

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

REGULAR MEETING

1:30pm, Closed Session, Stutzman Seminar Room, LTC
3:00pm, Regular Meeting, Sam Karas Room, LTC
980 Fremont Street, Monterey, California 93940
www.mpc.edu/GoverningBoard

TUESDAY, JULY 26, 2011

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Documents that are public records and are provided to the Governing Board regarding a Regular Meeting 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 Thursday 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. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at a Board meeting, can contact the Superintendent's Office at (831) 646-4272. Notification at least 72 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or translation services.

1. **OPENING BUSINESS**

A. Call To Order

B. Roll Call

C. Public Comments on Closed Session Items

This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.

D. Closed Session – items under discussion:

The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, 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 Regular Meeting or at the next public meeting.

1) Conference with Real Property Negotiator (Government Code 54956.8)

a) Property Parcel: E19a.5.

b) Agency Negotiator: Steve Ma

c) Negotiating Parties: Fort Ord Reuse Authority

d) Under Negotiation: Price or Terms of Payment

2) Conference with Labor Negotiators (Government Code Section 54957.6)

a) Agency Negotiators: Steve Ma and Barbara Lee

b) Employee Organization: MPCEA (Monterey Peninsula College Employees Association)

3) Superintendent/President Annual Evaluation (Government Code Section 54947).

E. Reconvene to Regular Meeting and Roll Call

F. Reporting of Any Action Taken During Closed Session

2. **RECOGNITIONS**

A. Recognition of Visitors

3. **COMMUNICATIONS**

A. Comments from Visitors

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.

B. Written Communications:

- 1) Leadership Monterey Peninsula, thank you letter from Executive Director Karen Csejtey to Dr. Garrison for keynote speech on June 9th. / June 27.
- 2) Chancellor Jack Scott email on behalf of California Community Colleges Scholarship Endowment and the Bernard Osher Foundation. / June 27.
- 3) Panetta Institute, Director Sylvia Panetta, thank you letter to Dr. Garrison for keynote speech at 12th annual *Education in Leadership for Public Service Seminar*. / July 7.

MPC All User Emails:

- 1) HR Employment Opportunity: Instructional Specialist, Reading Center. / June 24.
- 2) HR Employment Opportunity: Vice President for Academic Affairs. / June 29.
- 3) Dr. Garrison's announcement of hiring of Interim Vice President of Academic Affairs, Martin L. Johnson, effective July 18. / July 1.
- 4) Fall 2011 Flex Schedule, Fred Hochstaedter, Academic Senate President. / July 6.
- 5) HR Employment Opportunity: Sciences Laboratory Manager, Physical Science. / July 7.
- 6) HR Employment Opportunity: Administrative Assistant III/Instructional Contract Coordinator, Academic Affairs. / July 7.
- 7) HR Employment Opportunity: Sciences Laboratory Manager, Life Science. / July 14.

Articles published/aired in *The Herald*, *The Californian*, and other media:

- 1) DeBono has lifelong passion for theater. / June 20.
- 2) Sign of the times: MPC Theatre shares its long history in graffiti before the walls come tumbling down. / June 23.
- 3) Nursing students use robot to learning: training device mimics variety of ailments. / June 23.
- 4) MPC and Monterey Jazz Festival's Summer Jazz Camp with Joshua Redman, 2011 Artist-in-Residence Saxophonist. / June 27.
- 5) Football camp has different name, but same devotion: two pros take over for Herm Edwards – Ron Johnson and Anthony Toney. / June 28.
- 6) Two veteran theater groups stage the off-kilter princess tale 'Once Upon A Mattress' at the outdoor Forest Theater in Carmel. / June 30.
- 7) MPC budget gets OK; school lacks agreement with non-teaching workers. / June 30.
- 8) MPC to consider cutting 19 positions (CSEA layoffs). / July 2.
- 9) 'Once Upon A Mattress' a true summertime treat. / July 7.
- 10) MPC employees plead for no layoffs; College, classified employees deadlocked on new contract. / July 8.

- 11) Orientation for Prospective MPC Trustees on July 14. / *Herald* July 9, 11, and 13, *Weekly* 7/13, and *Pine Cone*, July 8.
- 12) Ad: Classified Instructional Specialist, Reading Center; Vice President for Academic Affairs; Part-time Faculty. / July 11.
- 13) Obituary and email notice to MPC: Paula Travaille, passed June 12. / July 11.
- 14) Notice to Bidders: Theatre Modernization Project. / July 14 and July 19.
- 15) Marina wants to keep MPC district boundaries. / July 15.

Reports and Presentations:

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

- 1) Institutional Report – TRiO Precollege Program Update.
- 2) Superintendent/President’s 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
- 10) Governing Board Reports:
 - a) Community Human Services – minutes from CHS Board meeting June 16, 2011.
 - b) Trustee Reports
- 11) Legislative Advocacy Report – ACCCA Legislative Update as of July 5, 2011.
- 12) 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 28, 2011, and the Special Board Meeting on July 7, 2011.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the June 30 regular payroll in the amount of \$2,076,129.62; and the July 8 supplemental payroll in the amount of \$34,997.55; for a total payroll of \$2,111,127.17, be approved.

- 4) That Commercial Warrants:
- | | |
|-----------------------------------------|---------------|
| Number 12864491 through Number 12864523 | \$ 593,294.04 |
| Number 12865548 through Number 12865636 | \$ 246,547.32 |
| Number 12866909 through Number 12866940 | \$ 218,827.80 |
| Number 12867451 through Number 12867479 | \$ 91,521.94 |
| Number 12868273 through Number 12868305 | \$ 93,685.61 |
| Number 12868991 through Number 12869037 | \$ 705,892.07 |
| Number 12870993 through Number 12871093 | \$ 533,864.97 |
- in the total amount of \$2,483,633.75, be approved.
- 5) That Purchase Order Numbers 112511 through 112583 in the amount of \$4,423,840.35 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:
- | | |
|----------------------------------------------------------------------|----------|
| Net increase in the 2000 (Classified Salary) Object expense category | \$ 785 |
| Net increase in the 3000 (Benefits) Object expense category | \$ 90 |
| Net increase in the 5000 (Other/Services) object expense category | \$ 1,625 |
- Increase of \$2,500 in funds received for FY 2010-2011.
- 7) That the following budget adjustments in the Restricted General Fund be approved:
- | | |
|-------------------------------------------------------------------|----------|
| Net decrease in the 4000 (Supplies) object expense category | \$ 1,130 |
| Net decrease in the 5000 (Other/Services) object expense category | \$ 5,150 |
| Net increase in the 6000 (Capital Outlay) object expense category | \$ 4,380 |
| Net increase in the 7000 (Other Outgo) object expense category | \$ 1,900 |
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:
- | | |
|-------------------------------------------------------------------|----------|
| Net increase in the 4000 (Supplies) object expense category | \$10,624 |
| Net decrease in the 5000 (Other/Services) object expense category | \$11,680 |
| Net increase in the 6000 (Capital Outlay) object expense category | \$ 1,056 |
- 9) That the following budget adjustments in the Child Development Fund be approved:
- | | |
|----------------------------------------------------------------------|----------|
| Net increase in the 2000 (Classified Salary) object expense category | \$15,498 |
|----------------------------------------------------------------------|----------|
- Increase of \$15,498 in revenue and matching expenses to reflect funds received for FY 2010-2011.

B. Faculty Personnel:

- 10) That the Governing Board approve the following Faculty personnel items:
- Grant Equivalency to Minimum Qualifications to Ruth Osorio to teach Reading, effective Fall 2011.
 - Grant Equivalency to Minimum Qualifications to Laura Coté to teach Drama, effective Fall 2011.
 - Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring/Summer 2011.

C. Classified Personnel:

11) That the Governing Board approves the following items:

- a) Employment of _____, Laboratory Specialist II, Automotive Technology, 40 hours per week, 11 months per year, effective _____, 2011.
- b) Employment of _____, Food Preparer, Child Development Center, 18 hours per week, 9 months and 11 days per year, effective _____, 2011.
- c) Resignation of Leslie Hayner, Instructional Specialist, Reading Center, 18 hours per week, 8 months and 11 days per year, effective June 2, 2011.
- d) Resignation of Karen Warburton, Sciences Laboratory Manager, Life Science, 40 hours per week, 12 months per year, effective August 12, 2011.

D. Short Term and Substitute Personnel:

12) 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.

5. **NEW BUSINESS**

Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of 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. BE IT RESOLVED, that the 2010-2011 Monthly Financial Reports for the period ending June 30, 2011 (prior to closing the books), be accepted.
- B. BE IT RESOLVED, that the Governing Board approve the 2011-2012 Appropriation Limit per Article XIII-B, California Constitution (Gann Limit) as computed in the attached worksheet (Gann Limit Worksheet 2011-2012).
- C. BE IT RESOLVED, that the Governing Board ratify the renewal of the lease agreement with Monterey Bay Certified Farmers Market, Inc., for the period August 1, 2011 through July 31, 2011, at the lease rate of \$175 per week.
- D. BE IT RESOLVED, that the Governing Board declare as surplus the Apple computers from Life Science, and direct the disposal of these items in accordance with Board guidelines and Education Code requirements.
- E. BE IT RESOLVED, that the following program be approved:
 - Communication Studies, Associate in Arts for Transfer
- F. BE IT RESOLVED, that the attached Contract Amendment #1 to the employment contract of Dr. Douglas Garrison dated September 2, 2008, is approved.
- G. BE IT RESOLVED, that the Governing Board approve the attached 2011-2012 salary schedules for Older Adult Instructors and Short Term, Non-Continuing Employees (non-classified), effective August 1, 2011.

- H. BE IT RESOLVED, that the Governing Board approve the signing of the 2011-2012 Funding Terms and Conditions (FT&C) Contract for the Full Day Pre-School Program at Monterey Peninsula College with the California Department of Education.
- I. BE IT RESOLVED, that the Governing Board ratify the General Fiscal Agent Agreement between the Foundation and MPC for the period January 1, 2011 through June 30, 2021.
- J. BE IT RESOLVED, that the Governing Board approve the Wilder Fiscal Agreement between the Foundation and MPC for the period July 1, 2011 through June 30, 2021.
- K. INFORMATION: Discussion of a proposal to name Lecture Forum 103 for former MPC Superintendent/President George (Bob) Faul.
- L. INFORMATION: Board Policy 2130 Purchasing.
- M. INFORMATION: Board Policy 2132 Bids and Contracts.
- N. INFORMATION: Board Policy 2206 Bicycles, Skateboards, Roller Skates, Roller Blades, Scooters, and Other Similar Non-Motorized Devices on District Property.
- O. INFORMATION: Calendar of Events.

6. **ADVANCE PLANNING**

- A. Regular Meeting Tuesday, August 23, 2011
 - Closed Session, 1:30pm, Stutzman Seminar Room, Library and Technology Center
 - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center

Regular Board Meeting, Tuesday, September 27, 2011

 - Closed Session, 1:30pm, Stutzman Seminar Room, Library and Technology Center
 - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
- B. Future Topics:
 - 1) Citizens Trustee Area Redistricting Advisory Committee Recommendations, August 23, 2011
 - 2) Institutional Report – SB1440, the Transfer Act.

7. **ADJOURNMENT**

8. **CLOSED SESSION**

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

Any writings or 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 District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at www.mpc.edu.

Posted July 21, 2011