary beginning July 1, 2011.

3. Furlough days/times off shall be deducted from each employee's payroll on a prorated basis beginning with the July 2010 pay warrant and ending on the June 2011 pay warrant. If employee severs his/her employment before the end of 2010-2011, the final paycheck shall reflect reconciliation for actual furlough time taken off with furlough deductions.
4. Adjusted salary will be reported to CalPERS as required. Any reduction in CalPERS service credit brought about by such reduction in work days/salary shall be

restored in accordance with AB1651 which, if passed, protects classified school employees from loss of service credit due to mandatory furlough days.

5. Furlough time off shall not affect the calculations for sick leave, vacation accrual, step advancement, overtime or longevity.
6. Furlough time off shall be treated as days worked in the calculation of weekly overtime hours. For example, an employee who is required to work on a Saturday, whose regular work week is Monday through Friday, and who took furlough days during that Monday through Friday, shall have their hours worked on Saturday paid at the overtime rate. Furlough time shall not be treated as hours worked in the calculation of daily overtime. For example, an employee who is required to work four (4) hours on a "furlough" Monday will be paid at the standard hourly rate. Employees shall not be required to substitute additional hours off for hours required to be worked on furlough days.
7. Furlough time off shall be treated as regular work time when an employee is called back or called in to work and the "call back and call in" rules shall apply according to the collective bargaining agreement.
8. The District shall not subcontract out the bargaining unit work performed by employees suffering furlough days. The District shall not transfer the work of a bargaining unit member out of the bargaining unit to certificated, confidential, management, or supervisory employees, volunteers, professional experts, short term employees, substitutes or students.
9. As a result of this MOU and the stated cost savings, MPC agrees that there shall be no classified bargaining unit member layoffs for the 2010/2011 year.
10. If the expected savings from implementation of phase 1 are not adequate to offset the increase in medical costs, MPCEA and MPC agree to further negotiate.
11. Negotiations with MPC will immediately begin if the District's budget improves, including but not limited to the following: the state budget improves in a way that improves the MPC budget, new grant monies are awarded, or "Federal Stimulus" monies are received that can be used to restore wages and/or benefits.

12. The current Health and Welfare Cost Containment Committee includes membership appointed by MPCEA and is charged with exploring methods to reduce the costs of fringe benefits. The scope of this committee shall be expanded to include examining the usage of health care resources, encouraging members to be actively involved in their own health care, establishing cost effective benefits, reviewing the benefit plans and recommending changes, recommending coverage levels, and seeking cost containment through plan changes, including the cost effectiveness of consultants, co-pays and other plan changes while continuing to provide the best quality health care for workers available. The committee will work constructively to educate unit members on how to reduce costs and educate unit members in regards to the flex spending account, and preventative care.

13. This agreement shall not alter any other terms and conditions of the collective bargaining agreement and is subject to the grievance procedure of that agreement.

Date: 6/25/10

[Signature]

MPCEA Representative

J. M. WALSH

MPCEA Representative

[Signature]

MPCEA Representative

MPCEA Representative

[Signature]

MPCEA Representative

[Signature]

CSEA Labor Representative

[Signature]

MPC Representative

[Signature]

MPC Representative

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. M

Human Resources
College Area

Proposal: That the Governing Board ratify the agreement between Monterey Peninsula College Employees Association (MPCEA) and the District which converts identified temporary positions to regular classified positions, subject to ratification by MPCEA.

Background: MPCEA contends that certain positions that have been staffed by the District as temporary positions should be correctly identified as regular classified positions. The District asserts that these positions were correctly classified as temporary. Working together to amicably resolve this discussion, the District and MPCEA identified certain positions to be converted to regular positions effective August 1, 2010, and stipulated that incumbent employees would be offered these positions. The assignment of employees into these positions will occur at the next meeting.

Budgetary Implications:

Department	Funding Source	2010/2011
Reading Center	General Fund	\$21,738
Supportive Services	Categorical Funds	\$46,317
Supportive Services - Workability	Categorical Funds	\$17,106
Library	General Fund	\$35,892
TRIO	Categorical Funds	\$29,540
Total		\$150,593

Funds will be transferred from existing budgets to cover costs.



Resolution: Be it resolved, that Board of Trustees ratify the attached Agreement between MPCEA and the District, subject to ratification by MPCEA, on the conversion of temporary positions to regular classified positions, effective August 1, 2010, and establish the following positions:

Two (2) Instructional Specialist positions in the Reading Center at 18 hours per week, 8-1/2 months per year,

One (1) Library Specialist – Circulation position in the Library at 12 hours per week, 36 weeks per year,

One (1) Library Specialist – Circulation position in the Library at 16 hours per week, 36 weeks per year,

Two (2) Instructional Specialist positions in the Library at 18 hours per week, 34 weeks per year,

One (1) Administrative Assistant I position in Supportive Services (Workability) at 12 hours per week, 11 months per year,


Four (4) Instructional Specialist positions in Supportive Services at 18 hours per week, 34 weeks per year

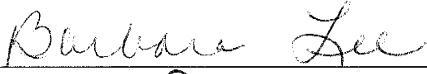
One (1) Instructional Specialist position in TRIO/Upward Bound at 19 hours per week, 9 months per year; and,

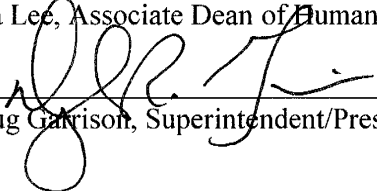
BE IT FURTHER RESOLVED, that the Board of Trustees establish the positions of, approve the attached job descriptions for, and designate salary placement of the following positions:

One (1) Job Developer – Workability position at salary Range 17 at full implementation of the equity study, at 10 hours per week, 11 months per year,

One (1) Tutorial Site Coordinator – TRIO/Upward Bound at salary Range 14 at full implementation of the equity study, at 19 hours per week, 10 months per year.

Recommended By: 
Joe Bissell, Vice President for Administrative Services

Prepared By: 
Barbara Lee, Associate Dean of Human Resources

Agenda Approval: 
Dr. Doug Garrison, Superintendent/President

MEMORANDUM OF UNDERSTANDING

Between

Monterey Peninsula Community College District
and
California School Employees Association Chapter 245 – MPCEA/CSEA

July 9, 2010

Monterey Peninsula Community College District (“District”) and the California School Employees Association (“CSEA”), and its Chapter #245 (“MPCEA”), working together, will convert identified temporary positions to regular unit positions.

1. Positions under consideration for conversion to regular permanent bargaining unit positions are:

READING CENTER

	Position	Annual/weekly Schedule
1.	Instructional Specialist	18 hours – 8 -1/2 months
2.	Instructional Specialist	18 hours – 8 -1/2 months

LIBRARY

	Position	Annual/weekly Schedule
3.	Library Specialist – Circulation	12 hours – 36 weeks (8.3 months)
4.	Library Specialist – Circulation	16 hours – 36 weeks (8.3 months)
	Instructional Specialist	14 hours – 36 weeks (8.3 months)
6.	Instructional Specialist	14 hours – 36 weeks (8.3 months)

SUPPORTIVE SERVICES

	Position	Annual/weekly Schedule
7.	Administrative Assistant I	12 hours – 11 months
8.	Job Developer – Workability (see #3 below)	10 hours – 11 months
9.	Instructional Specialist (assigned to Adaptive PE)	18 hours – 34 weeks (7.85 months)
10.	Instructional Specialist (assigned to Adaptive PE)	18 hours – 34 weeks (7.85 months)
11.	Instructional Specialist	18 hours – 34 weeks (7.85 months)
12.	Instructional Specialist	18 hours – 34 weeks (7.85 months)


TRIO

	Position	Annual/weekly Schedule
13.	Tutorial Site Coordinator – TRIO/Upward Bound (see #4 below)	19 hours – 10 months
14.	Instructional Specialist	19 hours – 9 months

2. If accepted by the employee currently employed in the temporary position, the positions shall be established effective August 1, 2010.

3. A new position of Job Developer – Workability (job description attached) shall be established and placed at Range 17 at full implementation of the equity/reclassification study.
4. A new position of Tutorial Site Coordinator – TRIO/Upward Bound (job description attached) shall be established and placed at Range 14 at full implementation of the equity/reclassification study.
5. Employees currently serving in the temporary positions, who have been employed in the temporary positions for more than one year, shall be offered the regular permanent positions, under the following conditions:
 - a. Anniversary dates and dates of hire shall be August 1, 2010.
 - b. Seniority ranking within the August 1, 2010 date of hire shall be determined by the dates of hire in the corresponding temporary positions.
 - c. Initial salary placement shall be at the step on the 2010/11 salary schedule which is closest to current hourly pay without causing a loss of income (the next highest amount.)
 - d. Employees shall be considered permanent employees who have successfully passed their required probationary periods.
 - e. All vacation, sick leave, and longevity accruals shall begin on August 1, 2010.
 - f. If the offer is signed by the employee it shall be deemed as acceptance of the position.
 - g. If the offer is refused by the employee it shall be deemed as a resignation of the position and a release of any and all current rights to employment in that position.
6. If a current temporary employee declines a proposed assignment, established processes for establishing and filling vacant classified positions shall be followed.
7. This agreement settles all claims regarding the conversions of temporary positions to regular positions for 2010/11 and all previous years.

This agreement is entered into the 9th of July, 2010 by all parties as indicated below.



 Monterey Peninsula College

7/9/10

 Date



 California School Employees Association

7-9-10

 Date



 Monterey Peninsula College Employees Association

7/9/10

 Date

Job Description/Title: Job Developer, Workability
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

JOB DEVELOPER, WORKABILITY

JOB SUMMARY

Under general direction and working with the Workability Program Coordinator, develop job placement services for students with disabilities in partnership with Department of Rehabilitation and California Community Colleges; create jobs for students with disabilities (students must be Department of Rehabilitation clients) following the guidelines of the California Department of Rehabilitation-Workability Grant on campus and for graduates with disabilities within a broad framework of standard policies and procedures. Act as a college liaison with community employers and employer partners.

EXAMPLES OF FUNCTIONS

Essential Functions

Meet with business representatives and employers in the community and in the region to promote the MPC job placement program for students and graduates with disabilities.

Assist with career development activities arranged with employers, organizations and outside agencies as assigned.

Contribute to the database of potential employers and types of jobs available within their companies.

Provide student progress updates to the Department of Rehabilitation as required.

Develop individualized job and placement activities with employers to identify and promote current job opportunities for students and graduates with disabilities; refer students to potential employers.

Prepare job descriptions for off-campus employment positions for students and graduates with disabilities and provide input to recruitment activities as required.

Assist in maintenance of records pertaining to job openings, referrals, and placements.

Assist with compliance activities for employment of students with disabilities.

Provide guidance, support, and follow-up services to assist students in successfully obtaining and retaining gainful employment.

Assist Workability Coordinator in identifying worker accommodations for students with disabilities seeking employment.

Other Functions

Serve on college committees as assigned.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, training, and/or experience, which would indicate possession of the required knowledge and abilities listed herein. For example, completion of two years of college level course work and two years of responsible experience working with persons with disabilities, or a related field, or the equivalent.

Knowledge

Knowledge of: special needs of students and graduates with disabilities in relation to employment on and off-campus; record management techniques; job development techniques for persons with disabilities; employment counseling, job counseling and job coaching for persons with disabilities; interview and job placement methods for students and graduates with disabilities; resume preparation; current office methods and practices.

Abilities

Ability to: communicate effectively with both college students and community business representatives; prioritize tasks and do several tasks simultaneously; relate positively to students; evaluate applications and personnel forms to determine completeness and accuracy; understand federal law and guidelines regarding employment; gather, organize, develop, and utilize career opportunity methods and information; assist in preparing students for work placement in private industry; efficiently and accurately use appropriate word processing, spreadsheet and/or database programs to compile, maintain, and prepare accurate and complete records and reports; learn and successfully use new software programs as required to fulfill the requirements of the job; use appropriate and correct English spelling, grammar, and punctuation; perform mathematical calculations with speed and accuracy; operate various office machines as required to fulfill the duties of the job, communicate effectively in oral and written form; establish and maintain effective working relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT:

Light to moderate physical effort; occasional standing or walking; periodic handling of lightweight parcels up to 15 pounds. Indoor work environment.

Job Description/Title: TUTORIAL SITE COORDINATOR – TRIO/UPWARD BOUND

Approved, Bargaining Unit President:

Approved, MPC Associate Dean, Human Resources:

Board Approved:

MONTEREY PENINSULA COLLEGE

TUTORIAL SITE COORDINATOR – TRIO/UPWARD BOUND

Job Summary

Under general supervision, plan and participate in a variety of complex and responsible support activities related to the TRIO/Upward Bound Program. Receive limited supervision within a broad framework of standard District policies and procedures. Coordinate the Afterschool Tutorial Service Component of the Upward Bound Program; explain college policies, procedures, standards and requirements; establish and maintain good public relations with staff, students, and the community at large.

EXAMPLES OF FUNCTIONS

Essential Functions

Coordinate the functioning of the day to day operation of the afterschool tutorial service component.

Oversee tutors in the day to day operation of the program.

Train tutors in the implementation of specialized tutoring strategies; assist in the planning, development and facilitation of tutor in-service training and staff meetings as necessary/directed.

Develop and maintain work schedules for tutors; monitor tutors' loads. Maintain payroll records for the tutors. Assign tutors to appropriate in-service training programs.

Supervise and assume responsibility for small groups of students; assist students as needed.

Work closely with TRIO/Coordinator and Counselor on matters related to students' academic progress.

Greet and assist visitors and telephone callers; provide information regarding the policies and procedures of the TRIO/Upward Bound Programs where judgment, knowledge and explanation of interpretations are necessary; serve as a resource person, liaison and major source of information to teachers, students, counselors and the local community

Analyze situations carefully and correctly and adopt an effective course of action; use diplomacy, tact, friendliness and poise; solve problems and respond to crises as appropriate.

Set up files for TRIO/Upward Bound students; input class rosters on program database; schedule room usage for tutors; provide follow-up on students' participation in the afterschool tutorial component; serve as liaison between students and different college departments.

Assist in the collection of student information, such as transcripts, permission slips, college application materials, and other related program documents. Maintain required records of student's progress; collect, evaluate and make recommendations regarding students' progress.

Maintain required confidentiality.

Process administrative details not requiring the immediate attention of supervisor.

Maintain textbook lending library.

Compose, prepare and distribute a variety of both paper and electronic documents including email, letters, bulk mailing, on-line forms, statistical reports, resolutions, manuals, final reports, and purchase requisitions, using a variety of software programs as needed. Revise, produce, organize and ship recruitment materials, office flyers and other relevant program information.

Select, requisition and maintain an inventory of instructional supplies and materials; arrange and operate special classroom equipment as needed; set up work areas and prepare/maintain materials; monitor/order office supplies as needed.

Receive, open, and route mail. Coordinate preparation of workshops, training seminars, and other meetings as needed; schedule events and appointments.

Participate in meetings related to needs of student in the services programs.

Other Functions

Serve on college committees as assigned.

Perform other related duties as assigned.

Some travel may be required.

Employment Standards

Education and Experience Any combination of education, experience and training that would indicate possession of the required knowledge, skills and abilities listed herein. For example, completion of approximately two years of college level course work, and two years of recent experience in an instructional/tutorial or coordination role.

Knowledge

Knowledge of: basic functions and procedures associated with a classroom/tutorial environment including learning and motivation; instructional materials and objectives used at education levels of Upward Bound students; application of curriculum as it applies to individual differences; basic needs and requirements of students, methodology for individualized instruction; current office methods and practices, a variety of computer software programs as needed to fulfill requirements of job; letter and report writing; mathematical computations; public and human relations techniques.

Abilities

Ability to: successfully train and oversee tutors; deal effectively with a wide variety of personalities and situations requiring diplomacy, tact, friendliness, poise and firmness; interpret, apply, and explain rules, regulations, policies and procedures; demonstrate an understanding, patient and receptive attitude toward student learning; demonstrate required skills associated with the assigned subject areas; understand and independently carry out oral and written instructions;

prioritize tasks and do several tasks simultaneously; perform clerical tasks; use efficiently various types of office and classroom equipment; use web based learning programs and internet skills as needed; learn and successfully use new software programs as required; use good judgment in recognizing the scope of authority as delegated; analyze situations and make decisions on procedural and detail matters; work independently with little supervision; maintain confidentiality; use appropriate and correct English spelling, grammar and punctuation; communicate satisfactorily in both oral and written form; use accurately and efficiently word processing and spreadsheet programs as needed; ; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

Physical Effort/Work Environment: Light to moderate physical effort; occasional standing or walking; periodic handling of lightweight parcels of up to 15 pounds. Indoor work environment.

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

Human Resources
College Area

New Business Agenda Item No. N

Proposal: That the Governing Board ratify the agreement between MPCEA and the District regarding the reorganization of identified positions in TRIO, Workability and Public Information.

Background: Due to budget cutbacks and the reallocation of duties, it is recommended that a reorganization which eliminates some positions and redefines others be implemented. This reorganization involves the elimination of three program specialist positions in the TRIO programs at Range 14 and the establishment of the new position of Categorical Services Coordinator at Range 17. It eliminates the position of Job Placement Specialist - Workability, which is replaced by the Workability Coordinator position with salary placement remaining at Range 22. A new position, Public Information/Graphics and Publication Production Specialist, is established at Range 22. New job descriptions for all three positions are attached to the agreement. Incumbent employees will be assigned to the new positions at salaries contained in the agreement, if applicable. The proposed effective date is July 1, 2009 to recognize the changes in duties which occurred at that time.

Budgetary Implications:

Table with 3 columns: Funding Source, 2009/2010, 2010/2011. Rows include General Fund, Categorical Funds (TRIO), and Total.

Funds will be transferred from existing budgets to cover costs.

RESOLUTION: BE IT RESOLVED, that Board of Trustees ratify the attached Agreement between MPCEA and the District on the reorganization of identified positions in TRIO, Workability and Public Information, subject to ratification by MPCEA, effective July 1, 2009; and

BE IT FURTHER RESOLVED, that the Board of Trustees eliminate the positions of Program Specialist - College Readiness, Program Specialist - Upward Bound, Program Specialist - Math Science Upward Bound, Job Placement Specialist - Workability; and

BE IT FURTHER RESOLVED, that the Board of Trustees establish the positions of, approve the attached job descriptions for, and designate salary placement of the following:

One (1) Workability Program Coordinator position at salary Range 22 at full implementation of the equity study, at 40 hours per week, 12 months per year,

One (1) Categorical Services Coordinator position at salary Range 17 at full implementation of the equity study, at 40 hours per week, 12 months per year,

One (1) Public Information/Graphics and Publication Production Specialist position at salary Range 22 at full implementation of the equity study, at 40 hours per week, 12 months per year; and

BE IT FURTHER RESOLVED, that the Board of Trustees reassign the following incumbent employees at the salary placement described in the Agreement to the newly established positions effective July 1, 2009:

Jacquelyn Evans - Workability Program Coordinator

Eileen Crutchfield - Categorical Services Coordinator

Jeanette Haxton - Public Information/Graphics and Publication Production Specialist.

Recommended By: _____



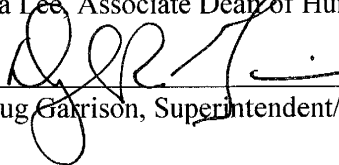
Joe Bissell, Vice President for Administrative Services

Prepared By: _____



Barbara Lee, Associate Dean of Human Resources

Agenda Approval: _____



Dr. Doug Garrison, Superintendent/President

**Memorandum of Understanding
Between
California School Employees Association, Chapter #245
And
Monterey Peninsula College**


July 9, 2010

The College and CSEA mutually acknowledge the reorganization of the following positions, due to budget cutbacks and the reallocation of duties.

The parties hereby agree as follows:

1. The parties agree that the following job descriptions are updated:
 - a. Program Specialist – College Readiness, Program Specialist – Upward Bound, and Program Specialist - Math Science Upward Bound positions are eliminated and replaced by Categorical Services Coordinator positions (attached) effective July 1, 2009.
 - i. Position will be assigned to Range 17 at full implementation (July 1, 2012), with incumbent employee's salary implemented as described in Exhibit A.
 - b. Job Placement Specialist – Workability is eliminated and replaced by Workability Program Coordinator (attached) effective July 1, 2009.
 - i. Position remains placed at Range 22 at full implementation (July 1, 2012.)
 - c. Public Relations/Publications Production Specialist position is vacated by incumbent employee, but position remains at current placement of Range 18 at full implementation (July 1, 2012.)
 - i. Incumbent employee assumes position described in d. below.
 - d. New position of Public Information/Graphics and Publication Production Specialist (attached) is established effective July 1, 2009.
 - i. Position will be assigned to Range 22 at full implementation (July 1, 2012) with incumbent employee's salary implemented as described in Exhibit A.
 - ii. Employee retains bumping rights to former position of Public Relations/Publications Production Specialist.
2. This agreement does not negate any of the affected employees' rights under the education code, or the contract.
3. Salary implementation of the employees referenced in 1a and 1d above is attached as Exhibit A.


This agreement is entered into the 9th of July, 2010 by all parties as indicated below.




Monterey Peninsula College



Date



California School Employees Association



Date



Monterey Peninsula College Employees Association



Date

EXHIBIT A

Implementation of the salaries below shall follow the philosophy agreed to with the ratification of the reclassification/equity study in 2008. The total amount required for full implementation shall be divided by 4 (years remaining until total implementation) and applied in equal amounts beginning each July 1.

1a

Current salary:
\$3,537

**Categorical Services Coordinator
Salary Schedule**

Year	A	B	C	D	E	F	
2008-2009							
2009-2010	\$2,850	\$2,994	\$3,144	\$3,302	\$3,468	\$3,643	
2010-2011	\$2,932	\$3,080	\$3,234	\$3,398	\$3,569	\$3,749	
2011-2012	\$3,013	\$3,165	\$3,325	\$3,493	\$3,669	\$3,854	
Service Category: 17	2012-2013	\$3,094	\$3,251	\$3,415	\$3,588	\$3,770	\$3,960

1d

Current salary:
\$3,847

**Public Information/Graphics and Publications Production Specialist
Salary Schedule**

Year	A	B	C	D	E	F	
2008-2009							
2009-2010	\$3,133	\$3,292	\$3,457	\$3,630	\$3,814	\$4,005	
2010-2011	\$3,255	\$3,420	\$3,592	\$3,773	\$3,964	\$4,164	
2011-2012	\$3,378	\$3,549	\$3,728	\$3,916	\$4,115	\$4,322	
Service Category: 22	2012-2013	\$3,500	\$3,677	\$3,863	\$4,059	\$4,265	\$4,480

Job Description: Categorical Services Coordinator
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

CATEGORICAL SERVICES COORDINATOR

JOB SUMMARY

Under general supervision, plan, coordinate and participate in a variety of complex and responsible administrative activities related to the assigned special program. Receive limited supervision from the supervisor within a broad framework of standard policies and procedure. Coordinate program office activities; assist in program activities, research, reports and budgets; maintain confidentiality regarding all matters and records.

Interpret and exercise good judgment in the application and follow through of departmental decisions and college policies; provide information on college policies, procedures, standards and requirements; establish and maintain good public relations with staff, students, and the community at large.

EXAMPLES OF FUNCTIONS

Essential Functions

Process administrative details not requiring the immediate attention of the supervisor; perform a variety of paraprofessional and administrative duties in support of the assigned program.

Meet with action committees to facilitate grant and program development needs.

Assist in the planning, development, implementation, coordination and evaluation of assigned program services and procedures.

Serve as a source of information regarding the policies and procedures of assigned program; provide information where judgment, knowledge and interpretation are necessary; refer inquires to appropriate sources.

Coordinate student recruitment and assist with registration of participants within assigned program; check on progress of enrolled students; collect and monitor compliance and outcome data on assigned program's participants.

Create assigned program binders as needed; maintain student files and enter student data into the database; enroll students in classes via webreg or telephone registration.

Maintain ongoing working relationships with county administrators and managers as needed with assigned program.

Monitor a variety of data for completion and conformance with established program compliance procedures.

Develop and prepare a variety of documents, forms and procedures for the assigned program's office, which may also include, but is not limited to: statistical reports, brochures, pamphlets and flyer, newsletter, agendas, manuals, event programs, invitation flyers, yearbooks, program brochures, and posters.

Serve as liaison with college administration, academic personnel and students as well as community agencies, organization, professionals, vendors and other colleges to maintain up-to-date resource data.

Coordinate preparation of workshops and meetings, including travel arrangements for staff members and students in assigned programs.

Attend and assist at programs, sponsored workshops, seminars and other events as assigned.

Participate in budget development and justification; monitor budget expenditures; monitor and maintain spreadsheet and database for budgets and assigned programs; inventory and requisition necessary supplies commonly used within the office/instruction using District procedures.

Develop a wide variety of community contacts for resources for referrals; give general consultation and assist individual students in utilizing the many and varied services available.

Assist students in resolving paper work or system problems; expedite resolution of problems requiring utilization of off-campus resources.

Maintain control files on matters in progress and expedite their completion; coordinate and monitor special projects, assignments and activities; check reports, records, and other materials for accuracy, completeness and conformity with established standards of federal, state, and institutional guidelines.

Assist with the preparation of special program projects which may include but is not limited to: annual grant applications, budgets and annual reports and periodic reports and evaluations.

Consult with other program related organizations, advisory committees, and social service agencies on matters of program quality and enhancement.

Research and compile information and prepare periodic reports and evaluations in assigned program.

Other Duties:

Attend meetings and serve on college, local and state committees and organizations, as required.

Assist in the hiring process, train and direct the work of part-time temporary and student employees, as required.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience, and training which would indicate possession of the required knowledge, skills, and abilities listed herein. For example, two years of course work in public or business administration or a related field, and two years of administrative support experience.

Knowledge

Knowledge of: public and human relations techniques; research methods; report writing; presentation skills; current office procedures and practices including filing systems; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: understand and independently carry out oral and written instructions; prioritize tasks and manage several tasks simultaneously; accurately and efficiently use a variety of word processing, spreadsheet and/or database programs to create/produce letters, reports, spreadsheets and other documents as needed to fulfill the requirements of the job; learn and successfully use new software programs as required to fulfill the duties of the job; use appropriate and correct English spelling, grammar, and punctuation; perform arithmetical

calculations with speed and accuracy; learn and successfully apply current office policies and procedures; analyze situations and make decisions on procedural matters without immediate supervision; communicate effectively in both oral and written form; efficiently use a variety of office equipment as needed to fulfill the needs of the job; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Light to moderate physical effort; occasional standing or walking; periodic handling of parcels, supplies or equipment up to 15 pounds; indoor work environment.

Job Description/Title: Workability Program Coordinator
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

WORKABILITY PROGRAM COORDINATOR

JOB SUMMARY

Under general direction, provide day to day coordination to the Workability III partnership project with the Department of Rehabilitation; plan and develop job placement services for students with disabilities in partnership with Department of Rehabilitation and California Community Colleges; create jobs for students with disabilities (students must be Department of Rehabilitation clients) following the guidelines of the California Department of Rehabilitation-Workability Grant on campus and for graduates with disabilities within a broad framework of standard policies and procedures. Act as college liaison with community employers and employer partners.

EXAMPLES OF FUNCTIONS

Essential Functions

Develop and maintain collaborative working relationships with the Department of Rehabilitation liaisons.

Assist in the development of program applications, budgets, year-end reporting, and other required paperwork.

Meet with business representatives and employers in the community and in the region to promote the MPC job placement program for students and graduates with disabilities.

Coordinate and monitor all career development activities arranged with employers, organizations and outside agencies.

Build, maintain and coordinate a current, comprehensive network of potential employers, job opportunities, community support agencies, and college personnel needed to support the program.

Coordinate a database of potential employers and types of jobs available within their companies.

Provide liaison services between MPC Supportive Services and the community and off-campus employers.

Coordinate case management services with Department of Rehabilitation and attend the unit meetings to provide student progress updates.

Develop individualized job and placement activities with employers to identify and promote current job opportunities for students and graduates with disabilities.

Prepare job descriptions for off-campus employment positions for students and graduates with disabilities and provide input to recruitment activities.

Maintain records pertaining to job openings, referrals, and placements.

Monitor compliance with college, local, state, and federal laws, regulations, and policies pertaining to employment of students with disabilities.

Coordinate the development of incentive programs and workshops and the marketing of these events.

Provide guidance, support, and follow-up services to assist students in successfully obtaining and retaining gainful employment.

Assist in identifying worker accommodations for students with disabilities seeking employment.

Provide limited assistance in classroom as directed.

Other Functions

Serve on college committees as assigned.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, training, and/or experience, which would indicate possession of the required knowledge and abilities listed herein. For example, completion of two years of college level course work and two years of responsible experience working with persons with disabilities, or a related field, or the equivalent.

Knowledge

Knowledge of: special needs of students and graduates with disabilities in relation to employment on and off-campus; record management techniques; job development techniques for persons with disabilities; employment counseling, job counseling and job coaching for persons with disabilities; interview and job placement methods for students and graduates with disabilities; resume preparation; current office methods and practices.

Abilities

Ability to: communicate effectively with both college students and community business representatives; prioritize tasks and do several tasks simultaneously; relate positively to students; evaluate applications and personnel forms to determine completeness and accuracy; understand federal law and guidelines regarding employment; gather, organize, develop, and utilize career opportunity methods and information; assist in preparing students for work placement in private industry; efficiently and accurately use appropriate word processing, spreadsheet and/or database programs to compile, maintain, and prepare accurate and complete records and reports; learn and successfully use new software programs as required to fulfill the requirements of the job; use appropriate and correct English spelling, grammar, and punctuation; perform mathematical calculations with speed and accuracy; operate various office machines as required to fulfill the duties of the job, communicate effectively in oral and written form; establish and maintain effective working relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT:

Light to moderate physical effort; occasional standing or walking; periodic handling of lightweight parcels UP TO 15 pounds. Indoor work environment.

Job Description/Title:
Approved, Bargaining Unit President
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

PUBLIC INFORMATION/GRAPHICS and PUBLICATIONS PRODUCTION SPECIALIST

JOB SUMMARY

Under general supervision, perform a wide variety of complex and responsible administrative support and technical activities for publication production, campus events, media contacts and operational activities related to the Public Information Office design, develop and produce promotional materials, in-house publications, press releases, schedule of classes, and catalog; photograph campus events; maintain schedule of events for publication and website updates.

EXAMPLES OF FUNCTIONS

Essential Functions

Essential functions may include, but are not limited to the following:

Prepare and distribute press releases and public service announcements as directed; respond to calls regarding public service announcements; assist media representatives by obtaining and disseminating public information requests as assigned.

Create and modify images and graphic designs to be used in College related publications; operate various equipment and programs used in graphic art production including PC and MAC computers, desktop publishing software, digital imaging editing software, cameras, scanners and printers.

Develop and assemble materials for promotional print materials and in-house publications including but not limited to the catalog, schedules, brochures, bulletins, postcards, newsletters, newspapers, mailers, flyers and the college's web page that effectively communicate ideas and content by supporting preparation (format, layout, design, image manipulation, data input and print ready formatting) and supervising production. Assist in the production of the schedule of classes each semester and the catalog annually; coordinate with Academic Affairs; format and organize contents, and meet critical deadlines.

Prepare and plan materials for print, television and radio advertising.

Communicate and maintain working relationships with various printing vendors and marketing/advertising agencies, including agreement and understanding of timelines, strategies and deliverables.

Schedule and take photographs for use in publications as needed; maintain digital photo file.

Maintain and distribute accurate and detailed calendar of events, due dates and schedules as they relate to the public relations program of the college; post, maintain and update content on home page of the MPC website including announcements, events calendar, and feature photos.

Assist in planning, coordinating and implementing special events on campus, such as anniversary celebrations, open houses and dedications, and groundbreaking ceremonies; including arranging facilities, advertising, mailers, special invitations, audio visual, Facility and Security support.

Other Duties

Perform other related duties as assigned.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of training and experience which would indicate possession of the knowledge, skills and abilities listed herein. For example, completion of approximately two years of college level course work in business skills, journalism, public relations, event coordination, graphic arts and design program studies or a related field and two years of office administration experience providing advanced knowledge and skills in current and efficient office procedures and techniques, graphic design page layout or creative material preparation.

Knowledge

Knowledge of: Windows and Macintosh applications; basic HTML programming; digital imaging editing software such as Adobe Photoshop; graphics and page layout software; basic principles and practices of journalism, photography, publications, marketing, and communication; rules and regulations of news writing, editing and layout procedures; current office methods and practices including filing systems, receptionist and telephone techniques; letter writing and reporting; format and operation of local media sources; scanners and digital photography; office management techniques and procedures.

Abilities

Ability to: understand and independently carry out oral and written instructions; prioritize tasks and do several tasks simultaneously; meet critical deadlines; learn/communicate wide variety of college event related and other college information; use good judgment to provide appropriate information and assistance to public, faculty, staff and students; interact effectively in a wide variety of situations requiring diplomacy, tact, friendliness, poise and firmness; learn and successfully apply office policies, procedures, rules and regulations; communicate effectively in both oral and written form; use MS Word, graphics and page layout packages accurately and efficiently to perform job duties as required; successfully learn and use new software and equipment as required to efficiently perform the duties of the job; use appropriate and correct English grammar, spelling and punctuation; perform arithmetical calculations with speed and accuracy; efficiently operate a variety of office equipment; establish and maintain effective working relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the diverse academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT Sitting and operating computer keyboard for extended periods of time as necessary. Light to moderate physical effort; occasional standing and walking; periodic handling of light weight parcels of up to 15 pounds. Indoor work environment.

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

Human Resources
College Area

New Business Agenda Item No. O

Proposal: That the Governing Board approve the results of the 2010 reclassification process and ratify the agreement between MPCEA and the District regarding the implementation of the reclassification process.

Background: Article 5.2 of the Agreement between MPCEA/CSEA and MPC requires an annual review of ten classified job descriptions to maintain currency of job descriptions and to ensure regular, systematic review of all descriptions. Reviews are conducted by a committee comprised of District and MPCEA representatives, with implementation of salary changes negotiated with MPCEA. The 2010 review process warranted adjustments to job descriptions in nine of the positions and salary adjustments to seven of the positions.

Budgetary Implications:

Increased cost of \$8,554 will be included in the 2010/11 final budget.

RESOLUTION: BE IT RESOLVED, that Board of Trustees ratify the attached Agreement between MPCEA and the District on the reclassification of selected positions, subject to ratification by MPCEA, effective July 1, 2010; and

BE IT FURTHER RESOLVED, that the Board of Trustees approve the attached updated job descriptions:

Assessment Specialist
Athletic & PE Equipment Specialist
Assistant Coordinator, Academic Support Center (title changed from Instructional Specialist)
IT Support Technician
Library Circulation Desk Coordinator
Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk
Matriculation Services Specialist, Senior
Purchasing Coordinator (title changed from Purchasing Agent)
Unit Office Manager, EOPS/CARE

and,

BE IT FURTHER RESOLVED, that the Board of Trustees approve the following salary placements at full implementation of the equity study:

Position	Range
Assessment Specialist	14
Athletic & PE Equipment Specialist	7
Assistant Coordinator, Academic Support Center	16
Library Circulation Desk Coordinator	16
Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk	12
Matriculation Services Specialist, Senior	13
Purchasing Coordinator	23

and,

BE IT FURTHER RESOLVED, that the Board of Trustees assign the following incumbent employees at the salary placement described in the Agreement to the reclassified positions effective July 1, 2010:

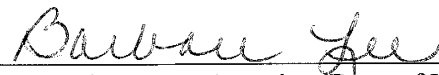
Stacey Jones	Assessment Specialist
Renee D'Aquisto	Athletic & PE Equipment Specialist
Linda Pridmore	Assistant Coordinator, Academic Support Center
Roseann Erwin	Library Circulation Desk Coordinator
Kirk Hall	Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk
Gaozong Thao	Matriculation Services Specialist, Senior
Peter Buechel	Purchasing Coordinator

Recommended By:



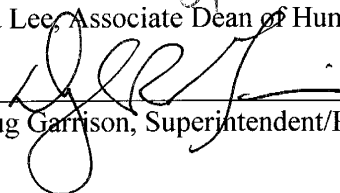
Joe Bissell, Vice President for Administrative Services

Prepared By:



Barbara Lee, Associate Dean of Human Resources

Agenda Approval:



Dr. Doug Garrison, Superintendent/President

**Memorandum of Understanding
Between
California School Employees Association, Chapter #245
And
Monterey Peninsula College**

July 9, 2010

Per Article 5.2, ten classified job descriptions shall be reviewed annually by a committee comprised of District and MPCEA members. In 2009/10, the following positions were reviewed with the noted outcomes.

Position	Current Range at Full Implementation	New Range at Full Implementation	
Assessment Specialist	13	14	Update job description
Athletic & PE Equipment Specialist	6	7	Update job description
Assistant Coordinator, Academic Support Center (former title - Instructional Specialist)	14	16	Update job description
IT Support Technician	23	No change	Update job description
Library Circulation Desk Coordinator	14	16	Update job description
Library Specialist – Interlibrary Loans, Periodicals and Circulation Desk	10	12	Update job description
Matriculation Services Specialist, Senior	11	13	Update job description
Purchasing Coordinator (former title - Purchasing Agent)	20	23	Update job description
Re-entry Counseling Services Specialist	17	No change	No change
UOM, EOPS/CARE	18	No change	Update job description

The College and CSEA mutually acknowledge the revised job descriptions as attached. The College and CSEA also mutually acknowledge reclassifications of the positions noted above.

Per Article 5.2.8.4, recommendations for increases in salary are sent through the negotiations process to determine implementation only.

Therefore, the College and CSEA hereby agree as follows:

Implementation of the salary placements for the incumbent employees shall follow the philosophy agreed to with the ratification of the reclassification/equity study in 2008. The total amount required for full implementation shall be divided by 3 (years remaining until total implementation) and applied in equal amounts each July 1, effective July 1, 2010.

		Assessment Specialist Salary Schedule						
		Year	A	B	C	D	E	F
Current (13 at full implementation)	2010-2011		\$2,761	\$2,901	\$3,046	\$3,201	\$3,361	\$3,530
Proposed	2010-2011		\$2,798	\$2,940	\$3,088	\$3,244	\$3,407	\$3,579
	2011-2012		\$2,836	\$2,979	\$3,129	\$3,288	\$3,454	\$3,628
	2012-2013	full implementation: 14	\$2,873	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677

**Athletics & PE Equipment Specialist
Salary Schedule**

	Year	A	B	C	D	E	F
Current (6 at full implementation)	2010-2011	\$2,346	\$2,465	\$2,588	\$2,720	\$2,857	\$3,000
Proposed	2010-2011	\$2,370	\$2,490	\$2,615	\$2,747	\$2,886	\$3,031
	2011-2012	\$2,393	\$2,514	\$2,641	\$2,775	\$2,916	\$3,063
At full implementation: 7	2012-2013	\$2,417	\$2,539	\$2,668	\$2,802	\$2,945	\$3,094

**Assistant Coordinator, Academic Support Center
Salary Schedule**

	Year	A	B	C	D	E	F
Current (14 at full implementation)	2010-2011	\$2,874	\$3,019	\$3,172	\$3,331	\$3,500	\$3,676
Proposed	2010-2011	\$2,921	\$3,069	\$3,224	\$3,387	\$3,559	\$3,758
	2011-2012	\$2,970	\$3,120	\$3,278	\$3,444	\$3,618	\$3,811
At full implementation: 16	2012-2013	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677	\$3,863

**Library Circulation Desk Coordinator
Salary Schedule**

	Year	A	B	C	D	E	F
Current (14 at full implementation)	2010-2011	\$2,804	\$2,945	\$3,093	\$3,249	\$3,412	\$3,584
Proposed	2010-2011	\$2,875	\$3,020	\$3,172	\$3,333	\$3,500	\$3,677
	2011-2012	\$2,947	\$3,096	\$3,252	\$3,416	\$3,589	\$3,770
At full implementation: 16	2012-2013	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677	\$3,863

**Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk
Salary Schedule**

	Year	A	B	C	D	E	F
Current (10 at full implementation)	2010-2011	\$2,603	\$2,735	\$2,873	\$3,018	\$3,171	\$3,331
Proposed	2010-2011	\$2,647	\$2,781	\$2,921	\$3,069	\$3,224	\$3,463
	2011-2012	\$2,690	\$2,827	\$2,970	\$3,120	\$3,278	\$3,481
At full implementation: 12	2012-2013	\$2,734	\$2,873	\$3,018	\$3,171	\$3,331	\$3,500

**Matriculation Services Specialist, Senior
Salary Schedule**

Current (11 at full implementation)

Year	A	B	C	D	E	F
2010-2011	\$2,668	\$2,802	\$2,945	\$3,094	\$3,251	\$3,415

Proposed

2010-2011	\$2,713	\$2,850	\$2,995	\$3,146	\$3,306	\$3,473
2011-2012	\$2,757	\$2,897	\$3,044	\$3,199	\$3,360	\$3,530

At full implementation: 13	2012-2013	\$2,802	\$2,945	\$3,094	\$3,251	\$3,415	\$3,588
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**Purchasing Agent
Salary Schedule**

Current (20 at full implementation)


Year	A	B	C	D	E	F
2010-2011	\$3,331	\$3,500	\$3,677	\$3,863	\$4,059	\$4,265

Proposed

2010-2011	\$3,417	\$3,590	\$3,771	\$3,962	\$4,163	\$4,392
2011-2012	\$3,502	\$3,680	\$3,866	\$4,062	\$4,267	\$4,492

At full implementation: 23	2012-2013	\$3,588	\$3,770	\$3,960	\$4,161	\$4,371	\$4,593
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This agreement is entered into the 9th of July, 2010 by all parties as indicated below.



Monterey Peninsula College

7/9/10

Date



California School Employees Association

7/9/10

Date



Monterey Peninsula College Employees Association

7/9/10

Date

Job Description/Title: Assessment Specialist

Approved, Bargaining Unit President: reclassification committee 4/10

Approved, MPC Associate Dean, Human Resources: 4/10

Board Approved:

MONTEREY PENINSULA COLLEGE

ASSESSMENT SPECIALIST

JOB SUMMARY

Under general supervision, plan, develop and implement testing and assessment programs for MPC Students. Receive limited supervision within a broad framework of standard policies and procedures. Develop and maintain assessment records and student data; serve as proctor for special testing; interpret and supply testing information to other college departments.

EXAMPLES OF FUNCTIONS

Essential Functions

Oversee and participate in administering, scoring and processing a variety of assessment tests to assure proper student placement in designated classes; assist in establishing and maintaining related timelines and priorities; assure assessment activities comply with related standards and requirements.

Oversee and administer assessments to students; monitor students during testing; assure student compliance with policies, procedures and requirements.

Assist in the design, implementation, administration, evaluation, and revision of assessment /testing operations; monitor assessment functions for effectiveness and efficiency.

Organize, schedule, administer, and monitor the testing of extension programs, including alternatives and accommodations, for various academic departments.

Assist with student placement process by evaluating student transcripts related to prerequisite requirements for English and mathematics courses.

Coordinate assessment/testing services with the Counseling office, Admissions Office, Information Systems Department and various academic services; submit and maintain calendars related to the functions of the department; update website information as needed.

Assist with Registration; provide placement information.

Oversee and participate in the scoring and processing of assessments according to established procedures; determine proper distribution of results; prepare assessments for grading; organize and disseminate placement results; interpret rules and regulations for this assignment.

Perform wide variety of clerical, administrative support and technical activities for the Matriculation Program and Records; prepare reports and summaries from source data using appropriate word processing, spreadsheet and/or database programs as required.

act as a source of information to students, faculty and staff, and the public regarding assessment tests and placement, college Matriculation policies, requirements and procedures, including delivering presentations and workshops.

Oversee and participate in the accurate input of student, assessment, placement, test results and a variety of other data into appropriate databases; establish and maintain automated records and files; post test scores to automated student records; initiate queries and generate reports; analyze data as requested; purge files as necessary; process, record and file a variety of documents involving the administration of college wide assessment/testing service.

Administer/monitor the U.S. Constitution Test and other tests as needed, Extension programs, A.C.T., S.A.T. and P.S.A.T results; hire and monitor proctors.

Recruit, interview, screen and supervise students and temporary short-term employees; train and provide work direction and guidance to assigned staff; schedule staff as needed; monitor work product to ensure compliance with standards; maintain records of hours worked.

Coordinate assessment publicity with college information service departments; schedule the use of testing facilities and other classrooms; prepare script for test administrators; prepare and organize assessment/test materials.

Record/retrieve data to be used in evaluation of assessment/testing program; compile data for statistical analysis.

Monitor inventory levels of office and assessment supplies; order, receive and maintain adequate inventory of supplies.

Other Functions

Perform other related duties as assigned.

assist in developing and maintaining assessment budget; monitor expenditures to remain within budget allocations.

Attend statewide assessment and matriculation related meetings.

Serve on committees as needed.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of training and experience, which would indicate possession of the knowledge, skills and abilities, listed herein. Completion of approximately two years of college level courses in computer science, statistics, tests and measurements or the equivalent, and two years of recent experience that would demonstrate proficiency in administering or monitoring assessment/testing sessions and records management techniques.

Knowledge

Knowledge of: methods of collecting and organizing data and information; statistical methods in assessment; assessment processes; educational programs and organizations; records management techniques; current office management practices including filing systems, letter and report writing; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job; public and human relations skills.

Abilities

Ability to: coordinate, plan and organize work, gather, analyze and interpret test results; learn, understand, apply, and communicate applicable laws, rules, regulations, procedures, and policies; maintain currency of information regarding assigned programs and tasks; prioritize tasks and do several tasks simultaneously; conduct assessment activities; understand and independently carry out oral and written instructions; compile and maintain accurate and complete records; gather, compile and assemble source data; efficiently prepare accurate reports and correspondence; accurately and efficiently use a variety of word processing, spreadsheet and/or database programs to create/produce letters, reports,

preadsheets and other documents as needed to fulfill the requirements of the job; learn and successfully use new software programs as required; use good judgment in recognizing the scope of authority as delegated; analyze situations and make decisions on procedural and detail matters without immediate supervision; train and provide work direction to student workers and temporary staff; communicate effectively in both oral and written form; use appropriate and correct English grammar, spelling, and punctuation; perform arithmetical calculations with speed and accuracy; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Light to moderate physical effort; occasional standing or walking; periodic handling of parcels up to 30 pounds. Indoor work environment.

Job Description/Title: Athletic & PE Equipment Specialist
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved:

MONTEREY PENINSULA COLLEGE

ATHLETIC & PHYSICAL EDUCATION EQUIPMENT SPECIALIST

JOB SUMMARY

Under general supervision, receive, issue, store, and maintain physical education and athletic equipment, supplies and apparel. Receive limited supervision within a broad framework of standard District policies and procedures. Responsible for maintaining the safety and proper fitting of athletic equipment for student athletes and physical education students. Responsible for the maintenance and control of the athletic and physical education equipment and supplies used in sports programs; store and repair equipment; operate laundry equipment.

EXAMPLES OF FUNCTIONS

Essential Functions

Maintain athletic and physical education equipment, supplies and apparel in a safe and sanitary condition; issue and receive equipment, supplies and apparel; prepare clothing, equipment and supplies for athletic events. Create and maintain meticulous records; follow-up on timely return of all items; place hold on student records for delinquent items.

Repair equipment per safety specifications using appropriate tools/machines; arrange for more substantial repairs.

Check and inventory equipment and supplies for competitive sports.

Oversee locker rooms and dressing areas to be sure rules and regulations are being followed; maintain locker room area in a clean and orderly condition; issue lockers; maintain master list of locker assignments and lock combinations; remove locks, clean, and change combinations from used/abandoned lockers.

Fit athletes with correct size for athletic clothing; fit athletes for protective equipment, i.e. helmets and shoulder pads, to maintain optimal safety for student athletes; inventory and determine condition of athletic clothing and equipment; use sewing machine to make minor repairs to apparel; maintain inventory of needed materials.

Arrange for annual safety certifications by vendors for protective equipment.

Assess the equipment needs of the Athletic and Physical Education departments, determine purchasing needs, make recommendations to Athletic Director and advocate for quality of purchases, act as liaison with equipment vendors, obtain quotes, generate purchase requisitions and finalize purchases.

Receive delivery of new equipment, supplies and apparel; verify with the original order; inspect for satisfactory condition; mark for identification.

Prepare and coordinate the preparation of inventory records; maintain inventory records and other records as required.

Issue towels; sort and process clothing and towels for laundering; operate laundry equipment; ensure that laundry is completed on a timely basis for all activities.

Maintain security of equipment in equipment room area.

Assist with equipment or event set-up for PE and athletic events as needed.

Assist with custodial duties in assigned areas and facilities.

Other Duties

Serve on college committees as assigned.

Direct student assistants as necessary

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. Graduation from high school and two years of experience in an athletic and/or physical education department with demonstrated knowledge of the specialized equipment and apparel requirements for a collegiate athletic or physical education program as well as skills and care in identifying proper and safe conditions.

Knowledge

Knowledge of: sports equipment, materials and equipment used in team and individual sports; safety standards and regulations; methods of cleaning, maintaining and repairing athletic uniforms and equipment; basic recordkeeping techniques; various types of athletic events; methods, supplies, tools, equipment, and procedures used in custodial work.

Abilities

Ability to: organize, schedule, distribute and maintain an athletic and physical education equipment and apparel inventory; identify unsafe or broken equipment; repair athletic equipment and apparel; maintain routine records including inventory; learn and enforce locker and dressing room rules and regulations; lift items in a safe manner; read and write at a level required for successful job performance; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate to heavy physical effort; occasional standing or walking; periodic handling of moderate weight parcels up to 50 pounds. Indoor/outdoor work environment; some exposure to environmental extremes.

Job Description/Title: Asst. Coordinator, Academic Support Center
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved:

MONTEREY PENINSULA COLLEGE

ASSISTANT COORDINATOR, ACADEMIC SUPPORT CENTER

JOB SUMMARY

Under general supervision, assist faculty coordinator with coordination and organization of the Academic Support Center; assist students in the acquisition and reinforcement of specific math skills by providing supplemental instruction and tutoring services. Recruit, evaluate, supervise and monitor tutors. Receive limited supervision within a broad framework of standard District policies and procedures. Perform varied instructional support services, in a classroom environment to meet the needs of small groups or individual students.

EXAMPLES OF FUNCTIONS

Essential Functions

Assist the faculty coordinator in coordination and oversight of the Academic Support Center; support, implement, monitor and assist in evaluation of operational procedures and activities of the Center; assist in the design and oversee production of informational materials regarding the Center, including the tutoring handbook.

Recruit, supervise, evaluate and direct the day to day activities of the tutors; advise tutors with respect to appropriate student management including subject matter and study skills; coordinate with other college staff and faculty to provide tutoring to best meet individual students' needs; interview, assess specific tutoring needs and place students requesting tutorial assistance; match abilities and skills of tutors to needs of individual students to maximize student success; collaborate with tutors and tutees to determine scheduling preferences; adjust tutoring schedules, subjects covered and other activities as necessary to provide optimal and efficient tutorial service to students.

Disseminate program information regarding services and promote services to faculty, administrators, students and others; research and respond to inquiries and complaints.

Coordinate communications between students and tutors, faculty and between the Academic Support Center and college departments; research and respond to complaints; refer students to counselors and other college services as needed.

Update and maintain the Academic Support Center webpage.

Plan, organize, and assume responsibility for small groups of students in math, in cooperation with and by assignment from the program supervisor. Provide supplemental instruction to individual and/or group tutoring in math; attend assigned math courses to establish relationships with students. Attend math classes to assist with classroom assignments when requested by math faculty.

Maintain currency on new and different training practices and tutoring techniques; implement as appropriate.

Maintain required records of student progress and review with program supervisor as needed.

Confer with supervisor and/or instructors concerning programs and materials to meet student needs.

Participate in meetings related to the needs of students in the Academic Support Center.

Collect and evaluate data regarding students' progress; provide feedback to supervisor and faculty.

Assist in performing related tasks such as writing letters, taking attendance, and correcting/grading tests.

Serve as a resource person to teachers; recommend appropriate materials for subject area; share knowledge of particular subject area; use web based programs and internet search skills as appropriate.

Select, requisition and maintain an inventory of instructional supplies and materials; set up work areas and prepare materials and equipment needed; arrange for and operate special classroom equipment as needed.

Administer tests or assist students with self administered assessments; confer with instructors and supervisor as requested.

Develop creative methods and teaching techniques within the suggested framework of the supervisor/ within guidelines of program.

Keep routine records of the business of the program.

Other Duties

Serve on college committees as assigned.

Perform other related duties as assigned.

Attend staff development and in-service training programs as appropriate.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills, and abilities listed herein. For example, completion of two years of college level course work in mathematics with demonstrated specific knowledge and skills, and two years of recent experience in an instructional/tutorial role at a community college. Completion of third semester calculus and differential equations is desirable.

Knowledge

Knowledge of: the content of and instructional materials for mathematics courses from basic arithmetic through second semester calculus; math anxiety; training methods, tutoring/learning theory, learning styles, learning disabilities, and successful tutoring techniques, basic functions and procedures associated with a classroom environment including learning, motivation and perceptions; instructional materials and objectives used at specific levels; application of curriculum as it applies to individual differences; basic needs and requirements of students in mathematics; methodology for individualized instruction; basic clerical skills; word processing, spreadsheet programs, web based learning programs and internet search skills as needed to fulfill requirements of the job.

Abilities

Ability to: successfully assist students in the acquisition and reinforcement of skills in mathematics; successfully train and oversee tutors; deal effectively with a wide variety of personalities and situations requiring diplomacy, tact, friendliness, poise and firmness; interpret, apply, and explain rules, regulations, policies and procedures; demonstrate an understanding, patient and receptive attitude toward student learning; demonstrate required skills associated with the tasks of the job in assigned subject area; perform clerical tasks; use efficiently various types of office and classroom equipment; use web based learning programs and internet skills as needed; learn and successfully use new software programs as required; use good judgment in recognizing the scope of authority as delegated; analyze situations and make decisions on procedural and detail matters; work independently with little supervision; maintain confidentiality; use appropriate and correct English spelling, grammar and punctuation; communicate satisfactorily in both oral and written form; use accurately and efficiently word processing and spreadsheet programs as needed; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Light to moderate physical effort; occasional standing or walking; periodic handling of lightweight parcels of up to 15 pounds Indoor work environment.

Job Description/Title: Information Technology Support Technician
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved:

MONTEREY PENINSULA COLLEGE

INFORMATION TECHNOLOGY SUPPORT TECHNICIAN

JOB SUMMARY

Under general direction respond to network, PC and Macintosh, user technical support requests. Receive limited supervision within a broad framework of standard policies and procedures. Provide computer hardware and software solutions for stand-alone and networked personal computers and Macintosh computers; ink jet and laser printers; perimeter network wiring; PC work stations, and associated equipment. Analyze, troubleshoot, and test systems to provide implementation support, software/hardware upgrades, maintenance, repair, and replacement, when needed. Provide assistance to faculty, staff and instructional laboratory technicians in the use of instructional computer laboratory facilities.

EXAMPLES OF FUNCTIONS

Essential Functions

Respond to requests regarding PC and Macintosh software and hardware, internet, Intranet, network (wired and wireless), POTS, IP telephone system and cell-phones, Motorola UHF and VHF systems, PDA, and printers.

Provide computer hardware and software solutions for stand-alone and networked computers within set guidelines and standards; update campus standard guidelines as needed.

Assist in the repair of computers, inkjet and laser printers, perimeter network wiring, computer work stations, smart class rooms and associated equipment.

Analyze, trouble-shoot, test, and implement software and systems. Upgrade, maintain, repair, and replace software and hardware as needed.

Manage the annual campus telecommunications system budget.

Install software to campus standards and help monitor anti-virus, anti-spam and inventory software.

Provide assistance to faculty and instructional lab technicians in the use of instructional computer laboratory facilities.

Educate users regarding virus, spam and hoax questions.

Establish and maintain end user support (security, consulting, documentation, and training) for supported software and hardware products.

Provide effective and timely resolution of assigned tasks; set up computer equipment and install supported software.

Perform preliminary diagnostic tests of software and hardware systems; gather and record appropriate data related to equipment testing.

Participate in and make recommendations for the design and implementation of new PC and network installations.

Coordinate work with the Network Engineer(s), instructional faculty, and laboratory assistants in troubleshooting perimeter wiring, patch panels, and network hubs connected to the campus network.

Assist the Network Engineers in managing the network system asset inventory database.

Facilitate cell-phone support and management of the cell-phone accounts. Support the Network Engineers with VOIP telephone maintenance and the repair of POTS; act as liaison between college staff and telephone vendors.

Evaluate and recommend hardware and software products for users.

Write memos, reports, and system configuration diagrams.

Other Duties

Assist the Help Desk and assist with Telephone System Management duties, as required.

Provide web application software and hardware training to staff and faculty.

When appropriate, modify hardware, replace various internal parts to correct problems or enhance performance or function.

Act under direction as a liaison between the college and various hardware and software vendors.

Serve on college committees as assigned

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training that would indicate possession of the required knowledge, skills and abilities listed herein. For example, completion of college coursework in computer skills, or a related field, or three years of recent experience troubleshooting and repairing PCs in a network-training environment; a college degree in computer science, business administration or related field is preferred.

Knowledge

Knowledge of: the current version of Windows and Mac software. A working knowledge of the basics of Windows, e-mail applications, network protocols and software, personal computers laptops and PDA's as well as a familiarity with internet based applications.

Abilities

Ability to: train and listen effectively; display expert and innovative use of concepts and principles as a computer generalist. Successfully apply specialized knowledge to practical applications; analyze PC system behavior; correctly interpret and resolve complex computer problems; communicate effectively in both oral and written form; adjust and learn new hardware implementations and software applications; establish and maintain effective work relationships with those contacted in the performance of certain duties; demonstrate an understanding of, sensitivity to, and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort; occasional standing or walking; periodic handling of moderate to heavy weight equipment or supplies up to 50 lbs. Primarily indoor work environment.

Certificates or License(s) Desired: A+ Certification and Network+ or equivalent.

Job Description/Title: Library Circulation Desk Coordinator
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved:

MONTEREY PENINSULA COLLEGE

LIBRARY CIRCULATION DESK COORDINATOR

JOB SUMMARY

Under general direction, perform a variety of complex duties associated with library operations. Receive supervision within a broad framework of standard policies and procedures. Coordinate and supervise circulation desk activities and serve as lead worker and primary source of information; modify policies and procedures as warranted; perform duties associated with receiving and processing library reserve materials; perform circulation desk activities. Resolve problems with regard to interpretation and application of policies, rules and regulations regarding access to collection and use of library materials.

EXAMPLES OF FUNCTIONS

Essential Functions

Plan, oversee, monitor and coordinate circulation desk operations, direct circulation desk activities within established guidelines; ensure adequate coverage; provide and ensure quality customer service.

Create, modify and update circulation desk policy and services as warranted by changing circumstances; inform library staff, faculty and staff of circulation policy and changes; maintain current procedures manuals.

Train staff and function as lead worker for circulation desk; schedule staff coverage and breaks; prioritize tasks and monitor to ensure completion; resolve conflicts; refer unresolved complaints to higher level staff.

Interpret policies, rules, and regulations regarding access to collection and use of materials; inform library staff of policy problems; determine library privileges by verifying individual user status.

Resolve problems/answer questions/explain, clarify existing policies concerning late fees/bills for lost materials; make final determination on fines, coordinate blocking/unblocking of student records with registrar for fines/fees; process overdue notices/monthly fines/fees; collect fines/fees.

Assist in resolution of library system software by researching problems and recommending solutions; consult and discuss with technology team and other libraries to expedite problem solving.

Determine library privileges; resolve issues regarding library privileges such as forgiving fines, settling disputes and determining residency; edit library patron records as needed; issue library cards.

Receive, catalog/process all incoming reserve library materials from faculty members/staff; update various collections/database lists to maintain up-to-date collections and records, coordinating with faculty and others as appropriate. Serve as communication liaison to faculty regarding reserve policies, materials and resolution of issues.

Check library materials in/out.

Train, monitor and supervise student workers on circulation desk duties.

Help patrons with questions/directions; serve as source of library policies.

Produce letters, memos, and reports as necessary.

Assist library users in locating and using materials and machines to obtain appropriate information, perform circulation desk activities.

Respond/provide assistance to inquiries from students, special patrons, faculty/staff regarding the reserve and general collections.

Maintain currency with new library technologies such as on-line search engines and college library software programs

Obtain book replacement costs using electronic sources such as the Books in Print Plus database; bill patrons for lost materials.

Maintain academic related information which may include, but is not limited to: grant and workshop information, scholarships, contracts, facility plans, accreditation reports and other material, as required, in up-to-date status.

Develop forms, filing systems/other procedures for materials processing/retrieval.

Maintain statistics; produce documents/reports for state agencies and others using appropriate spreadsheet/database/word processing software as needed.

Schedule rooms through Office Tracker system.

Other Duties

Assists with troubleshooting/servicing the library copiers, copy card dispenser, receipt printers, bindery equipment and other media equipment which may include keeping paper stocked in printers, installing new ink cartridges, etc.

Maintain a clean and orderly library environment.

Perform other duties related to the business of the department as assigned by head of department/program.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example, some college level courses in library science and experience in library work using current library technologies/library software programs or a related field.

Knowledge

Knowledge of: basic library principles, materials and procedures; current library technologies/library database search software programs; current office methods and practices; principles and methods of ordering books, supplies and equipment; library filing and indexing; circulation and reference sources, Library of Congress classification system; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: perform general library duties including library operations, efficiently use an online library system and Library of Congress classification system; learn and efficiently use current/new library technologies/library software programs as required to fulfill the duties of the job; interact effectively with the public/students/staff/faculty, in situations requiring diplomacy, tact, friendliness, poise and firmness; prioritize tasks and do several tasks simultaneously; operate a variety of office machines; use word processing/database/spreadsheet software accurately and efficiently as needed; learn and successfully use new software programs as needed to fulfill the requirements of the job; use good judgment in recognizing the scope of authority as delegated; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; communicate effectively in both oral and written form; establish and

maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort which may include frequent standing, walking, lifting and occasional climbing, crawling or stooping; handling of medium weight tools and materials up to 35 pounds. Indoor work environment.

Job Description/Title: Library Specialist - Interlibrary Loans, Periodicals & Circulation Desk
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved:

MONTEREY PENINSULA COLLEGE

LIBRARY SPECIALIST - Interlibrary Loans, Periodicals & Circulation Desk

JOB SUMMARY

Under general direction, provide complex and technical duties involving interlibrary loans and periodicals. Perform variety of duties associated with circulation desk activities. Interpret/apply policies, rules, and regulations regarding access to collection and use of library materials. Receive supervision within a broad framework of standard policies and procedures.

EXAMPLES OF FUNCTIONS

Essential Functions

Interpret policies, rules, and regulations regarding access to collection and use of materials; inform library staff of policy problems/modifications; determine library privileges by verifying individual user status.

Assist library users in locating and using materials and machines to obtain appropriate information, perform circulation desk activities.

Produce letters, memos, and reports as necessary

Maintain currency with new library technologies such as on-line search engines and library software programs.

Edit library patron records as needed.

INTERLIBRARY LOANS

Organize and coordinate interlibrary loan program through appropriate databases; serve as main source of information for interlibrary loans.

Analyze and determine appropriate interlibrary lending sources for requests; process interlibrary requests by using various online catalogs and software; search local electronic catalogues to locate materials for faculty/staff/students; search world wide database (OCLC) for out of system interlibrary loan requests. Receive and process interlibrary loan requests; submit requests to interlibrary loan interface; retrieve books and materials and send or hold as appropriate; monitor and follow up on overdue materials; notify reciprocal libraries of delinquencies and to renew checkouts. Communicate status of requests with patrons.

Assess, bill and issue payment for overdue loan materials.

Maintain record of searches/completed requests; monthly interlibrary loan reports; daily statistics of requests.

Ensure compliance with copyright law as it pertains to interlibrary loans; explain copyright parameters to faculty as needed.

Serve as liaison with other libraries/attend meetings at other libraries to set cooperative policies for information sharing and lending of materials.

Develop and maintain interlibrary loan procedures manual; document and report problem areas and draft procedure statements to recommend appropriate changes; serve as source of information to other library employees.

PERIODICALS

Receive/enter periodicals through Voyager acquisitions system.

Claim missing back issues through Ebscohost database.

Update master periodicals list database/paper format; weed periodicals; send back issues to bindery as needed.

Process title/publication changes through Voyager acquisitions system.

Maintain/update Faculty/Staff information center.

Keep statistics.

Receive, process and prepare all periodicals and standing orders for use; update lists to maintain up-to-date periodical collections and records.

CIRCULATION DESK

Check library materials in/out.

Collect fines and fees; operate cash register.

Answer phones, take in fines; help patrons with questions/directions; serve as source of library policies.

Schedule rooms through Office Tracker system.

Issue Library cards following Library rules, edits patrons.

Assist circulation desk employees with circulation procedures, providing assistance and answering questions as needed; train/monitor student assistants.

Respond to inquiries from students, faculty and staff regarding the various collections.

Maintain academic related information which may include: grant and workshop information, Senate Minutes and other material as required in up-to-date status.

Maintain records of requests/searches; maintain statistics/produce documents/reports using appropriate spreadsheet/database/word processing software as needed.

Other Duties

Maintain a clean and orderly library environment.

Assist with servicing the library machines which may include keeping paper stocked in printers, installing new ink cartridges, etc.

Perform other duties related to the business of the department as assigned by department/program head.

Design and assemble displays to coordinate with electronic web displays.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example at least two years of level courses in library science and two years of experience in library work using current library technologies/library software programs.

Knowledge

Knowledge of: basic library principles, materials and procedures, including interlibrary loans; current library technologies/library database search software programs; current office methods and practices; principles and methods of ordering books, supplies and equipment; library filing and indexing; circulation and reference sources, Library of Congress classification system; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: perform general library duties including library operations, efficiently use an online library system and Library of Congress classification system; quickly learn and apply specialized processes and regulations related to interlibrary loans and periodicals; learn and efficiently use current/new library technologies/library software programs as required to fulfill the duties of the job; interact effectively with the public/students/staff/faculty, in situations requiring diplomacy, tact, friendliness, poise and firmness; prioritize tasks and do several tasks simultaneously; operate a variety of office machines; use word processing/database/spreadsheet software accurately and efficiently as needed; learn and successfully use new software programs as needed to fulfill the requirements of the job; use good judgment in recognizing the scope of authority as delegated; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; communicate effectively in both oral and written form; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort which may include frequent standing, walking, lifting and occasional climbing, crawling or stooping; handling of medium weight tools and materials up to 35 pounds. Indoor work environment.

Job Description/Title: MATRICULATION SERVICES SPECIALIST, Sr.
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved: 6/24/08

MONTEREY PENINSULA COLLEGE

MATRICULATION SERVICES SPECIALIST, SENIOR

JOB SUMMARY

Under general supervision, provide information and assistance for students not requiring the services of a counselor; serve as college representative and source of information on veterans' programs and benefits. Receive limited supervision within a broad framework of standard policies and procedures. Provide information and assistance to veterans; advise students regarding eligibility for and availability of programs; assist in the continued development and implementation of the programs and activities related to the required components of Matriculation, which include admissions, orientation, assessment, counseling/advisement, follow-up, and research and evaluation.

EXAMPLES OF FUNCTIONS

Essential Functions

Provide information and assistance to students regarding transfer requirements, graduation requirements, Veteran qualifications, and other selected major requirements.

Serve as Veterans' representative; receive and respond to inquiries and requests from veterans and their dependents regarding available programs and benefits; inform veterans of their rights and program benefits; assist veterans in obtaining VA benefits; provide veteran assistance outreach to off-campus centers, local agencies and the public; maintain currency of knowledge of available programs and requirements; consult with counselors on Veteran's Administration Educational Plans; collaborate with other offices to complete required paperwork and communicate eligibility.

Assist students in understanding and applying information contained in the course catalogue.

Produce reports, records, and warrants in an accurate and timely manner using a variety of software programs as needed.

Assist in design and preparation of operational programs and program documentation.

Initiate and prepare a variety of matriculation materials.

Organize and conduct on-line and in-class orientation sessions for new matriculating students.

Serve as a member of appropriate matriculation committee and attends counseling meetings.

Assist in the development and updating of the new student handbook, the counseling handbook, the student matriculation brochure or letter and the orientation information on the MPC website.

Assist Assessment Specialist with conducting test in local high schools. Conduct orientation, if requested, at local high schools.

Monitor new students for completion of orientation program; communicate with students regarding need to complete this step.

Coordinate and facilitate campus tours for groups and individuals.

Coordinate events to promote registration and/or provide information as needed; collaborate with other offices/departments as needed to plan for events and provide information for publicity; assist other departments with planning and implementation of student events as assigned.

Assist in the completion of matriculation reports.

Assist the counselor/researcher in matriculation research.

Assist Assessment Specialist in the organization and facilitation of new student assessments.

Attend conferences and represent MPC at regional and state meetings as assigned.

Other Duties

Perform other related duties as assigned.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education and/or experience which would demonstrate the possession of the knowledge and abilities listed herein. For example, completion of approximately two years of college level course work or the equivalent in business administration, liberal arts, counseling and office systems, and two years of recent office experience including one year of experience in counseling office functions or the equivalent.

Knowledge

Knowledge of: basic college level counseling and guidance functions; Veterans Administration benefits and programs; general community college curriculum; research design and methods of data collection; current office methods and practices; word processing and spreadsheet programs; mathematical computations; human and public relations techniques.

Abilities

Ability to: read and assimilate educational materials; learn, understand, apply, and communicate applicable laws, rules, regulations, procedures, and policies; maintain currency of information regarding assigned programs and tasks; prioritize tasks and do several tasks simultaneously; work closely with academic staff to accomplish goals of matriculation; understand and independently carry out oral and written instructions; plan and organize work; exercise discretion in the conduct of job duties; use appropriate and correct English spelling, grammar and punctuation; accurately perform arithmetical calculations; use a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job; learn and successfully use new software programs as required to fulfill the requirements of the job; operate a variety of standard office equipment; communicate effectively in oral and written form; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus. .

PHYSICAL EFFORT/WORK ENVIRONMENT: Light to moderate physical effort; occasional standing or walking; periodic handling of moderate weight computer supplies up to 15 pounds. Indoor work environment.

Job Description/Title: Purchasing Coordinator
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4/2010
Board Approved:

MONTEREY PENINSULA COLLEGE

PURCHASING COORDINATOR

JOB SUMMARY

Under general direction, perform responsible complex and technical duties associated with the procurement of supplies, services and repairs for the college. Receive limited supervision within a broad framework of standard policies and procedures. Perform and be responsible for all district purchasing functions including preparing specifications and bids; responding to inquiries; exercising good judgment and problem solving skills related to the college's purchasing policies, District compliance with legal requirements, and accompanying record keeping procedures.

EXAMPLES OF FUNCTIONS

Essential Functions

Perform specialized and technical duties with regards to ordering materials, supplies and equipment; negotiate prices by verbal and written quotations; determine best sources, including availability and delivery information.

Prepare maintenance and service agreements.

Receive and review purchase requisitions; discuss with appropriate staff; ensure compliance with established District specifications in areas such as computer technology and ergonomics. Assist staff with purchasing decisions by serving as a source of information; establish and maintain cooperative working relationships with purchasers.

Prepare, approve and distribute purchase orders for amounts authorized by the District; work with vendors and departmental staff to resolve purchasing discrepancies.

Prepare and develop requests for proposals, requests for qualifications, formal bid specifications and terms and conditions; analyze terms and conditions of bids, evaluate merit of bids, recommend award of bids, and ensure competitiveness of bidding processes; maintain overall compliance with legal requirements such as Education Code and Government Code including advertising, confidentiality, opening and maintaining of all documents.

Maintain vendor profiles and vendor lists, catalogs, brochures and various purchasing files; meet with vendors to view product demonstrations; evaluate products and services and advise vendors of the District's acceptance or rejection.

Monitor contracts, offers and purchasing opportunities available to the College.

Develop policies related to purchasing; analyze needs and propose innovations for District-wide procurement and distribution processes update and refine purchasing procedures, keeping the purchasing handbook up-to-date with the latest changes for the purchasing and ordering of supplies and equipment; review purchasing procedures and specifications with responsible district personnel and committees; provide training for District-wide staff as needed.

Coordinate the selection of standardized items such as furnishings, supplies and equipment ensuring input from appropriate stakeholders through consultation with divisions, departments and individuals.

Maintain currency in and ensure on-going compliance with legal requirements relating to purchasing, contracting, bidding processes and related functions.

Coordinate the District wide CalCard program.

Monitor State of California mandated labor compliance program.

Maintain vehicle inventory, ownership certificates, yearly registrations, insurance and perform related duties.

Manage the District's fixed asset inventory program, including determining appropriate equipment and items to be included, assigning inventory numbers, and disposing of obsolete materials in accordance with Board policy and Education Code.

Control the record repository for bids, purchase orders, purchase requisitions, MSDS sheets, contractors insurance papers, vehicle registration and labor compliance records. Establish and maintain material safety data sheets and distribute copies of MSDS to proper departments.

Other Duties

Perform other related duties as assigned.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience, and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example, completion of AA degree in business administration or related fields, and three years of increasingly responsible experience in purchasing and inventory.

Knowledge

Knowledge of: basic principles, methods and practices of purchasing and inventory control; accounts payable and receivable; sources of supply, materials, and equipment vendors; state and federal laws regarding the purchase of supplies, materials and equipment for educational entities; various software programs as needed to full requirements of the job; rules and regulations regarding materials safety data; office management techniques.

Ability

Ability to: perform technical and clerical functions; coordinate, plan and organize work accurately and efficiently; use word processing and spreadsheet software programs to produce reports, lists and information as required; learn and successfully use new software programs as required to fulfill the requirements of the job; maintain database and hard copy files; understand and independently carry out oral and written instructions; make independent decisions within scope of responsibility and authority; communicate effectively in both oral and written form; operate a variety of office equipment; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

Physical Effort/Work Environment

Light to moderate physical effort, which will include occasional standing or walking, kneeling, bending, stooping; periodic handling of light to moderate equipment and supplies up to 15 pounds; use of medium weight tools and materials. Indoor/outdoor work environment.

Job Description/Title: Unit Office Manager, EOPS CARE
Approved, Bargaining Unit President: Reclassification Committee 4/10
Approved, MPC Associate Dean, Human Resources: 4//2010
Board Approved:

MONTEREY PENINSULA COLLEGE

UNIT OFFICE MANAGER, EOPS/CARE

Job Summary

Under general direction, perform a wide variety of complex and responsible support and technical activities related to the responsibilities of Extended Opportunity Programs and Services (EOPS) and CARE. Receive minimal supervision and make routine decisions within a broad framework of standard policies and procedures. Coordinate the unit's activities, perform office management duties; exercise good judgment and problem solving skills in the application and execution of the unit's decisions and procedures; explain college policies, procedures, standards and requirements; establish and maintain good public relations with staff, students, and the community at large.

EXAMPLES OF FUNCTIONS

Essential Functions

Essential Functions may include, but are not limited to the following:

Provide complex and routine office, technical, and administrative detail work for the EOPS Coordinator/supervisor, faculty and staff which may include but is not limited to: production of reports and documents, including statistical reports, flyers, mailing lists, posters, manuals, letters, memos, minutes, and other items using a variety of computer software and office equipment. Word process tests, quizzes, and course syllabi as requested. Set up and maintain electronic and hardcopy files of unit documents including curriculum.

Process administrative detail not requiring the immediate attention of the supervisor and initiate projects as needed; assist supervisor with special projects as assigned. Coordinate and implement a variety of programs and services both on and off campus that are specific to the business of the unit, including the book voucher program, meetings, conferences, grants and program review; interact directly with Student Financial Services, the Bookstore and Fiscal Services. Maintain, monitor and review a variety of data for completion and conformance with established regulations and procedures. Prepare/edit material for inclusion in the college catalog, including new courses and changes; proof for accuracy.

Participate in the collection of documentation for EOPS/CARE eligibility; responsible for accurate and timely data entry of student information into internal and institutional databases; assist in the maintenance of MIS reports and internal tracking database for EOPS and CARE; produce reports as required.

Serve as a source of information regarding the policies and procedures of Monterey Peninsula College and the EOPS / CARE office and how they are applied. Interpret and explain state regulations from the Chancellor's Office for both EOPS and CARE. Serve as liaison with administrative offices, on and off campus organizations, and students. Assist students as needed with program/eligibility questions and refer to appropriate sources of information for further assistance.

Coordinate assignment of classroom use; post instructor/staff absences; post notices of room usage, including changes and cancellations; coordinate key distribution.

Assist in the development of EOPS, TRIO and other assigned budgets, including but not limited to instructional supplies, equipment repair, purchasing, maintenance agreements, student help, and classified employees. Monitor and maintain budgets through internal tracking database; review and monitor Fiscal Services activity reports; provide budget management assistance as needed. Manage office budget.

Coordinate TRIO/CALWORKS/EOPS schedule building process which may include but is not limited to: coordinating course offerings with the supervisor, reviewing information submitted for accuracy; preparing the course schedule for input into the management information system; entering and updating semester's courses; proofing and editing the final publication copy; monitoring and updating semester's courses as needed throughout the semester.

Enter information into the Management Information System (MIS) to produce adjunct faculty and full-time faculty overload notices of employment; calculate teachers' load units (TLU's); prepare load history records, calculate assignments to ensure that assignments do not exceed a 67% load. Initiate notices of employment and other required forms for department personnel; enter information into management information system as required; maintain confidential information and internal files; reconcile discrepancies.

Plan, coordinate and implement social and cultural enrichment activities for students as assigned.

Coordinate and assist faculty with the textbook ordering process; liaison with bookstore and publishers. Coordinate the process of students' evaluation of faculty.

Maintain a supply of commonly used office/instructional supplies; oversee equipment repair and maintenance agreements.

Facilitate mail/package/printshop service to the library.

Other Duties

Perform other related duties as assigned.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training that would indicate possession of the required knowledge, skills and abilities listed herein. For example: completion of approximately two years of college level course work, or the equivalent, in office administration or a related field, and three years of administrative experience providing advanced knowledge and skills in current and efficient office procedures and techniques.

Knowledge

Knowledge of: general functions, policies, rules and regulations of a complex organization such as a community college; budget processes, current office methods and practices including filing systems, receptionist and telephone techniques; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: understand and independently carry out oral and written instructions; prioritize tasks and do several tasks simultaneously; accurately and efficiently use a variety of word processing, spreadsheet and/or database programs to create/produce letters, reports, spreadsheets and other documents as needed to fulfill the requirements of the job; learn and successfully use new software programs as required to fulfill the requirements of the job; use appropriate and correct English spelling, grammar, and punctuation; perform arithmetical calculations with speed and accuracy; learn and successfully apply current/new office policies and procedures; analyze situations and make decisions on procedural matters without immediate supervision; communicate effectively in both oral and written form; efficiently use a variety of office equipment as needed to fulfill the needs of the job; maintain security and confidentiality of records and information; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

Physical Effort/Work Environment:

Light to moderate physical effort; occasional standing and walking; periodic handling of lightweight parcels of up to 15 pounds. Indoor work environment.

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. P

Human Resources
College Area

Proposal: That the Governing Board approve the updated 2010/2011 salary schedule for classified employees.

Background: The adjustments to salary schedule placements of classified positions through recent reorganizations and reclassifications necessitate revisions to the classified salary schedule.

Budgetary Implications: Included in budget.

RESOLUTION: BE IT RESOLVED, that Board of Trustees approve the 2010/2011 salary schedule for classified employees as presented, effective July 1, 2010.

Recommended By: Joe Bissell, Vice President for Administrative Services

Prepared By: Barbara Lee, Associate Dean of Human Resources

Agenda Approval: Dr. Doug Garrison, Superintendent/President

**MONTEREY PENINSULA COLLEGE
2010-2011 SALARY SCHEDULE**

	A	B	C	D	E	F
Academic Curriculum, Scheduling & Catalog Technician	\$3,218	\$3,381	\$3,550	\$3,729	\$3,917	\$4,115
	\$18.57	\$19.51	\$20.48	\$21.51	\$22.60	\$23.74
Accommodations Specialist	\$2,761	\$2,901	\$3,046	\$3,201	\$3,361	\$3,530
	\$15.93	\$16.74	\$17.57	\$18.47	\$19.39	\$20.37
Accounting Specialist	\$2,720	\$2,858	\$3,001	\$3,153	\$3,310	\$3,478
	\$15.69	\$16.49	\$17.31	\$18.19	\$19.10	\$20.07
Administrative Assistant I	\$2,417	\$2,539	\$2,668	\$2,802	\$2,945	\$3,094
	\$13.95	\$14.65	\$15.39	\$16.17	\$16.99	\$17.85
Administrative Assistant II	\$2,668	\$2,802	\$2,945	\$3,094	\$3,251	\$3,415
	\$15.39	\$16.17	\$16.99	\$17.85	\$18.76	\$19.70
Administrative Assistant II- CDC	\$2,804	\$2,945	\$3,093	\$3,249	\$3,412	\$3,584
	\$16.18	\$16.99	\$17.84	\$18.74	\$19.68	\$20.68
Administrative Assistant III	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Administrative Assistant IV- VP Academic Affairs	\$3,444	\$3,618	\$3,800	\$3,992	\$4,193	\$4,405
	\$19.87	\$20.87	\$21.92	\$23.03	\$24.19	\$25.41
Administrative Assistant IV- VP Student Services	\$3,444	\$3,618	\$3,800	\$3,992	\$4,193	\$4,405
	\$19.87	\$20.87	\$21.92	\$23.03	\$24.19	\$25.41
Admissions & Records Specialist	\$2,542	\$2,670	\$2,805	\$2,946	\$3,094	\$3,250
	\$14.67	\$15.40	\$16.18	\$17.00	\$17.85	\$18.75
Art Gallery Specialist	\$2,848	\$2,990	\$3,141	\$3,298	\$3,465	\$3,642
	\$16.43	\$17.25	\$18.12	\$19.03	\$19.99	\$21.01
Art Studio Specialist	\$2,874	\$3,019	\$3,172	\$3,331	\$3,500	\$3,676
	\$16.58	\$17.42	\$18.30	\$19.22	\$20.19	\$21.21
Assessment Specialist	\$2,798	\$2,940	\$3,088	\$3,244	\$3,407	\$3,579
	\$16.14	\$16.96	\$17.82	\$18.72	\$19.66	\$20.65
Assistant Coordinator, Academic Support Center	\$2,921	\$3,069	\$3,224	\$3,387	\$3,559	\$3,739
	\$16.85	\$17.71	\$18.60	\$19.54	\$20.53	\$21.57
Athletic Trainer	\$3,780	\$3,971	\$4,171	\$4,381	\$4,602	\$4,834
	\$21.81	\$22.91	\$24.06	\$25.28	\$26.55	\$27.89
Athletics & PE Equipment Specialist	\$2,370	\$2,490	\$2,615	\$2,747	\$2,886	\$3,031
	\$13.67	\$14.37	\$15.09	\$15.85	\$16.65	\$17.49
Attendance Accounting Specialist	\$3,122	\$3,279	\$3,444	\$3,617	\$3,799	\$3,991
	\$18.01	\$18.92	\$19.87	\$20.87	\$21.92	\$23.03
Campus Security Officer	\$2,382	\$2,502	\$2,628	\$2,760	\$2,901	\$3,046
	\$13.74	\$14.43	\$15.16	\$15.92	\$16.74	\$17.57
Career/Transfer Resource Coordinator	\$3,017	\$3,171	\$3,330	\$3,497	\$3,674	\$3,858
	\$17.41	\$18.29	\$19.21	\$20.18	\$21.20	\$22.26
Categorical Services Coordinator	\$2,932	\$3,080	\$3,234	\$3,398	\$3,569	\$3,749
	\$16.92	\$17.77	\$18.66	\$19.60	\$20.59	\$21.63

**MONTEREY PENINSULA COLLEGE
2010-2011 SALARY SCHEDULE**

	A	B	C	D	E	F
Ceramics Studio Specialist	\$2,382	\$2,503	\$2,628	\$2,759	\$2,900	\$3,045
	\$13.74	\$14.44	\$15.16	\$15.92	\$16.73	\$17.57
Child Development Specialist	\$3,017	\$3,171	\$3,330	\$3,497	\$3,674	\$3,858
	\$17.41	\$18.29	\$19.21	\$20.18	\$21.19	\$22.26
Child Development Specialist, Senior	\$3,170	\$3,330	\$3,497	\$3,673	\$3,858	\$4,053
	\$18.29	\$19.21	\$20.18	\$21.19	\$22.26	\$23.38
College Receptionist/Dispatcher	\$2,417	\$2,539	\$2,668	\$2,945	\$2,945	\$3,094
	\$13.94	\$14.65	\$15.39	\$16.99	\$16.99	\$17.85
Coordinator-Instructional Contracts/ Administrative Assistant III/ Unit Office Manager, Facilities	\$3,075	\$3,231	\$3,394	\$3,565	\$3,745	\$3,934
	\$17.74	\$18.64	\$19.58	\$20.57	\$21.61	\$22.70
Custodian	\$2,346	\$2,465	\$2,588	\$2,720	\$2,857	\$3,000
	\$13.53	\$14.22	\$14.93	\$15.69	\$16.48	\$17.31
Custodian/Pool Operator	\$2,467	\$2,590	\$2,721	\$2,859	\$3,002	\$3,154
	\$14.23	\$14.94	\$15.70	\$16.49	\$17.32	\$18.20
Custodian-Lead	\$2,467	\$2,590	\$2,721	\$2,859	\$3,002	\$3,154
	\$14.23	\$14.94	\$15.70	\$16.49	\$17.32	\$18.20
Division Office Manager	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Fire Academy Assistant	\$2,668	\$2,802	\$2,945	\$3,094	\$3,251	\$3,415
	\$15.39	\$16.17	\$16.99	\$17.85	\$18.76	\$19.70
Food Preparer	\$2,418	\$2,539	\$2,668	\$2,803	\$2,945	\$3,094
	\$13.95	\$14.65	\$15.39	\$16.17	\$16.99	\$17.85
Groundskeeper	\$2,467	\$2,590	\$2,721	\$2,859	\$3,002	\$3,154
	\$14.23	\$14.94	\$15.70	\$16.49	\$17.32	\$18.20
Health Services Specialist	\$2,873	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677
	\$16.58	\$17.41	\$18.29	\$19.22	\$20.19	\$21.21
Information Systems Specialist	\$3,393	\$3,565	\$3,744	\$3,932	\$4,131	\$4,339
	\$19.58	\$20.57	\$21.60	\$22.69	\$23.83	\$25.03
Information Technology Support Technician	\$3,562	\$3,741	\$3,930	\$4,128	\$4,335	\$4,554
	\$20.55	\$21.58	\$22.67	\$23.82	\$25.01	\$26.27
Inst Specialist-Theater-Master Carpenter	\$3,159	\$3,320	\$3,487	\$3,662	\$3,847	\$4,041
	\$18.23	\$19.15	\$20.12	\$21.13	\$22.19	\$23.31
Inst Specialist-Theater-Master Electrician	\$3,159	\$3,320	\$3,487	\$3,662	\$3,847	\$4,041
	\$18.23	\$19.15	\$20.12	\$21.13	\$22.19	\$23.31
Instructional Specialist (Formerly Instructional Asst. II)	\$2,704	\$2,839	\$2,985	\$3,134	\$3,292	\$3,456
	\$15.60	\$16.38	\$17.22	\$18.08	\$18.99	\$19.94
Instructional Specialist	\$2,874	\$3,019	\$3,172	\$3,331	\$3,500	\$3,676
	\$16.58	\$17.42	\$18.30	\$19.22	\$20.19	\$21.21
Instructional Technology Specialist	\$3,444	\$3,618	\$3,800	\$3,992	\$4,193	\$4,405
	\$19.87	\$20.87	\$21.93	\$23.03	\$24.19	\$25.41

**MONTEREY PENINSULA COLLEGE
2010-2011 SALARY SCHEDULE**

	A	B	C	D	E	F
Job Center Coordinator	\$2,873	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677
	\$16.58	\$17.41	\$18.29	\$19.22	\$20.19	\$21.21
Lab Specialist I	\$2,874	\$3,019	\$3,172	\$3,331	\$3,500	\$3,676
	\$16.58	\$17.42	\$18.30	\$19.22	\$20.19	\$21.21
Lab Specialist II	\$3,017	\$3,171	\$3,330	\$3,497	\$3,674	\$3,858
	\$17.41	\$18.29	\$19.21	\$20.18	\$21.20	\$22.26
Library Circulation Desk Coordinator	\$2,875	\$3,020	\$3,172	\$3,333	\$3,500	\$3,677
	\$16.59	\$17.42	\$18.30	\$19.23	\$20.19	\$21.21
Library Operations Coordinator	\$3,479	\$3,656	\$3,840	\$4,033	\$4,236	\$4,450
	\$20.07	\$21.09	\$22.15	\$23.27	\$24.44	\$25.67
Library Specialist-Circulation Desk	\$2,603	\$2,735	\$2,873	\$3,019	\$3,171	\$3,331
	\$15.01	\$15.77	\$16.58	\$17.42	\$18.30	\$19.22
Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk	\$2,647	\$2,781	\$2,921	\$3,069	\$3,224	\$3,387
	\$22.01	\$23.01	\$24.01	\$25.01	\$26.01	\$27.01
Library Specialist-Technical Services	\$2,936	\$3,085	\$3,239	\$3,403	\$3,574	\$3,754
	\$16.94	\$17.80	\$18.69	\$19.63	\$20.62	\$21.66
Library Systems Technology Coordinator	\$3,662	\$3,847	\$4,041	\$4,245	\$4,459	\$4,684
	\$21.13	\$22.19	\$23.31	\$24.49	\$25.73	\$27.02
Maintenance Specialist	\$3,218	\$3,381	\$3,550	\$3,729	\$3,917	\$4,115
	\$18.57	\$19.51	\$20.48	\$21.51	\$22.60	\$23.74
Matriculation Services Specialist	\$2,504	\$2,630	\$2,762	\$2,902	\$3,048	\$3,202
	\$14.45	\$15.17	\$15.93	\$16.74	\$17.58	\$18.47
Matriculation Services Specialist, Senior	\$2,713	\$2,850	\$2,995	\$3,146	\$3,306	\$3,473
	\$15.65	\$16.44	\$17.28	\$18.15	\$19.07	\$20.04
Matriculation/Articulation Technician	\$3,841	\$4,035	\$4,238	\$4,452	\$4,676	\$4,912
	\$22.16	\$23.28	\$24.45	\$25.69	\$26.98	\$28.34
Media Technician-Audio/Visual	\$2,873	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677
	\$16.58	\$17.42	\$18.30	\$19.22	\$20.19	\$21.21
Network Engineer	\$4,456	\$4,679	\$4,916	\$5,163	\$5,424	\$5,697
	\$25.71	\$26.99	\$28.36	\$29.79	\$31.29	\$32.87
Payroll Analyst	\$3,122	\$3,279	\$3,444	\$3,617	\$3,799	\$3,991
	\$18.01	\$18.92	\$19.87	\$20.87	\$21.92	\$23.03
Police Academy Assistant	\$2,668	\$2,802	\$2,945	\$3,094	\$3,251	\$3,415
	\$15.39	\$16.17	\$16.99	\$17.85	\$18.76	\$19.70
Program Coordinator-Business Skills Center	\$3,261	\$3,427	\$3,599	\$3,780	\$3,971	\$4,171
	\$18.81	\$19.77	\$20.76	\$21.81	\$22.91	\$24.06
Program Coordinator- International Student Program	\$3,180	\$3,340	\$3,508	\$3,685	\$3,871	\$4,066
	\$18.35	\$19.27	\$20.24	\$21.26	\$22.33	\$23.46
Program Coordinator-Older Adult/ Administrative Assistant III	\$3,331	\$3,500	\$3,677	\$3,863	\$4,059	\$4,265
	\$19.22	\$20.19	\$21.21	\$22.29	\$23.42	\$24.61

**MONTEREY PENINSULA COLLEGE
2010-2011 SALARY SCHEDULE**

	A	B	C	D	E	F
Program Coordinator-Reading Center	\$3,657	\$3,843	\$4,037	\$4,239	\$4,454	\$4,678
	\$21.10	\$22.17	\$23.29	\$24.46	\$25.70	\$26.99
Programmer Analyst	\$4,259	\$4,473	\$4,698	\$4,935	\$5,184	\$5,445
	\$24.57	\$25.81	\$27.10	\$28.47	\$29.91	\$31.41
Public Relations/Publication Production Specialist	\$2,983	\$3,133	\$3,290	\$3,456	\$3,629	\$3,813
	\$17.21	\$18.08	\$18.98	\$19.94	\$20.94	\$22.00
Public Information/ Graphics and Publications Production Specialist	\$3,255	\$3,420	\$3,592	\$3,773	\$3,964	\$4,164
	\$18.78	\$19.73	\$20.72	\$21.77	\$22.87	\$24.02
Purchasing Agent	\$3,417	\$3,590	\$3,771	\$3,962	\$4,163	\$4,374
	\$19.71	\$20.71	\$21.76	\$22.86	\$24.02	\$25.24
Records Evaluator	\$2,847	\$2,990	\$3,141	\$3,299	\$3,464	\$3,640
	\$16.43	\$17.25	\$18.12	\$19.03	\$19.98	\$21.00
Re-Entry & Multicultural Resource Center Coordinator	\$3,261	\$3,427	\$3,599	\$3,780	\$3,971	\$4,171
	\$18.81	\$19.77	\$20.76	\$21.81	\$22.91	\$24.06
Re-Entry Counseling Services Specialist	\$2,788	\$2,929	\$3,076	\$3,232	\$3,396	\$3,566
	\$17.41	\$18.29	\$19.21	\$20.18	\$21.19	\$22.26
Reprographics Technician	\$2,668	\$2,802	\$2,945	\$3,094	\$3,251	\$3,415
	\$15.39	\$16.17	\$16.99	\$17.85	\$18.76	\$19.70
Research Specialist	\$3,031	\$3,183	\$3,343	\$3,512	\$3,688	\$3,874
	\$17.49	\$18.36	\$19.29	\$20.26	\$21.28	\$22.35
Science Lab Manager (Formerly: Lab. Specialist, Science I)	\$3,314	\$3,482	\$3,657	\$3,841	\$4,035	\$4,238
	\$19.12	\$20.09	\$21.10	\$22.16	\$23.28	\$24.45
Science Lab Manager (Formerly: Lab. Specialist, Science II)	\$3,497	\$3,674	\$3,858	\$4,053	\$4,257	\$4,472
	\$20.18	\$21.19	\$22.26	\$23.39	\$24.56	\$25.80
Shipping/Receiving Specialist	\$2,467	\$2,590	\$2,721	\$2,859	\$3,002	\$3,154
	\$14.23	\$14.94	\$15.70	\$16.49	\$17.32	\$18.20
Student Activities Coordinator	\$3,076	\$3,231	\$3,393	\$3,564	\$3,744	\$3,932
	\$17.75	\$18.64	\$19.58	\$20.56	\$21.60	\$22.69
Student Financial Services Advisor	\$3,159	\$3,320	\$3,487	\$3,662	\$3,847	\$4,041
	\$18.23	\$19.15	\$20.12	\$21.13	\$22.19	\$23.31
Student Financial Services Coordinator	\$3,261	\$3,427	\$3,599	\$3,780	\$3,971	\$4,171
	\$18.81	\$19.76	\$20.76	\$21.81	\$22.91	\$24.06
Student Financial Services Outreach Advisor	\$2,936	\$3,085	\$3,239	\$3,403	\$3,574	\$3,754
	\$16.94	\$17.80	\$18.69	\$19.63	\$20.62	\$21.66
Student Financial Services Outreach Coordinator	\$3,261	\$3,427	\$3,599	\$3,780	\$3,971	\$4,171
	\$18.81	\$19.77	\$20.76	\$21.81	\$22.91	\$24.06
Technology Resource Specialist	\$3,444	\$3,618	\$3,800	\$3,992	\$4,193	\$4,405
	\$19.87	\$20.87	\$21.92	\$23.03	\$24.19	\$25.41
Theater Management Specialist	\$2,873	\$3,018	\$3,171	\$3,331	\$3,500	\$3,677
	\$16.58	\$17.41	\$18.29	\$19.22	\$20.19	\$21.21

**MONTEREY PENINSULA COLLEGE
2010-2011 SALARY SCHEDULE**

	A	B	C	D	E	F
Theater Manager (overtime exempt)	\$3,785	\$3,976	\$4,176	\$4,387	\$4,607	\$4,840
	\$21.84	\$22.94	\$24.09	\$25.31	\$26.58	\$27.92
Unit Office Manager, Admissions & Records	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Unit Office Manager, EOPS / CARES	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Unit Office Manager, Facilities	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Unit Office Manager, Library	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Unit Office Manager, Marina Education Center	\$3,063	\$3,219	\$3,381	\$3,551	\$3,730	\$3,918
	\$17.67	\$18.57	\$19.51	\$20.49	\$21.52	\$22.60
Workability Program Coordinator	\$3,261	\$3,427	\$3,599	\$3,780	\$3,971	\$4,171
	\$18.81	\$19.77	\$20.76	\$21.81	\$22.91	\$24.06

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

New Business Agenda Item No. Q

Academic Affairs
College Area

Proposal:

That the Governing Board of Trustees receive the Accreditation Evaluation Report compiled by the Accreditation Evaluation Team and approved by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges (ACCJC/WASC) reaffirming the Monterey Peninsula College (MPC) accreditation status for six years.

Background:

The ACCJC/WASC accreditation process stipulates that every member institution undergo a comprehensive peer evaluation every six years. Monterey Peninsula College was evaluated by an Accreditation Evaluation Team March 8-11, 2010. Subsequently, at their June 9-11, 2010 meeting, the Commission reviewed and approved the Evaluation Report submitted by the team. In its cover letter, the Commission states that it has reaffirmed MPC's accreditation status for six years with four recommendations. The cover letter also stipulates the filing of the following two reports:

- October 15, 2011 – Follow-up Report on Recommendation 4 on Distance Education.
- October 15, 2012 – Follow-up Report on Recommendations 1, 2, and 3 on Student Learning Outcomes.

In addition, all member colleges are required to submit a Midterm Report in the third year after each comprehensive evaluation. Said report needs to be submitted by March 15, 2013.


MPC is positioned to begin addressing areas under each of the four recommendations in academic year 2010-2011 in preparation for the Follow-up Reports.

Budgetary Implications:

None.

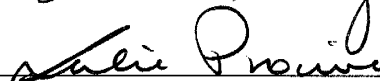
INFORMATION: Accreditation Evaluation Report.

Recommended By:



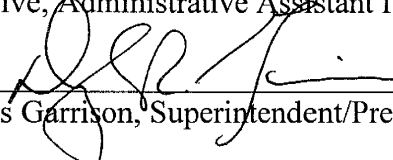
Dr. John Gonzalez, Vice President, Academic Affairs

Prepared By:



Leslie Procive, Administrative Assistant IV, VP, Academic Affairs

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

New Business Agenda Item No. R

Academic Affairs
Office

Proposal:

To adopt the electronic version of the 2010-2011 Monterey Peninsula College Catalog.

Background:

The College Catalog is intended to serve students as a guide to services, programs, regulations and academic and student-related policies and procedures. It contains a statement of the philosophy, functions and objectives of the College, a description of instructional programs and courses, and Governing Board policies pertaining to: (A) admissions and residency requirements; (B) registration; (C) fees (D) financial aid (E) scholarships (F) academic policies and standards; and (G) student services, activities, rights and responsibilities. Changes in these policies shall be reviewed and approved by the Board prior to their publication in subsequent catalog editions.

The 2010-2011 Monterey Peninsula College Catalog contains all sections specified above, updated appropriately. In describing instructional programs and courses, it presents all new/revised courses and related program revisions.

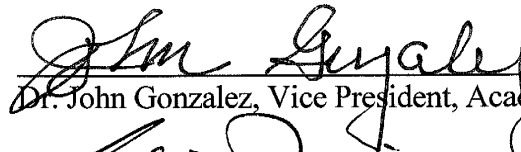
As a cost saving measure, the College has adopted a two-year cycle for printed versions of the catalog. The online version of the 2010-2011 College Catalog is a revision of the 2009-2011 edition, and it contains the most current information. The 2010-2011 College Catalog is available online on the MPC website at: <http://www.mpc.edu/classes/Pages/default.aspx>.

Budgetary Implications:

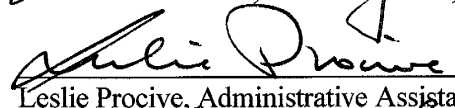
The electronic version of the College Catalog represents a significant cost savings.

RESOLUTION: BE IT RESOLVED, that the Governing Board adopt the electronic version of the 2010-2011 Monterey Peninsula College Catalog.

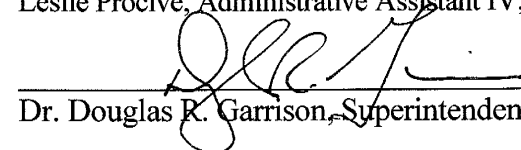
Recommended By:


Dr. John Gonzalez, Vice President, Academic Affairs

Prepared By:


Leslie Procive, Administrative Assistant IV, VP, Academic Affairs

Agenda Approval:


Dr. Douglas R. Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010
Board Meeting Date

New Business Agenda Item No. S

Student Services
College Area

Proposal:

That the Governing Board approve the signing of the 2010-11 Funding Terms and Conditions (FT&C) contract for the Full Day Pre-School Program at Monterey Peninsula College.

Background:

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract entered into and between California Department of Education is effective from July 1, 2010 through June 30, 2011. For satisfactory performance of the required services, the District shall be reimbursed at a rate not to exceed \$30.16 per child per day of full time enrollment.

Budgetary Implications:

The district will receive an amount not to exceed \$214,190.00

Resolution: **BE IT RESOLVED, That** the Governing Board approve the signing of the 2010-11 Funding Terms and Conditions (FT&C) contract for the Full Day Pre-School Program at Monterey Peninsula College.

Recommended By:



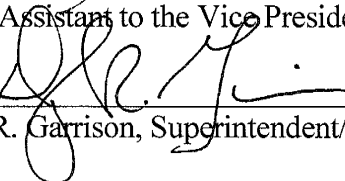
Carsbia Anderson, Vice President of Student Services

Prepared By:



Sigrid Klein, Assistant to the Vice President of Student Services

Agenda Approval:



Dr. Douglas R. Garrison, Superintendent/President



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 10 - 11

DATE: July 01, 2010

CONTRACT NUMBER: CSPP-0321

PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAM

PROJECT NUMBER: 27-6610-00-0

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS and CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The Contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A) which are attached hereto and by this reference incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2010 through June 30, 2011. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$30.16 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$214,190.00.

provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 7,102.0

Minimum Days of Operation (MDO) Requirement 161

Exhibit A, Standard Provisions for State Contracts attached.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING Garobia Anderson, VP Student Services			
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS 980 Fremont Monterey, CA 93940			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 214,190	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Department of General Services use only			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT 0	(OPTIONAL USE) See Attached				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 214,190	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE			

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2010-11.**

RESOLUTION

BE IT RESOLVED that the Governing Board of Monterey Peninsula Community College

authorizes entering into local agreement number/s CSPP-0321 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Carsbia Anderson</u>	<u>VP Student Services</u>	<u>Carsbia Anderson</u>
<u>Douglas Garrison</u>	<u>President</u>	

PASSED AND ADOPTED THIS _____ day of _____ 2010-11, by the Governing Board of Monterey Peninsula Community College of Monterey County, California.

I, Douglas Garrison, Clerk of the Governing Board of Monterey Peninsula Community College, of Monterey, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a Regular Board meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

New Business Agenda Item No T

Superintendent/President
Office

Proposal:

Discussion of proposed Board Policy 1040 Closed Sessions of the Governing Board.

Background:

At the April 2009 meeting of the Governing Board, the current language of Board Policy 1040 Closed Sessions was presented for consideration. The Board directed the Superintendent/President to provide a revised draft with clearer language. Monterey Peninsula College subscribes to a board policy service of the Community College League of California, which provides suggested language for areas of board policy. The proposed policy language is drawn from the CCLC model including a straight forward listing of matters to be considered in closed session, procedural matters associated with closed sessions, and relevant legal references. After Board consensus has been reached on initial language, the draft policy will be reviewed by the college governance process before being returned to the Board for action.

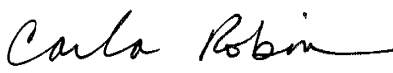
Budgetary Implications:

No direct budgetary impact is anticipated.

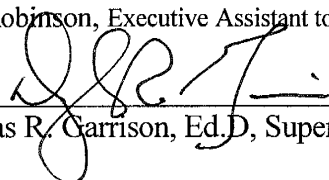
- Information Only: Discussion of proposed Board Policy 1040 Closed Sessions of the Governing Board.

Recommended By: Douglas R. Garrison, Ed.D, Superintendent/President

Prepared By:


Carla Robinson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval:


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

MONTEREY PENINSULA COLLEGE
GOVERNING BOARD POLICIES

A. Organization and Procedures of the Governing Board

1040 Closed Sessions of the Governing Board

All regular and special meetings of the Governing Board shall be open to the public, except as otherwise required or permitted by law.

Except as otherwise required by law, consideration of actual or pending litigation, matters relating to the appointment, employment or dismissal of personnel, complaints against employees, evaluations of performance, student discipline, meetings on collective bargaining matters, and other subjects authorized by law, shall ordinarily be undertaken in closed session.

Such considerations and any minutes of closed sessions on student or personnel matters, collective bargaining, and other topics authorized for consideration in closed session, and all information and documents pertaining to them including, but not limited to, discussions, information and documents which refer by name to particular persons and which are submitted to the Board in confidence and are privileged as contemplated by Section 54957.5, Government Code, and all other matters, information and documents which are required or permitted by law to be confidential, shall not be disclosed or made public. Mere discussion of a record in closed session does not by itself make that record confidential. A record is confidential when, by its nature and content, the public interest in withholding it clearly outweighs the public interest in disclosing it.

It is the intent of the Governing Board to invoke such privileges as are required or permitted by law to be confidential or privileged. Such discussions, minutes, information and documents shall not be disclosed or made public by individual members of the Governing Board unless the Board officially authorizes such disclosure or publication by majority vote.

The Board may, by majority vote, authorize disclosure or publication of all or any portion of such confidential discussions, minutes, information of documents if the Board determines that the public interest would be served from such disclosure or publication, and such disclosure is not otherwise prohibited.

These provisions are adopted by the Board as Board policy and guidelines and may only be waived when, in the opinion of the Board, the public interest would be served from such waiver, by majority vote of all the membership constituting the Board.

Reference: Government Code 3549.1 and 54950 et seq.
Education Code 72121, 72122, 72129, and 72132.
Evidence Code 1040.
Civil Code 47.
44 Ops. Cal. Atty. Gen. 147.

Formerly Governing Board Policy 1.9.5.
Revised, Renumbered and Adopted: April 13, 1988.

MONTEREY PENINSULA COLLEGE
GOVERNING BOARD POLICIES

A. Organization and Procedures of the Governing Board

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~~Except as otherwise required by law, consideration of actual or pending litigation, matters relating to the appointment, employment or dismissal of personnel, complaints against employees, evaluations of performance, student discipline, meetings on collective bargaining matters, and other subjects authorized by law, shall ordinarily be undertaken in closed session.~~

~~Such considerations and any minutes of closed sessions on student or personnel matters, collective bargaining, and other topics authorized for consideration in closed session, and all information and documents pertaining to them including, but not limited to, discussions, information and documents which refer by name to particular persons and which are submitted to the Board in confidence and are privileged as contemplated by Section 54957.5, Government Code, and all other matters, information and documents which are required or permitted by law to be confidential, shall not be disclosed or made public. Mere discussion of a record in closed session does not by itself make that record confidential. A record is confidential when, by its nature and content, the public interest in withholding it clearly outweighs the public interest in disclosing it.~~

~~It is the intent of the Governing Board to invoke such privileges as are required or permitted by law to be confidential or privileged. Such discussions, minutes, information and documents shall not be disclosed or made public by individual members of the Governing Board unless the Board officially authorizes such disclosure or publication by majority vote.~~

~~The Board may, by majority vote, authorize disclosure or publication of all or any portion of such confidential discussions, minutes, information or documents if the Board determines that the public interest would be served from such disclosure or publication, and such disclosure is not otherwise prohibited.~~

~~These provisions are adopted by the Board as Board policy and guidelines and may only be waived when, in the opinion of the Board, the public interest would be served from such waiver, by majority vote of all the membership constituting the Board.~~

Closed sessions of the Governing Board shall be held only as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code, and California Education Code. Matters discussed in closed session may include:

- The appointment, employment, evaluation of performance, discipline, or dismissal of a public employee;
- Charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least twenty-four (24) hours written notice of the closed session;
- Advice of counsel on pending litigation, as defined by law;
- Consideration of tort liability claims as part of the District's membership in any joint powers agency formed for purposes of insurance pooling;
- Real property transactions;
- Threats to public security;
- Review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
- Discussion of student disciplinary action, with final action taken in public;
- Conferring of honorary degrees;
- Consideration of gifts from a donor who wishes to remain anonymous;
- To consider its response to a confidential final draft audit report from the Bureau of State Audits.

The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held. The agenda shall identify the topics to be discussed in any closed session in the manner required by law.

After any closed session, the Governing Board shall reconvene in open session before adjourning and shall announce any actions taken in closed session.

All matters discussed or disclosed during a lawfully held closed session, and all notes, minutes, records or recordings made of such a closed session, are confidential and shall remain confidential unless and until required to be disclosed by action of the Governing Board by law.

Reference: Government Code Sections 54956.75, 54956.8, 54956.9, 54957, 54957.6, 11125.4
Education Code Section 72122

Adopted April 13, 1988.

Revised and Adopted _____

Monterey Peninsula Community College District

Governing Board Agenda

July 27, 2010

New Business Agenda Item No. U

Superintendent/President's
Office

Proposal:

To review the Calendar of Events.

Background:

The Trustees request that the Calendar of Events be placed on each regular Governing Board meeting agenda for review and that volunteer assignments be made so that the Trustees become more visible on campus.

Trustees will attend meetings as observers and will not represent the Board's view on issues/topics.


Budgetary Implications:

None.

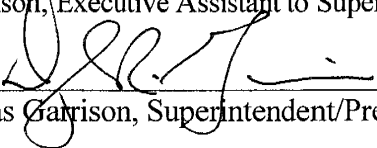
Information Only: Calendar of Events is attached.

Recommended By: Dr. Douglas Garrison, Superintendent/President

Prepared By:


Carla Robinson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval:


Dr. Douglas Garrison, Superintendent/President

MPC Board of Trustees Calendar of Events 2010-2011

JULY, 2010

Friday, July 23 End of six-week Summer Session
Tuesday, July 27 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

AUGUST, 2010

August 5-22 "Rent", Morgan Stock Stage: Thur 7:00pm; Fri-Sat 8:00pm; and Sun 2:00pm
Friday, August 6 End of eight-week Summer Session
Thursday, August 19 Flex Days: Presidents' Addresses 9:00-10:00am, LF103 and Informal Breakfast, 8:30-9:00am, Sam Karas Room
Monday, August 23 Classes begin Fall 2010
Tuesday, August 24 Regular Board Meeting, 1:30pm Closed Session, Stutzman Room

SEPTEMBER, 2010

Monday, September 6 Labor Day
September 17-19 Monterey Jazz Festival, uses Parking Lot A for parking/shuttles
Tuesday, September 28 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

OCTOBER, 2010

October 12-14 "Art", Morgan Stock Stage: Thur 7:00pm; Fri-Sat 8:00pm; Sun 2:00pm
Saturday, October 16 Alumni BBQ and Homecoming Game; honoring 1959 Conf Champs; football game vs. West Valley Community College, 6:00pm
Tuesday, October 26 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

NOVEMBER, 2010

Thursday, November 11 Veterans Day
Tuesday, November 23 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room
Thur-Sat, November 25-27 Thanksgiving Holiday

DECEMBER, 2010

December 9-19 "The Taffeta Christmas", Morgan Stock Stage, Thur 7:00pm; Fri-Sat 8:00pm; Sun 2:00pm
Tuesday, December 14 Regular Board Meeting, 1:30pm. Closed Session, Stutzman Room
Wednesday, December 15 Annual Holiday Reception, 1:30-3:30pm, Administration Bldg.
Thursday, December 16 Semester ends
Friday, December 17 Flex Day Scheduled
December 23-January 1 Winter Holiday

JANUARY, 2011

Monday, January 3 Classes Begin for Early Spring Session
Monday, January 17 Martin Luther King Day
Tuesday, January 25 Session Ends
Wed-Thu-Fri, Jan. 26-28 Flex Days Scheduled
Monday, January 31 Classes Begin for Spring Semester

Events/details added from previous Calendar are highlighted in bold (updated July 19, 2010).