

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. A

Fiscal Services
College Area

Proposal:

That the Governing Board review and discuss the 2011-2012 Monthly Financial Reports for the period ending December 31, 2011.


Background:

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

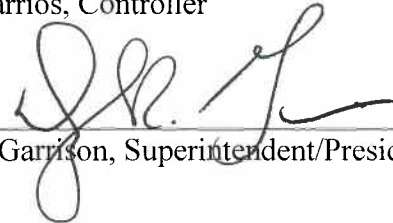
Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the 2011-2012 Monthly Financial Reports for the period ending December 31, 2011 be accepted.

Recommended By: 
Stephen Ma, Vice President for Administrative Services

Prepared By: 
Rosemary Barrios, Controller

Agenda Approval: 
Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula College
Fiscal Year 2011-2012
Financial and Budgetary Report
December 31, 2011

Enclosed please find attached the financial reports for the month ending December 31, 2011 for your review and approval. The financial report is an internal management report submitted to the Board of Trustees to compare actual financial activities to the approved budgets.

Operating Fund net revenue through December 31, 2011 is \$20,677,630 which is 8.2% less than the same period last fiscal year. Expenditures year-to-date total \$18,856,673 which is .50 % less than the same time last fiscal year, for a net difference of \$1,820,957.

We project the revenue and expenditures within the Operating Fund overall will closely match the budget plan adopted for the 11-2012 fiscal year.

Highlights of financial activities year-to-date are as follows:

Revenues

- The December advanced apportionment payment received was \$1,106,311, which is 10% of the total certified apportionment. This amount was received late in December and will be reflected in the January Unrestricted General Fund financial report.
- The District receives a percentage of the total certified state apportionment revenue each month. The certified state apportionment is the largest revenue source of the District. This makes up 92.4% of the Unrestricted General Fund revenue.
- The District received local property tax revenue this month of \$8M and other local student fees.
- The District received \$87,673 in current year federal grant funds this month as reflected in the Restricted General Fund.

Expenditures

Overall the District operating funds expenditures continue to track as projected.

Self Insurance Fund

- Self Insurance expenses are at 38.5% of budgeted expenditures. The expenditure amount is 10.70% less than the amount for the same period last fiscal year. No conclusions can be drawn from the rate of current expenses. We will continue to track this fund closely each month.
- The Medical Premium and Claims Report by Keenan are one month behind what the District is reporting on the District Financial Statements. These reports are reviewed in great detail by the Health & Welfare Cost Containment Committee.

Cash Balance:

The total cash balance for all funds is \$73,699,932 including bond cash of \$50,780,797 and \$22,919,135 for all other funds. Operating funds cash is \$12,143,429. The cash balance increased this month due to the receipt of the first large property tax payment for the fiscal year. The District's cash balance is sufficient to manage cash flow demands (payroll and accounts payable) for the next three months. The next large property tax installment is due in late April.

Other

As called for in the approved budget act of 2011-2012, the Department of Finance's (DOF's) released revised revenue estimates for 2011-2012. The good news is the DOF revision improves on the Legislative Analyst's Office (LAO) November estimate by nearly \$1.5 billion, with total 2011-2012 State General Fund revenues now estimated at \$86,247,000. Statute requires that trigger cuts be determined based on the higher of the LAO or DOF revised estimate. Despite the improved revenue forecast, it falls short of the level required to avoid midyear cuts, and all of the trigger reductions enacted as part of this year's state budget will occur. California Community Colleges will face a \$102 million reduction along with a \$10 per unit increase from \$36 to \$46 in the coming year.

The approved MPC budget assumed a "worst cast" scenario for 2011-2012; therefore, trigger cuts are already incorporated in budget assumptions. No additional cuts will be required as a result of the state's actions.

Monterey Peninsula Community College

Monthly Financial Report

December 31, 2011

Summary of All Funds

| <u>Funds</u> | <u>Beginning</u> <u>Fund Balance</u> | <u>Revised Budgets</u> <u>2011 - 2012</u> | | <u>Ending</u> <u>Fund Balance</u> | <u>Year to Date Actual</u> <u>2011 - 2012</u> | | | <u>% Actual</u> <u>to Budget</u> | | <u>Cash</u> <u>Balance</u> |
|---------------------------------|-----------------------------------------|----------------------------------------------|----------------------|--------------------------------------|--------------------------------------------------|---------------------|---------------------|-------------------------------------|--------------|-------------------------------|
| | <u>07/01/11</u> | <u>Revenue</u> | <u>Expense</u> | <u>6/30/2012</u> | <u>Revenue</u> | <u>Expense</u> | <u>Encumbrances</u> | <u>Rev</u> | <u>Exp</u> | <u>12/31/2011</u> |
| General - Unrestricted | \$3,763,831 | \$37,533,388 | \$37,530,157 | \$3,767,062 | \$18,787,233 | \$15,866,895 | 1,864,654 | 50.1% | 47.2% | \$11,383,136 |
| General - Restricted | 0 | 5,566,376 | 5,566,376 | 0 | 1,404,847 | 2,332,932 | 152,474 | 25.2% | 44.7% | 0 |
| Child Dev - Unrestricted | 0 | 560,576 | 560,576 | 0 | 228,168 | 272,045 | 0 | 40.7% | 48.5% | (1,253) |
| Child Dev - Restricted | 0 | 236,258 | 236,258 | 0 | 70,650 | 132,610 | 11,159 | 29.9% | 60.9% | 0 |
| Student Center | 214,409 | 275,200 | 264,229 | 225,380 | 37,601 | 50,419 | 47,014 | 13.7% | 36.9% | 373,967 |
| Parking | 92,179 | 469,000 | 464,458 | 96,721 | 149,131 | 201,772 | 16,448 | 31.8% | 47.0% | 387,580 |
| Subtotal Operating Funds | \$4,070,419 | \$44,640,798 | \$44,622,054 | \$4,089,163 | \$20,677,630 | \$18,856,673 | \$2,091,749 | 46.3% | 42.3% | \$12,143,429 |
| Self Insurance | 9,327,145 | 6,886,665 | 7,477,624 | 8,736,186 | 2,042,475 | 2,846,098 | 35,222 | 29.7% | 38.5% | 9,173,756 |
| Capital Project | 812,067 | 3,216,400 | 3,914,852 | 113,615 | 114,563 | 84,417 | 98,933 | 3.6% | 4.7% | 653,138 |
| Building | 54,046,985 | 200,000 | 39,371,502 | 14,875,483 | 182,161 | 5,360,428 | 23,371,923 | 91.1% | 73.0% | 50,780,797 |
| Debt Service | 103,491 | 275,324 | 275,324 | 103,491 | 276,323 | 137,662 | 137,662 | 100.4% | 50.0% | 189,622 |
| Revenue Bond | 20,905 | 18,975 | 18,975 | 20,905 | 152 | 17,100 | 1,875 | 0.8% | 90.1% | 4,548 |
| Associated Student | 16,122 | 122,000 | 122,000 | 16,122 | 38,814 | 39,501 | 0 | 31.8% | 32.4% | 57,572 |
| Financial Aid | 12,881 | 5,500,000 | 5,500,000 | 12,881 | 2,119,211 | 2,119,211 | 0 | 38.5% | 38.5% | 58,342 |
| Scholarship & Loans | 272,948 | 2,850,000 | 2,850,000 | 272,948 | 1,131,401 | 1,111,079 | 0 | 39.7% | 39.0% | 241,829 |
| Trust Funds | 293,917 | 589,000 | 589,000 | 293,917 | 337,838 | 200,371 | 0 | 57.4% | 34.0% | 342,925 |
| Orr Estate | 61,262 | 50,000 | 40,000 | 71,262 | 5,992 | 17,980 | 0 | 12.0% | 45.0% | 53,974 |
| Total all Funds | \$69,038,142 | \$64,349,162 | \$104,781,331 | \$28,605,973 | \$26,926,560 | \$30,790,520 | \$25,737,364 | 41.8% | 29.4% | \$73,699,932 |

*** BOARD REPORT ***

GENERAL FUND (Unrestricted)

Fund 01

Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | BALANCE | Y-T-D ACTUAL TO BUDGET |
|-------------------------------|----------------------------|----------------------------|---------------------------|----------------------------|----------------------------|--------------|---------------------------|
| | | REVISED BUDGET | CURRENT REVENUE | Y-T-D REVENUE | | | |
| REVENUES | | | | | | | |
| 8100 FEDERAL | 11,357 | 10,700 | 0 | 0 | 10,700 | 0.0% | |
| 8600 STATE | 23,414,545 | 20,561,741 | 28,575 | 9,723,761 | 10,837,980 | 47.3% | |
| 8800 COUNTY / LOCAL | 17,214,510 | 15,856,665 | 8,000,026 | 9,063,472 | 6,793,193 | 57.2% | |
| 8900 INTERFUND TRANSFER IN | <u>50,000</u> | <u>1,104,282</u> | <u>0</u> | <u>0</u> | <u>1,104,282</u> | N/A | |
| TOTAL REVENUE : | <u>\$40,690,413</u> | <u>\$37,533,388</u> | <u>\$8,028,600</u> | <u>\$18,787,233</u> | <u>\$17,641,873</u> | 50.1% | |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | UNENCUMBERED BALANCE | PERCENT | |
| CERTIFICATED SALARIES | | | | | | | |
| 1100 TEACHER SALARIES | 6,879,593 | 5,926,372 | 0 | 2,135,051 | 3,791,321 | 36.0% | |
| 1200 NON TEACHER SALARIES | 2,952,928 | 2,842,030 | 0 | 1,075,511 | 1,766,519 | 37.8% | |
| 1300 HOURLY TEACHER | 4,919,371 | 4,818,084 | 19,397 | 2,262,481 | 2,555,603 | 47.0% | |
| 1400 OTHER HOURLY SALARIES | <u>140,700</u> | <u>199,718</u> | <u>3,172</u> | <u>71,495</u> | <u>128,223</u> | 35.8% | |
| TOTAL CERTIFICATED : | <u>\$14,892,592</u> | <u>\$13,786,204</u> | <u>\$22,569</u> | <u>\$5,544,538</u> | <u>\$8,241,665</u> | 40.2% | |
| CLASSIFIED SALARIES | | | | | | | |
| 2100 NON INSTRUCTIONAL | 5,773,865 | 5,554,152 | 474,048 | 2,841,631 | 2,712,521 | 51.2% | |
| 2200 INSTRUCTIONAL AIDES | 754,063 | 776,275 | 62,551 | 348,993 | 427,282 | 45.0% | |
| 2300 HOURLY NON INSTRUCTIONAL | 387,886 | 303,766 | 50,518 | 310,801 | (7,035) | 102.3% | |
| 2400 HOURLY INSTRUCTIONAL | <u>677,838</u> | <u>647,693</u> | <u>58,230</u> | <u>332,992</u> | <u>314,701</u> | 51.4% | |
| | <u>\$7,593,652</u> | <u>\$7,281,886</u> | <u>\$645,347</u> | <u>\$3,834,417</u> | <u>\$3,447,469</u> | 52.7% | |

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

GENERAL FUND (Unrestricted) continued

Fund 01

Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | | |
|----------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|-----------------------------|--------------|
| | | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | PERCENT |
| 3XXX TOTAL FRINGE BENEFITS : | <u>\$4,417,020</u> | <u>\$4,677,685</u> | <u>\$370,625</u> | <u>\$2,306,409</u> | <u>\$381,481</u> | <u>\$1,989,795</u> | 57.5% |
| <u>SUPPLIES & OTHER</u> | | | | | | | |
| 4300 INSTRUCTIONAL SUPPLIES | 267,033 | 231,155 | 12,453 | 60,320 | 33,655 | 137,180 | 40.7% |
| 4500 OTHER SUPPLIES | 491,230 | 347,253 | 35,917 | 187,177 | 85,131 | 74,945 | 78.4% |
| 4700 FOOD | <u>9,760</u> | <u>4,225</u> | <u>41</u> | <u>575</u> | <u>0</u> | <u>3,650</u> | 13.6% |
| TOTAL SUPPLIES & OTHER : | <u>\$768,023</u> | <u>\$582,633</u> | <u>\$48,412</u> | <u>\$248,072</u> | <u>\$118,787</u> | <u>\$215,775</u> | 63.0% |
| <u>OTHER</u> | | | | | | | |
| 5100 CONTRACTED SERVICES | 2,121,792 | 1,599,599 | 51,846 | 310,340 | 237,084 | 1,052,175 | 34.2% |
| 5200 TRAVEL | 170,358 | 145,791 | 12,534 | 43,162 | 9,560 | 93,069 | 36.2% |
| 5300 DUES AND SUBSCRIPTIONS | 138,788 | 120,944 | 870 | 113,559 | 0 | 7,385 | 93.9% |
| 5400 INSURANCE | 326,944 | 335,300 | 8,918 | 357,112 | 0 | (21,812) | 106.5% |
| 5500 UTILITIES & HOUSEKEEPING | 1,090,953 | 1,186,645 | 98,819 | 473,391 | 835,527 | (122,274) | 110.3% |
| 5600 RENTS & LEASES | 639,219 | 617,482 | 31,774 | 345,055 | 123,459 | 148,968 | 75.9% |
| 5700 LEGAL AND AUDIT | 102,924 | 303,455 | 10,719 | 13,206 | 31,850 | 258,399 | 14.8% |
| 5800 OTHER SERVICES | <u>305,054</u> | <u>545,826</u> | <u>45,347</u> | <u>194,336</u> | <u>120,895</u> | <u>230,595</u> | 57.8% |
| TOTAL OTHER : | <u>\$4,896,031</u> | <u>\$4,855,042</u> | <u>\$260,827</u> | <u>\$1,850,161</u> | <u>\$1,358,376</u> | <u>\$1,646,505</u> | 66.1% |
| <u>CAPITAL OUTLAY</u> | | | | | | | |
| 6200 BUILDING IMPROVEMENT | 31,899 | 22,771 | 6,042 | 7,350 | 4,134 | 11,287 | 50.4% |
| 6300 CAPITAL BOOKS & SOFTWARE | 45,513 | 137,530 | 40,000 | 137,530 | 0 | 0 | 100.0% |
| 6400 EQUIPMENT | <u>86,835</u> | <u>27,255</u> | <u>2,283</u> | <u>4,758</u> | <u>1,876</u> | <u>20,620</u> | 24.3% |
| TOTAL CAPITAL OUTLAY : | <u>\$164,247</u> | <u>\$187,556</u> | <u>\$48,325</u> | <u>\$149,638</u> | <u>\$6,010</u> | <u>\$31,908</u> | 83.0% |
| <u>TRANSFERS</u> | | | | | | | |
| 7300 INTERFUND TRANSFER OUT | 6,656,331 | 6,159,152 | 0 | 1,933,660 | 0 | 4,225,492 | 31.4% |
| TOTAL TRANSFERS : | <u>\$6,656,331</u> | <u>\$6,159,152</u> | <u>\$0</u> | <u>\$1,933,660</u> | <u>\$0</u> | <u>\$4,225,492</u> | 31.4% |
| TOTAL EXPENSE & TRANSFERS : | <u>39,387,897</u> | <u>37,530,157</u> | <u>1,396,106</u> | <u>15,866,895</u> | <u>1,864,654</u> | <u>19,798,608</u> | 47.2% |
| REVENUE OVER EXPENSE : | <u>\$1,302,516</u> | <u>\$3,231</u> | <u>\$6,632,495</u> | <u>\$2,920,338</u> | <u>(\$1,864,654)</u> | <u>(\$2,156,735)</u> | |

*** BOARD REPORT ***

GENERAL FUND (Restricted)

Fund 01

Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-2012 | | | | | BALANCE | Y-T-D ACTUAL TO BUDGET |
|-------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|-------------------|---------------------------|---------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUE | Y-T-D REVENUE | | | | |
| REVENUES | | | | | | | | |
| 8100 FEDERAL | 1,566,098 | 2,409,211 | 87,673 | 544,134 | 0 | 1,865,077 | 22.6% | |
| 8600 STATE | 2,578,855 | 2,432,931 | 0 | 724,437 | 0 | 1,708,494 | 29.8% | |
| 8800 COUNTY / LOCAL | 707,127 | 657,113 | 15,488 | 136,276 | 0 | 520,837 | 20.7% | |
| 8900 INTERFUND TRANSFER IN | 67,384 | 67,121 | 0 | 0 | 0 | 67,121 | 0.0% | |
| TOTAL REVENUE : | <u>\$4,919,464</u> | <u>\$5,566,376</u> | <u>\$103,161</u> | <u>\$1,404,847</u> | <u>0</u> | <u>\$4,161,529</u> | <u>25.2%</u> | |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | | UNENCUMBERED BALANCE | PERCENT | |
| CERTIFICATED SALARIES | | | | | | | | |
| 1100 TEACHER SALARIES | 112,083 | 50,250 | 0 | 18,268 | 0 | 31,982 | 36.4% | |
| 1200 NON TEACHER SALARIES | 870,821 | 961,651 | 0 | 383,855 | 0 | 577,796 | 39.9% | |
| 1300 HOURLY TEACHER | 73,988 | 52,539 | 2,230 | 38,327 | 0 | 14,212 | 72.9% | |
| 1400 OTHER HOURLY SALARIES | 188,510 | 213,324 | 9,762 | 95,898 | 0 | 117,426 | 45.0% | |
| TOTAL CERTIFICATED : | <u>\$1,245,402</u> | <u>\$1,277,764</u> | <u>\$11,992</u> | <u>\$536,348</u> | <u>\$0</u> | <u>\$741,416</u> | <u>42.0%</u> | |
| CLASSIFIED SALARIES | | | | | | | | |
| 2100 NON INSTRUCTIONAL | 552,431 | 570,255 | 47,609 | 295,047 | 0 | 275,208 | 51.7% | |
| 2300 HOURLY NON INSTRUCTIONAL | 386,196 | 346,259 | 32,955 | 178,270 | 0 | 167,989 | 51.5% | |
| 2400 HOURLY INSTRUCTIONAL | 158,574 | 181,116 | 12,583 | 76,798 | 0 | 104,318 | 42.4% | |
| TOTAL CLASSIFIED : | <u>\$1,097,201</u> | <u>\$1,097,630</u> | <u>\$93,147</u> | <u>\$550,115</u> | <u>\$0</u> | <u>\$547,515</u> | <u>50.1%</u> | |

*** BOARD REPORT ***
GENERAL FUND (Restricted) continued
Fund 01
Monterey Peninsula College

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-2012 | | | | | |
|----------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------|
| | | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | PERCENT |
| 3XXX TOTAL FRINGE BENEFITS : | <u>\$384,533</u> | <u>\$415,381</u> | <u>\$21,606</u> | <u>\$197,403</u> | <u>\$0</u> | <u>\$217,978</u> | <u>47.5%</u> |
| SUPPLIES & OTHER | | | | | | | |
| 4300 INSTRUCTIONAL SUPPLIES | 54,584 | 122,907 | 844 | 10,107 | 462 | 112,338 | 8.6% |
| 4500 OTHER SUPPLIES | 53,119 | 66,645 | 2,703 | 13,454 | 3,087 | 50,104 | 24.8% |
| 4700 FOOD | <u>26,841</u> | <u>18,000</u> | <u>1,162</u> | <u>6,294</u> | <u>0</u> | <u>11,706</u> | <u>35.0%</u> |
| TOTAL SUPPLIES & OTHER : | <u>\$134,544</u> | <u>\$207,552</u> | <u>\$4,709</u> | <u>\$29,855</u> | <u>\$3,549</u> | <u>\$174,148</u> | <u>16.1%</u> |
| OTHER | | | | | | | |
| 5100 CONTRACTED SERVICES | 631,905 | 707,604 | 65,839 | 260,951 | 141,024 | 305,629 | 56.8% |
| 5200 TRAVEL | 479,069 | 498,812 | 63,582 | 195,354 | 0 | 303,458 | 39.2% |
| 5300 DUES AND SUBSCRIPTIONS | 1,320 | 900 | 0 | 870 | 0 | 30 | 96.7% |
| 5400 INSURANCE | 68,467 | 44,207 | 0 | 43,639 | 0 | 568 | 98.7% |
| 5500 UTILITIES & HOUSEKEEPING | 355 | 500 | 0 | 120 | 280 | 100 | 80.0% |
| 5600 RENTS & LEASES | 35,290 | 11,586 | 963 | 9,057 | 2,975 | (446) | 103.8% |
| 5800 OTHER SERVICES | <u>139,241</u> | <u>238,190</u> | <u>1,476</u> | <u>98,541</u> | <u>0</u> | <u>139,649</u> | <u>41.4%</u> |
| TOTAL OTHER : | <u>\$1,355,647</u> | <u>\$1,501,799</u> | <u>\$131,860</u> | <u>\$608,532</u> | <u>\$144,279</u> | <u>\$748,988</u> | <u>50.1%</u> |
| CAPITAL OUTLAY | | | | | | | |
| 6300 CAPITAL BOOKS & SOFTWARE | 18,266 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| 6400 EQUIPMENT | <u>174,144</u> | <u>236,403</u> | <u>1,037</u> | <u>51,368</u> | <u>4,646</u> | <u>180,389</u> | <u>23.7%</u> |
| TOTAL CAPITAL OUTLAY : | <u>\$192,410</u> | <u>\$236,403</u> | <u>\$1,037</u> | <u>\$51,368</u> | <u>\$4,646</u> | <u>\$180,389</u> | <u>23.7%</u> |
| TRANSFERS | | | | | | | |
| 7300 INTERFUND TRANSFER OUT | 589,703 | 565,356 | 46,870 | 281,619 | 0 | 283,737 | 49.8% |
| 7500 STUDENT FINANCIAL AID PYMT | 17,505 | 42,640 | 3,800 | 8,700 | 0 | 33,940 | 20.4% |
| 7600 OTHER PYMTS TO STUDENTS | <u>127,015</u> | <u>221,851</u> | <u>8,601</u> | <u>68,992</u> | <u>0</u> | <u>152,859</u> | <u>31.1%</u> |
| TOTAL TRANSFERS : | <u>\$734,223</u> | <u>\$829,847</u> | <u>\$59,271</u> | <u>\$359,311</u> | <u>\$0</u> | <u>\$470,536</u> | <u>43.3%</u> |
| TOTAL EXPENSE & TRANSFERS : | <u>5,143,960</u> | <u>5,566,376</u> | <u>323,622</u> | <u>2,332,932</u> | <u>152,474</u> | <u>3,080,970</u> | <u>44.7%</u> |
| REVENUE OVER EXPENSE : | <u>(\$224,496)</u> | <u>\$0</u> | <u>(\$220,461)</u> | <u>(\$928,085)</u> | <u>(\$152,474)</u> | <u>\$1,080,559</u> | |

*** BOARD REPORT ***
 Child Development Fund
 Fund 04 Unrestricted
 Monterey Peninsula College
 December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-2012 | | | | BALANCE DUE | Y-T-D ACTUAL TO BUDGET |
|--------------------------------------|------------------|------------------|----------------------|--------------------|--------------------|----------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUE | Y-T-D REVENUE | | | |
| REVENUE | | | | | | | |
| 8660 Cal Early Childhood Mentor Prog | -46.17 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| 8800 LOCAL | 72,745 | 279,598 | 5,924 | 22,477 | 0 | 257,121 | 8.0% |
| 8900 OTHER | 466,158 | 280,978 | 0 | 205,691 | 0 | 75,287 | 73.2% |
| TOTAL REVENUE: | 538,857 | 560,576 | 5,924 | 228,168 | 0 | \$332,408 | 40.7% |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET |
| CLASSIFIED SALARIES | | | | | | | |
| 2100 NON INSTRUCTIONAL | 112,212 | 97,875 | 9,316 | 56,079 | 0 | 41,796 | 57.3% |
| 2200 INSTRUCTIONAL AIDES | 121,952 | 155,155 | 14,528 | 70,802 | 0 | 84,353 | 45.6% |
| 2300 NON INSTRUCTIONAL TEMP | 8,641 | 10,329 | 1,350 | 5,036 | 0 | 5,293 | 0.0% |
| 2400 HOURLY INSTRUCTIONAL | 58,457 | 71,465 | 6,225 | 29,401 | 0 | 42,064 | 41.1% |
| TOTAL CLASSIFIED: | \$301,262 | \$334,824 | \$31,419 | \$161,318 | \$0 | \$173,506 | 48.2% |
| 3XXX TOTAL FRINGE BENEFITS : | \$72,054 | \$84,230 | \$7,615 | \$40,966 | \$0 | \$43,264 | 48.6% |
| SUPPLIES & OTHER | | | | | | | |
| 4300 INSTRUCTIONAL SUPPLIES | 0 | 270 | 0 | 0 | 0 | 270 | 0.0% |
| 4500 OTHER SUPPLIES | 0 | 1,493 | 0 | 0 | 0 | 1,493 | 0.0% |
| TOTAL SUPPLIES & OTHER: | \$0 | \$1,763 | \$0 | \$0 | \$0 | \$1,763 | 0.0% |
| OTHER | | | | | | | |
| 5400 INSURANCE | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| 5600 RENTS. LEASES. AND REPAIRS | 660 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| TOTAL OTHER : | \$660 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| TRANSFERS | | | | | | | |
| 7300 INTERFUND TRANSFER OUT | 141,713 | 139,759 | 11,627 | 69,761 | 0 | 69,998 | 49.9% |
| TOTAL TRANSFERS: | \$141,713 | \$139,759 | \$11,627 | \$69,761 | \$0 | \$69,998 | 49.9% |
| TOTAL EXPENSE & TRANSFER: | \$515,689 | \$560,576 | \$50,661 | \$272,045 | \$0 | \$288,531 | 48.5% |
| REVENUE OVER EXPENSE : | \$23,168 | \$0 | (\$44,737) | (\$43,877) | \$0 | \$43,877 | |

*** BOARD REPORT ***
 Child Development Fund
 Fund 04 Restricted
 Monterey Peninsula College
 December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-2012 | | | | | BALANCE DUE | Y-T-D ACTUAL TO BUDGET |
|--------------------------------------|------------------|------------------|----------------------|--------------------|--------------------|----------------------|------------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUE | Y-T-D REVENUE | | | | |
| REVENUE | | | | | | | | |
| 8100 FEDERAL | 71,440 | 22,068 | 0 | 1,696 | 0 | 20,372 | 7.7% | |
| 8690 STATE | 234,756 | 214,190 | 9,380 | 68,954 | 0 | 145,236 | 32.2% | |
| TOTAL REVENUE: | \$306,196 | \$236,258 | \$9,380 | \$70,650 | \$0 | \$165,608 | 29.9% | |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET | |
| CLASSIFIED SALARIES | | | | | | | | |
| 2100 NON INSTRUCTIONAL | 0 | (6,885) | 0 | 0 | 0 | (6,885) | 0.0% | |
| 2200 INSTRUCTIONAL AIDES | 123,462 | 117,892 | 11,444 | 58,002 | 0 | 59,890 | 49.2% | |
| 2300 HOURLY NON INSTRUCTIONAL | 2,118 | 0 | 0 | 775 | 0 | (775) | 0.0% | |
| 2400 HOURLY INSTRUCTIONAL | 4,000 | 0 | 0 | 8,525 | 0 | (8,525) | 0.0% | |
| TOTAL CLASSIFIED: | \$129,580 | \$111,007 | \$11,444 | \$67,302 | \$0 | \$43,705 | 60.6% | |
| 3XXX TOTAL FRINGE BENEFITS : | \$36,438 | \$33,504 | \$3,454 | \$19,613 | \$0 | \$13,891 | 58.5% | |
| SUPPLIES & OTHER | | | | | | | | |
| 4300 INSTRUCTIONAL SUPPLIES | 2,828 | 0 | 0 | 0 | 0 | 0 | 0.0% | |
| 4500 OTHER SUPPLIES | 2,906 | 835 | 39 | 1,391 | 1,271 | (1,827) | 166.6% | |
| 4700 FOOD | 19,182 | 16,400 | 609 | 7,912 | 9,888 | (1,400) | 48.2% | |
| TOTAL SUPPLIES & OTHER: | \$24,916 | \$17,235 | \$648 | \$9,303 | \$11,159 | (\$3,227) | 54.0% | |
| OTHER | | | | | | | | |
| 5400 INSURANCE | 0 | 200 | 0 | 0 | 0 | 200 | 0.0% | |
| 5600 RENTS & LEASES | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | |
| 5800 OTHER SERVICES | 510 | 190 | 0 | 0 | 0 | 190 | 0.0% | |
| TOTAL OTHER : | \$510 | \$390 | \$0 | \$0 | \$0 | \$390 | 0.0% | |
| Sites and Site Improvements | | | | | | | | |
| 6105 RENOVATION & REPAIR | \$2,525 | \$5,068 | \$0 | \$1,865 | \$0 | \$3,203 | 0.0% | |
| | \$2,525 | \$5,068 | \$0 | \$1,865 | \$0 | \$3,203 | 0.0% | |
| TRANSFERS | | | | | | | | |
| 7300 INTERFUND TRANSFER OUT | 72,715 | 69,054 | 5,755 | 34,527 | 0 | 34,527 | 50.0% | |
| TOTAL TRANSFERS: | \$72,715 | \$69,054 | \$5,755 | \$34,527 | \$0 | \$34,527 | 50.0% | |
| TOTAL EXPENSE & TRANSFER: | \$266,684 | \$236,258 | \$21,301 | \$132,610 | \$11,159 | \$92,489 | 60.9% | |
| REVENUE OVER EXPENSE : | \$39,512 | \$0 | (\$11,921) | (\$61,960) | (\$11,159) | \$73,119 | | |

*** BOARD REPORT ***

**Capital Projects Fund
Fund 14
Monterey Peninsula College**

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET |
|--------------------------------|------------------|--------------------|---------------------|-------------------|--------------------|----------------------|------------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUES | Y-T-D REVENUES | | | | |
| REVENUES | | | | | | | | |
| 8600 STATE | -170 | 3,108,000 | 0 | 0 | 0 | 3,108,000 | 0.0% | |
| 8800 COUNTY / LOCAL | 156,505 | 44,492 | 7,632 | 63,358 | 0 | (18,866) | 142.4% | |
| 8900 INTERFUND TRANSFER IN | 84,705 | 63,908 | 0 | 51,205 | 0 | 12,703 | 80.1% | |
| TOTAL REVENUE : | \$241,040 | \$3,216,400 | 7,632 | 114,563 | | \$3,101,837 | 3.6% | |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURE | Y-T-D EXPENDITURE | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET | |
| SUPPLIES | | | | | | | | |
| 4300 INSTRUCTIONAL SUPPLIES | 13,425 | 12,703 | 939 | 904 | 4,355 | 7,444 | 7.1% | |
| 4500 NON-INSTRUCTIONAL SUPPLIE | 51,391 | 5,210 | 1,444 | 20,921 | 917 | (16,628) | 401.6% | |
| TOTAL OTHER : | \$64,815 | \$17,913 | \$2,383 | \$21,825 | \$5,272 | (\$9,184) | 151.3% | |
| OTHER | | | | | | | | |
| 5100 CONTRACTED SERVICES | 4,140 | 63,803 | 0 | 600 | 0 | 63,203 | 0.9% | |
| 5400 INSURANCE | 51,205 | 51,205 | 0 | 51,205 | 0 | 0 | 100.0% | |
| 5600 RENTS, LEASES, REPAIRS | 24,507 | 11,200 | 584 | 6,807 | 28,295 | (23,902) | 60.8% | |
| 5700 LEGAL,ELECTION, AND AUDIT | 0 | 6,327 | 0 | 0 | 0 | 6,327 | 0.0% | |
| TOTAL OTHER : | \$79,852 | \$132,535 | \$584 | \$58,612 | \$28,295 | \$45,628 | 65.6% | |
| CAPITAL OUTLAY | | | | | | | | |
| 6100 SITES | 0 | 57,691 | 0 | 0 | 0 | 57,691 | 0.0% | |
| 6200 BUILDING IMPROVEMENTS | 0 | 3,108,000 | 0 | 0 | 0 | 3,108,000 | 0.0% | |
| 6400 EQUIPMENT | 224,650 | 85,390 | 3,860 | 3,980 | 65,366 | 16,044 | 4.7% | |
| TOTAL CAPITAL OUTLAY : | \$224,650 | \$3,251,081 | \$3,860 | \$3,980 | \$65,366 | \$3,181,735 | 2.1% | |
| INTERFUND TRANSFER OUT | | | | | | | | |
| 7300 TRANSFER OUT | 50,000 | 513,323 | 0 | 0 | 0 | 513,323 | N/A | |
| TOTAL EXPENSE : | \$419,317 | \$3,914,852 | \$6,827 | \$84,417 | \$98,933 | \$3,218,179 | 4.7% | |
| REVENUE OVER EXPENSE : | \$178,277 | \$698,452 | \$805 | \$30,146 | \$98,933 | \$3,332,742 | | |

*** BOARD REPORT ***

Other Debt Service Fund

Fund 29

Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET |
|-------------------------------|-------------------------|-------------------------|------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| | | REVISED BUDGET | CURRENT REVENUES | Y-T-D REVENUES | | | |
| REVENUES | | | | | | | |
| 8600 STATE | 0 | 0 | 0 | 0 | | 0 | N/A |
| 8860 LOCAL/COUNTY | 761 | 0 | 999 | 999 | | (999) | N/A |
| 8900 INTERFUND TRANSFER IN | <u>239,783</u> | <u>275,324</u> | <u>0</u> | <u>275,324</u> | | 0 | 100.4% |
| TOTAL REVENUE : | <u>\$240,544</u> | <u>\$275,324</u> | <u>\$999</u> | <u>\$276,323</u> | | <u>(\$999)</u> | 100.4% |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURE | Y-T-D EXPENDITURE | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET |
| Transfers | | | | | | | |
| 7200 LONG TERM DEBT | <u>239,783</u> | <u>275,324</u> | 0 | <u>137,662</u> | <u>137,662</u> | 0 | 50.0% |
| TOTAL CAPITAL OUTLAY : | <u>\$239,783</u> | <u>\$275,324</u> | <u>\$0</u> | <u>\$137,662</u> | <u>\$137,662</u> | <u>\$0</u> | 50.0% |
| TOTAL EXPENSE : | <u>\$239,783</u> | <u>\$275,324</u> | <u>\$0</u> | <u>\$137,662</u> | <u>\$137,662</u> | <u>\$0</u> | 50.0% |
| REVENUE OVER EXPENSE : | <u>\$761</u> | <u>\$0</u> | <u>\$999</u> | <u>\$138,661</u> | <u>(\$137,662)</u> | <u>(\$999)</u> | |

*** BOARD REPORT ***

Self Insurance Fund
Fund 35
Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET |
|----------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|--------------------------|---------------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUES | Y-T-D REVENUES | | | |
| REVENUE | | | | | | | |
| 8800 COUNTY / LOCAL | 634,428 | 520,765 | 43,092 | 191,570 | | 329,195 | 36.8% |
| 8860 INTEREST | 6,371 | 0 | 30,045 | 12,493 | | (12,493) | N/A |
| 8900 INTERFUND TRANSFER IN | 6,711,957 | 6,365,900 | 72,108 | 1,838,411 | | 4,527,489 | 28.9% |
| TOTAL REVENUE : | <u>\$7,352,756</u> | <u>\$6,886,665</u> | <u>\$145,245</u> | <u>\$2,042,475</u> | | <u>\$4,844,190</u> | 29.7% |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURE | Y-T-D EXPENDITURE | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET |
| 3XXX TOTAL FRINGE BENEFITS | <u>\$6,220,763</u> | <u>\$6,826,716</u> | <u>\$274,025</u> | <u>\$2,827,336</u> | <u>\$4,500</u> | <u>\$3,994,880</u> | 41.5% |
| 4500 NON-INSTRUCTIONAL SUPPLIES | <u>\$2,196</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | N/A |
| OTHER | | | | | | | |
| 5100 CONTRACTED SERVICES | 4,757 | 0 | 5,096 | 18,762 | 30,722 | (49,484) | N/A |
| 5800 OTHER SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | N/A |
| TOTAL OTHER : | <u>\$4,757</u> | <u>\$0</u> | <u>\$5,096</u> | <u>\$18,762</u> | <u>\$30,722</u> | <u>(\$49,484)</u> | N/A |
| INTERFUND TRANSFER OUT | | | | | | | |
| 7300 TRANSFER OUT | 0 | 650,908 | 0 | 0 | 0 | 650,908 | N/A |
| TOTAL EXPENSE : | <u>\$6,227,716</u> | <u>\$7,477,624</u> | <u>\$279,122</u> | <u>\$2,846,098</u> | <u>\$35,222</u> | <u>\$3,945,396</u> | 38.5% |
| REVENUE OVER EXPENSE : | <u>\$1,125,040</u> | <u>(\$590,959)</u> | <u>(\$133,877)</u> | <u>(\$803,624)</u> | <u>(\$35,222)</u> | <u>\$898,794</u> | |

*** BOARD REPORT ***
 Parking Fund
 Fund 39
 Monterey Peninsula College
 December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-2012 | | | | | BALANCE | Y-T-D ACTUAL TO BUDGET |
|--------------------------------------|------------------|------------------|----------------------|--------------------|--------------------|----------------------|------------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUE | Y-T-D REVENUE | | | | |
| REVENUE | | | | | | | | |
| 8800 COUNTY / LOCAL | 676,162 | 469,000 | 4,936 | 149,131 | | 0 | 319,869 | 31.8% |
| TOTAL REVENUE: | \$676,162 | \$469,000 | \$4,936 | \$149,131 | | \$0 | \$319,869 | 31.8% |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET | |
| CLASSIFIED SALARIES | | | | | | | | |
| 2100 NON INSTRUCTIONAL | 145,764 | 157,766 | 11,836 | 85,818 | 0 | 71,948 | 54.4% | |
| 2300 HOURLY NON INSTRUCTIONAL | 9,610 | 48,313 | 2,041 | 12,557 | 0 | 35,756 | 26.0% | |
| TOTAL CLASSIFIED : | \$155,374 | \$206,079 | \$13,877 | \$98,375 | \$0 | \$107,704 | 47.7% | |
| 3XXX TOTAL FRINGE BENEFITS : | \$42,926 | \$58,368 | \$4,343 | \$28,184 | \$0 | \$30,184 | 48.3% | |
| SUPPLIES & OTHER | | | | | | | | |
| 4500 OTHER SUPPLIES : | \$9,366 | 11,400 | 0 | 624 | 3,323 | 7,453 | 5.5% | |
| TOTAL SUPPLIES & OTHER: | \$9,366 | \$11,400 | \$0 | \$624 | \$3,323 | \$7,453 | 5.5% | |
| OTHER | | | | | | | | |
| 5100 CONTRACTS | 46,800 | 0 | 0 | 0 | 0 | 0 | 0.0% | |
| 5200 TRAVEL & CONFERENCE | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | |
| 5500 UTILITIES & HOUSEKEEPING | 1,545 | 3,500 | 237 | 1,025 | 1,073 | 1,402 | 0.0% | |
| 5600 RENTS & LEASES | 17,380 | 37,182 | 75 | 5,661 | 0 | 31,521 | 15.2% | |
| TOTAL OTHER: | \$65,725 | \$40,682 | \$312 | \$6,686 | \$1,073 | \$32,923 | 16.4% | |
| CAPITAL OUTLAY | | | | | | | | |
| 6400 EQUIPMENT | 1,284 | 38,957 | 493 | 20,767 | 12,052 | 6,138 | 53.3% | |
| TOTAL CAPITAL OUTLAY: | \$1,284 | \$38,957 | \$493 | \$20,767 | \$12,052 | \$6,138 | 53.3% | |
| TRANSFERS | | | | | | | | |
| 7300 INTERFUND TRANSFER OUT | 97,335 | 108,972 | 7,856 | 47,136 | 0 | 61,836 | 43.3% | |
| TOTAL TRANSFERS: | \$97,335 | \$108,972 | \$7,856 | \$47,136 | \$0 | \$61,836 | 43.3% | |
| TOTAL EXPENSE & TRANSFER: | \$372,010 | \$464,458 | \$26,881 | \$201,772 | \$16,448 | \$246,238 | 47.0% | |
| REVENUE OVER EXPENSE : | \$304,152 | \$4,542 | (\$21,945) | (\$52,641) | (\$16,448) | \$73,631 | | |

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

College Revenue Bond Interest & Redemption

Fund 46

Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | | Y-T-D ACTUAL TO BUDGET |
|--------------------------------|------------------------|------------------------|---------------------|--------------------------|-------------------------|-----------------------|------------------------|
| | | REVISED BUDGET | CURRENT REVENUES | Y-T-D REVENUES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | |
| REVENUES | | | | | | | |
| 8800 LOCAL | 19,425 | 18,975 | 0 | 27 | | 18,948 | 0.1% |
| 8860 INTEREST | 68 | 0 | 125 | 125 | | (125) | N/A |
| TOTAL REVENUE : | <u>\$19,493</u> | <u>\$18,975</u> | <u>\$125</u> | <u>\$152</u> | | <u>(\$125)</u> | 0.8% |
| DEBT RETIREMENT | | | | | | | |
| 7100 DEBT RETIREMENT | 19,425 | 18,975 | 0 | 17,100 | 1,875 | 0 | 90.1% |
| TOTAL DEBT RETIREMENT : | <u>\$19,425</u> | <u>\$18,975</u> | <u>\$0</u> | <u>\$17,100</u> | <u>\$1,875</u> | <u>\$0</u> | 90.1% |
| TOTAL EXPENSE : | <u>\$19,425</u> | <u>\$18,975</u> | <u>\$0</u> | <u>\$17,100</u> | <u>\$1,875</u> | <u>\$0</u> | 100.0% |
| REVENUE OVER EXPENSE : | <u>\$68</u> | <u>\$0</u> | <u>\$125</u> | <u>(\$16,948)</u> | <u>(\$1,875)</u> | <u>(\$125)</u> | |

cc

*** BOARD REPORT ***

COLLEGE CENTER FUND

Fund 47

Monterey Peninsula College

December 31, 2011

| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | 2011-12 | | | | | BALANCE DUE | Y-T-D ACTUAL TO BUDGET |
|----------------------------------------|-------------------------|-------------------------|-------------------------|--------------------------|--------------------------|-------------------------|---------------------------|---------------------------|
| | | REVISED BUDGET | CURRENT REVENUE | Y-T-D REVENUE | | | | |
| REVENUE | | | | | | | | |
| 8800 COUNTY / LOCAL | 257,622 | 275,200 | 713 | 37,247 | | 237,953 | 13.5% | |
| 8860 INTEREST | 56 | 0 | 0 | 353 | | (353) | N/A | |
| TOTAL REVENUE : | <u>\$257,677</u> | <u>\$275,200</u> | <u>\$713</u> | <u>\$37,601</u> | | <u>\$237,599</u> | 13.7% | |
| OBJECT CLASSIFICATION | 2010-2011 ACTUAL | REVISED BUDGET | CURRENT EXPENDITURES | Y-T-D EXPENDITURES | ENCUMBERED BALANCE | UNENCUMBERED BALANCE | Y-T-D ACTUAL TO BUDGET | |
| CLASSIFIED | | | | | | | | |
| 2100 NON INSTRUCTIONAL | 19,486 | 20,634 | 1,735 | 10,258 | 0 | 10,376 | 49.7% | |
| 2300 HOURLY NON INSTRUCTIONAL | 56 | 0 | 0 | 0 | 0 | 0 | N/A | |
| TOTAL CLASSIFIED : | <u>\$19,543</u> | <u>\$20,634</u> | <u>\$1,735</u> | <u>\$10,258</u> | <u>\$0</u> | <u>\$10,376</u> | 49.7% | |
| 3XXX TOTAL FRINGE BENEFITS : | <u>\$5,766</u> | <u>\$6,228</u> | <u>\$524</u> | <u>\$3,096</u> | <u>\$0</u> | <u>\$3,132</u> | 49.7% | |
| SUPPLIES & OTHER | | | | | | | | |
| 4500 OTHER SUPPLIES | (12) | 1,150 | 0 | (155) | 149 | 1,157 | -0.6% | |
| TOTAL SUPPLIES & OTHER : | <u>(\$12)</u> | <u>\$1,150</u> | <u>\$0</u> | <u>(\$155)</u> | <u>\$149</u> | <u>\$1,157</u> | -0.6% | |
| OTHER | | | | | | | | |
| 5100 CONTRACT SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | |
| 5200 TRAVEL | 125 | 1,500 | 0 | 75 | 0 | 1,425 | 5.0% | |
| 5300 MEMBERSHIP | 75 | 75 | 0 | 0 | 0 | 75 | 0.0% | |
| 5400 INSURANCE | 17,545 | 17,545 | 0 | 0 | 0 | 17,545 | 0.0% | |
| 5500 UTILITIES & HOUSEKEEPING | 109,359 | 150,763 | 6,459 | 24,952 | 43,115 | 82,697 | 45.1% | |
| 5600 RENTS & LEASES | 3,278 | 10,020 | 347 | 3,265 | 630 | 6,125 | 38.9% | |
| 5800 OTHER SERVICES | 5,000 | 5,000 | 0 | 5,000 | 0 | 0 | 100.0% | |
| TOTAL OTHER : | <u>\$135,382</u> | <u>\$184,903</u> | <u>\$6,805</u> | <u>\$33,291</u> | <u>\$43,745</u> | <u>\$107,867</u> | 41.7% | |
| CAPITAL OUTLAY | | | | | | | | |
| 6400 EQUIPMENT | 5,650 | 3,000 | 0 | 0 | 3,121 | (121) | 104.0% | |
| TOTAL CAPITAL OUTLAY : | <u>\$5,650</u> | <u>\$3,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$3,121</u> | <u>(\$121)</u> | 104.0% | |
| TRANSFERS | | | | | | | | |
| 7100 DEBT RETIREMENT | 19,425 | 18,975 | 0 | 0 | 0 | 18,975 | 0.0% | |
| 7300 INTERFUND TRANSFER | 12,265 | 29,339 | 0 | 3,928 | 0 | 25,411 | 13.4% | |
| TOTAL TRANSFERS : | <u>\$31,690</u> | <u>\$48,314</u> | <u>\$0</u> | <u>\$3,928</u> | <u>\$0</u> | <u>\$44,386</u> | 8.1% | |
| TOTAL EXPENSE & TRANSFERS : | <u>\$198,018</u> | <u>\$264,229</u> | <u>\$9,064</u> | <u>\$50,419</u> | <u>\$47,014</u> | <u>\$166,797</u> | 36.9% | |
| REVENUE OVER EXPENSE : | <u>\$59,659</u> | <u>\$10,971</u> | <u>(\$8,350)</u> | <u>(\$12,818)</u> | <u>(\$47,014)</u> | <u>\$70,802</u> | | |

BUILDING

**Building Fund
Fund 48
Monterey Peninsula College**

December 31, 2011

| BOND PROJECTS | REVISED PROJECT BUDGET | 2011-12 | | |
|-------------------------------------------------------|------------------------------|----------------------------------|-----------------------|---------------------------------------|
| | | PURCHASE ORDER OUTSTANDING | 2011-2012 PAYMENTS | BUDGET BALANCE BUDGET-PO'S-PYMT |
| 1. Arts Complex | \$0 | 0 | 7,500 | -\$7,500 |
| 2. Furniture & Equipment | \$1,384,614 | 17,545 | 370,292 | \$996,777 |
| 3. Humanities, Bus Hum - Student Services Build | \$2,569,000 | 4,170,197 | 710,003 | -\$2,311,200 |
| 4. Infrastructure 3 / Miscellaneous | \$2,315,700 | 337,983 | 824,190 | \$1,153,527 |
| 5. Life Science & Physical Science | \$7,040,730 | 7,451,293 | 960,744 | -\$1,371,307 |
| 6. Marina Education Center | \$4,534,109 | 264,992 | 498,158 | \$3,770,959 |
| 7. PE Phase II - Gym/Locker Room | \$2,415,410 | 3,141,723 | 22,993 | -\$749,306 |
| 8. Physical Science Building | \$9,705,029 | 0 | 0 | \$9,705,029 |
| 9. Pool/ Tennis Courts | \$381,100 | 0 | 0 | \$381,100 |
| 10. PSTC Parker Flats | \$0 | 33,000 | 14,284 | -\$47,284 |
| 11. Student Services Building | \$500,000 | 152,645 | 207,833 | \$139,522 |
| 12. Swing Space | \$397,325 | 133,180 | 581,314 | -\$317,169 |
| 13. Theater Building | \$8,128,485 | 7,594,231 | 990,366 | -\$456,112 |
| 14. General Institutional Bond Management | \$0 | 75,134 | 172,751 | -\$247,885 |
| Total Bond Projects: | \$39,371,502 | \$23,371,923 | \$5,360,428 | \$10,646,651 |
| Initial Bond Funds Received 6/30/03 | | \$40,000,000 | | |
| County office interest Received from inception | | \$5,774,241 | | |
| 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 11-12 | | (\$5,360,428) | | |
| Balance Used in 10-11 | | (\$16,422,183) | | |
| Balance Used in 09-10 | | (\$13,542,031) | | |
| 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 11-12 ytd expense | | (\$5,360,428) | | |
| Available Bond Funds | | \$43,808,794 | | |

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2011

New Business Agenda Item No. B

Fiscal Services
College Area

Proposal:

That the Governing Board review and accept the attached Quarterly Financial Status Report (Form CCFS 311Q) for the quarter ending, September 30, 2011.

Background:

AB 2910, Chapter 1486, Statutes of 1986, requires that quarterly reports on the financial condition of each community college district be presented to local governing boards for review and acceptance. These reports must also be filed with the Chancellor's Office.

Budgetary Implications:

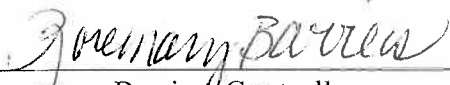
Steps have been taken to ensure close monitoring of the District's budget. Monthly reports, updates and projections will be provided to the Governing Board.

RESOLUTION: BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter Ending September 30, 2011 as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

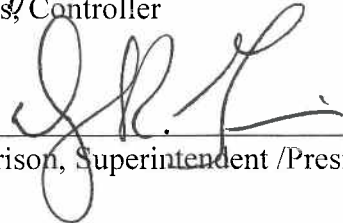
Recommended By: _____


Stephen Ma, Vice President for Administrative Services

Prepared By: _____


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Douglas Garrison, Superintendent /President

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA**

CHANGE THE PERIOD

Fiscal Year: 2011-2012

Quarter Ended: (Q1) Sep 30, 2011

District: (460) MONTEREY

| Line | Description | As of June 30 for the fiscal year specified | | | |
|----------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------|-------------------|-------------------|---------------------|
| | | Actual 2008-09 | Actual 2009-10 | Actual 2010-11 | Projected 2011-2012 |
| I. Unrestricted General Fund Revenue, Expenditure and Fund Balance: | | | | | |
| A. Revenues: | | | | | |
| A.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 42,160,479 | 39,518,284 | 40,111,566 | 36,429,106 |
| A.2 | Other Financing Sources (Object 8900) | 50,000 | 0 | 50,000 | 1,104,282 |
| A.3 | Total Unrestricted Revenue (A.1 + A.2) | 42,210,479 | 39,518,284 | 40,161,566 | 37,533,388 |
| B. Expenditures: | | | | | |
| B.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 35,028,799 | 32,600,756 | 32,869,033 | 31,370,996 |
| B.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 7,092,699 | 6,831,758 | 7,797,461 | 6,159,152 |
| B.3 | Total Unrestricted Expenditures (B.1 + B.2) | 42,121,498 | 39,432,514 | 40,666,494 | 37,530,148 |
| C. | Revenues Over(Under) Expenditures (A.3 - B.3) | 88,981 | 85,770 | -504,928 | 3,240 |
| D. | Fund Balance, Beginning | 4,094,008 | 4,182,989 | 4,268,759 | 3,763,831 |
| D.1 | Prior Year Adjustments + (-) | 0 | 0 | 0 | 0 |
| D.2 | Adjusted Fund Balance, Beginning (D + D.1) | 4,094,008 | 4,182,989 | 4,268,759 | 3,763,831 |
| E. | Fund Balance, Ending (C. + D.2) | 4,182,989 | 4,268,759 | 3,763,831 | 3,767,071 |
| F.1 | Percentage of GF Fund Balance to GF Expenditures (E. / B.3) | 9.9% | 10.8% | 9.3% | 10% |

II. Annualized Attendance FTES:

| | | | | | |
|-----|---------------------------------------------------------|-------|-------|-------|-------|
| G.1 | Annualized FTES (excluding apprentice and non-resident) | 8,370 | 7,890 | 7,681 | 7,200 |
|-----|---------------------------------------------------------|-------|-------|-------|-------|

| Line | Description | As of the specified quarter ended for each fiscal year | | | |
|---------------------------------------------------------------------------|--------------------------------|--------------------------------------------------------|------------------|------------------|------------------|
| | | 2008-09 | 2009-10 | 2010-11 | 2011-2012 |
| III. Total General Fund Cash Balance (Unrestricted and Restricted) | | | | | |
| H.1 | Cash, excluding borrowed funds | | 3,951,492 | 1,451,628 | 4,767,785 |
| H.2 | Cash, borrowed funds only | | 0 | 0 | 0 |
| H.3 | Total Cash (H.1+ H.2) | 841,824 | 3,951,492 | 1,451,628 | 4,767,785 |

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

| Line | Description | Adopted Budget (Col. 1) | Annual Current Budget (Col. 2) | Year-to-Date Actuals (Col. 3) | Percentage (Col. 3/Col. 2) |
|----------------------|---------------------------------------------------------------|-------------------------|--------------------------------|-------------------------------|----------------------------|
| Revenues: | | | | | |
| I.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 36,429,106 | 36,429,106 | 5,448,640 | 15% |
| I.2 | Other Financing Sources (Object 8900) | 1,104,282 | 1,104,282 | 0 | |
| I.3 | Total Unrestricted Revenue (I.1 + I.2) | 37,533,388 | 37,533,388 | 5,448,640 | 14.5% |
| Expenditures: | | | | | |
| J.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 31,370,996 | 31,370,996 | 6,884,412 | 21.9% |
| J.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 6,159,152 | 6,159,152 | 456,933 | 7.4% |
| J.3 | Total Unrestricted Expenditures (J.1 + J.2) | 37,530,148 | 37,530,148 | 7,341,345 | 19.6% |
| K. | Revenues Over(Under) Expenditures (I.3 - J.3) | 3,240 | 3,240 | -1,892,705 | |
| L. | Adjusted Fund Balance, Beginning | 3,763,831 | 3,763,831 | 3,763,831 | |
| L.1 | Fund Balance, Ending (C. + L.2) | 3,767,071 | 3,767,071 | 1,871,126 | |
| M | Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3) | 10% | 10% | | |

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

| Contract Period Settled (Specify) | Management | Academic | Classified |
|-----------------------------------|------------|-----------|------------|
| | Permanent | Temporary | |

| YYYY-YY | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * |
|---------------------|---------------------|-----|---------------------|-----|---------------------|-----|---------------------|-----|
| a. SALARIES: | | | | | | | | |
| Year 1: | | | | | | | | |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |
| b. BENEFITS: | | | | | | | | |
| Year 1: | | | | | | | | |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? YES
Next year? YES

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

The District faces many challenges in the 11-12 Fiscal year, with the system wide apportionment reduction of \$290 M. Increased enrollment fees from \$26 to \$36, and possibly and additional increase to \$46 per unit. New Inter-year deferral, and the potential for mid-year trigger cuts of \$30M and \$72M if certain statewide revenue estimates are not met.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

District: (460) MONTEREY

CHANGE THE PERIOD
Fiscal Year: 2011-2012
Quarter Ended: (Q1) Sep 30, 2011

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Stephen Ma
CBO Phone: 831-646-4040

CBO Signature: _____
Date Signed: _____

Chief Executive Officer Name: Dr. Douglas Garrison

CEO Signature: _____
Date Signed: _____

Electronic Cert Date: 11/10/2011

District Contact Person

Name: Rosemary Barrios
Title: Controller

Telephone: 831-646-4043

Fax: 831-645-1315

E-Mail: rbarrios@mpc.edu

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalg (916)327-5772 catalig@ccccc.edu or Tracy Britten (916)323-6899 tbritten@ccccc.edu
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Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2011

New Business Agenda Item No. C

Fiscal Services
College Area

Proposal:

That the Governing Board review and accept the attached Quarterly Financial Status Report (Form CCFS 311Q) for the quarter ending, December 31, 2011.

Background:

AB 2910, Chapter 1486, Statutes of 1986, requires that quarterly reports on the financial condition of each community college district be presented to local governing boards for review and acceptance. These reports must also be filed with the Chancellor's Office.

Budgetary Implications:

Steps have been taken to ensure close monitoring of the District's budget. Monthly reports, updates and projections will be provided to the Governing Board.

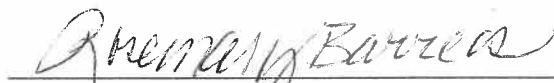
RESOLUTION: BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter Ending December 31, 2011 as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

Recommended By:



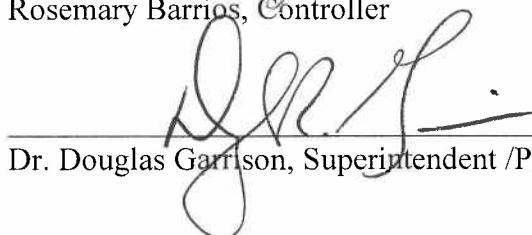
Stephen Ma, Vice President for Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Douglas Garrison, Superintendent /President

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2011-2012

Quarter Ended: (Q2) Dec 31, 2011

District: (460) MONTEREY

| Line | Description | As of June 30 for the fiscal year specified | | | |
|----------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------|-------------------|-------------------|------------------------|
| | | Actual 2008-09 | Actual 2009-10 | Actual 2010-11 | Projected 2011-2012 |
| I. Unrestricted General Fund Revenue, Expenditure and Fund Balance: | | | | | |
| A. Revenues: | | | | | |
| A.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 42,160,479 | 39,518,284 | 40,111,566 | 36,429,106 |
| A.2 | Other Financing Sources (Object 8900) | 50,000 | 0 | 50,000 | 1,104,282 |
| A.3 | Total Unrestricted Revenue (A.1 + A.2) | 42,210,479 | 39,518,284 | 40,161,566 | 37,533,388 |
| B. Expenditures: | | | | | |
| B.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 35,028,799 | 32,600,756 | 32,869,033 | 31,371,005 |
| B.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 7,092,699 | 6,831,758 | 7,797,461 | 6,159,152 |
| B.3 | Total Unrestricted Expenditures (B.1 + B.2) | 42,121,498 | 39,432,514 | 40,666,494 | 37,530,157 |
| C | Revenues Over(Under) Expenditures (A.3 - B.3) | 88,981 | 85,770 | -504,928 | 3,231 |
| D. Fund Balance, Beginning | | | | | |
| D.1 | Prior Year Adjustments + (-) | 0 | 0 | 0 | 0 |
| D.2 | Adjusted Fund Balance, Beginning (D + D.1) | 4,094,008 | 4,182,989 | 4,268,759 | 3,763,831 |
| E. | Fund Balance, Ending (C. + D.2) | 4,182,989 | 4,268,759 | 3,763,831 | 3,767,062 |
| F.1 | Percentage of GF Fund Balance to GF Expenditures (E. / B.3) | 9.9% | 10.8% | 9.3% | 10% |

II. Annualized Attendance FTES:

| | | | | | |
|-----|---------------------------------------------------------|-------|-------|-------|-------|
| G.1 | Annualized FTES (excluding apprentice and non-resident) | 8,370 | 7,890 | 7,681 | 7,200 |
|-----|---------------------------------------------------------|-------|-------|-------|-------|

III. Total General Fund Cash Balance (Unrestricted and Restricted)

| Line | Description | As of the specified quarter ended for each fiscal year | | | |
|------|--------------------------------|--------------------------------------------------------|-------------------|-------------------|-------------------|
| | | 2008-09 | 2009-10 | 2010-11 | 2011-2012 |
| H.1 | Cash, excluding borrowed funds | | 11,352,354 | 12,471,501 | 11,383,136 |
| H.2 | Cash, borrowed funds only | | 0 | 0 | 0 |
| H.3 | Total Cash (H.1 + H.2) | 12,806,205 | 11,352,354 | 12,471,501 | 11,383,136 |

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

| Line | Description | Adopted Budget (Col. 1) | Annual Current Budget (Col. 2) | Year-to-Date Actuals (Col. 3) | Percentage (Col. 3/Col. 2) |
|-------------------------|---------------------------------------------------------------|-------------------------------|-----------------------------------------|-------------------------------------|-------------------------------|
| I. Revenues: | | | | | |
| I.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 36,429,106 | 36,429,106 | 18,787,233 | 51.6% |
| I.2 | Other Financing Sources (Object 8900) | 1,104,282 | 1,104,282 | 0 | |
| I.3 | Total Unrestricted Revenue (I.1 + I.2) | 37,533,388 | 37,533,388 | 18,787,233 | 50.1% |
| J. Expenditures: | | | | | |
| J.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 31,370,996 | 31,371,005 | 13,933,235 | 44.4% |
| J.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 6,159,152 | 6,159,152 | 1,933,660 | 31.4% |
| J.3 | Total Unrestricted Expenditures (J.1 + J.2) | 37,530,148 | 37,530,157 | 15,866,895 | 42.3% |
| K. | Revenues Over(Under) Expenditures (I.3 - J.3) | 3,240 | 3,231 | 2,920,338 | |
| L | Adjusted Fund Balance, Beginning | 3,763,831 | 3,763,831 | 3,763,831 | |
| L.1 | Fund Balance, Ending (C. + L.2) | 3,767,071 | 3,767,062 | 6,684,169 | |
| M | Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3) | 10% | 10% | | |

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

| Contract Period Settled (Specify) | Management | Academic | Classified |
|--------------------------------------|------------|-----------|------------|
| | Permanent | Temporary | |

| YYYY-YY | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * |
|---------------------|---------------------|-----|---------------------|-----|---------------------|-----|---------------------|-----|
| a. SALARIES: | | | | | | | | |
| Year 1: | | | | | | | | |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |
| b. BENEFITS: | | | | | | | | |
| Year 1: | | | | | | | | |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? YES
Next year? YES

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)
 Yes, the District continues to have many challenges this fiscal year, with the system wide apportionment reduction of \$290M, increase enrollment fees to \$36,
 Next Fiscal Year California Community Colleges will face a \$102M reduction along with a \$10 per unit increase in enrollment fee from \$36 to \$46.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

District: (460) MONTEREY

CHANGE THE PERIOD

Fiscal Year: 2011-2012

Quarter Ended: (Q2) Dec 31, 2011

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Stephen Ma

CBO Phone: 831-646-4040

CBO Signature:

Date Signed:

Chief Executive Officer Name: Dr. Douglas Garrison

CEO Signature:

Date Signed:

Electronic Cert Date: 01/13/2012

District Contact Person

Name: Rosemary Barrios

Title: Controller

Telephone: 831-646-4043

Fax: 831-645-1315

E-Mail: rbarrios@mpc.edu

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:

Christine Atalig (916)327-5772 c.atalig@ccc.ca.edu or Tracy Britten (916)323-6899 tbritten@ccc.ca.edu

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Monterey Peninsula Community College District

Governing Board Agenda

December 13, 2011

New Business Agenda Item No. D

Fiscal Services
College Area

Proposal:

That the Governing Board reviews the attached County of Monterey Investment Report for the quarter ending September 30, 2011

Background:


The majority of the funds are on deposit with the Monterey County Treasury pursuant to Ed Code. The County Treasurer provides a quarterly report to participating agencies detailing asset allocation and investment performance. The portfolio's net earned income yield for the period ending September 30, 2011, was 0.66%. Approximately 92.71% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. The remaining 7.29% is invested in corporate debt and is rated in the higher levels of investment grade.

Budgetary Implications:


None.

INFORMATION: County of Monterey Investment Report for the quarter ending September 30, 2011.

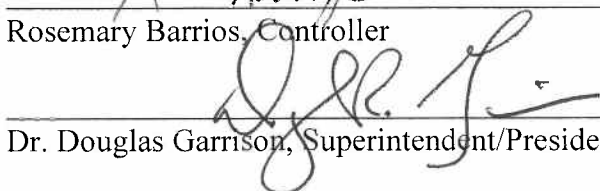
Recommended By:


Stephen Ma, Vice President for Administrative Services

Prepared By:


Rosemary Barrios, Controller

Agenda Approval:


Dr. Douglas Garrison, Superintendent/President

MONTEREY COUNTY BOARD OF SUPERVISORS

| | |
|---------------------------------------------------------------------------------------------------------------------|-------------------|
| MEETING: November 1, 2011 | AGENDA NO: |
| SUBJECT: Receive and Accept the Treasurer's Report of Investments for the quarter ending September 30, 2011. | |
| DEPARTMENT: Treasurer-Tax Collector | |

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive and Accept the Treasurer's Report of Investments for the quarter ending September 30, 2011.

SUMMARY:

Government Code Section 53646 (b) requires the Treasurer submit a quarterly report of investments. The attached Exhibit A provides a narrative portfolio review of economic and market conditions that support the investment activity during the July - September period. Exhibit B describes the investment portfolio position by investment type as of September 30, 2011. Exhibit C is a listing of historical Monterey County Treasury Pool yields versus benchmarks. Exhibit D describes the investment portfolio by maturity range, and Exhibit E is an overview of the short term funds that the Treasurer invests in overnight, liquid assets.

DISCUSSION:

During the July to September quarter Treasury bond yields dropped along the entire curve due to several economic factors. The continuing decrease in yields in Treasury bonds reflects market expectations of low growth and low inflation as domestic constraints to growth and the ongoing credit crisis in Europe continue to have impact on the world economy. The Federal Reserve also announced "Operation Twist" this quarter. It is a plan to sell shorter term treasuries and to buy longer term treasuries in an effort to keep longer term interest rates low and stimulate borrowing for businesses and housing. The effect of this policy was a flattening of the yield curve as institutional investors bought up longer term maturities in anticipation of the Federal Reserve entering the market in September. This caused the biggest increase in prices (decrease in yield) in the 2 – 5 year maturity range.

On September 30, 2011 the Monterey County investment portfolio contained an amortized cost basis of \$980,583,965 spread among 73 separate securities and funds. The par value of those funds was \$977,235,642, with a market value of \$980,693,142 or 100.01% of amortized book value. The portfolio's net earned income yield for the period was 0.66%. The portfolio produced estimated income of \$1,580,394 for the quarter which will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 324 days.

The investment portfolio was in compliance with all applicable provisions of state law and the adopted investment policy, and contained sufficient liquidity to meet all projected outflows over the next six months. Market value pricings were obtained through Bloomberg LLP, Union Bank of California and included live-bid pricing of corporate securities.

OTHER AGENCY INVOLVEMENT:

A copy of this report will be distributed to all agencies participating in the County investment pool and the Treasury Oversight Committee. In addition, the report will be displayed on the County Treasurer's web site. A monthly report of investment transactions is provided to the Board of Supervisors as required by GC 53607.

FINANCING:

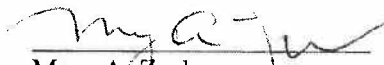
The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. We estimate that the investment earnings in the General Fund will be consistent with budgeted revenue, but at historically low levels, as the Federal Reserve is expected to continue keeping short term interest rates at the current rate of 0.00 – 0.25%.

Prepared by:



Eamonn M. Mahar
Investment Officer
October 17, 2011

Approved by:



Mary A. Zeeb
Treasurer-Tax Collector
October 17, 2011

cc: County Administrative Office
County Counsel
Auditor-Controller – Internal Audit Section
All depositors
Treasury Oversight Committee

Attachments:

Exhibit A – Investment Portfolio Review – 09.30.11
Exhibit B – Portfolio Management Report – 09.30.11
Exhibit C – Monterey County Historical Yields vs. Benchmarks
Exhibit D – Aging Report – 09.30.11
Exhibit E – Overnight (Liquid) Asset Distribution
Investment Policy

Before the Board of Supervisors in and for the
County of Monterey, State of California

Resolution No. 11-359

Receive and Accept the Treasurer’s Report of)
Investments for the quarter ending September)
30, 2011.....)

WHEREAS, Government Code Section 53646(b) requires the Treasurer-Tax Collector to submit a quarterly report of investments to the Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors does hereby:
Receive and Accept the Treasurer’s Report of Investments for the quarter ending
September.

PASSED AND ADOPTED on this 1st day of November 2011, upon motion of Supervisor Salinas, seconded by Supervisor Potter by the following vote, to-wit:

- AYES: Supervisors Calcagno, Salinas, Parker and Potter
- NOES: None
- ABSENT: Supervisor Armenta

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 75 for the meeting on November 1, 2011.

Dated: November 2, 2011

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By *Denise Hancock*
Deputy

Exhibit A

Investment Portfolio Review Quarter Ending September 30, 2011

OVERVIEW – July 1 – September 30, 2011

During the July to September quarter Treasury bond yields dropped along the entire curve due to several economic factors. The continuing decrease in yields in Treasury bonds reflects market expectations of low growth and low inflation as domestic constraints to growth and the ongoing credit crisis in Europe continue to have impact on the world economy. The Federal Reserve also announced “Operation Twist” this quarter. It is a plan to sell shorter term treasuries and to buy longer term treasuries in an effort to keep longer term interest rates low and stimulate borrowing for businesses and housing. The effect of this policy was a flattening of the yield curve as institutional investors bought up longer term maturities in anticipation of the Federal Reserve entering the market in September. This caused the biggest increase in prices (decrease in yield) in the 2 – 5 year maturity range. Despite the continued fiscal strength of the US banking industry, an additional 26 regional banks failed during this quarter.

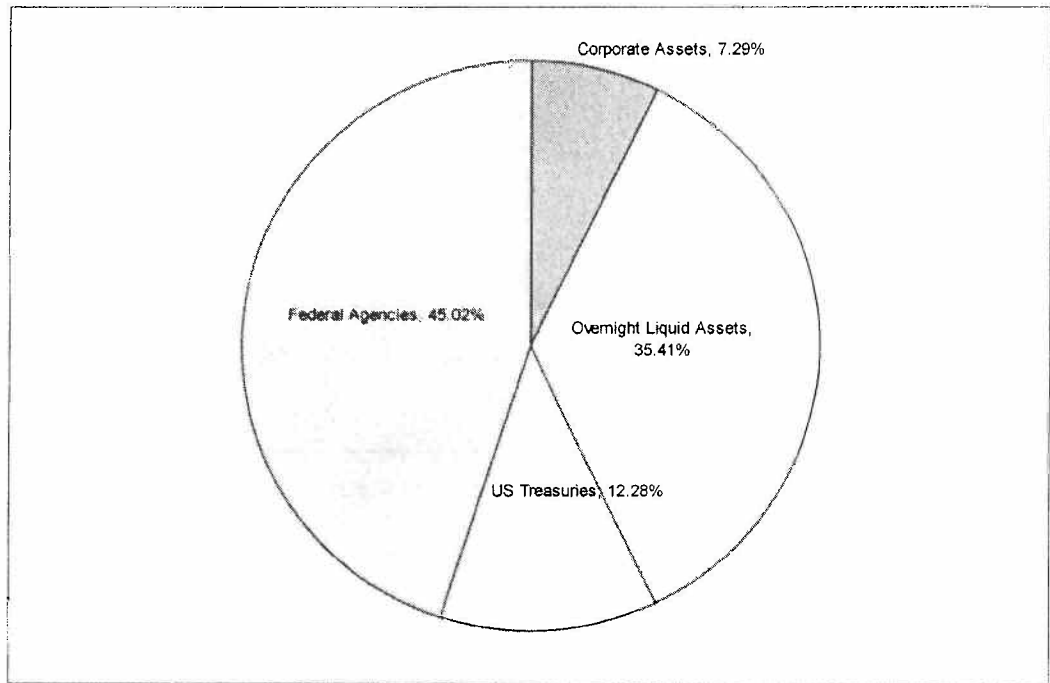
Despite the fact that bond yields decreased across all maturities this quarter, the County Treasury was able leverage longer-term, callable bond structures to outperform all of the portfolio benchmarks. The following indicators reflect key aspects of the County’s investment portfolio in light of the above noted conditions:

1. Market Access – The U.S. Treasury continued to issue substantial amounts of debt instruments. The continued large issuance is due to their efforts to stimulate the economy by providing funding for financial institutions, social programs, and ongoing military funding requirements. Access to U.S. Treasuries has been plentiful, but yields have continued to drop as investors seek safe havens from an increasingly uncertain world market. These issues have continued to keep yields low on Treasury bonds from July through September.

During the quarter, the majority of County investment purchases continue to be in U.S. Treasury and Agency markets with a continued small position in shorter term, highly rated (AA or better) Corporate bonds, Certificates of Deposits and highly rated (A1, P1), short term Commercial Paper. In addition, the Treasurer continues to keep a high level of overnight liquid assets, reflecting the need to maintain increased levels of available cash to ensure our ability to meet any cash flow needs.

2. Diversification - The Monterey County Treasurer’s portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the pie chart below:



- Credit Risk** – Approximately 92.71% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. All assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt (7.29%) is rated in the higher levels of investment grade. All federal agency securities have AA ratings, or they are guaranteed by the U.S. Treasury.
- Liquidity Risk** – Liquidity risk, as measured by the ability of the county's Treasury to meet withdrawal demands on invested assets, was adequately managed during the April to June quarter. The portfolio's average weighted maturity was 324 days, and a large percentage (35.41%) of assets was held in immediately available funds.

PORTFOLIO CHARACTERISTICS

| | <u>June 30, 2011</u> | <u>September 30, 2011</u> |
|--------------------|-----------------------------|----------------------------------|
| Total Assets | \$976,919,348 | \$980,583,965 |
| Market Value | \$977,617,575 | \$980,693,142 |
| Days to Maturity | 256 | 324 |
| Yield | 0.54% | 0.66% |
| Estimated Earnings | \$1,425,549 | \$1,580,394 |

FUTURE STRATEGY

The U.S. Treasury has continued a policy of heavy borrowing for stimulus programs, military funding and other additional needs. Despite the downgrade of U.S. debt by Standard and Poor's this quarter; most investors continue to prefer the safety of U.S. debt to other investment options. The initiation of the Federal Reserve's Operation Twist program may increase the supply of shorter term Treasuries which might result in a slight, but welcome, increase in short term Treasury yields.

The continued uncertainty in global markets continues to cause a great amount of volatility in both the bond and stock markets. The European Union is still unable to come up with a permanent solution to the Greek credit crisis. Instead, they are still opting for short-term solutions in the hopes that the global economic condition improves and allows Greece's economy to grow its way out of its unsustainable budget deficits. Domestically, poor economic data, and the inability of the Federal Government to come to a consensus on the future direction of our economic programs continues to impact the market.

In the near term the Treasurer believes short term yields will remain extremely low and will not begin to rise until there is a longer history of consistent improvement in the unemployment rate, or the Federal Reserve starts to see significant inflation in the core Consumer Price Index. The Treasurer's rolling investment ladder will access the short term Treasury and Agency market with expected yields over the next 90 days of less than one-half percent. In our efforts to continue to provide the safest vehicles for Treasury investments, the Treasurer will maintain a portfolio weighted with U.S. Treasuries, Federal Agency securities, and other highly liquid funds.

Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments September 30, 2011

| CUSIP | Investment # | Issuer | Average Balance | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | Moody's | S&P | Days to Maturity | Maturity Date |
|--------------------------------------------|--------------|------------------------------|-----------------------|---------------|-----------------------|-----------------------|-----------------------|-------------|---------|-----|------------------|---------------|
| Money Market Accts-GC 53601(k)(2) | | | | | | | | | | | | |
| SYS11672 | 11672 | BlackRock | | | 4,005,398.16 | 4,005,398.16 | 4,005,398.16 | 0.100 | | | 1 | |
| SYS11601 | 11601 | CalTrust | | | 73,319,643.42 | 73,319,643.42 | 73,319,643.42 | 0.108 | Aaa | AAA | 1 | |
| SYS11578 | 11578 | Fidelity Investments | | | 92,394,314.33 | 92,394,314.33 | 92,394,314.33 | 0.136 | Aaa | AAA | 1 | |
| Subtotal and Average | | | 148,499,558.49 | | 169,719,355.91 | 169,719,355.91 | 169,719,355.91 | | | | 1 | |
| State Pool-GC 53601(p) | | | | | | | | | | | | |
| SYS11361 | 11361 | LAIF | | | 50,000,000.00 | 50,000,000.00 | 50,000,000.00 | 0.390 | | | 1 | |
| SYS11422 | 11422 | LAIF | | | 29,812,000.00 | 29,812,000.00 | 29,812,000.00 | 0.390 | | | 1 | |
| Subtotal and Average | | | 79,812,000.00 | | 79,812,000.00 | 79,812,000.00 | 79,812,000.00 | | | | 1 | |
| CAMP-GC 56301(p) | | | | | | | | | | | | |
| SYS10379 | 10379 | Calif. Asset Mgmt | | | 91,500,000.00 | 91,500,000.00 | 91,500,000.00 | 0.119 | | AAA | 1 | |
| SYS11457 | 11457 | Calif. Asset Mgmt | | | 3,145,932.28 | 3,145,932.28 | 3,145,932.28 | 0.119 | | AAA | 1 | |
| SYS11526 | 11526 | Calif. Asset Mgmt | | | 3,058,353.39 | 3,058,353.39 | 3,058,353.39 | 0.119 | | AAA | 1 | |
| Subtotal and Average | | | 92,309,667.81 | | 97,704,285.67 | 97,704,285.67 | 97,704,285.67 | | | | 1 | |
| Negotiable CDs - GC 53601 (i) | | | | | | | | | | | | |
| 78009JVK8 | 11765 | RBC Capital Markets | | 04/25/2011 | 10,000,000.00 | 10,207,700.00 | 10,193,957.06 | 2.250 | Aa | AA | 531 | 03/15/2013 |
| Subtotal and Average | | | 15,101,884.00 | | 10,000,000.00 | 10,207,700.00 | 10,193,957.06 | | | | 531 | |
| Medium Term Notes - GC 53601(k) | | | | | | | | | | | | |
| 36962G4N1 | 11701 | General Electric | | 08/11/2010 | 10,000,000.00 | 9,700,000.00 | 10,000,000.00 | 1.028 | Aa | AA | 1,410 | 08/11/2015 |
| 36962G4X9 | 11738 | General Electric | | 01/07/2011 | 5,000,000.00 | 5,033,500.00 | 5,009,935.56 | 2.100 | Aa | AA | 829 | 01/07/2014 |
| 36962G4X9 | 11749 | General Electric | | 03/09/2011 | 5,000,000.00 | 5,033,500.00 | 5,010,901.38 | 2.100 | Aa | AA | 829 | 01/07/2014 |
| 36962G4H4 | 11750 | General Electric | | 03/09/2011 | 5,000,000.00 | 5,005,000.00 | 5,091,330.65 | 2.800 | Aa | AA | 465 | 01/08/2013 |
| 36962G4G6 | 11786 | General Electric | | 08/24/2011 | 10,000,000.00 | 10,480,000.00 | 10,588,122.84 | 3.750 | Aa | AA | 1,140 | 11/14/2014 |
| 94974BET3 | 11770 | Wells Fargo & Company | | 05/09/2011 | 10,000,000.00 | 10,558,000.00 | 10,558,824.88 | 3.750 | A | AA | 1,096 | 10/01/2014 |
| 929903CF7 | 11636 | Wachovia Corp. (Wells Fargo) | | 11/10/2009 | 5,000,000.00 | 5,005,000.00 | 5,006,577.99 | 5.300 | A | AA | 14 | 10/15/2011 |
| Subtotal and Average | | | 50,897,907.65 | | 50,000,000.00 | 50,815,000.00 | 51,265,693.30 | | | | 946 | |
| Commercial Paper Disc.- GC 53601(h) | | | | | | | | | | | | |
| 90526MEB9 | 11785 | Union Bank of Calif. | | 08/19/2011 | 10,000,000.00 | 9,996,500.00 | 9,981,416.66 | 0.300 | P-1 | A-1 | 223 | 05/11/2012 |
| Subtotal and Average | | | 4,664,409.42 | | 10,000,000.00 | 9,996,500.00 | 9,981,416.66 | | | | 223 | |

Exhibit B

Monterey County
Portfolio Management
Portfolio Details - Investments
September 30, 2011

| CUSIP | Investment # | Issuer | Average Balance | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | Moody's | S&P | Days to Maturity | Maturity Date |
|-----------------------------------|--------------|----------------------------|-----------------|---------------|---------------|---------------|---------------|-------------|---------|-----|------------------|---------------|
| Fed Agcy Coupon Sec - GC 53601(f) | | | | | | | | | | | | |
| 31331J6X6 | 11736 | Federal Farm Credit Bank | | 01/05/2011 | 10,000,000.00 | 10,036,400.00 | 10,000,000.00 | 2.100 | Aaa | AA | 1,192 | 01/05/2015 |
| 31331KBE9 | 11757 | Federal Farm Credit Bank | | 04/01/2011 | 10,000,000.00 | 10,006,200.00 | 10,002,856.00 | 0.300 | Aaa | AA | 123 | 02/01/2012 |
| 31331KHL7 | 11763 | Federal Farm Credit Bank | | 04/15/2011 | 10,000,000.00 | 10,066,800.00 | 10,007,617.50 | 0.850 | Aaa | AA | 562 | 04/15/2013 |
| 313371CP9 | 11729 | Federal Home Loan Bank | | 12/01/2010 | 10,000,000.00 | 10,000,600.00 | 10,000,131.66 | 0.300 | Aaa | AA | 13 | 10/14/2011 |
| 3133XH2V3 | 11731 | Federal Home Loan Bank | | 12/08/2010 | 10,000,000.00 | 10,013,600.00 | 10,015,761.31 | 5.000 | Aaa | AA | 12 | 10/13/2011 |
| 313371U95 | 11734 | Federal Home Loan Bank | | 12/21/2010 | 10,000,000.00 | 10,002,200.00 | 9,999,554.43 | 0.285 | Aaa | AA | 48 | 11/18/2011 |
| 313371XJ0 | 11740 | Federal Home Loan Bank | | 01/13/2011 | 10,000,000.00 | 10,003,800.00 | 10,000,500.61 | 0.320 | Aaa | AA | 69 | 12/09/2011 |
| 313371XH4 | 11741 | Federal Home Loan Bank | | 01/14/2011 | 10,000,000.00 | 10,003,700.00 | 10,000,302.80 | 0.320 | Aaa | AA | 66 | 12/06/2011 |
| 313371ZR0 | 11745 | Federal Home Loan Bank | | 02/01/2011 | 10,000,000.00 | 10,005,100.00 | 10,002,114.09 | 0.350 | Aaa | AA | 79 | 12/19/2011 |
| 313372P24 | 11755 | Federal Home Loan Bank | | 03/30/2011 | 10,000,000.00 | 10,008,100.00 | 10,001,707.76 | 0.320 | Aaa | AA | 144 | 02/22/2012 |
| 313372KD5 | 11758 | Federal Home Loan Bank | | 04/04/2011 | 10,000,000.00 | 10,008,400.00 | 10,001,406.48 | 0.320 | Aaa | AA | 150 | 02/28/2012 |
| 3133XWW47 | 11761 | Federal Home Loan Bank | | 04/14/2011 | 10,000,000.00 | 10,042,700.00 | 10,038,163.08 | 1.125 | Aaa | AA | 160 | 03/09/2012 |
| 313373ND0 | 11766 | Federal Home Loan Bank | | 04/21/2011 | 10,000,000.00 | 9,999,800.00 | 10,000,925.07 | 0.250 | Aaa | AA | 208 | 04/26/2012 |
| 3133XQU34 | 11767 | Federal Home Loan Bank | | 04/28/2011 | 10,000,000.00 | 10,534,500.00 | 10,471,050.41 | 3.625 | Aaa | AA | 606 | 05/29/2013 |
| 3133XYHD0 | 11768 | Federal Home Loan Bank | | 04/28/2011 | 10,000,000.00 | 10,208,900.00 | 10,137,284.79 | 1.625 | Aaa | AA | 622 | 06/14/2013 |
| 3133XTAW6 | 11769 | Federal Home Loan Bank | | 04/29/2011 | 10,000,000.00 | 10,106,400.00 | 10,107,330.23 | 2.250 | Aaa | AA | 195 | 04/13/2012 |
| 313374G79 | 11777 | Federal Home Loan Bank | | 07/01/2011 | 10,000,000.00 | 10,001,700.00 | 10,000,000.00 | 2.000 | Aaa | AA | 1,650 | 04/07/2016 |
| 313374H94 | 11778 | Federal Home Loan Bank | | 07/21/2011 | 10,000,000.00 | 10,008,000.00 | 10,000,000.00 | 2.150 | Aaa | AA | 1,755 | 07/21/2016 |
| 313374NC0 | 11781 | Federal Home Loan Bank | | 07/20/2011 | 10,000,000.00 | 10,048,300.00 | 9,997,118.33 | 2.250 | Aaa | AA | 1,754 | 07/20/2016 |
| 3133XXPV3 | 11783 | Federal Home Loan Bank | | 08/02/2011 | 10,000,000.00 | 10,053,600.00 | 10,056,829.37 | 1.125 | Aaa | AA | 230 | 05/18/2012 |
| 313375KF3 | 11787 | Federal Home Loan Bank | | 09/21/2011 | 10,000,000.00 | 10,001,300.00 | 10,000,000.00 | 0.450 | Aaa | AA | 356 | 09/21/2012 |
| 313375C62 | 11788 | Federal Home Loan Bank | | 08/26/2011 | 10,000,000.00 | 9,991,700.00 | 9,999,247.57 | 0.130 | Aaa | AA | 227 | 05/15/2012 |
| 3133756N2 | 11789 | Federal Home Loan Bank | | 08/30/2011 | 10,000,000.00 | 9,997,300.00 | 10,004,811.18 | 0.220 | Aaa | AA | 226 | 05/14/2012 |
| 313375KR7 | 11794 | Federal Home Loan Bank | | 09/14/2011 | 10,000,000.00 | 9,991,900.00 | 10,000,000.00 | 0.150 | Aaa | AA | 250 | 06/07/2012 |
| 313375C96 | 11795 | Federal Home Loan Bank | | 09/19/2011 | 10,000,000.00 | 9,990,800.00 | 10,000,573.23 | 0.140 | Aaa | AA | 261 | 06/18/2012 |
| 313374YB0 | 11796 | Federal Home Loan Bank | | 09/28/2011 | 10,000,000.00 | 9,997,700.00 | 10,007,166.87 | 0.250 | Aaa | AA | 298 | 07/25/2012 |
| 313374SV3 | 11798 | Federal Home Loan Bank | | 09/30/2011 | 10,000,000.00 | 9,997,500.00 | 10,007,315.53 | 0.250 | Aaa | AA | 303 | 07/30/2012 |
| 3137EACF4 | 11746 | Federal Home Loan Mtg Corp | | 02/02/2011 | 10,000,000.00 | 10,020,300.00 | 10,017,282.43 | 1.125 | Aaa | AA | 75 | 12/15/2011 |
| 3137EAAR0 | 11760 | Federal Home Loan Mtg Corp | | 04/14/2011 | 10,000,000.00 | 10,195,100.00 | 10,191,900.31 | 4.750 | Aaa | AA | 156 | 03/05/2012 |
| 3137EABY4 | 11762 | Federal Home Loan Mtg Corp | | 04/14/2011 | 10,000,000.00 | 10,090,600.00 | 10,090,226.43 | 2.125 | Aaa | AA | 174 | 03/23/2012 |
| 3134G2LF7 | 11775 | Federal Home Loan Mtg Corp | | 06/30/2011 | 10,000,000.00 | 10,022,100.00 | 10,000,000.00 | 1.350 | Aaa | AA | 1,186 | 12/30/2014 |
| 3137EACC1 | 11792 | Federal Home Loan Mtg Corp | | 09/09/2011 | 10,000,000.00 | 10,104,100.00 | 10,111,180.22 | 1.750 | Aaa | AA | 258 | 06/15/2012 |
| 31398AZN5 | 11737 | Federal National Mtg Assn | | 01/04/2011 | 10,000,000.00 | 10,012,600.00 | 10,009,894.67 | 1.000 | Aaa | AA | 53 | 11/23/2011 |
| 31359MLS0 | 11739 | Federal National Mtg Assn | | 01/10/2011 | 10,000,000.00 | 10,061,400.00 | 10,061,721.18 | 5.375 | Aaa | AA | 45 | 11/15/2011 |
| 31398AB43 | 11752 | Federal National Mtg Assn | | 03/11/2011 | 10,000,000.00 | 10,019,900.00 | 10,018,522.26 | 0.875 | Aaa | AA | 103 | 01/12/2012 |
| 31398AUU4 | 11754 | Federal National Mtg Assn | | 03/22/2011 | 10,000,000.00 | 10,050,400.00 | 10,048,539.02 | 2.000 | Aaa | AA | 100 | 01/09/2012 |

Portfolio INVT
AP
PM (PRF_PM2) 7.3.0

Exhibit B

Monterey County
Portfolio Management
Portfolio Details - Investments
September 30, 2011

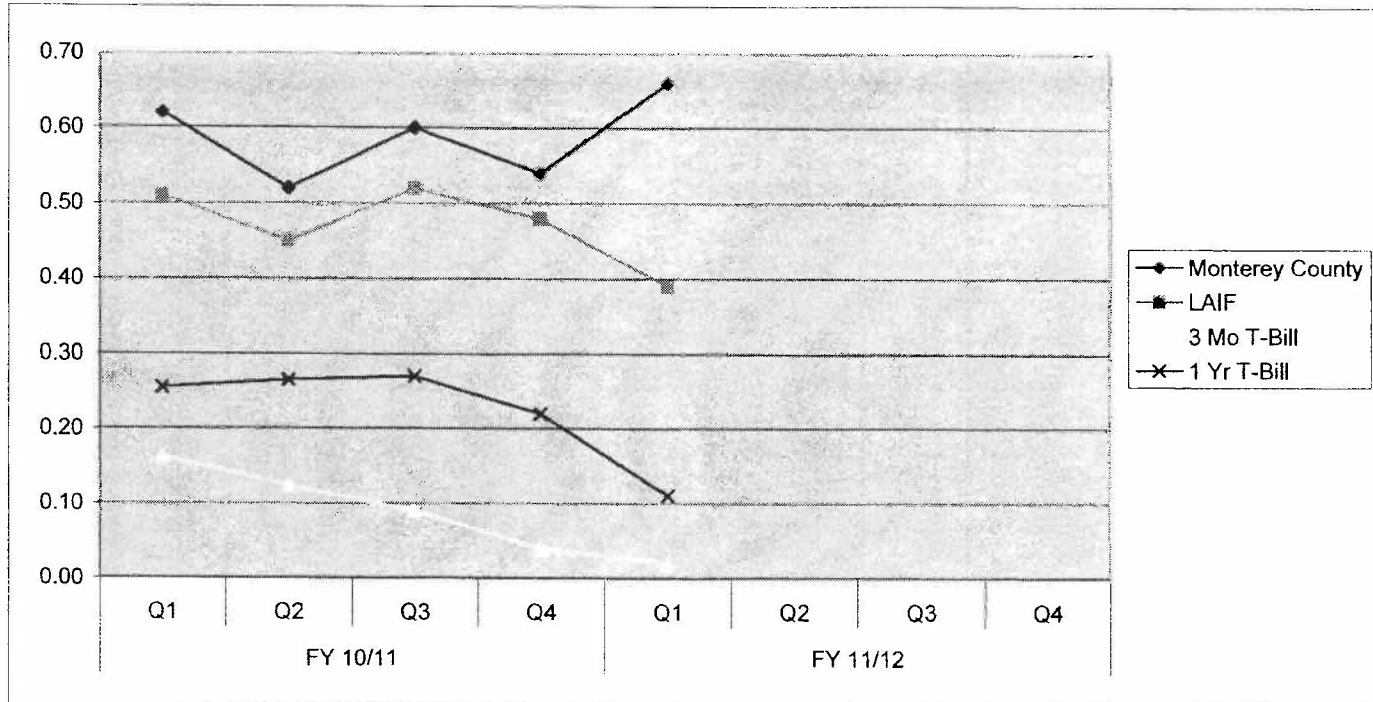
| CUSIP | Investment # | Issuer | Average Balance | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | Moody's | S&P | Days to Maturity | Maturity Date |
|-------------------------------------------|--------------|----------------------------|-----------------------|---------------|-----------------------|-----------------------|-----------------------|-------------|---------|-----|------------------|---------------|
| Fed Agcy Coupon Sec - GC 53601(f) | | | | | | | | | | | | |
| 31398AH54 | 11774 | Federal National Mtg Assn | | 06/07/2011 | 10,000,000.00 | 10,039,300.00 | 10,042,022.22 | 1.000 | Aaa | AA | 186 | 04/04/2012 |
| 3136FRVV2 | 11779 | Federal National Mtg Assn | | 07/06/2011 | 10,000,000.00 | 10,040,500.00 | 10,000,000.00 | 2.150 | Aaa | AA | 1,740 | 07/06/2016 |
| 3136FRVX8 | 11780 | Federal National Mtg Assn | | 07/05/2011 | 10,000,000.00 | 10,040,800.00 | 9,985,716.67 | 2.200 | Aaa | AA | 1,739 | 07/05/2016 |
| 3136FRF99 | 11782 | Federal National Mtg Assn | | 08/08/2011 | 10,000,000.00 | 10,037,000.00 | 10,000,000.00 | 1.020 | Aaa | AA | 1,042 | 08/08/2014 |
| 3136FR2L6 | 11791 | Federal National Mtg Assn | | 09/20/2011 | 10,000,000.00 | 10,007,000.00 | 9,997,018.33 | 1.500 | Aaa | AA | 1,816 | 09/20/2016 |
| 31398AP71 | 11793 | Federal National Mtg Assn | | 09/09/2011 | 10,000,000.00 | 10,070,400.00 | 10,078,032.54 | 1.250 | Aaa | AA | 265 | 06/22/2012 |
| Subtotal and Average | | | 369,634,073.23 | | 420,000,000.00 | 421,938,500.00 | 421,511,824.58 | | | | 487 | |
| Federal Agency Disc.-GC 53601(f) | | | | | | | | | | | | |
| Subtotal and Average | | | 4,129,989.04 | | | | | | | | | |
| US Treasury Note-GC 53601(b) | | | | | | | | | | | | |
| 912828FW5 | 11724 | U.S. Treasury | | 11/19/2010 | 10,000,000.00 | 10,034,800.00 | 10,035,765.90 | 4.625 | Aaa | AA | 30 | 10/31/2011 |
| 912828LT5 | 11725 | U.S. Treasury | | 11/22/2010 | 10,000,000.00 | 10,007,400.00 | 10,005,944.79 | 1.000 | Aaa | AA | 30 | 10/31/2011 |
| 912828MM9 | 11735 | U.S. Treasury | | 12/22/2010 | 10,000,000.00 | 10,010,900.00 | 10,007,038.08 | 0.750 | Aaa | AA | 60 | 11/30/2011 |
| 912828ML1 | 11743 | U.S. Treasury | | 01/24/2011 | 10,000,000.00 | 10,023,000.00 | 10,018,029.21 | 1.000 | Aaa | AA | 91 | 12/31/2011 |
| 912828KB5 | 11748 | U.S. Treasury | | 03/02/2011 | 10,000,000.00 | 10,030,900.00 | 10,025,626.31 | 1.125 | Aaa | AA | 106 | 01/15/2012 |
| 912828MJ6 | 11751 | U.S. Treasury | | 03/11/2011 | 10,000,000.00 | 10,026,900.00 | 10,022,339.02 | 0.875 | Aaa | AA | 122 | 01/31/2012 |
| 912828KC3 | 11756 | U.S. Treasury | | 03/30/2011 | 10,000,000.00 | 10,048,000.00 | 10,041,482.92 | 1.375 | Aaa | AA | 137 | 02/15/2012 |
| 912828MQ0 | 11759 | U.S. Treasury | | 04/14/2011 | 10,000,000.00 | 10,032,400.00 | 10,026,460.28 | 0.875 | Aaa | AA | 151 | 02/29/2012 |
| 912828MU1 | 11764 | U.S. Treasury | | 04/20/2011 | 10,000,000.00 | 10,044,100.00 | 10,038,723.92 | 1.000 | Aaa | AA | 182 | 03/31/2012 |
| 912828NN6 | 11771 | U.S. Treasury | | 05/16/2011 | 10,000,000.00 | 10,127,300.00 | 10,069,009.76 | 1.000 | Aaa | AA | 653 | 07/15/2013 |
| 912828NB2 | 11772 | U.S. Treasury | | 05/17/2011 | 10,000,000.00 | 10,050,800.00 | 10,047,737.66 | 1.000 | Aaa | AA | 212 | 04/30/2012 |
| 912828KK5 | 11773 | U.S. Treasury | | 05/17/2011 | 10,000,000.00 | 10,067,200.00 | 10,064,231.44 | 1.375 | Aaa | AA | 197 | 04/15/2012 |
| Subtotal and Average | | | 153,568,086.20 | | 120,000,000.00 | 120,503,700.00 | 120,402,389.29 | | | | 164 | |
| US Treasury Bill-GC 53061(b) | | | | | | | | | | | | |
| Subtotal and Average | | | 14,996,711.11 | | | | | | | | | |
| Federal Agency Step Up-GC 53601(f) | | | | | | | | | | | | |
| 3134G2YD8 | 11784 | Federal Home Loan Mtg Corp | | 08/24/2011 | 10,000,000.00 | 10,010,600.00 | 10,000,000.00 | 1.125 | Aaa | AA | 1,789 | 08/24/2016 |
| 3134G2B35 | 11790 | Federal Home Loan Mtg Corp | | 09/20/2011 | 10,000,000.00 | 9,985,500.00 | 9,993,042.78 | 1.000 | Aaa | AA | 1,816 | 09/20/2016 |
| Subtotal and Average | | | 18,519,710.08 | | 20,000,000.00 | 19,996,100.00 | 19,993,042.78 | | | | 1,802 | |

Exhibit B

Monterey County
Portfolio Management
Portfolio Details - Investments
September 30, 2011

| CUSIP | Investment # | Issuer | Average Balance | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | Moody's | S&P | Days to Maturity |
|-------------------|--------------|--------|-----------------|---------------|----------------|----------------|----------------|-------------|---------|-----|------------------|
| Total and Average | | | 952,133,997.03 | | 977,235,641.58 | 980,693,141.58 | 980,583,965.25 | | | | 324 |

Exhibit C Monterey County Historical Yields vs. Benchmarks



| Quarterly Yield | FY 10/11 | | | | FY 11/12 | | | |
|-----------------|----------|------|------|------|----------|----|----|----|
| | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 |
| Monterey County | 0.62 | 0.52 | 0.60 | 0.54 | 0.66 | | | |
| LAIF | 0.51 | 0.45 | 0.52 | 0.48 | 0.39 | | | |
| 3 Mo T-Bill | 0.16 | 0.12 | 0.09 | 0.04 | 0.02 | | | |
| 1 Yr T-Bill | 0.26 | 0.27 | 0.27 | 0.22 | 0.11 | | | |

- The 3Mo and 1 Yr T-Bill yields are obtained from the Merrill Lynch Global Bond Indices



**Exhibit D
Monterey County
Aging Report
As of October 1, 2011**

Monterey County
-Prior Day Report

| | | | | | Maturity Par Value | Percent of Portfolio | Current Book Value | Current Market Value |
|-----------------|---------------------|--------------------------|----|---------------------------------|-----------------------|-------------------------|-----------------------|-------------------------|
| Aging Interval: | 0 days | (10/01/2011 10/01/2011) | 8 | Maturities | 347,235,641.58 | 35.53 | 347,235,641.58 | 347,235,641.58 |
| Aging Interval: | 1 - 30 days | (10/02/2011 10/31/2011) | 5 | Maturities | 45,000,000.00 | 4.60 | 45,064,181.65 | 45,064,181.65 |
| Aging Interval: | 31 - 90 days | (11/01/2011 12/30/2011) | 8 | Maturities | 80,000,000.00 | 8.19 | 80,098,408.29 | 80,098,408.29 |
| Aging Interval: | 91 - 180 days | (12/31/2011 03/29/2012) | 13 | Maturities | 130,000,000.00 | 13.30 | 130,527,259.08 | 130,527,259.08 |
| Aging Interval: | 181 - 365 days | (03/30/2012 09/30/2012) | 17 | Maturities | 170,000,000.00 | 17.40 | 170,547,543.71 | 170,547,543.71 |
| Aging Interval: | 366 - 730 days | (10/01/2012 09/30/2013) | 6 | Maturities | 55,000,000.00 | 5.63 | 55,970,250.17 | 55,970,250.17 |
| Aging Interval: | 731 - 1095 days | (10/01/2013 09/30/2014) | 3 | Maturities | 20,000,000.00 | 2.05 | 20,020,836.94 | 20,020,836.94 |
| Aging Interval: | 1096 days and after | (10/01/2014) | 13 | Maturities | 130,000,000.00 | 13.30 | 131,119,843.83 | 131,119,843.83 |
| | | | | Total for 73 Investments | | 100.00 | 980,583,965.25 | 980,693,141.58 |

Investments within the Aging Period

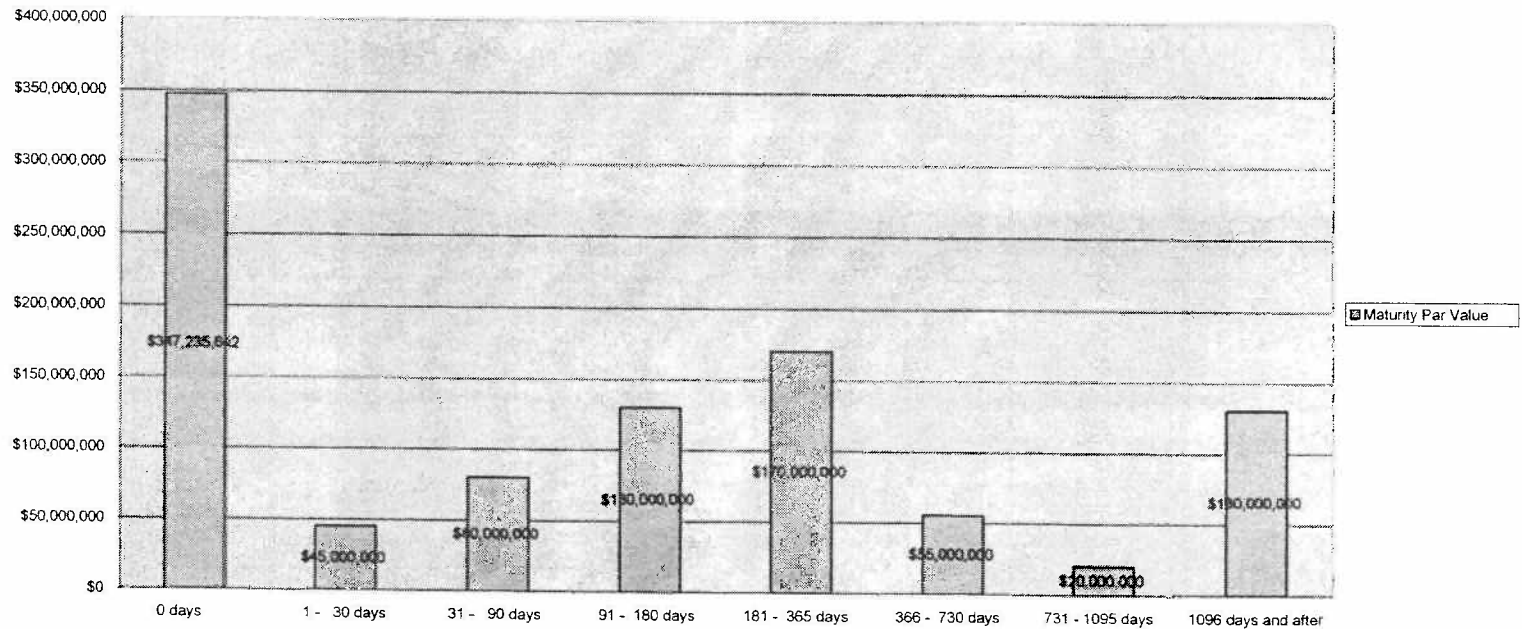
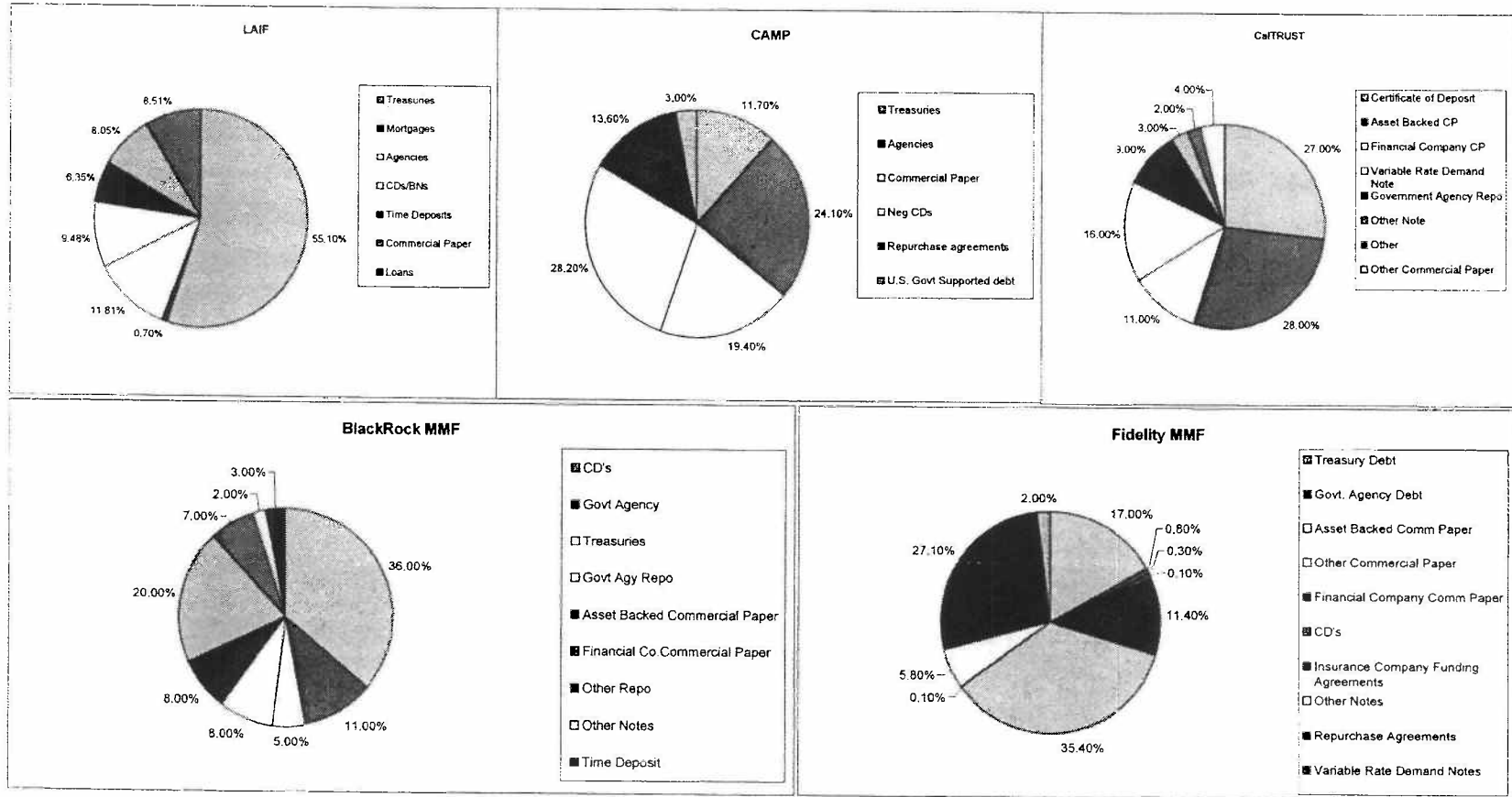


Exhibit E Overnight (Liquid) Asset Distribution



| | LAIF | CAMP | CalTRUST | Fidelity MMF | BlackRock |
|--------------------------------------------|----------|---------------|--------------|--------------|-----------|
| Credit Rating | NR | AAAm | AAAm | Aaa | NR |
| Fund Assets | \$63.2 | \$1.9 Billion | 37.9 Billion | 54.8 Billion | 10.6 |
| WAM | 237 days | 46 days | 13 days | 41 days | 39 days |
| Monterey County Portfolio Percent Invested | 8.14% | 9.91% | 7.50% | 9.45% | 0.41% |
| Fund Quarterly Return | 0.39% | 0.12% | 0.10% | 0.13% | 0.09% |

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. E

Administrative Services
College Area

Proposal:

That the 2012-2013 nonresident tuition rate for the District be established in accordance with ECS 76140 at \$179 per semester unit, with no fee for capital outlay, (subject to verification of nonresident fees charged by contiguous districts).

Background:

Education Code Section (ECS) 76140 requires each district board to establish the nonresident fee no later than February 1 for the succeeding fiscal year. Five options are available to determine the non-resident tuition rate:

1. Statewide average: **\$179** per semester unit.
2. Computed district average: **\$149** per semester unit.
3. Computed district average adjusted for noncredit:
The computations in 1 and 2 include all credit and noncredit courses. The cost of noncredit courses is about half the cost of credit courses; therefore, districts having 10% or more noncredit FTES may complete a separate calculation to adjust for the cost difference between credit and noncredit courses.
4. No more than contiguous districts (amounts are the administration's recommendation). At the time of this writing, the three contiguous districts of Cabrillo, Cuesta and Hartnell, will adopt their non-resident tuitions rates at their February board meetings.
 - a.
5. An amount between the district average (2 or 3) and the statewide average (1).
6. Highest Years Statewide Average Tuition'. (*ECS 76140 (e)(1)(B)*). The greater amount of the calculations of statewide nonresident tuition for 2007-2008 through 2012-2013 per semester unit (\$190 used in 2009-210).
7. The average of the nonresident tuition fees of public community colleges in 2010-2011 of no less than 12 states comparable to California in cost of living is \$331 per semester ((ECS 76140(e)(1)(E)).

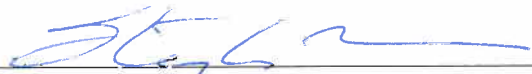
In addition to the nonresident tuition fee computed as specified above, ECS 76141 authorizes districts to charge nonresident students an amount based on capital outlay expenditures in the preceding year.

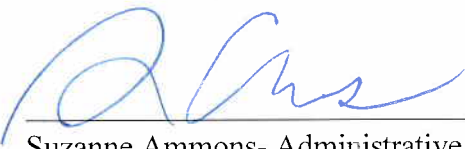
Monterey Peninsula College has been using the statewide average in the past and it is recommended that the current statewide average of \$179 be adopted as the non-resident fee for 2012-2013 with no additional amount for capital outlay. Monterey Peninsula College is currently charging \$176.

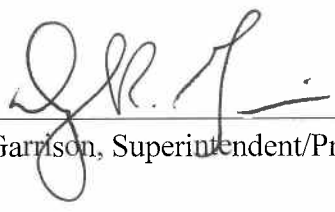
Budgetary Implications:

The nonresident tuition fee generates revenue and is intended to offset the cost of education of nonresident students for which State FTES funding is not generated.

RESOLUTION: BE IT RESOLVED, That the 2012-2013 nonresident tuition rate for the District be established in accordance with ECS 76140 at \$179 per semester unit, with no fee for capital outlay, (subject to verification of nonresident fees charged by contiguous districts).

Recommended By: 
Stephen Ma, 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

January 24, 2012

New Business Agenda Item No. F

Administrative Services
College Area

Proposal:

That the Board approve an increase in Parking Permit fees to \$50.00 per semester and \$25.00 per summer session, along with an increase in the Daily Parking Permit price to \$2.00. Annual permits will be \$90.00. Discounted semester permits will be \$30.00 for financial aid students or for students enrolled in six or fewer units. The new fee schedule will take effect for the fall 2012 semester.

Background:

On September 6, 2011, the Governor signed SB 774 which amends Section 76360 to increase the maximum fees to \$50.00 per semester, \$25.00 per intersession and \$30.00 per discounted semester permit for financial aid students. This was an increase of \$10 over the old maximum rate per semester.

Education Code Section 76360 provides that all parking fees collected shall be deposited in the designated fund of the district, and shall be expended only for parking services or for purposes of reducing the costs to students and employees of the college of using public transportation to and from the college. The section defines "parking services" to mean the purchase, construction, and operation and maintenance of parking facilities for vehicles and motor vehicles as defined in Sections 415 and 670 of the Vehicle Code.

Budgetary Implications: The change in fee schedule is expected to generate additional parking revenue, which will help offset the costs of maintaining and operating MPC parking facilities.

RESOLUTION: BE IT RESOLVED, that the Board approve an increase in Parking Permit fees to \$50.00 per semester and \$25.00 per summer session, along with an increase in the Daily Parking Permit price to \$2.00. Annual permits will be \$90.00. Discounted semester permits will be \$30.00 for financial aid students or for students enrolled in six or fewer units. The new fee schedule will take effect for the fall 2012 semester.

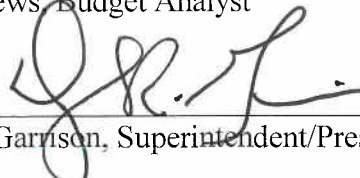
Recommended By:


Stephen Ma, Vice President for Administrative Services

Prepared By:


Connie Andrews, Budget Analyst

Agenda Approval:


Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. G

Administrative Services
College Area

Proposal:

That the Governing Board hold a public hearing to review the transfer of funds allowed by Assembly Bill X4 (Extraordinary Session #4, Bill #2.)


Background:

The signed 2009-2010 state budget significantly cut many categorical programs, some by as much as one hundred percent. As a result of those reductions, Assembly Bill X4 2 (Extraordinary Session #4, Bill #2) was written to allow districts to move funds among twelve of the "unprotected" categorical programs. For each year that a district plans to make use of categorical flexibility provisions, AB X4 2 requires that the district take action in public session after conducting a public hearing.

Budgetary Implications: Reallocation of \$68,638 from the Apprenticeship funding to Disabled Students Programs & Services (DSP&S.)

Public Hearing

Recommended By:



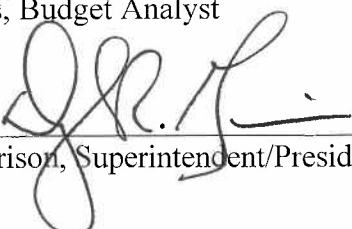
Stephen Ma, Vice President for Administrative Services

Prepared By:



Connie Andrews, Budget Analyst

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. H

Administrative Services
College Area

Proposal:

That the Board authorize the transfer of \$68,674 from Apprenticeship funding to Disabled Students Programs and Services (DSPS) and authorize further reallocations among the categorical programs listed in Assembly Bill X4 2 (Extraordinary Session #4, Bill #2.)

Background:

The Board has held a public hearing for the purpose of reviewing the transfer of funds allowed by Assembly Bill X4 2 (Extraordinary Session #4, Bill #2.)


The signed 2009-2010 state budget significantly cut many categorical programs, some by as much as one hundred percent (scheduled maintenance and instructional equipment). As a result of those reductions, Assembly Bill X4 2 (Extraordinary Session #4, Bill #2) was written to allow districts to move funds among twelve of the “unprotected” categorical programs. For each year that a district plans to make use of categorical flexibility provisions, AB X4 2 requires that the district take action in public session after conducting a public hearing.

All of the above categorical accounts have balanced budgets in 2011-12 using the 2010-11 allocation and, in some cases, backfill from unrestricted funds, with the exception of Disabled Students Programs and Services (DSP&S). It is proposed that Apprenticeship income (\$68,638) be used to provide additional resources for DSP&S. This will reduce the cuts that would otherwise be needed to balance DSP&S (the 2011-12 budget for DSP&S was constructed assuming this transfer would be approved.) Apprenticeship revenue has been deposited to the Unrestricted General Fund in past years; therefore, this basically represents a transfer from the Unrestricted General Fund.

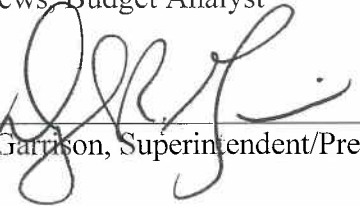
After a district’s board takes action to move any amount of funding between any of the unprotected categorical programs, the district shall be deemed to be in full compliance with the program and funding requirements contained in statutory, regulatory, and provisional language associated with all the programs. To take advantage of any of the funding and flexibility allowed by AB X4 2, the board must take the recommended action. Among the advantages to the district will be a significant reduction in paperwork and related staff time required by the regulatory and control agencies.

Budgetary Implications: Reallocation of \$68,638 from the Unrestricted General fund to DSP&S.

RESOLUTION: BE IT RESOLVED, That the Board authorize the transfer of \$68,638 from Apprenticeship funding to Disabled Students Programs and Services (DSPS) and authorize further reallocations among the categorical programs listed in Assembly Bill X4 2 (Extraordinary Session #4, Bill #2.)

Recommended By: 
Stephen Ma, Vice President for Administrative Services

Prepared By: 
Connie Andrews, Budget Analyst

Agenda Approval: 
Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24 2012

New Business Agenda Item No. 1

Administrative Services
College Area

Proposal:

That the Governing Board reject the claim for damages made by Nick Pritchett, Williams, Jordan, Brodersen & Pritchett LLP, Attorneys at Law on behalf of Michael Short and that the claim be forwarded to the district's claims administrator for investigation and disposition.

Background:

Nick Pritchett, of Williams, Jordan, Brodersen & Pritchett LLP, Attorneys at Law has submitted a claim against the district on behalf of Michael Short. It is recommended that the claim be rejected and sent to the claims administrator for investigation and evaluation of liability.

Budgetary Implications: Unknown.

RESOLUTION: BE IT RESOLVED, That the Governing Board reject the claim for damages made by Nick Pritchett, Williams, Jordan, Brodersen & Pritchett LLP, Attorneys at Law on behalf of Michael Short and that the claim be forwarded to the district's claims administrator for investigation and disposition.

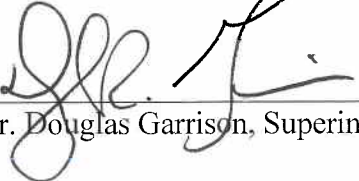
Recommended By: _____


Stephen Ma, 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

January 24 2012

New Business Agenda Item No. J

Administrative Services
College Area

Proposal:

That the Governing Board reject the claim for damages made by Stephen Snyder, attorney for claimant Keenan and Associates who is the workers' compensation administrator for the city of Visalia, and that the claim be forwarded to the district's claims administrator for investigation and disposition.

Background:

Stephen Snyder, on behalf of Keenan and Associates, has submitted a claim against the district in conjunction with the Michael Short injury claim of July 21, 2011. Keenan and Associates is the third party administrator for workers compensation benefits for the city of Visalia. It is recommended that the claim be rejected and sent to the claims administrator for investigation and evaluation of liability.

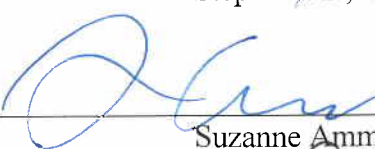
Budgetary Implications: Unknown.

RESOLUTION: BE IT RESOLVED, That the Governing Board reject the claim for damages made by Stephen Snyder, attorney for claimant Keenan and Associates who is the workers' compensation administrator for the city of Visalia, and that the claim be forwarded to the district's claims administrator for investigation and disposition.

Recommended By: _____


Stephen Ma, 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

January 24, 2012

New Business Agenda Item No. K

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 Marina Education Center Project, DSA Application No. 01-110499, 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 Marina Education Center Project, DSA Application No. 01-110499, File No. 27-C1.

Recommended By:



Stephen Ma, 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

January 24, 2012

New Business Agenda Item No. L

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 New Student Services Building Project, DSA Application No. 01-109838, 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 New Student Services Building Project, DSA Application No. 01-109838, File No. 27-C1.

Recommended By:



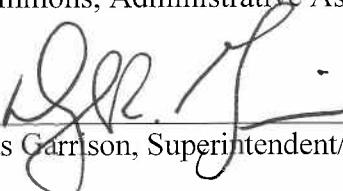
Stephen Ma, Vice President for Administrative Services

Prepared By:



Suzanne Ammons, Administrative Assistant

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. M

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 Art Department Locker Structures, DSA Application No. 01-111763, 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 Art Department Locker Structures, DSA Application No. 01-111763, File No. 27-C1.

Recommended By:



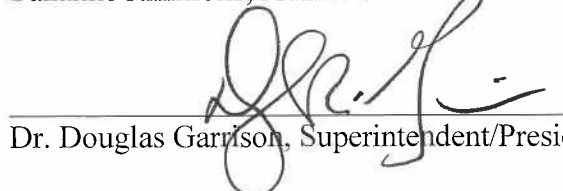
Stephen Ma, Vice President for Administrative Services

Prepared By:



Suzanne Ammons, Administrative Assistant

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. N

Administrative Services
College Area

Proposal:

That the Governing Board review the 2012-13 District Scheduled Maintenance and Special Repairs Five Year Plan.

Background:

The District is required to develop and submit a scheduled maintenance five year plan on an annual basis to the Chancellor's Office. Scheduled maintenance projects identified in the plan are eligible for state funding, with the District required to provide a 50% match. In recent years, a limited amount of state funding has been designated for scheduled maintenance; however, in 2009-10, community college scheduled maintenance funding was eliminated due to the state's budget deficit situation. No scheduled maintenance funding is proposed in the Governor's January budget proposal for 2012-13.


The attached excerpt from the 2012-13 District Five Year Plan includes a priority listing of projects proposed for the District for 2012-13, totaling \$511,720. Also included is a five year summary of projects identified by category of repair, i.e., roof, utility, mechanical, exterior, and other. The total amount of funding needed for all projects in the five year plan is estimated to be \$1.48 million.

Budgetary Implications:

Any state funding allocated for scheduled maintenance would be used to complete necessary district projects. The District will provide the 50% match from Prop 39 bond funds.

Information: Review the 2012-13 District Scheduled Maintenance and Special Repairs Five Year Plan

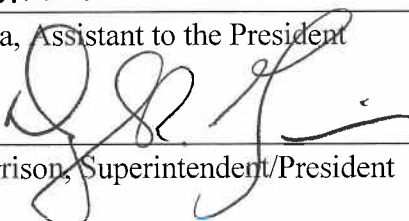
Recommended By:


Stephen Ma, Vice President for Administrative Services

Prepared By:


Vicki Nakamura, Assistant to the President

Agenda Approval:


Douglas R. Garrison, Superintendent/President

Monterey Peninsula Community College District - 2012/2013

2012/2013 Scheduled Maintenance Projects

| Priority | Project Title | Campus | Problem Existed | Project Type | Facility Type | Totals Funds | Status |
|-----------------|--------------------------------------------------------------|----------|-----------------|--------------|----------------------|------------------|-----------|
| 1 | Repair and repaint exteriors of Physical Science and Theater | Monterey | Always | Exterior | Classroom/Laboratory | \$25,000 | Submitted |
| 2 | Upgrade Exterior Doors with Panic Bars and Re-key Classrooms | Monterey | 2-5 yrs. | Other | Campuswide | \$236,720 | Submitted |
| 3 | Re-key Campus to Master Key/Lock System - Phase 2 | Monterey | Always | Other | Campuswide | \$200,000 | Submitted |
| 4 | Replace Campus Benches | Monterey | 1-2 yrs. | Other | Campuswide | \$50,000 | Submitted |
| Approved Total: | | | | | | \$511,720 | |

Monterey Peninsula College - 2012/2013

DISTRICT SCHEDULED MAINTENANCE/SPECIAL REPAIRS FIVE YEAR PLAN SUMMARY

| Fiscal Year of Funding | Roof | | Utility | | Mechanical | | Exterior | | Other | | TOTAL | |
|------------------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|
| | Estimated Total | State Funds | Estimated Total | State Funds | Estimated Total | State Funds | Estimated Total | State Funds | Estimated Total | State Funds | Estimated Total | State Funds |
| 2012 | | | | | | | \$50,000 | \$25,000 | \$486,720 | \$243,360 | \$536,720 | \$268,360 |
| 2013 | \$141,562 | \$70,781 | | | | | \$25,000 | \$12,500 | \$902,000 | \$451,000 | \$1,068,562 | \$534,281 |
| 2014 | \$445,616 | \$222,808 | | | | | \$100,000 | \$50,000 | \$463,396 | \$231,698 | \$1,009,012 | \$504,506 |
| 2015 | \$190,240 | \$95,120 | | | | | \$50,000 | \$25,000 | | | \$240,240 | \$120,120 |
| 2016 | | | | | | | \$100,000 | \$50,000 | | | \$100,000 | \$50,000 |
| TOTAL | \$777,418 | \$388,709 | \$0 | \$0 | \$0 | \$0 | \$325,000 | \$162,500 | \$1,852,116 | \$926,058 | \$2,954,534 | \$1,477,267 |

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. O

Academic Affairs
College Area

Proposal:

That the Governing Board accept the 2010-2011 Distance Learning Report for Online and Living Room courses.

Background:

Districts are required to report annually on the status of distance education in their districts to their local Board of Trustees and to the System Office of the California Community Colleges. In general, MPC data have paralleled state figures based on CCCCCO data mart figures. NOTE: The CCCCCO data mart calculates MPC data slightly differently than at MPC; however, the pattern of trends is accurately reflected. Distance learning data are separated into Online classes and Living Room classes, and then combined for the total.

Growth of Distance Education at MPC

The FTES figures for distance education show a steady growth in online instruction and decrease in Living Room delivery reflecting the efforts of phasing out this method of instruction on our campus.

| Year | FTES/MPC | FTES/MPC/Online | FTES/MPC/LR | FTES/MPC/DL | %FTES/MPC/DL |
|---------|----------|-----------------|-------------|-------------|--------------|
| 2001-02 | 7799.73 | 0 | 251.94 | 251.94 | 3.20% |
| 2002-03 | 8080.12 | 17.44 | 237.41 | 254.85 | 3.20% |
| 2003-04 | 7920.79 | 27.37 | 237.59 | 264.95 | 3.50% |
| 2004-05 | 7225.69 | 52.83 | 208.43 | 261.26 | 3.60% |
| 2005-06 | 6713.25 | 103.48 | 177.89 | 281.37 | 4.20% |
| 2006-07 | 7651.58 | 184.69 | 159.19 | 343.89 | 4.50% |
| 2007-08 | 8096.78 | 222.88 | 148.71 | 371.59 | 4.60% |
| 2008-09 | 7915.16 | 255.89 | 144.06 | 399.95 | 5.05% |
| 2009-10 | 7438.68 | 337.00 | 115.00 | 452.00 | 6.08% |
| 2010-11 | 6836.19 | 447.60 | 56.91 | 504.51 | 7.38% |

Student Success

Student success figures for online courses remain consistently higher than the state average for each year as shown below. (Numerator: Number of enrollments with grade of A,B,C,CR and, Denominator: Number of enrollments of A,B,C,D,F,CR, NC,W,I)

| Year | Success/MPC | Success/MPC/Online | Success/MPC/LR | Success/MPC/DL | Success/Cal/DL |
|---------|-------------|--------------------|----------------|----------------|----------------|
| 2001-02 | 76.05% | N/A | 58.87% | 58.87% | 55.15% |
| 2002-03 | 75.72% | 62.86% | 55.70% | 56.47% | 56.69% |
| 2003-04 | 75.01% | 67.53% | 54.82% | 57.08% | 56.17% |
| 2004-05 | 73.77% | 54.35% | 58.92% | 57.58% | 56.72% |
| 2005-06 | 74.78% | 57.55% | 57.42% | 57.47% | 55.95% |
| 2006-07 | 72.93% | 54.47% | 59.66% | 56.96% | N/A |
| 2007-08 | 73.57% | 59.67% | 64.51% | 62.09% | 58.47% |
| 2008-09 | 71.54% | 51.23% | 64.51% | 61.23% | 58.86% |
| 2009-10 | 70.35% | 62.20% | 61.49% | 62.04% | 59.98% |
| 2010-11 | 73.11% | 61.35% | 60.51% | 61.76% | 59.64% |

Student Retention

Student retention for MPC Online courses increased slightly from 2009-2010. Retention figures for Online and Living Room courses are somewhat lower than state averages for each year as shown below. (Numerator: Number of enrollments with grade of A,B,C,D,F,CR,NC,I and, Denominator: Number of enrollments of A,B,C,D,F,CR, NC,W,I).

| Year | Retention/MPC | Retention/MPC/Online | Retention/MPC/LR | Retention/MPC/DL | Retention/Cal/DL |
|---------|---------------|----------------------|------------------|------------------|------------------|
| 2001-02 | 84.07% | N/A | 69.52% | 69.52% | 74.23% |
| 2002-03 | 83.28% | 73.59% | 66.49% | 67.26% | 76.59% |
| 2003-04 | 83.33% | 77.32% | 69.00% | 68.50% | 76.50% |
| 2004-05 | 82.58% | 62.53% | 71.59% | 68.92% | 77.21% |
| 2005-06 | 85.34% | 73.04% | 71.66% | 72.20% | 77.39% |
| 2006-07 | 82.48% | 70.29% | 71.80% | 71.02% | N/A |
| 2007-08 | 82.32% | 70.87% | 77.43% | 74.15% | 78.14% |
| 2008-09 | 81.61% | 69.69% | 73.96% | 71.30% | 79.08% |
| 2009-10 | 80.69% | 73.68% | 73.80% | 73.49% | 79.02% |
| 2010-11 | 83.07% | 73.95% | 76.29% | 74.16% | 78.81% |

Moodle

The Moodle (online course management system) partnership with California State University Monterey Bay and Gavilan College continues to be strong, and other colleges collaborate with our group both for support issues and the timing of software upgrades. In August 2011 Moodle was upgraded to version 1.9.12.

Closed-Captioning

State funding is available for closed captioning. We are currently in the process of updating course videos and demonstrations with captioning using these resources.

Response to Accreditation Recommendation #4

The Institutional Committee on Distance Education completed the follow-up report to the Accrediting Commission's recommendation on distance education which was sent in October 2011. During the fall 2011 semester, the Committee was co-chaired by Martin L. Johnson and Dr. Judee Timm. Dr. Timm remains as the faculty coordinator for distance education. The Commission's feedback to the follow-up report is expected early in 2012.

Budgetary Implications: none

RESOLUTION: BE IT RESOLVED, that the Governing Board accept the 2010-2011 Distance Learning Report for Online and Living Room courses

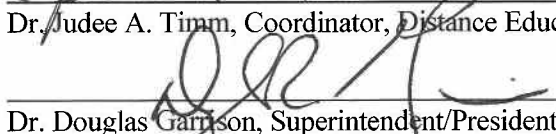
Recommended By:


Martin Johnson, Vice-President for Academic Affairs

Prepared By:


Dr. Judee A. Timm, Coordinator, Distance Education and Instructor, Business

Agenda Approval:


Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. P

Academic Affairs
College Area

Proposal:

To approve a Travel Request for Lindsay Padilla, Sociology Instructor, to present her research at the International Association of Intercultural Education (IAIE) Conference, in accordance with Board Policy 2145 Staff Travel/Mileage Reimbursement.

Background:

Since 1984, the IAIE's mission is to bring together professional educators interested in diversity and equity issues in education. This includes intercultural education, multi-cultural education anti-racist education, human rights education, conflict resolution, and multi-lingualism issues.

The IAIE is hosting its annual intercultural educational conference in Veracruz, Mexico from February 15 through February 19, 2012. Lindsay Padilla is invited to present her research regarding the connection between service learning and human rights education as it relates to sociology and the community college population.

The strand which she is presenting is titled "Intercultural Teaching and Learning in Multicultural Contexts: Dynamic Approaches, Innovative Methodologies and Practical Applications". This conference will provide the opportunity to engage with other educators on best practices, pedagogies, assessment methodologies and the globalization of education. From this experience Lindsay Padilla can broaden her dissertation research, while learning new strategies and concepts to implement at Monterey Peninsula College. Her goal is to start a service-learning program at Monterey Peninsula College.

Budgetary Implications:

No budget implication for Monterey Peninsula College; partial funding provided by the Monterey Peninsula College Foundation.

RESOLUTION: BE IT RESOLVED, that the Governing Board approve Lindsay Padilla, Sociology Instructor, to travel to Veracruz, Mexico February 15-19, 2012 to attend the International Association of Intercultural Education Conference.

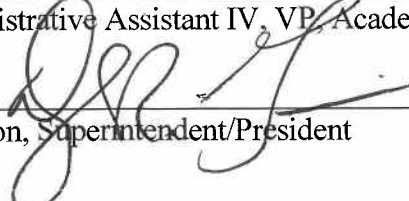
Recommended By:


Marty Johnson, Interim Vice President, Academic Affairs

Prepared By:


Leslie Procive, Administrative Assistant IV, VP, Academic Affairs

Agenda Approval:


Dr. Douglas R. Garrison, Superintendent/President

MONTEREY PENINSULA COLLEGE

Approval & Reimbursement of Expenditures Business Meeting/Conference/Travel

PURCHASING ONLY
VENDOR # _____

TR # 04465

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Section 1 REQUEST</p> <p>Please complete this section prior to submitting for approval. Please provide cost estimates.</p> | Name <u>Lindsay Padilla</u> Title/Department _____ | <p>COST ESTIMATES</p> <p>Registration \$ <u>50.00</u></p> <p>Transportation <u>426.00</u></p> <p>Lodging <u>24.00</u></p> <p>Meals _____</p> <p>Other <u>0</u></p> <p>TOTAL ESTM. COST \$ 500</p> |
| | Description of Event <u>International Association of Intercultural Education Conference</u> | |
| | Location (City, State, Country) <u>Veracruz, Mexico</u> | |
| | Inclusive Dates From <u>2/15/12</u> To <u>2/19/12</u> | |
| | Recommended Approval: <u>Tom Log</u> Chair/Non-Instructional Manager | |
| | Date: <u>2/11/12</u> <u>Foundation award (see attached)</u> | |
| Budget Account Number _____ | | |

| | |
|-----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Section 2 APPROVAL/ DISAPPROVAL</p> <p>Please Return to Requester after Approval or Disapproval</p> | <p><input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED</p> <p>The following conditions apply and payment of this claim, including any advances made prior to the actual travel, is authorized to the extent that only actual and necessary expenses in accordance with Education Code Sections 72423, 87432, and MPC Board Policy 2145 are properly documented by necessary receipts.</p> <p>Signature of Division Chair/Management: <u>[Signature]</u> Date: <u>12-1-11</u></p> <p>Signature of Superintendent/President (Required for out of state): <u>[Signature]</u> Date: <u>12-6-11</u></p> |
|-----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

DO NOT COMPLETE THE CLAIM PORTION (SECTION 3) OF THIS FORM UNTIL TRAVEL IS COMPLETED

| <p>Section 3 EXPENSE CLAIM</p> <p>Submit White copy to Business Office - Yellow for your records</p> <p>Attach all receipts and supporting documents for actual expenses incurred and approved per Section 1.</p> | <p style="text-align: center;">LIST ONLY THOSE EXPENSES FOR WHICH YOU ARE TO BE REIMBURSED</p> <p>1. TRANSPORTATION</p> <p>a. Air Fare (Air Coach) \$ _____</p> <p>b. Automobile (actual mileage: _____ miles @ _____ per mile - _____) \$ _____</p> <p>c. Auto Rental \$ _____</p> <p>2. REGISTRATION FEE \$ _____</p> <p>3. OTHER EXPENSES</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">DATE</th> <th style="width: 15%;">MEALS</th> <th style="width: 15%;">LODGING</th> <th style="width: 15%;">MISC.*</th> <th style="width: 15%;">DAILY TOTAL</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr> <td colspan="4" style="text-align: right;">Total OTHER EXPENSES</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td colspan="4" style="text-align: right;">TOTALS 1 through 3</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td colspan="4" style="text-align: right;">Less: ADVANCES</td> <td style="text-align: right;">\$ - _____</td> </tr> <tr> <td colspan="4" style="text-align: right;">Less: CREDIT CARD PMTS</td> <td style="text-align: right;">\$ - _____</td> </tr> <tr> <td colspan="4" style="text-align: right;">NET AMOUNT OF CLAIM</td> <td style="text-align: right;">\$ _____</td> </tr> </tbody></table> | DATE | MEALS | LODGING | MISC.* | DAILY TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Total OTHER EXPENSES | | | | \$ _____ | TOTALS 1 through 3 | | | | \$ _____ | Less: ADVANCES | | | | \$ - _____ | Less: CREDIT CARD PMTS | | | | \$ - _____ | NET AMOUNT OF CLAIM | | | | \$ _____ |
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| | DATE | MEALS | LODGING | MISC.* | DAILY TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | Total OTHER EXPENSES | | | | \$ _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTALS 1 through 3 | | | | \$ _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Less: ADVANCES | | | | \$ - _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Less: CREDIT CARD PMTS | | | | \$ - _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NET AMOUNT OF CLAIM | | | | \$ _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Complete and submit within 10 days from completion of trip.</p> | <p>I certify that this claim is true and correct and is for the actual and necessary expenses incurred while in attendance at the event described in Section 1 above.</p> <p>Signature of Claimant _____ Date _____</p> |
|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. Q

Human Resources
College Area

Proposal:

That the Governing Board approve the 2011-2012 salary schedule for Management/Supervisory employees.

Background:

Recent changes in management job descriptions necessitates the update of the 2010-2011 Management/Supervisory salary schedule. Unfunded positions have been removed from the salary schedule.

Budgetary Implications:

Included in the 2011-2012 budget.

- RESOLUTION: BE IT RESOLVED**, that the Governing Board approve the attached 2011-2012 Management/Supervisory salary schedule, effective January 1, 2012.

Recommended By:



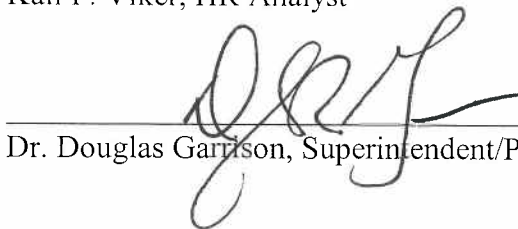
Barbara Lee, Associate Dean of Human Resources

Prepared By:



Kali F. Viker, HR Analyst

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

Monterey Peninsula Community College District

MANAGEMENT-SUPERVISORY SALARY SCHEDULE

2011-2012
Effective January 1, 2012

| Classification | Range |
|-------------------------------------------|-------|
| Assistant to the Superintendent/President | 57 |
| Controller | 52 |
| Custodial/ Evening Site Supervisor | 40 |
| Director, Children's Center | 44 |
| Director, Institutional Research | 57 |
| Director, Student Financial Services | 52 |
| Facilities Operations Supervisor | 45 |
| Program Coordinator, Fire Academy * | 37 |
| Registrar | 54 |
| Systems and Programming Manager | 57 |
| Theater Technical Director | 39 |

Notes:

*Overtime eligible (all others are overtime exempt)

1. Effective April 1, 2000, the career longevity increment will be changed from a percentage rate to a non-cumulative flat rate of \$55.00 per month in pay beginning the first month of the employee's eighth (8th) year of full-time employment in the District, and at the beginning of each subsequent fifth (5th) year thereafter. A maximum of four (4) longevity steps will be granted at the beginning of year 8, 13, 18 and 22 beyond the date of hire for continuous employment. The maximum longevity increment, at 22 years of service, will be \$220.00 per month. Board Approved 3/28/00.

Effective Date: January 1, 2012

Board Approval: January 24, 2012

Monterey Peninsula Community College District

MANAGEMENT-SUPERVISORY SALARY SCHEDULE

2011-2012

Effective January 1, 2012

| Range | Step A | Step B | Step C | Step D | Step E | Range |
|--------------|---------------|---------------|---------------|---------------|---------------|--------------|
| 30 | 2,953 | 3,101 | 3,255 | 3,418 | 3,591 | 30 |
| 31 | 3,032 | 3,182 | 3,341 | 3,509 | 3,684 | 31 |
| 32 | 3,105 | 3,259 | 3,423 | 3,594 | 3,773 | 32 |
| 33 | 3,178 | 3,336 | 3,505 | 3,679 | 3,863 | 33 |
| 34 | 3,260 | 3,424 | 3,595 | 3,775 | 3,963 | 34 |
| 35 | 3,343 | 3,513 | 3,687 | 3,871 | 4,064 | 35 |
| 36 | 3,418 | 3,591 | 3,770 | 3,957 | 4,155 | 36 |
| 37 | 3,506 | 3,683 | 3,865 | 4,059 | 4,262 | 37 |
| 38 | 3,582 | 3,762 | 4,002 | 4,147 | 4,354 | 38 |
| 39 | 3,679 | 3,863 | 4,058 | 4,261 | 4,474 | 39 |
| 40 | 3,769 | 3,957 | 4,155 | 4,362 | 4,581 | 40 |
| 41 | 3,863 | 4,058 | 4,260 | 4,473 | 4,697 | 41 |
| 42 | 3,957 | 4,155 | 4,362 | 4,582 | 4,811 | 42 |
| 43 | 4,061 | 4,264 | 4,479 | 4,702 | 4,935 | 43 |
| 44 | 4,155 | 4,362 | 4,581 | 4,811 | 5,051 | 44 |
| 45 | 4,260 | 4,471 | 4,696 | 4,929 | 5,175 | 45 |
| 46 | 4,368 | 4,586 | 4,815 | 5,056 | 5,310 | 46 |
| 47 | 4,462 | 4,683 | 4,920 | 5,166 | 5,422 | 47 |
| 48 | 4,576 | 4,805 | 5,045 | 5,297 | 5,561 | 48 |
| 49 | 4,694 | 4,928 | 5,174 | 5,434 | 5,705 | 49 |
| 50 | 4,815 | 5,056 | 5,310 | 5,574 | 5,854 | 50 |
| 51 | 4,928 | 5,173 | 5,433 | 5,703 | 5,990 | 51 |
| 52 | 5,048 | 5,299 | 5,563 | 5,845 | 6,136 | 52 |
| 53 | 5,175 | 5,435 | 5,707 | 5,992 | 6,292 | 53 |
| 54 | 5,303 | 5,568 | 5,845 | 6,137 | 6,444 | 54 |
| 55 | 5,434 | 5,705 | 5,991 | 6,291 | 6,605 | 55 |
| 56 | 5,569 | 5,848 | 6,138 | 6,446 | 6,768 | 56 |
| 57 | 5,703 | 5,990 | 6,288 | 6,604 | 6,932 | 57 |
| 58 | 5,850 | 6,141 | 6,448 | 6,770 | 7,110 | 58 |
| 59 | 5,995 | 6,297 | 6,612 | 6,941 | 7,289 | 59 |
| 60 | 6,141 | 6,448 | 6,770 | 7,110 | 7,464 | 60 |
| 61 | 6,301 | 6,618 | 6,946 | 7,294 | 7,659 | 61 |
| 62 | 6,456 | 6,779 | 7,118 | 7,473 | 7,849 | 62 |
| 63 | 6,615 | 6,944 | 7,292 | 7,657 | 8,039 | 63 |
| 64 | 6,779 | 7,118 | 7,474 | 7,849 | 8,240 | 64 |
| 65 | 6,950 | 7,298 | 7,662 | 8,045 | 8,448 | 65 |

The 2007-2008 salary schedule was decreased by 2.02%, effective 7/1/11.

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. R

Human Resources
College Area

Proposal:

That the Governing Board approve the reduced service partial retirement of 25% for Stephanie Tetter.

Background:

Article 19 of the MPCTA-MPC Agreement, as amended by the April 2011 agreement between MPCTA and the District and Education Code 87483 allow academic employees who meet specific requirements to work less than full time and earn full time credit in the State Teachers' Retirement System. Stephanie Tetter meets those requirements and has requested a reduced service partial retirement of 25% effective July 1, 2012.

Budgetary Implications:

Approximate savings of 25% of Stephanie Tetter's annual salary is \$21,945.

RESOLUTION, BE IT RESOLVED, that the Governing Board approve the reduced service partial retirement of 25% for Stephanie Tetter per the amended Article 19 of the MPCTA-MPC agreement and Education Code 87483 effective July 1, 2012.

Recommended By:



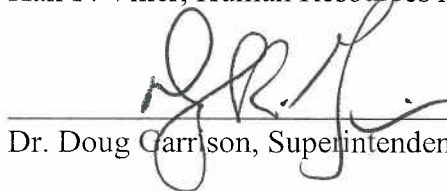
Barbara Lee, Associate Dean of Human Resources

Prepared By:



Kali F. Viker, Human Resources Analyst

Agenda Approval:



Dr. Doug Garrison, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. S

Superintendent/President
Office

Proposal:

That the Governing Board consider and nominate one candidate for the CCCT Board of the Community College League of California.

Background:

The California Community College Trustees (CCCT) Board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members. From January 1 through February 15, 2012, nominations for membership on the CCCT Board will be accepted in the League office. Nominations are to be made by a member district board of trustees. Each district may nominate only members of its Board. Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the Board.

An official Biographical Sketch Form and Statement of Candidacy must accompany the Nominating Ballot mailed to the League office.

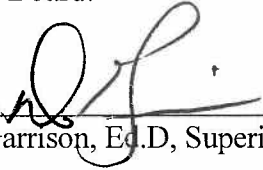
Monterey Peninsula College stipulates the nominee is a member of the Monterey Peninsula Community College District Governing Board, a member in good standing of the Community College League of California, and that the nominee has given permission to be placed into nomination.

Budgetary Implications:

No direct budgetary impact is anticipated.

RESOLUTION: BE IT RESOLVED, that the Governing Board nominates _____
to be a candidate for the CCCT Board.

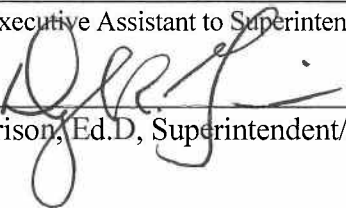
Recommended By: _____

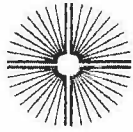

Douglas R. Garrison, Ed.D, Superintendent/President

Prepared By: _____

Carla Robinson, Executive Assistant to Superintendent/President & Governing Board

Agenda Approval: _____


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



COMMUNITY COLLEGE LEAGUE
OF CALIFORNIA

Date: December 6, 2011
To: California Community College Trustees
California Community College Chancellors/Superintendents
From: Scott Lay
Subject: CCCT Board Election - 2012

The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by a member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy **must** accompany the Nominating Ballot mailed to the League office, and please use only these forms. Although not required, it is recommended that nomination materials be sent via certified mail, return receipt requested. Faxed materials will **not** be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT board. Seven persons will be elected to the board this year; six incumbents are eligible to run for re-election. CCCT board members are elected by the institutional member governing boards for alternate three-year terms. No CCCT board member shall serve more than three (3) terms consecutively.

Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 6, 2011.

If you have any questions about the CCCT board election process, please call the League office.

Attachments: (mailed only to CCC Chancellors/Superintendents)

- Official Nominating Form
- Official Biographical Sketch Form
- Official Statement of Candidacy
- CCCT Board Terms of Office
- CCCT Board Roster

| <u>Election</u> | <u>Group</u> | <u>Seat</u> | <u>First Elected/Appointed</u> | <u>Next Election</u> | <u>Terms Left for Incumbent</u> |
|-----------------|--------------|-----------------|--------------------------------|----------------------|---------------------------------|
| 2012 | I. | Chaniot | 2009 | 2012 | 2 |
| | I. | Jones (Bernard) | 2008 | 2012 | 1 |
| | I. | *Mann | 2005 | 2012 | 0 |
| | I. | Ontiveros | 2008 | 2012 | 1 |
| | I. | Otto | 2009 | 2012 | 2 |
| | I. | Stampolis | 2009 | 2012 | 2 |
| | I. | Zableckis | 2009 | 2012 | 2 |
| 2013 | II. | Barreras | 2006 | 2013 | 1 |
| | II. | Gulassa | 2010 | 2013 | 2 |
| | II. | Hart | 2010 | 2013 | 2 |
| | II. | Jaffe | 2009 | 2013 | 1 |
| | II. | Kinsman | 2010 | 2013 | 2 |
| | II. | *Singer | 2004 | 2013 | 0 |
| 2014 | III. | Casas Frier | 2010 | 2014 | 1 |
| | III. | Castellanos | 2011 | 2014 | 2 |
| | III. | Chadwick | 2011 | 2014 | 2 |
| | III. | *Figueroa | 2007 | 2014 | 0 |
| | III. | Gomez | 2010 | 2014 | 1 |
| | III. | Jones (Robert) | 2011 | 2014 | 2 |
| | III. | Larwood | 2011 | 2014 | 2 |
| | III. | Moreno | 2011 | 2014 | 2 |

* Board member is unable to seek reelection due to three-term limit.

CCCT BOARD NOMINATION FORM

Must be returned to the League office **postmarked no later than February 15, 2012**, along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the _____ Community
College District nominates _____ to be a
candidate for the CCCT Board.

This nominee is a member of the _____ Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

Signature of Clerk or Secretary of Governing Board

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2012**, along with the nominating ballot and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: _____ Date: _____

Address: _____

City: _____ Zip: _____

Phone: _____ (home) _____ (office)

E-Mail: _____

EDUCATION

Certificates/Degrees: _____

PROFESSIONAL EXPERIENCE

Present Occupation: _____

Other: _____

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: _____

Years of Service on Local Board: _____

Offices and Committee Memberships Held on Local Board: _____

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc.*) _____

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

CIVIC AND COMMUNITY ACTIVITIES

OTHER

CCCT BOARD STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2012** along with the nominating ballot and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: _____ DATE: _____

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. T

Superintendent/President
College Area

Proposal:

The Governing Board adopt the proposed Monterey Peninsula College Governing Board Goals for 2012.

Background:

As a part of Monterey Peninsula College's ongoing commitment to continuous improvement, the MPCCD Governing Board adopted Board Policy 1009 Self Evaluation, which calls for an annual self evaluation and development of Board goals. A Board sub-committee of Trustees Steck and Brown met with the Superintendent/President to develop proposed Governing Board Goals for 2012 based on the results of the self evaluation discussed at the November 2011 meeting. These proposed goals were presented to the Governing Board for a first reading in December 2011 and are presented to the Governing Board for adoption.

MONTEREY PENINSULA COLLEGE GOVERNING BOARD PROPOSED GOALS FOR 2012:

1. Develop means for more effective community relations with constituents.
2. Design and actively participate in Board development activities to broaden understanding of critical operational elements and issues facing the College.
3. Continue to be knowledgeable about actions taken by the College to address accreditation-related issues.
4. Continue to be knowledgeable about actions taken by the College to maintain fiscal stability.
5. Enhance legislative advocacy activities to support the College and community college system.

Budgetary Implications:

No direct budgetary impact is anticipated.

RESOLUTION: BE IT RESOLVED, that the Governing Board adopt the proposed Monterey Peninsula College Governing Board Goals for 2012.

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 Agenda

January 24, 2012

New Business Agenda Item No. U

Superintendent/President
Office

Proposal:

The Governing Board will review a proposed schedule of alternate locations for regular Governing Board meetings.

Background:

At the December 2011 regular meeting, the Governing Board directed the Superintendent/President to develop a proposed schedule for alternate locations for regular Governing Board meetings in recognition of the college's multi-site status. The Board has an interest in providing the District constituents a predictable schedule for when Board meetings will be held in their communities. The proposed schedule attempts to balance the need for resources at the Monterey campus, including staff, with the need to provide community access to Board meetings. The resulting schedule proposes that every fourth meeting will be held at either the Education Center at Marina or the Public Safety Training Center at Seaside.

This proposal of alternating sites is presented for Governing Board review and discussion.

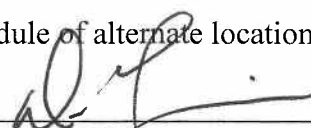
- January 24, 2012 / February 22, 2012 / March 28, 2012 Meet in Monterey, MPC
- April 25, 2012 Meet in Marina, Education Center
- May 23, 2012 / June 27, 2012 / July 25, 2012 Meet in Monterey, MPC
- August 22, 2012 Meet in Seaside, PSTC
- September 26, 2012 / October 24, 2012 / November 28, 2012 Meet in Monterey, MPC
- December 12, 2012 Meet in Marina, Education Center
- January 23, 2013 / February 27, 2013 / March 27, 2013 Meet in Monterey, MPC
- April 24, 2013 Meet in Seaside, PSTC
- and so forth...

Budgetary Implications:

No direct budgetary impact is anticipated.

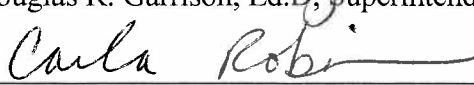
INFORMATION: Proposed schedule of alternate locations for regular Governing Board meetings.

Recommended By:



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

Prepared By:



Carla Robinson, Executive Assistant to Superintendent/President & Governing Board

Agenda Approval:



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

Monterey Peninsula Community College District

Governing Board Agenda

January 24, 2012

New Business Agenda Item No. V

Superintendent/President
College Area

Proposal:

To review the attached 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: Calendar of Events.

Recommended By: Dr. Douglas Garrison, Superintendent/President

Prepared By:

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

Agenda Approval:

Dr. Douglas Garrison, Superintendent/President

MPC Governing Board 2012 Calendar of Events

JANUARY, 2012

Tuesday, January 24 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room
Wed-Thur, Jan. 25-26 Flex Day Presentations, 8:30am-4:30pm, LF103
Monday, January 30 First Day of Spring Semester

FEBRUARY, 2012

Sunday, February 12 MPC Foundation Celebration of Philanthropy, 4:00pm, LTC
Fri-Mon, February 17 & 20 MPC closed: Lincoln Day Observance and Washington's Day
Feb 22 – Mar 21 United Way Campaign
Thursday February 23 Humanities Book Grant Awards, 3:00-5:00pm, Sam Karas Room
Wednesday, February 22 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

MARCH, 2012

Friday, March 9 Lobo Hall of Fame, Embassy Suites, 6:00pm
Wednesday, March 21 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room
Mon-Fri, March 26-31 MPC closed: Spring Recess and Cesar Chavez Commemoration
March or April (tbc) Governing Board Retreat, date/time/location to be confirmed

APRIL, 2012

Tuesday, April 10 ASMPC Spring Faculty/Staff Appreciation Lunch, (\$5 non-students)
Wednesday, April 25 Regular Board Meeting, 1:30pm, Closed Session, **Marina Education Ctr (tbc)**

MAY, 2012

Friday, May 4 6th Annual President's Address to the Community, Monterey Conf Ctr, 11:30am
Monday, May 21 MPC Scholarship Awards Ceremony 2:00-4:00pm, LF103 and
Reception 4:00-5:00pm, Sam Karas Room
Wednesday, May 23 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room
Monday, May 28 Memorial Day

JUNE, 2012

Saturday, June 2 Commencement, 11:30am, meet in Gym
Wednesday, June 27 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

Wednesday, July 25 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

Wednesday, August 22 Regular Board Meeting, 1:30pm, Closed Session, **PSTC, Seaside (tbc)**

Wednesday, September 26 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

Wednesday, October 24 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

Wednesday, November 28 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room

Wednesday, December 12 Regular Board Meeting, 1:30pm, Closed Session, **Marina Education Ctr (tbc)**