

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.1

Superintendent/President  
Office

### Proposal:

To consider and approve the minutes of the Special Meeting on March 2, and the the Regular Board Meeting on March 21, 2012.

### Background:

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


### Budgetary Implications:

None.

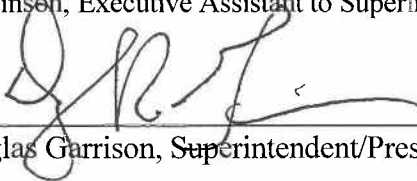
**RESOLUTION: BE IT RESOLVED**, that the Governing Board approve the minutes of the Special Meeting on March 2, and the the Regular Board Meeting on March 21, 2012.

**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 OF TRUSTEES**

**SPECIAL MEETING**

Special Meeting, 3:30pm, Sam Karas Room, Library  
980 Fremont Street, Monterey, California 93940  
[www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard)

**FRIDAY, MARCH 2, 2012**

**MINUTES**

**1. OPENING BUSINESS**

- A. Call To Order – Chair Loren Steck called the Special Meeting to order at 3:30pm.
  - B. Roll Call – present:
    - Charlie Brown, Trustee
    - Dr. Margaret-Anne Coppernoll, Trustee
    - Dr. Douglas Garrison
    - Rick Johnson, Trustee
    - Dr. Loren Steck, Chair
    - Daniel Cervantes, Student Trustee
- Absent:  
Marilynn Dunn Gustafson, Trustee

**2. RECOGNITION**

- A. Recognition of Visitors – none.
- B. Comments from Visitors – no comments.

**3. SPECIAL BUSINESS**

- A. INFORMATION: The Board will provide direction on the design of the Superintendent/President search process. Any items requiring Board action will be presented at future Board meetings.

Chair Loren Steck opened the Special Meeting by inviting Barbara Lee, Associate Dean of Human Resources, to begin her presentation. Barbara provided the Governing Board with an overview of the Superintendent/President search process conducted in 2006 which resulted in the hiring of Dr. Douglas Garrison. Dr. Loren Steck was chair of the 2006 Hiring Committee.

Per Governing Board Policy 1007 Specific Duties and Responsibilities of the Governing Board, the Board of Trustees is responsible for the selection and appointment of the Superintendent/President. With the announcement of Dr. Douglas Garrison's intention to retire in August 2012, it is necessary to determine the process to hire his successor. Today's Special Meeting is to discuss changes to the search process and provide direction to staff.

Barbara's PowerPoint presented items to be discussed which included, but were not limited to:

- Use of a search consultant
- Process
  - o Committee composition
  - o Application procedures
  - o Calendar
- Position Announcement
  - o Campus input
  - o Qualifications
  - o Desired qualifications and characteristics
  - o Strengths, opportunities and challenges

The presentation is linked below and also attached.

[HR Presentation - Search Procedures for Superintendent.pdf](#)

The Governing Board opened the Special Meeting to questions and comments:

- What services does the consultant provide? Would MPC use the complete package of services or select those that MPC cannot perform in-house?
- Would the Hiring Committee be composed of 14 members or a smaller representation? It is important to have a broad representation.
- What would the desired qualifications and characteristics include for this search? It is vital to identify the qualifications desired for the 2012 search. Conditions are different now than those in 2006, with different challenges and opportunities.
- Which proposed calendar should be adopted? The calendar and timing of the search process was reviewed and the Board discussed the need to extend Dr. Garrison's contract through Fall 2012 or hire an Interim Superintendent/President.
- The brochure used to announce the position in 2006 is a good template for the current search brochure.

Chair Loren Steck thanked Barbara Lee, Dr. Garrison, and the Board for the information presented. Barbara was asked to proceed with a Request for Quote (RFQ) to solicit bids from consultants specializing in Superintendent/President searches with costs for full services and also for individual services.

#### 4. **ADVANCE PLANNING**

- A. March Regular Board Meeting, Wednesday, March 21, 2012
  - Closed Session, 1:30pm, Stutzman Room, Library
  - Regular Meeting, 3:00pm, Sam Karas Room, Library

Board Retreat, Wednesday, April 11, 2012, 2:00-5:00pm

- Retreat is open to public
- Site to be determined

Regular Board Meeting Wednesday, April 25, 2012, at Marina Education Center

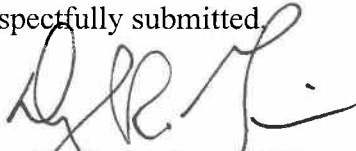
- Closed Session, 1:30pm, Classroom MA104
- Study Session, 3:00pm, Classroom MA402, Information on Accountability Reports: ACCJC, ARCCC, IPEDS, and Mandated Reports
- Regular Meeting, 4:00pm, Classroom MA402

B. Future Topics:

- 1) Institutional Report – SB 1440, the Transfer Act
- 2) Tour with Citizens Bond Oversight Committee, Construction Projects

5. **ADJOURNMENT** – Chair Loren Steck adjourned the Special Meeting at 5:08pm.

Respectfully submitted,

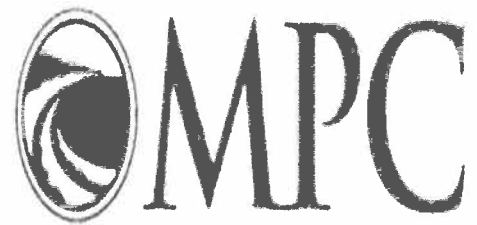


Douglas R. Garrison, Ed.D.  
Secretary

Attachment: HR Presentation - Search Procedures for Superintendent.pdf

*Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an agenda item will be made available for public inspection in the District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at [www.mpc.edu](http://www.mpc.edu).*

*Posted April 26, 2012*



# Search Procedures for Superintendent/President

Things We Need To Consider

Board Report  
March 2, 2012



## Accreditation Standard IVB

- Section 1.j: The Governing Board and the Superintendent/President
- The governing board has the responsibility for selecting and evaluating the district/system chief administrator (most often known as the chancellor) in a multi-college district/system or the college chief administrator (most often known as the president) in the case of a single college. The Governing Board delegates full responsibility and authority to him/her to implement and administer board policies without Board interference and holds him/her accountable for the operation of the district/system or college, respectively. In multi-college districts/systems, the governing board establishes a clearly defined policy for selecting and evaluating the presidents of the colleges.



## Selection and Evaluation of the Superintendent/President

- In accordance with Board Policy 1007, the Board is responsible for the selection and appointment of the Superintendent/ President [IVB.1.j.1]. Prior to the selection of its current Superintendent/President, the Board had not established a formalized written process for the selection of the Superintendent/President. In 2006, the Board piloted a new process for the selection of the current Superintendent/President, which was composed of faculty, staff, administrators and community members, as well as outside consultants.



## Search Process Steps


- Two open and public meetings were held after the previous President announced his retirement. These meetings were attended by faculty, staff, administrators, students and Trustees. The purpose of the meetings was to elicit characteristics that meeting participants desired in the next President.
- A committee consisting of faculty, staff, administrators and community members was convened by the Board of Trustees, and chaired by one of the Trustees to whom the task had been delegated.
- The list of desired characteristics generated during the public meetings was consolidated for inclusion in the position brochure
- The job notice brochure describing those characteristics as well as describing the college was prepared by the committee chair and approved by the committee. [IVB.1.j.1]
- Through an RFP process, the committee engaged an outside consultant whose job it was to facilitate the search process, recruit potential candidates, conduct reference checks and act as a resource.



## Search Process Steps

### Continued


- Monterey Peninsula College advertised the position, disseminated the brochure, and collected accepted applications for the position.
- The committee completed initial paper evaluations of the candidates presented by the consultant, culling the list down to ten semi-finalists, who were interviewed by the committee.
- The committee selected three finalists to forward to the Board of Trustees; one withdrew from consideration.
- The Board of Trustees interviewed the two remaining finalists. On the day of his/her on-campus interview, each finalist spoke at a public forum, which included an opportunity for attendees to ask questions of the candidate. Attendees were invited to provide feedback on the finalists.
- The consultant prepared in-depth reference checks on the finalists.
- A site visit team consisting of a diverse group of college constituents including Board members, staff, faculty and administrators visited the finalist's campus to obtain feedback from the staff about the candidate's merit to serve as president.
- On the basis of the candidate interviews, feedback from the public forum, reference checks and the site visit, one finalist was selected by the Trustees and offered the position.



## 2006 Committee Composition

Total: 14

- 1 - Board Member
  - Committee Chair
  - (non-voting)
- 4 - Faculty
- 3 - Classified
- 1 - MSC
- 1 - Administrator
- 1 - Student
- 1 - Foundation Rep
- 1 - Community Rep
- 1 - EEO Rep
  - (non-voting)



## 2006 Desired Qualifications and Characteristics

- Inspire trust and confidence of the campus community and subscribe to a transparent administration
- Communicate effectively in a positive and collaborative manner, be flexible, a good listener and open to suggestions and criticisms
- Respect, value, and be committed to the utilization of shared governance
- Support an environment that encourages teamwork
- Balance the educational mission of the College with economic realities
- Value and actively pursue diversity
- Foster a positive image of MPC by actively representing the College in the community
- Commit to enhancing relationships with nearby post-secondary institutions and local school districts
- Develop and communicate a vision that anticipates the needs of MPC and moves the College forward





## 2006 Selected Strengths

- Staff, faculty and students
- Fiscally well-managed; 10% reserve
- Bond projects
- Available Fort Ord land



## 2006 Opportunities and Challenges

- High cost of housing
  - Declining high school enrollments
  - Ability to attract faculty and staff
- Escalating cost of construction
  - Revise priorities for refurbishment
- Fort Ord
  - Conveyance is too slow
- Community college funding
  - Support for Foundation
  - Find new revenue sources



## Using A Consultant

- Services
  - Facilitate committee and Board discussions
  - Assist in developing selection process and calendar
  - Advise on brochure development and preparation of advertisements
  - Advise on recruitment sources; recruit applicants
  - Work with committee and Board to define screening and interview procedures and criteria
  - Assist in preparation of campus visits, if required
  - Conduct reference checks
  - Be available for phone consultations
  - Advise the Board on contract issues



## Consultant Costs

- \$22,000 - \$30,000 plus expenses
- Can be less if full scope is not needed

Description	Fee
Organization, design, committee work	<del>\$4.00</del> 0.00
Recruitment	<del>\$4.50</del> 0.00
Preliminary reference checking, evaluation tools, screening and selection of finalists	<del>\$4.00</del> 0.00
In-depth reference checking, interviews, preparation of all evaluation tools (committee)	<del>\$5.00</del> 0.00
Evaluation tools, final interviews, site visit, selection, contract, mutual expectations (Board)	<del>\$4.50</del> 0.00



## 2006 Consultant Calendar

- 3 weeks to submit RFQ
- 2 weeks to review submissions and conduct interviews
- 2-3 weeks to finalize selection, Board approval, contract preparation
- Total time: 2 months



## Sample Search Calendars

Activity	Example 1	Example 2
Development of Materials, Ad Placement, Committee Appointments	March - April	May - June
Open Application Period	May 1 – July 2	July 1 – Sept. 6
Screening	July 8 - 29	Sept. 9 – 30
Notification of Interviewees	Week of July 29	Week of Sept. 30
Interviews	Week of Aug. 13	Week of Oct. 14
Notification of Finalists	Week of Aug. 20	Week of Oct. 22
Open Forums; Board	Week of	Week of

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

**REGULAR MEETING**

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

**WEDNESDAY, MARCH 21, 2012**

**MINUTES**

**1. OPENING BUSINESS**

- A. Call To Order for Closed Session – Chair Loren Steck called the Closed Session to order at 1:30pm.
- B. Roll Call – present:
  - Mr. Charles Brown, Vice Chair
  - Dr. Margaret-Anne Coppernoll, Trustee
  - Dr. Douglas Garrison, Superintendent/President
  - Ms. Marilyn Gustafson, Trustee
  - Mr. Rick Johnson, Trustee
  - Dr. Loren Steck, Chair
  - Staff: Ms. Barbara Lee and Mr. Stephen Ma
- C. Public Comments on Closed Session Items – none.
- D. Closed Session – items under discussion
  - 1) Conference with Labor Negotiators (Government Code Section 54957.6)
    - a) Agency Negotiators: Steve Ma and Barbara Lee
    - b) Employee Organizations: MPCTA/CTA/NEA and MPCEA/CSEA
  - 2) Conference with Legal Counsel Regarding Anticipated Litigation (one) (Government Code Section 54956.9(b))
  - 3) Superintendent/President Quarterly Evaluation (Government Code Section 54947)
- D. Reconvene to Regular Meeting and Roll Call – Chair Loren Steck called the Regular Meeting to order at 3:02pm. Roll Call:
  - Mr. Charles Brown, Vice Chair
  - Dr. Margaret-Anne Coppernoll, Trustee
  - Dr. Douglas Garrison, Superintendent/President
  - Ms. Marilyn Gustafson, Trustee
  - Mr. Rick Johnson, Trustee
  - Dr. Loren Steck, Chair
  - Mr. Daniel Cervantes, Student Trustee
- F. Reporting of Any Action Taken During Closed Session – no action taken.

## 2. RECOGNITIONS

- A. Recognition of Visitors
- B. Comments from Visitors – Rosaleen Ryan, member of United Way Committee, thanked the Board and MPC for their support of the 2012 campaign. Donations from two bake sales and raffle tickets have raised \$1,000 which equals to \$8,000 in food United Way can purchase for needy families. A bidding contest between Trustees Loren Steck and Rick Johnson for two sweet potato pies donated by Vera Coleman raised another \$40.

## 3. COMMUNICATIONS

- A. Comments from Visitors – no comments.
- B. Written Communications:
  - 1) Chancellor's Office: Chancellor Jack Scott sounds alarm at the additional \$149 million unexpected budget cut the system will sustain this academic year; California's disinvestment in higher education will have a lasting impact on an entire generation of students / February 21.
  - 2) Chancellor's Office: Chancellor Jack Scott lauds the Little Hoover Commission for calling on the State to prioritize its investment in the two-year system / February 29.
  - 3) Chancellor's Office: Chancellor Jack Scott welcomes President Obama's Jobs Council to California to discuss health workforce initiative; community college-led program is helping to meet training needs in allied health professions / March 5.
  - 4) Chancellor's Office: Chancellor Jack Scott announces his retirement effective September 1, 2012 / March 6.

### MPC All User Emails:

- 1) Beth Penney: Humanities Division Book Grant Award Ceremony on February 23 / February 21.
- 2) Robin Venuti, Foundation: Hall of Fame Banquet on March 9 / February 21.
- 3) ASMPC: Bone marrow registry drive on March 7 / February 24.
- 4) Dr. Garrison: United Way Campaign February 22-March 21 / February 24.
- 5) Dr. Garrison: Passage of Time, Retiring in August, 2012 / February 27.
- 6) EOPS & TRiO: MPC Annual Community Play, "Ruined" March 10 / February 28.
- 7) United Way Committee: donations, bake sales, raffle tickets, and California Pizza Kitchen 20% fundraiser on March 14 / March 1, 5 and 12.
- 8) David Clemens, Great Books: Author Mark Edmundson, March 6-8 / March 1.
- 9) Vicki Nakamura: Citizens' Bond Oversight Committee meeting March 12 / March 8.
- 10) Dr. Garrison: MPC Notes, 65<sup>th</sup> Anniversary Open House / March 9.
- 11) HR: Employment Opportunity – Accounting Specialist, Fiscal Services / March 9.
- 12) HR: Employment Opportunity – Food Preparer, CDC / March 9.
- 13) Laura Franklin, Academic Affairs: New Classes for Spring 2012 / March 9.

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

- 1) Child Care At Risk: budget cuts could hurt MPC center / February 18.
- 2) Bone marrow drive to be held / February 23.
- 3) ArtBeat: can rock 'n' roll save you? Author Mark Edmundson / February 23.

- 4) Letter to Editor: Every resident should be outraged (MPC child care center budget cuts) / February 25.
- 5) HR Ad: Unit Office Manager, Library; Director of Admissions and Records; Psychology Instructor and Sociology Instructor / February 27.
- 6) MPC, Hartnell leaders critical of funding bill; legislation aims to reimburse community colleges only for students who finish courses / March 1.
- 7) MPC President retiring; Trustees to start search for Garrison's replacement / March 2.
- 8) Foundation Ad: 21<sup>st</sup> Annual Hall of Fame Banquet on March 9 / March 5.
- 9) MPC students host bone marrow drive / March 6.
- 10) Letter to Editor: Signing up for bone marrow donation / March 6.

C. Reports and Presentations:

- 1) Institutional Report – SB 1440, The Student Transfer Achievement Reform Act  
 Carsbia Anderson, Vice President of Student Services.  
 Carsbia presented the Board with an overview of Senate Bill 1440, The Student Transfer Achievement Reform Act. The transfer process in the State of California has been a maze for students, lacked transparency, and was replete with local rules and changing requirements year by year. Students arriving at CSU have been forced to retake units to make up for courses that did not transfer. Due to the SB 1440 State Task Force, key elements are being created for an associate degree for transfer that guarantees admission with junior standing at CSU's. Transfers requirements are defined as having 60 transferable units. SB 1440 provides students with priority admission to their local CSU and to a program or major that is similar to their major or interest at their community college. It prohibits CSU from requiring students to repeat courses that are similar to courses completed as part of the AS-T/AA-T. The benefits of SB 1440 recognize each associate degree as the measure of preparation and readiness for transfer, reduces the need for students to take unnecessary courses, and eliminates confusion caused by different and shifting major prep requirements from each CSU. Transfer model curricula (TMC) was built and vetted by discipline faculty, and is intended to guide and simplify the development and approval of Associate Degrees that are consistent with SB 1440 requirements. TMC facilitates the mapping of these degrees to similar CSU BA degrees in the disciplines of Computer Science, Biology, Geography and Journalism. The goal is to have TMC's for the top 20 transfer majors completed by fall of 2012, with CID, a common Course Identification Numbering System, which has been approved by MPC's Academic Senate. The TMC's vetting closed on February 29, and is now at the Senate level. It will soon be sent to the Chancellor Office for approval. Chancellor Jack Scott has been quoted, "SB 1440 puts the needs of California community college students first." Charles B. Reed, Chancellor, California State University System, quoted "We have simplified the transfer process and that allows the CSU and CCC to serve more students and save millions of dollars." Carsbia concluded by noting that SB 1440 students will receive priority registration to CSU if submitted by March 15. With assignment of a CID number, common curriculum will match not only the community colleges, but also CSU's, UC's and most independent and private colleges to guarantee admission for SB 1440 transfer students.

2) Superintendent/President's Report, Dr. Douglas Garrison.

Dr. Garrison briefed the Governing Board on the work being done on the five-year Education Master Plan, proposals under development for continuing education, basic skills initiatives, the 2013 budget, beginning of negotiations, and ACCJC accreditation response reports. / Plans are progressing for the May 4<sup>th</sup> Annual Address to the Community. / Spring break is March 26-30, and the spring term is ready to begin on April 2.

3) Vice Presidents' Reports:

Dr. Celine Pinet, Vice President of Academic Affairs.

Celine reported she emailed the Governing Board to address their inquiry on the difference between credit and noncredit courses. / Spring classes have been added to increase FTES, and the ongoing courses are filling well. / She shared that Dr. Kendra Cabrera is the recipient of a grant to attend the spring meeting of the Association of African Study from UC Berkeley. / Celine attended the March 3<sup>rd</sup> International Women's Day Celebration organized by the Re-Entry and Multicultural Center and Political Science Department; the keynote speaker was Maria Hinojosa, award-winning journalist and host of Latino USA. / The Lobo Hall of Fame event was an evening with many student success stories and a proud event for MPC and the community.

Carsbia Anderson, Vice President of Student Services.

Carsbia and Lynn Davis, former Board Trustee, attended Jim Tunney's induction into the California Community College Football Coaches Association Hall of Fame. Jim gave an eloquent acceptance speech and talked highly of MPC and how much he enjoyed his service on the Board / Carsbia attended the March 10<sup>th</sup> play "Ruined" at the Oldemeyer Center; this is an annual collaboration between UCSC African American Arts Troupe, the City of Seaside, and MPC. / The Lobo Hall of Fame inducted Pete Smith this year; he is a descendent of Wellington Smith who started the NAACP on the Monterey Peninsula. Carsbia encourages everyone to attend the Lobo Hall of Fame as it speaks so highly of MPC / The CSSO Conference highlighted the Student Success Task Force recommendations as a major topic. There is a work group discussing matriculation issues under SB 1456; another advisory group is working on counseling concerns with SSTF recommendations to be implemented by fall 2013. / Graduation is on Saturday June 2.

4) Academic Senate Report – Catherine Webb, Senator/Librarian.

Catherine expressed appreciation to the Governing Board for the collaboration process in recommending faculty to serve on the president's search committee. Academic Senate believes it is important for the candidates to be knowledgeable of legislative forces, have experience in distance education and technology, and have a profound interest in the college. A topic of recent discussion at the Academic Senate include Faculty candidates for the president search committee. Dialogue is continuing in the Master Education Plan Committee and Distance Online Education Committee. / Academic Senate will have a second reading of the adjunct hiring process, which will then proceed to College Council. / Steve Ma will speak to Academic Senate to engage conversation and ideas surrounding institutional technology. / In responding to the ACCJC recommendations,

Academic Senate is considering and improving all substantive issues shared with shared governance, with final approval of the responses in June.

- 5) MPCEA Report, Loran Walsh, President – Loran spoke to New Business Agenda Items G and H, the public hearing and resolution for MPCEA’s initial proposal for interest-based bargaining. MPCEA is asking to avoid layoffs, use a non-silo approach to the budget shortfall, and use of one-time reserve funds. A membership survey will be used for guidance and direction for the negotiating team. / MPCEA has forwarded seven nominees for the President search committee.
- 6) MPCTA Report, Alan Haffa.  
Alan is a co-negotiator for MPCTA. He commented on the silo approach, and explained how it was used last year, making sure that the cost of the deficit was equitable to everyone, with the percentage needed to backfill equally distributed among the three employee groups. Faculty feel the silo approach was equitable because each employee group shared the burden. An unfortunate outcome of the budget deficit was layoff notices and as a consequence some Faculty retired which led to savings by the district. New faculty will replace retirees at a lower cost. Savings from retirements will be more this year because a retirement incentive last year was offered.
- 7) ASMPC Report, Joshua Gess.  
Student Trustee Daniel Cervantes introduced Joshua Guess as ASMPC’s Director of Representation. Joshua summarized student activities this month. / There was a successful bone marrow drive on March 7<sup>th</sup>, so successful that the “Be The Match Registry” organizers ran out of cheek swabs due to the high turnout. / Club fundraising was today, another successful event, even without free giveaways. / Elections have taken place the last two days, with close to 200 voters to ratify constitutional amendments. / Upcoming events will be the ASMPC, Hospitality Club and AGS sponsored Faculty and Staff Appreciation e. / Earth Day with several children’s activities is being planned. / ASMPC expenditures are within budget.
- 8) College Council Report, Dr. Alan Haffa, Co-chair .  
Alan reported that College Council had three reports for the Governing Board:  
1) He thanked Dr. Steck for encouraging College Council to host the president search community forum on March 22<sup>nd</sup> so staff, faculty and community can provide comments on the qualities they would like to see in next President;  
2) the budget and planning allocation process is getting back on track; College Council had a good conversation Tuesday about budget and allocation process. They may need to reexamine the process to figure out how SLO’s fit into the process. There will be focused discussions this spring to make it easier for the budget elements of planning to come together; and 3) College Council has had discussions on issues regarding our hiring processes, in particular, how we manage when times are tough. Points to consider for Classified hiring may be: a) when College Council is asked to approve the replacement of a Classified position, would it be good to have the same process that Faculty has to prioritize the replacement? b) is it possible to reassign employees; c) is there a priority system of some jobs less or more important than others?



- 9) MPC Foundation Report, Robin Venuti, Executive Director
  - a) Executive Director Report – no report.
  - b) Donations for February \$28,431.00.
  
- 10) Governing Board Reports:
  - a) CHS Report, Dr. Loren Steck. CHS had an interesting meeting which Marilyn Gustafson attended at the Genesis House, a residential facility in Seaside which has an admirable success rate. CHS plans a kick off capital campaign for raising \$100,000 for Genesis House facility needs. KION has offered to make them a feature of May during KION newscasts to raise money.
  - b) Trustee Charlie Brown: the play “Ruined” was a quality play with excellent acting. He was amazed that the kids were all not theatrical students. He was introduced at the play and commented that MPC is 100% behind the play, and the community is expecting us to continue our support.
  - c) Trustee Margaret-Anne Coppernoll: the Lobo Hall of Fame was an outstanding event and it was great to see honorees demonstrate their love for MPC.
  - d) Trustee Rick Johnson: he received an email from Rich Teal, the traffic engineer for Monterey and water polo coach at MPC, thanking MPC for fixing the pool heater.
  - e) Trustee Marilyn Gustafson: Marilyn was sorry to miss the last Board meeting, the community play, and Lobo Hall of Fame event for the first time in the last ten years, as she was traveling.
  - f) Student Trustee Daniel Cervantes: he brought to ASMPC the news of Dr. Garrison’s retirement and the previous process used to hire the Superintendent/President. ASMPC is comfortable with that process, and as Student Trustee, Daniel would like to represent ASMPC.
  
- 11) Legislative Advocacy Report, Dr. Douglas Garrison:
  - a) ACCCA Legislative Update, as of March 5, 2012.
  - b) Student Success Task Force Update, March 2012 Issue.
  - c) Dr. Garrison asked the Governing Board for special attention to bills under legislative consideration on the ACCCA Legislative Updates:
    1. SB 1062 and SB 1456 implement portions of SSTF.
    2. AB 1826 would limit overloads beyond 50%.
    3. AB 2171 would authorize a board to deny enrollment to anyone expelled from any community college within five years.
    4. SB 1550 would authorize extension programs offering credit courses.
    5. SB 1560 computes apportionment based on average of census date and numbers completing a course.
    6. SB 1561 requires community colleges to expel a student who drops three or more courses in a term.
    7. SCA 5 is a constitutional amendment to lower approval for a parcel tax to 55% voter approval.
    8. Pages 10/11 include bills enacting portions of the Governor’s pension reform proposal.
  
- 12) Special Report – Bond Update Reports, Joe Demko, Kitchell Project Director
  - a) Active Bond/Facility Projects Update:

Humanities / Old Student Services / Business Humanities -- Now called HSS Building. The project is receiving State matching funds. Phase 1 (Old Student Services Building) construction has been completed. Furniture will be installed during spring break.

Theatre – Concrete work on the orchestra pit and elevator has been completed. As of this date, no significant unforeseen conditions have been discovered that could impact budget and schedule. Work is progressing as scheduled and completion is still scheduled for February 2013; it may be completed three weeks early.

Life Science / Physical Science Buildings – There are two phases in this project with the First Phase being the Life Science building, and once it is completed the renovation of Physical Science will commence. The interior framing and metal stud walls have been installed. HVAC duct work is being installed. Drywall installation has been completed on the upper floor, and work has begun on the ground floor. Painting is being done now. Work on Life Science is progressing as scheduled with completion in June 2012. The Life Science building will then be occupied and the Physical Science departments will be relocated to interim housing that the Life Sciences have vacated.

Gym First Floor – Concrete floors have been saw-cut for trenching for the utilities and foundations for the lockers. There is a great deal of plumbing to be done and the plumbing below the slab is nearly completed. Then concrete will be poured and, after curing, wall framing can begin. The project is on schedule and anticipated to be completed in November 2012.

Swing Space – The “Swing Space Village” is located adjacent to and south of the Theatre, and classes are being conducted in the building. The General Classrooms Building has been modified to accommodate Life Science and Physical Science programs, and Life Science classes are being conducted in the building. The architect has received approval from DSA to convert the General Classrooms building to accommodate the Physical Science department this summer (construction on the Physical Science building is scheduled to begin late summer).

Infrastructure – Site work (directional kiosks, lighting, parking lots, sidewalks) will be ongoing for the next few years.

Pool / Tennis Courts – Work can only begin after the gym first floor work has been completed in December of 2012.

Student Center – The Architect has prepared schematic drawings for available space options. Planning meetings have involved student representatives and ASMPC has reviewed and approved the schematic drawings.

Arts Complex – The Arts Complex project is comprised of the Art Studio Building, Art Ceramics Building and the Art Dimensional Building. Preliminary design work has been completed, and the architect is now working on the design drawings.

Facilities Committee – The Committee meets on a regular basis to review project budgets and schedules. A report will be forthcoming on the Committee’s recommendations.

Joe concluded by stating that Dr. Garrison provided the members of the Citizens’ Bond Oversight Committee (CBOC) an orientation to the facilities planning process and the requirements of the Brown Act at the CBOC quarterly meeting. CBOC continues to enjoy active participation with great questions and a trustful environment. Our approach and participation have become a role model for the Monterey Peninsula, as CBOC has a transparent participation process and detailed financial statements. Dr. Garrison thanked Joe Demko, Vicki Nakamura, Steve Ma, Rosemary Barrios, and the members of CBOC for for their service and preparation for every CBOC meeting.

- b) Cost Control Report
- c) Master Schedule/Construction Phase Only
- d) Bond Expenditure Report

#### 4. CONSENT CALENDAR

- A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:

Motion Coppernoll / Second Johnson / Carried 2011-2012/117

BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of the Regular Board Meeting on February 22, 2012.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the February regular payroll in the amount of \$2,074,198.46, and the March supplemental payroll in the amount of \$138,880.58, for a total payroll of \$2,213,079.04, be approved.
- 4) That Commercial Warrants:

Number 12914471 through Number 12914506	\$ 223,483.49
Number 12915516 through Number 12915565	\$ 113,511.85
Number 12916648 through Number 12916679	\$ 721,704.54
Number 12918093 through Number 12918115	\$ 64,966.45
Number 12919648 through Number 12919709	\$1,158,362.17

totaling \$2,282,028.504 be approved.
- 5) That Purchase Order Numbers 120830 through 120933, in the amount of \$911,140.83 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:

Net increase in the 1000 (Certificated Salary) Object expense	\$ 13,886.00
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Net decrease in the 2000 (Classified Salary) Object expense	\$	1,209.00
Net increase in the 3000 (Benefits) Object expense	\$	1,837.00
Net decrease in the 5000 (Other/Services) Object expense	\$	4,037.00
Net increase in the 6000 (Capital Outlay) Object expense	\$	<u>50,644.00</u>
total increase in expense lines budgeted	\$	61,121.00

Increase of \$38,623.00 in funds carried forward from FY 2010-2011 to FY 2011-2012.

Increase of \$22,498.00 in funds received for FY 2011-2012.

- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 2000 (Classified Salary) Object expense	\$	5,600.00
Net increase in the 5000 (Other/Services) Object expense	\$	5,600.00

- 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 2000 (Classified Salary) Object expense	\$	3,600.00
Net increase in the 3000 (Benefits) Object expense	\$	114.00
Net decrease in the 4000 (Supplies) Object expense	\$	3,812.00
Net decrease in the 5000 (Other/Services) Object expense	\$	114.00
Net increase in the 6000 (Capital Outlay) Object expense	\$	7,412.00

B. Faculty Personnel:

- 9) That the Governing Board approve the following item:

- a) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring 2012.

C. Classified Personnel:

- 10) That the Governing Board approve the following items:

- a) Employment of Mario Alvarez-Fernandez, Instructional Specialist, Circulation Desk, 21.25 hours per week, 8 months and 7 days per year, effective March 22, 2012.
- b) Employment of Lorena Garcia Velazquez, Custodian, Facilities, 40 hours per week, 12 months per year, effective March 22, 2012.
- c) Resignation for the purpose of retirement of Linda Pridmore, Assistant Coordinator, Academic Support Center, 40 hours per week, 8 months and 11 days per year, effective at the end of the day August 31, 2012.

D. Short Term and Substitute Personnel:

- 11) That the individuals on the recommended list (Short Term and Substitute Employees) employed for short term and substitute assignments subject to future modifications be approved.

**5. NEW BUSINESS**

- A. BE IT RESOLVED, that the 2011-2012 Monthly Financial Reports for the period ending February 29, 2012 be accepted.

Motion Cervantes / Second Coppernoll / Carried

**2011-2012/118**

Vice President Report – Stephen Ma, Vice President of Administrative Services. Steve noted that under the Unrestricted General Fund there is a cash balance of \$2.3M, two months of cash balance, and that a property tax installment will be received in April. One negative number of note is the Child Development Funds; an anticipated additional revenue of \$200,000 has not materialized. Funds will be transferred so the CDC program can pay expenses through the end of the year. An outside consultant has been hired to overview the CDC program to bring back recommendations to enhance revenue or reduce expenses.

The ASMPC budget of \$122,000 has only spent \$44,000 in expenses and ASMPC should have a balanced budget and surplus funds to put into their reserves at the end of the year.

Operating Fund net revenue through February 29, 2012 is \$26,247,827 which is 1% less than the same period last fiscal year. Expenditures year-to-date total \$28,631,711 which is 9.6 % more than the same time last fiscal year, for a net difference of \$2,383,884. We project the revenue and expenditures within the Operating Fund overall will closely match the budget plan adopted for the 11-12 fiscal year.

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

Revenues:

- The February advanced apportionment payment received was \$49,726, which is 8% of the total certified apportionment. The county office has not closed the books for the month of February yet, so the February apportionment payment will be reflected on next month's 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 \$517,781 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 59.8% of budgeted expenditures. The expenditure amount is 2.7% more 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.

Parking Fund - Parking revenues are 110.2% of budget, indicating total revenue for the year to be significantly higher than budgeted. Expenses are on budget at 60%.

Fiduciary Funds - All Fiduciary Funds are tracking close to budget with the exception of the Associated Student Fund. Revenues are currently at 8.10% less than last fiscal year. We will continue to track this fund closely and we will be adjusting the budgeted revenue and expense by the end of the third quarter.

Cash Balance - The total cash balance for all funds is \$67,825,071 including bond cash of \$47,591,833 and \$20,233,238 for all other funds. Operating funds cash is \$7,241,189. The District's cash balance is sufficient to manage cash flow demands (payroll and accounts payable) for the next month. The next large property tax installment is due in late April.

Other - The Chancellor's Office has released the First Principal Apportionment (P1) on February 16, 2012. As expected, a deficit coefficient was reported because student fee revenues are significantly below the Department of Finance projections. The deficit coefficient is 0.965807553 which translates to a mid-year cut of \$822,295 for Monterey Peninsula College. Administration is working with the Budget Committee to identify ways to address the current year deficit; however, with two-thirds of the fiscal year already passed, options are very limited.

The Governing Board asked Steve to look into two areas: classified overage and CDC balance of \$1.2M.

- B. INFORMATION: County of Monterey Investment Report for the quarter ending December 31, 2011. **INFORMATION**

The County of Monterey Investment Report was presented with no comments.

- C. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Parking Lot B Expansion Project, DSA Application No. 01-111498, File No. 27-C1.

Motion Brown / Second Coppernoll / Carried **2011-2012/119**

- D. BE IT RESOLVED, that the attached resolution allowing Monterey Peninsula Community College District to participate in the California Community College League Financing Authority Tax and Revenue Anticipation Note Program (TRAN) for FY 2012-2013, to be written by RBC Capital Markets, LLC, be approved.

Chair Loren Steck recused himself as his spouse is an affiliate of RBC Capital Markets, LLC. Vice Chair Brown read New Business Agenda Item No. B.

Motion Johnson / Second Gustafson / Carried **011-2012/120**

Steve Ma requested the Governing Board to adopt Resolution No 2011-2012/120 to allow MPC to participate in TRAN pool. He explained why we may need to borrow now when we have not in past years. State deferrals shows the California community college system is owed nearly \$961M in one year which has been pushed out to the following year; our portion is \$5.1M. The State has used deferrals for their own cash flow problems on the backs of community college funding. Our reserves are being depleted as we cover the deferrals. We may have a need next year to borrow funds. Also, the unexpected deficit co-efficient by the State means that we are now only getting 96.6¢ for every \$1.00, which amounts to another \$822,295 deficit for MPC. We may need an option for borrowing. At this time our FTES is below cap, and we are looking at options to increase enrollments. TRAN is a cash management tool, short term in nature, and the monies have to be paid back within that fiscal year. The

Sponsor of the TRAN pool is the Community College League of California, to be underwritten by RBC Capital Markets, LLC, with the trustee Wells Fargo Bank. The CCLC is anticipating twenty-five community colleges will participate in this pool. If we were to issue our own TRAN, costs are increased, so pooling is cost efficient. The current estimate to borrow \$5.4M would cost MPC \$50,000-60,000 depending on credit ratings and where the notes are sold at the time of market. The cost of borrowing could fluctuate; depending on our reinvestment rate of funds that cost could be reduced, and if we don't use all the \$5.4M from day one, the costs of borrowing could be partially offset. Last year we also passed a resolution to participate in the CCLC's TRAN which we withdrew in May-June because sufficient cash was available. That may not be the case this year. June 1<sup>st</sup> is the deadline to monitor our financial situation and join the TRAN pool.

Chair Steck rejoined the Regular Meeting.

- E. PUBLIC HEARING: District's attached initial proposal for interest-based bargaining with the Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA for a successor agreement. **PUBLIC HEARING**

Chair Steck closed the meeting to a Public Hearing. The resolution reads:

"The District has an interest in developing a multi-year response to fluctuating and uncertain economic conditions which avoids layoffs and may include wage concessions, one time District funds, and other cost saving measures, and which identifies a mechanism for restoration of salaries as a priority. The District has a further interest in having all employees take the same percentage wage concession."

There were no comments and Chair Steck closed the Public Hearing.

- F. BE IT RESOLVED, that, following comments from the public regarding the initial proposals of both MPCTA and the District, the attached Monterey Peninsula College District initial proposal for interest-based bargaining with Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA for a successor agreement, be adopted.

Motion Cervantes / Second Coppernoll / Carried

**2011-2012/121**

- G. PUBLIC HEARING: District's attached initial proposal for interest-based bargaining with the California School Employees Association, Chapter #245, MPCEA/CSEA, for 2012-2013. **PUBLIC HEARING**

Chair Steck closed the meeting to a Public Hearing. The resolution reads:

"The District has an interest in developing a multi-year response to fluctuating and uncertain economic conditions which avoids layoffs and may include wage concessions, one time District funds, and other cost saving measures, and which identifies a mechanism for restoration of salaries as a priority. The District has a further interest in having all employees take the same percentage wage concession."

Loran Walsh pointed out that the MPCEA sunshine letter is very similar to what the District is proposing, showing a willingness to compromise. Whereas Faculty have a

March 15<sup>th</sup> deadline for layoff notices, Classified have a different option of sixty day notices and therefore layoffs could still be called on for reducing the deficit. The union is asking that layoffs be avoided. Wage percentage decreases are difficult for the cost of housing in Monterey, and although 3% reduction does not sound extreme, a majority of the 154 members have to agree to the reductions.

Chair Steck closed the Public Hearing.

- H. BE IT RESOLVED, that, following comments from the public regarding the initial proposals of both MPCEA and the District, the attached Monterey Peninsula College District initial proposal for interest-based bargaining with California School Employees Association, Chapter #245, MPCEA/CSEA for 2012-2013, be adopted.

Motion Brown / Second Coppernoll / Carried **2011-2012/122**

- I. BE IT RESOLVED, that the Governing Board pass a resolution proclaiming the week of April 22-28, 2012 as the “Week of the Young Child” with the theme of “Investing In Young Children Benefits All.”

Motion Gustafson / Second Brown / Carried **2011-2012/123**

- J. BE IT RESOLVED, that the Governing Board authorize the Vice President of Student Services to enter into an agreement with the State of California, Department of Rehabilitation, to renew the WorkAbility Program for a term of three years, effective July 1, 2012 through June 30, 2015.

Motion Johnson / Second Coppernoll / Carried **2011-2012/124**

Carsbia Anderson introduced Jacque Evans, Coordinator of MPC’s WorkAbility Program, serving clients through a Department of Rehabilitation cooperative contract. Jacque provides job development services by working with a part time job developer and rehabilitation counselors. Jacque reported she works with the business community to find placements and job accommodations, preparing clients for employment whether they are first time employees or returning to the job field, including those changing careers due to injury. Carsbia added this successful program with the Department of Rehabilitation allows us to provide educational alternatives by adding classes, training and job opportunities to our student services. Dr. Garrison noted the contract provides a three-year grant of \$335,000, and has an in-kind match requirement already budgeted consisting of current employees.

- K. BE IT RESOLVED, that the following courses and programs be approved:

- ANTH 8, Primate Behavioral Ecology
- CSIS 45, Introduction to Underwater Robotics
- ENGL 52, Creative Nonfiction Writing
- ENGL 53, Poetry Writing
- ENGL 54, Novel Writing
- Program: Child Development Associate in Science for Transfer
- Program: Creative Writing Certificate of Training
- Program: Interior Design-Fast Track: Green Interiors Certificate of Training

Motion Coppernoll / Second Cervantes / Carried **2011-2012/125**



L. INFORMATION: Trustee Area Redistricting Plan Preclearance Submission Update. **INFORMATION**

Dr. Garrison updated the Governing Board on the procedures MPC has engaged in during the reexamination of district trustee boundaries as required by law from the Census 2010. A citizens committee, working with demographer Dr. Jean Gobalet, forwarded recommendations to the Board. Those recommendations were approved, our district trustee boundary proposal was forwarded to the Department of Justice, and a response is expected within sixty days. We will then inform the Monterey County Office of Education and Elections Office of that acceptance.

M. BE IT RESOLVED, that the Governing Board vote for the following person(s) to the California Community College Trustees (CCCT) Board:

Doug Otto, Long Beach CCD  
Ann H. Ransford, Glendale CCD  
Deborah LeBlanc, Compton CCD

Motion Johnson / Second Brown / Carried **2011-2012/126**

N. INFORMATION: The Board will provide direction on the design of the Superintendent/President search process. Any items requiring Board action will be presented at future Board meetings. **INFORMATION**

Chair Steck reported on the process of selecting a search consultant, and described the proposed selection committee consisting of Faculty and Classified representatives, one community member, one student, one administrator, for a committee size of seven members. Community and campus input will be gained at the community open forum on March 22<sup>nd</sup>, 4:00pm, in LF102. Barbara Lee has provided two potential calendars, one ending in November with summer work required, and one ending in December. Committee representatives will need to look at the big picture, be team players and able to adopt an institutional perspective. One criteria Chair Steck did not want to stipulate was the participant's availability during summer months.

Trustee Gustafson expressed concern that the Foundation was not represented and who would be choosing the committee members and the consultant. It was agreed to add a representative from the MPC Foundation. Trustee Steck's preference is that one committee chooses the consultant, drawing two nominees from Faculty and Classified staff. Another two nominees from each group would be selected for the hiring committee. Barbara Lee put out an RFQ for a search consultant firm and has received four responses. Chair Steck anticipates bringing authorization at the next board meeting on the hiring of a search consultant.

Chair Steck outlined other responsibilities of the search process: assign pamphlet writing; confirm membership of the hiring committee; select one consultant and develop contract for services; confirm the search calendar; and bring monthly updates to the Board. Student Trustee Cervantes may need to be a contingency choice due to the distance to Daniel's home in Gonzales.

O. INFORMATION: Calendar of Events. **INFORMATION**

6. **ADVANCE PLANNING**

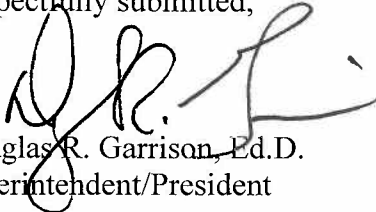
- A. Special Meeting/Board Retreat - Wednesday, April 11, 2012, 2:00-5:00pm, Public Safety Training Center (PSTC) Classroom 101, address: 2642 Colonel Durham Street, Seaside.  
Topics: Shared Governance, Collective Bargaining, Personnel Actions, and MPC Planning and Resource Allocation Process.
- B. Regular Board Meeting - Wednesday, April 25, 2012, Education Center at Marina
- Closed Session, 1:30pm, Room MA104
  - Board Study Session, 3:00pm, Room MA402  
Topics: Accountability Reports – ACCJC/ARCCC/IPEDS and Mandated Reports  
Education Center at Marina address: 289 – 12<sup>th</sup> Street, Marina
  - Regular Board Meeting, 4:00pm, Room MA402
- C. Regular Board Meeting - Wednesday, May 23, 2012
- Closed Session, 1:30pm, Stutzman Room, MPC LTC
  - Board Study Session, 3:00-4:00pm, Sam Karas Room, MPC LTC  
Topics: MPCCD Demographics Report and Multi-Site Vision
  - Regular Meeting, 4:00pm, Sam Karas Room
- D. Future Topics:
- 1) Tour with Citizens' Bond Oversight Committee (CBOC) – June 11
  - 2) Facilities Planning/Citizens' Bond Oversight Committee – June Regular Meeting

7. **ADJOURNMENT** – Chair Steck adjourned the Regular Meeting at 6:01pm.

8. **CLOSED SESSION** – not required.

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

Respectfully submitted,

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

*Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this Agenda will be made available for public inspection in the District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at [www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard).*

*Posted April 25, 2012*

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.2

Superintendent/President  
Office

### Proposal:

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

### Background:

The following donations have been made to Monterey Peninsula College:

- Big Sur International Marathon      Half Marathon Grant of \$800 to Child Development Center
- Big Sur International Marathon      Half Marathon Grant of \$1,500 to MPC California Nursing Students Association
- Estate of Marti Mulford, c/o Robert Mulford      Ceramic kiln, slab roller, books, glazes, studio tools for MPC MudPeople Club and Ceramics Program
- G.E. Young, Jr.      Donation in memory of Mariko "Molly" Samida for the MPC General Scholarship Fund

### Budgetary Implications:

None.

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

**Recommended By:** Dr. Douglas Garrison, Superintendent/President

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

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

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.3

Fiscal Services  
College Area

### Proposal:

Approve March manual and regular payrolls and April supplemental payroll.  
Approve March 15<sup>th</sup> and 29<sup>th</sup> and April 10<sup>th</sup> payrolls.

### Background:

March 15, 2012	Manual Payroll	\$ 2,106.59
March 29, 2012	Regular Payroll	\$ 2,159,449.82
April 10, 2012	Supplemental Payroll	\$ 57,316.33
Total		\$ 2,218,872.74

### Budgetary Implications:

Budgeted.

### RESOLUTION: BE IT RESOLVED, that the:

March manual payroll in the amount of \$2,106.59 and the  
March regular payroll in the amount of \$2,159,449.82 and the  
April supplemental payroll in the amount of \$57,316.33  
For a total payroll of \$2,218,872.74 be approved.

Recommended By: 

Stephen Ma, Vice President, Administrative Services

Prepared By:  

Michelle Moore or Sean Willis, Payroll Analyst Rosemary Barrios, Controller

Agenda Approval: 

Dr. Douglas Garrison, Superintendent/President

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.4

Fiscal Services  
College Area

**Proposal:**

Approve Commercial Warrants for March 2012.

**Background:**


Number 12920363 through Number 12920397 .....	\$168,253.17
Number 12921377 through Number 12921428 .....	\$456,254.74
Number 12922537 through Number 12922573 .....	\$ 58,564.24
Number 12923318 through Number 12923336 .....	\$413,166.88
Number 12924071 through Number 12924118 .....	\$ 235,173.62
Number 12924737 through Number 12924747.....	\$ 508,078.43
Number 12926509 through Number 12926554.....	\$ 678,426.56
<b>Total.....</b>	<b>\$2,517,917.64</b>

**Budgetary Implications:**

Budgeted.

**RESOLUTION: BE IT RESOLVED**, that Commercial Warrants:  
12920363 through 12920397, 12921377 through 12921428, 12922537 through 12922573,  
12923318 through 12923336, 12924071 through 12924118, 12924737 through 12924747, 12926509  
through 12926554, in the amount of \$2,517,917.64 be approved.

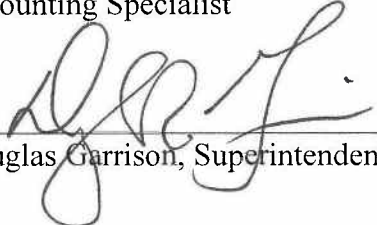
**Recommended By:**

  
Stephen Ma, Vice President, Administrative Services

**Prepared By:**

  
Accounting Specialist      Rosemary Barrios, Controller

**Agenda Approval:**

  
Dr. Douglas Garrison, Superintendent/President

**School Board Approval Report**  
3/1/2012 through 3/1/2012

40 Monterey Peninsula College

**Issue Date 03/01/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12920367	Fedex Office	PV- 1925	520000	shipping charges	\$18.51
	Fedex Office	PV- 1925	520000	shipping charges returning materials	\$46.46
12920368	FLML/UC Regents	PV- 1939	520000	facilities fees for ROV workshop	\$121.75
12920369	Forest Theatre Guild	PV- 1937	510000	Summer 2011	\$945.00
12920371	Gardner, Matt	PV- 1927	520000	Reimbursement for ROV ITEST teacher workshop	\$1,521.77
	Gardner, Matt	PV- 1927	520000	Travel exp related to ITEST teacher ROV Workshop	\$752.05
12920373	Gomez, Rosie	PO- 120928	510000	Independent contractor services- Translation of co	\$75.00
12920376	ICS Productions	PV- 1935	430000	Light Board Renta	\$225.00
12920377	Jaeck,Ralph L.	PV- 1944	520000	reimbursement for fire management 2 B	\$1,354.64
12920378	Jobelephant.com Inc.	PV- 1928	450000	Recruitments	\$845.00
	Jobelephant.com Inc.	PV- 1929	450000	Recruitment	\$360.00
	Jobelephant.com Inc.	PV- 1929	450000	Recruitment	\$1,570.00
12920379	Jon Mikkelsen	PV- 1942	520000	reimbursement for conference	\$998.76
12920380	Judee Timm	PV- 1921	520000	Travel to conference at Newport Beach	\$1,030.28
12920383	Lawrence,James	PV- 1938	640000	Reimbursement for purchase of vehicle for program	\$2,025.00
12920384	Leandro Castillo	PV- 1936	520000	Reimbursement for CBEA Conference	\$1,441.57
12920385	Leone, Bill	PV- 1943	580000	MFT licensing exam prep	\$500.00
12920386	MONTEREY BAY SYSTEMS	PV- 1930	560000	overcharges for the TRIO copier	\$803.77
12920387	Moulton, Erica	PV- 1922	520000	Reimbursement for travel to Regional Workshop	\$132.54
	Moulton, Erica	PV- 1926	520000	ROV kits to NOAA	\$82.51
12920389	Office Depot	PO- 120073	450000	Open order for Supplies;	\$21.10
	Office Depot	PO- 120074	450000	Open order for Marina Ed. Center. Authorized Georg	\$116.42
	Office Depot	PO- 120075	430000	Open order for Marina Ed. Ctr (BSD). Authorized:	\$32.39
	Office Depot	PO- 120078	430000	Open order for PE Division; Authorized to order:	\$40.73
	Office Depot	PO- 120079	450000	Open order for the Print Shop.	\$62.45
	Office Depot	PO- 120227	450000	Open order for office supplies for the Reading Cen	\$3.93
	Office Depot	PO- 120760	450000	Open order for office supplies for Fire Academy	\$74.00

**School Board Approval Report**  
 3/1/2012 through 3/1/2012

40 Monterey Peninsula College

**Issue Date 03/01/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12920389	Office Depot	PO- 120808	450000	Open Purchase Order to order office supplies.	\$89.36
	Office Depot	PO- 120878	430000	Open order for Office Depot online account.	\$159.11
12920390	Ordway Drug Store	PV- 1931	450000	tubersol	\$165.22
	Ordway Drug Store	PV- 1932	450000	Allergy Relief tablets	\$10.99
12920393	Sakas,Cathy	PV- 1923	520000	Reimbursement for materials for ROV ITEST program	\$1,570.45
12920394	Sarah Pagnella	PV- 1934	520000	Reimbursement for travel to conference	\$682.95
12920395	Swan, Kim	PV- 1924	520000	Reimbursement for food/drinks for ROV Workshop	\$139.85
12920396	Thom Smith	PV- 1933	580000	Intern Stipend for student on NOAA Fulmar	\$928.55
12920397	WESTCOAST WORDS	PV- 1941	520000	for yellow ROV books	\$678.00
<b>Fund 0100 totals:</b>					<b>\$19,625.11</b>

**School Board Approval Report**  
3/1/2012 through 3/1/2012

mountsRef

**40 Monterey Peninsula College**

**Issue Date 03/01/2012**

**0400 Children Center, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12920388	Nyznyk, Cathy	PV- 1940	450000	reimbursement for supplies	\$113.64
<b>Fund 0400 totals:</b>					<b>\$113.64</b>



**School Board Approval Report**  
3/1/2012 through 3/1/2012

**40 Monterey Peninsula College**

**Issue Date 03/01/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12920363	CS & Associates Inc	PO- 120500	620000	Consultant to provide labor compliance review for	\$716.57
12920364	DAVID FOORD	PO- 120908	620000	Dave Foord Inspection services for the month of Ja	\$825.00
	DAVID FOORD	PO- 120909	620000	Dave Foord Inspection services for the month of Ja	\$750.00
	DAVID FOORD	PO- 120910	620000	Dave Foord Inspection services for the month of Ja	\$5,775.00
	DAVID FOORD	PO- 120911	620000	Dave Foord Inspection services for the month of Ja	\$5,400.00
12920365	Dietrich Iron Works	PO- 120913	620000	Provide steel tube directory supports per attached	\$610.00
12920366	Epico Systems Inc.	PO- 120923	620000	Wiring - Student Health Printerq	\$473.00
	Epico Systems Inc.	PO- 120923	620000	Wiring - Student Health Printerq	\$472.00
12920370	G&G Electric & Laundry Repairs	PO- 120907	620000	Washer service due to improper anchoring per atta	\$115.31
12920372	Geo. H. Wilson Inc.	PO- 120912	620000	Provide Concrete base to anchor washing machine pe	\$4,472.00
12920374	HGHB	PO- 120294	620000	Re-encumber PAA 19A -HGHB Construction admin servi	\$7,954.80
	HGHB	PO- 120298	620000	Re-encumber PAA 33 HgHB design services for Gym P	\$125.00
	HGHB	PO- 120300	620000	Re-encumber PO#111596 PAA29 HGHB design services f	\$11,499.92
	HGHB	PO- 120475	510000	Re-encumber PO#111453 for PAA#27 HGHB to provide d	\$3,738.00
	HGHB	PO- 120814	620000	SPA 128 Professional design services for the baseb	\$1,900.00
12920375	HP Inspections Inc	PO- 120914	510000	Special Inspection service for the gym soils NTE c	\$2,066.25
12920381	Kitchell CEM	PO- 120302	620000	Re-encumber PO#111440 for PAA8-Kitchell to provide	\$9,363.50
	Kitchell CEM	PO- 120303	620000	Re-encumber PO 112111, PAA10 construction manageme	\$8,500.00
	Kitchell CEM	PO- 120304	620000	Re-encumber PO#112116, PAA11 construction manageme	\$22,290.00
	Kitchell CEM	PO- 120305	610000	Re-encumber PO#112129, PAA12 construction manageme	\$18,300.00
	Kitchell CEM	PO- 120842	510000	Kitchell to provide Program Management Services fo	\$26,258.00
	Kitchell CEM	PO- 120843	510000	PAA 13-Construction management services- Bid throu	\$11,000.00
12920382	Kleinfelder	PO- 120102	610000	Kleinfelder to provide geotechnical testing and inp	\$2,758.50
	Kleinfelder	PO- 120905	620000	Compaction testing for Marina Ed Center crosswalk	\$1,876.50
12920391	Otto Construction	PO- 120906	620000	Furnish/install 2 mirrors on doors for Dental Prog	\$246.00
12920392	PAPE Rents	PO- 120904	620000	Continued rental for portable air conditioning uni	\$1,029.07

**School Board Approval Report**  
3/1/2012 through 3/1/2012

40 Monterey Peninsula College

**Issue Date 03/01/2012**

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<b>Fund 4800 totals:</b>	<b>\$148,514.42</b>
<b>District Totals for 3/1/2012:</b>	<b>\$168,253.17</b>

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**School Board Approval Report**  
3/1/2012 through 3/1/2012

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<b>District Total for 3/1/2012 through 3/1/2012:</b>	<b>\$168,253.17</b>
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**School Board Approval Report**  
3/8/2012 through 3/8/2012

**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921376	A.I.T.S. INC.	PV- 1947	560000	Rental of vans for tennis 2 28 12	\$134.06
12921378	AmeriPride Uniform Services	PO- 120288	620000	Open Purchase order covers rage service for studio	\$32.04
12921379	Anderson,Judy	PO- 120178	510000	Independent Contrctor as per attached contract/wor	\$435.00
	Anderson,Judy	PO- 120178	510000	Independent Contrctor as per attached contract/wor	\$227.50
12921380	Anthem Blue Cross	PO- 120019	340000	Open order for Life Insurance for FY11-12. Intern	\$1,406.83
12921383	Behnam MD, Shaida	PO- 120785	510000	Open order to provide Physician services during th	\$1,000.00
12921384	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$2,978.27
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$5,479.14
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$358.30
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$1,034.45
12921385	CHEVRON USA INC	PO- 120656	550000	Open order for gasoline split as follows-mens	\$170.02
	CHEVRON USA INC	PO- 120656	550000	Open order for gasoline split as follows-mens	\$549.17
	CHEVRON USA INC	PO- 120705	550000	Open Order for gas cards	\$1,775.97
12921388	Constellation New Energy	PO- 120116	550000	Open order for Monterey campus electricity	\$22,520.52
12921389	Crouch,Perry	PO- 120882	510000	Independent Contract for Retention Workshop Series	\$300.00
12921390	Department of Forestry & Fire	PV- 1949	520000	state course fee	\$1,612.75
12921392	Empleo, Amanda	PO- 120781	510000	Independent Contract for Amanda Empleo, MATE Offic	\$1,040.00
12921393	FEDERAL EXPRESS	PO- 120197	580000	Open order for Fed Ex shipments for FY11/12	\$9.68
	FEDERAL EXPRESS	PO- 120197	580000	Open order for Fed Ex shipments for FY11/12	\$398.41
12921394	Goodwin, Paul F.	PV- 1950	520000	Travel expenses to teach Fire Command 2 B	\$927.08
12921400	KNH Consulting	PV- 1948	560000	database enhancements	\$1,100.00
12921402	Mac and Ava Motion Pictures	PO- 120936	580000	Video production for 6th Annual President's Lunche	\$4,017.00
12921403	Mandell, Mitchell	PV- 1964	520000	intern reimbursement	\$1,867.50
	Mandell, Mitchell	PV- 1964	580000	intern stipend	\$2,357.15
12921404	Marina Coast Water District	PO- 120269	550000	Open order for Seaside PSTC water	\$244.08
	Marina Coast Water District	PO- 120269	550000	Open order for Seaside PSTC water	\$161.78
	Marina Coast Water District	PO- 120269	550000	Open order for Seaside PSTC water	\$340.09

**School Board Approval Report**  
3/8/2012 through 3/8/2012

**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921404	Marina Coast Water District	PO- 120683	550000	Marina Ed Center Campus Water-This is the second P	\$199.27
	Marina Coast Water District	PO- 120683	550000	Marina Ed Center Campus Water-This is the second P	\$155.42
12921405	Monterey City Disposal Inc.	PO- 120115	550000	Open order for Monterey campus waste disposal	\$1,629.04
	Monterey City Disposal Inc.	PO- 120115	550000	Open order for Monterey campus waste disposal	\$135.85
	Monterey City Disposal Inc.	PO- 120115	550000	Open order for Monterey campus waste disposal	\$251.12
12921406	MONTEREY PENINSULA COLLEGE	PV- 1957	520000	Assembly of teacher and studnet participant kits	\$950.00
12921407	MONTEREY PENINSULA COLLEGE	PV- 1945	580000	check reimbursements	\$6,743.52
	MONTEREY PENINSULA COLLEGE	PV- 1945	580000	February cash reimbursement	\$513.99
	MONTEREY PENINSULA COLLEGE	PV- 1945	580000	January cash reimbursement	\$129.07
	MONTEREY PENINSULA COLLEGE	PV- 1945	580000	January check reimbursement	\$5,810.34
12921408	Moulton, Erica	PO- 120176	510000	Independent contractor-from July 1, 2011-June30,20	\$3,123.17
	Moulton, Erica	PO- 120494	510000	Independent Contractor- See attached contract.	\$1,561.88
12921409	Noell, Joseph L.	PV- 1955	520000	Advance for SQL Server Conference	\$1,000.00
12921410	PACIFIC GAS & ELECTRIC	PO- 120267	550000	Open order for Marina Ed Center Electricity	\$19.71
	PACIFIC GAS & ELECTRIC	PO- 120267	550000	Open order for Marina Ed Center Electricity	\$139.15
	PACIFIC GAS & ELECTRIC	PO- 120270	550000	Open order for Seaside PSTC campus Gas	\$580.40
	PACIFIC GAS & ELECTRIC	PO- 120271	550000	Open order for Seaside PSTC campus Electricity	\$1,271.40
	PACIFIC GAS & ELECTRIC	PV- 1965	550000	Service 1/11/12 - 2/9/12	\$661.25
12921411	PACIFIC GAS & ELECTRIC CO	PO- 120112	550000	Open order for Monterey campus gas	\$7,756.23
	PACIFIC GAS & ELECTRIC CO	PO- 120117	550000	Open order for Monterey campus Electricity Transmi	\$17,492.44
12921412	Paterson, April	PV- 1963	520000	intern reimbursement	\$132.95
	Paterson, April	PV- 1963	580000	intern stipend	\$2,128.15
12921413	Patterson Dental Supply	PV- 1954	430000	instructional supplies	\$109.61
12921414	PEACE OFFICERS RESEARCH	PV- 1961	510000	LETP 242, section 0052 and 0055	\$2,560.00
12921416	Roberts, Adrian Clive	PO- 120956	640000	Purchase of 1997 Toyota Camry (Vin#JT2BG22K0v00580	\$3,250.00
12921417	Schneiderman, Dr. Scott	PV- 1958	580000	20 physicals	\$120.00
	Schneiderman, Dr. Scott	PV- 1958	580000	20 physicals	\$280.00
12921418	Solozano, Esther	PO- 120957	640000	Purchase of 1996 Toyota Camry (Vin# 4TIBG12K5T4807	\$2,800.00

**School Board Approval Report**  
3/8/2012 through 3/8/2012

**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921419	SPORT & CYCLE	PV- 1946	450000	athletic shirts for game management	\$147.48
12921420	Standard Insurance Company CB	PO- 120018	340000	Open order for Life and Accident Insurance for FY1	\$34.19
	Standard Insurance Company CB	PO- 120018	340000	Open order for Life and Accident Insurance for FY1	\$1,263.60
12921422	The ELS Group	PO- 120215	510000	Open order for VP Academic Affairs interim positio	\$255.00
12921423	Thomson Reuters/Barclays	PV- 1951	450000	Title 5 subscription	\$150.00
12921425	United Parcel Service(UPS)	PO- 120199	580000	Open order for UPS shipments for FY11/12	\$72.82
12921426	Washington, Sandra	PV- 1960	470000	Advance for Snow Trip to Yosemite	\$1,140.00
12921427	Washington, Sandra	PV- 1960	470000	Advance for field trip to Stanford Univesity	\$480.00
12921428	Weber, Mary	PV- 1962	640000	Sales tax paid at DMV for registering cars	\$323.00
<b>Fund 0100 totals:</b>					<b>\$117,846.84</b>

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**School Board Approval Report**  
3/8/2012 through 3/8/2012

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**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**1400 Capital Projects Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921395	GoPrint Systems Inc.	PV- 1959	560000	Annual maintenance and software support	\$8,767.34
<b>Fund 1400 totals:</b>					<b>\$8,767.34</b>

**School Board Approval Report**  
3/8/2012 through 3/8/2012

**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**3500 Self Insurance Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921377	AFLAC	PO- 120066	510000	Open order for monthly fee for employees in aflac	\$208.00
12921399	KEENAN AND ASSOCIATES	PO- 120098	510000	Workers Comp Admin. Runoff claims FY11/12	\$2,025.00
<b>Fund 3500 totals:</b>					<b>\$2,233.00</b>



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**School Board Approval Report**  
3/8/2012 through 3/8/2012

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40 Monterey Peninsula College

**Issue Date 03/08/2012**

**3900 Parking Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921424	Toyota Material Handling	PV- 1956	560000	Repair Cart 1	\$374.00
	Toyota Material Handling	PV- 1956	560000	Repair Cart 2	\$570.94
<b>Fund 3900 totals:</b>					<b>\$944.94</b>

**School Board Approval Report**  
3/8/2012 through 3/8/2012

**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**4700 College Center (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921384	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$202.83
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$373.14
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$24.40
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$70.45
12921388	Constellation New Energy	PO- 120116	550000	Open order for Monterey campus electricity	\$1,533.70
12921397	HOBART SALES AND SERVICE	PV- 1952	550000	Cleaning of ice machine	\$390.11
	HOBART SALES AND SERVICE	PV- 1952	550000	repair work on ice machine	\$519.32
	HOBART SALES AND SERVICE	PV- 1952	560000	work in walk in freezer	\$791.17
12921405	Monterey City Disposal Inc.	PO- 120240	550000	Open order 2011/12 for garbage pick up for cafeter	\$362.58
	Monterey City Disposal Inc.	PO- 120240	550000	Open order 2011/12 for garbage pick up for cafeter	\$363.30
12921407	MONTEREY PENINSULA COLLEGE	PV- 1945	580000	February check reimbursement	\$150.00
12921411	PACIFIC GAS & ELECTRIC CO	PO- 120112	550000	Open order for Monterey campus gas	\$528.22
	PACIFIC GAS & ELECTRIC CO	PO- 120117	550000	Open order for Monterey campus Electricity Transmi	\$1,191.27
12921415	Peninsula Cafe	PV- 1953	550000	loss of food due to breakdown of freezer	\$1,271.22
<b>Fund 4700 totals:</b>					<b>\$7,771.71</b>

**School Board Approval Report**  
3/8/2012 through 3/8/2012

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**40 Monterey Peninsula College**

**Issue Date 03/08/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12921381	Ausonio Inc.	PO- 120701	510000	General Contractor for the Gymnasium Phase II/Main	\$83,908.00
12921382	Axiom Engineers	PO- 120813	620000	Axiom Engineering to provide commissioning service	\$8,040.00
12921386	COASTWIDE ENVIRONMENTAL	PO- 120947	610000	Contractor to provide additional hazardous abateme	\$525.00
12921387	COLLINS ELECTRIC CO	PO- 120952	620000	Remaining items from portable village construction	\$1,997.30
	COLLINS ELECTRIC CO	PO- 120952	620000	Remaining items from portable village construction	\$3,343.95
	COLLINS ELECTRIC CO	PO- 120952	620000	Remaining items from portable village construction	\$924.00
12921391	Don Chapin Company	PO- 120915	620000	Civil Work for baseball restroom per HGHB's drawin	\$16,744.50
	Don Chapin Company	PO- 120946	620000	Contractor to remove asphalt ramp at MT-5 portable	\$1,512.16
12921396	HGHB	PO- 120953	620000	Close out Business Computer project with DSA final	\$975.00
12921398	HP Inspections Inc	PO- 120517	610000	HP inspections to perform all none geotechnical te	\$375.00
12921401	M3 Enviromental Consulting LLC	PO- 120950	620000	Provide Haz specs for Physical Science per attache	\$2,200.00
12921421	Swinerton Builders	PO- 120852	620000	Construction Contract retention with CO 8.	\$9,907.30
	Swinerton Builders	PO- 120853	620000	Base construction construct with CO 8 less retenti	\$188,238.70
<b>Fund 4800 totals:</b>					<b>\$318,690.91</b>
<b>District Totals for 3/8/2012:</b>					<b>\$456,254.74</b>

**School Board Approval Report**  
3/8/2012 through 3/8/2012

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<b>District Total for 3/8/2012 through 3/8/2012:</b>	<b>\$456,254.74</b>
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**School Board Approval Report**  
3/13/2012 through 3/13/2012

**40 Monterey Peninsula College**

**Issue Date 03/13/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12922537	AMERICAN SUPPLY CO	PO- 120863	450000	086-21780 Toilet Tissue	\$3,810.16
	AMERICAN SUPPLY CO	PO- 120890	450000	282-18047 22x20x47 trash liner	\$2,091.38
12922538	AmeriPride Uniform Services	PO- 120288	620000	Open Purchase order covers rage service for studio	\$32.04
12922539	AT&T Mobility	PO- 120142	550000	Open Order for FY11-12 for Dr. Garrison's cell pho	\$116.20
12922540	Byte Technology	PO- 120879	510000	MATE Website Developer	\$1,625.00
12922541	Canon Business Solutions	PO- 120031	560000	Months of lease for 24 copiers	\$5,576.22
	Canon Business Solutions	PO- 120031	560000	Months of lease for 24 copiers	\$104.24
	Canon Business Solutions	PO- 120235	560000	Open order to move copiers and add fax boards and	\$478.70
12922542	CARMEL MARINA COPRORATION	PO- 120212	550000	MPC Theater Waste Pick up in Sand City	\$114.92
	CARMEL MARINA COPRORATION	PO- 120264	550000	Open order for Marina Ed Center Waste Disposal	\$229.58
	CARMEL MARINA COPRORATION	PO- 120268	550000	Open order for Seaside PSTC waste Disposal	\$319.09
12922543	Carmel Marina Corporation	PO- 120092	550000	Open order for 12 month rental of portable toilet	\$131.52
12922544	COAST COUNTIES GLASS INC	PV- 1971	550000	door repair	\$260.00
	COAST COUNTIES GLASS INC	PV- 1971	550000	replace door glass in gen classroom	\$19.00
12922545	COMPUTERLAND OF SILICON VAL	PO- 120929	450000	adobe clp media set #65083144	\$49.18
12922546	Compview	PO- 120894	430000	ELP 30 lamps	\$2,323.04
12922548	ENCO	PO- 120032	430000	Open order; Authorized users are Steve White and	\$258.96
	ENCO	PV- 1974	430000	cold finished bar	\$23.70
	ENCO	PV- 1974	430000	natural acetal sheet	\$63.10
12922549	FLINN SCIENTIFIC	PO- 120082	430000	Open Order for FY11/12. Flinn account #93940. Auth	\$286.32
12922550	GAVILAN PEST CONTROL	PO- 120196	550000	Open order for gropher abatement	\$500.00
	GAVILAN PEST CONTROL	PO- 120738	550000	Open order for rodent and insect abatement	\$180.00
12922551	GEMPLERS	PO- 120903	450000	#160288-FYLREGXL Hi-VIS rain pants	\$582.31
12922552	Geo. H. Wilson Inc.	PV- 1969	550000	admin boiler repair	\$2,327.80
12922553	Gomez, Rosie	PO- 120928	510000	Independent contractor services- Translation of co	\$120.00
12922554	GRAINGER INC-salinas	PO- 120088	430000	Open order for FY11/12. Authorized to purchase:	\$124.45
12922555	Home Depot Credit Services	PV- 1967	520000	materials	\$14.53

School Board Approval Report  
3/13/2012 through 3/13/2012

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40 Monterey Peninsula College

Issue Date 03/13/2012

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12922555	Home Depot Credit Services	PV- 1967	520000	materials	\$195.36
12922556	Ideal Computer Services Inc.	PO- 120085	560000	Computer hardware maintenance	\$259.12
12922557	INDIAN JEWELRY SUPPLY	PO- 120739	430000	Open order for customer #S25220;	\$844.75
	INDIAN JEWELRY SUPPLY	PO- 120938	430000	purchases.	\$464.31
12922558	JC PAPER CO	PO- 120097	450000	Open order for FY2011/12. Authorized to order: L	\$312.71
	JC PAPER CO	PO- 120097	450000	Open order for FY2011/12. Authorized to order: L	\$788.83
12922559	LINCOLN EQUIPMENT INC	PV- 1970	550000	repair pool filters	\$1,419.90
12922560	Lindley-Muender, Laurie	PV- 1975	580000	Reimbursement for personal therapy on 1/27 and 2/9	\$120.00
12922561	LOOMIS	PO- 120006	580000	Open order for FY11-12 for courier service for tra	\$1,108.97
12922563	McKesson Medical Surgical	PO- 120697	450000	Open order for medical supplies for FY 2011-2012	\$25.75
12922564	Monrad, Renee	PV- 1966	580000	reimbursement for PT on 2/3 and 2/10	\$220.00
12922566	Monterey County Weekly	PV- 1972	450000	recruitments	\$234.00
12922567	Moody, Sean	PV- 1968	520000	underwater intervention conference 1/23-1/27/12	\$301.80
12922568	Moulton, Erica	PV- 1973	520000	Reimbursement for ITEST summit	\$112.36
12922570	SENTRY ALARM SYSTEMS	PV- 1976	560000	invoice 132130	\$209.73
	SENTRY ALARM SYSTEMS	PV- 1976	560000	monitoring firm alarm	\$338.33
	SENTRY ALARM SYSTEMS	PV- 1976	560000	service labor	\$156.94
	SENTRY ALARM SYSTEMS	PV- 1976	560000	service labor	\$187.50
	SENTRY ALARM SYSTEMS	PV- 1976	560000	service labor	\$125.00
12922571	STUDY IN THE USA	PO- 120880	580000	International Student Program advertising with Stu	\$7,500.00
12922573	UCSC FOUNDATION/AATAT	PO- 120940	580000	Flat Fee-Annual Community Play, Saturday, March 10	\$2,500.00

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Fund 0100 totals: **\$39,186.80**

**School Board Approval Report**  
3/13/2012 through 3/13/2012

40 Monterey Peninsula College

**Issue Date 03/13/2012**

**0400 Children Center, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12922572	Sysco Food Service of SF	PO- 120138	450000	Open order for Children's Meals	\$57.82
	Sysco Food Service of SF	PO- 120138	470000	Open order for Children's Meals	\$1,042.67
<b>Fund 0400 totals:</b>					<b>\$1,100.49</b>



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3/13/2012 through 3/13/2012

**40 Monterey Peninsula College**

**Issue Date 03/13/2012**

**4700 College Center (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12922550	GAVILAN PEST CONTROL	PO- 120222	560000	Open order for spraying bookstore and cafeteria fo	\$90.00
	GAVILAN PEST CONTROL	PO- 120222	560000	Open order for spraying bookstore and cafeteria fo	\$90.00
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<b>Fund 4700 totals:</b>					<b>\$180.00</b>



**School Board Approval Report**  
3/13/2012 through 3/13/2012

**40 Monterey Peninsula College**

**Issue Date 03/13/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12922547	DAVID FOORD	PO- 120961	620000	Dave Foord inspection services for the Baseball re	\$675.00
	DAVID FOORD	PO- 120962	620000	Dave Foord Inspection services for Humanities for	\$4,125.00
	DAVID FOORD	PO- 120963	620000	Dave Foord Inspection services for Life and Physic	\$6,075.00
12922562	M3 Enviromental Consulting LLC	PO- 120964	610000	Provide additional abatement Monitoring services f	\$3,111.05
12922565	Monterey Bay Racquet Club	PO- 120960	620000	Rental of tennis courts for 2012 w's tennis schedu	\$350.00
12922569	S.M.T. Group	PO- 120187	510000	Open order for FY11-12 for Warehouse space for The	\$3,760.90
<b>Fund 4800 totals:</b>					<b>\$18,096.95</b>
<b>District Totals for 3/13/2012:</b>					<b>\$58,564.24</b>

**School Board Approval Report**  
3/13/2012 through 3/13/2012

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<b>District Total for 3/13/2012 through 3/13/2012:</b>	<b>\$58,564.24</b>
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**School Board Approval Report**  
3/15/2012 through 3/15/2012

**40 Monterey Peninsula College**

**Issue Date 03/15/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12923321	DELL MARKETING L.P.	PO- 120937	640000	Dell PC tower w/ dual monitor card to replace PC f	\$852.49
12923324	GRAINGER INC-salinas	PO- 120740	450000	Open order for misc network gear, tools, equipment	\$310.37
12923325	Greenlee, Gregory A	PV- 1977	510000	Guest Lectuer Fire Academy Sp 2012	\$1,365.00
12923327	Lunsford, Tami	PO- 120025	510000	Internship Coordinator Contract for Tami Lunsford	\$3,000.00
12923328	Office Depot	PO- 120030	430000	office supplies	\$14.49
	Office Depot	PO- 120030	430000	office supplies	\$12.68
	Office Depot	PO- 120049	450000	Open order for office supplies	\$33.99
	Office Depot	PO- 120069	430000	Open Order for FY11/12 for office supplies for Lif	\$185.77
	Office Depot	PO- 120070	450000	Open order for office supplies for FY11-12 for Adm	\$65.28
	Office Depot	PO- 120074	450000	Open order for Marina Ed. Center. Authorized Georg	\$47.58
	Office Depot	PO- 120079	450000	Open order for the Print Shop.	\$125.69
	Office Depot	PO- 120079	450000	Open order for the Print Shop.	\$0.73
	Office Depot	PO- 120079	450000	Open order for the Print Shop.	\$102.88
	Office Depot	PO- 120126	430000	Open order for office supplies for FY11/12	\$14.72
	Office Depot	PO- 120313	430000	Open order for office supplies: Authorized to ord	\$57.59
	Office Depot	PO- 120315	450000	Open order for office supplies. Authorized: Steph	\$81.05
	Office Depot	PO- 120333	450000	Open order for office supplies: Authorized to orde	\$12.10
	Office Depot	PO- 120609	430000	Open order for Online Purchase	\$167.31
	Office Depot	PO- 120609	430000	Open order for Online Purchase	\$56.36
	Office Depot	PO- 120609	430000	Open order for Online Purchase	\$198.61
	Office Depot	PO- 120646	450000	Open order for FY 11-12, purchase supplies for Fis	\$67.98
	Office Depot	PO- 120725	450000	OPen order for office supplies.	\$58.64
	Office Depot	PO- 120725	450000	OPen order for office supplies.	\$135.99
	Office Depot	PO- 120748	450000	Open order for office supplies.	\$22.48
	Office Depot	PO- 120748	450000	Open order for office supplies.	\$20.59
	Office Depot	PO- 120748	450000	Open order for office supplies.	\$36.90
	Office Depot	PO- 120760	450000	Open order for office supplies for Fire Academy	\$42.54

**School Board Approval Report**  
3/15/2012 through 3/15/2012

**40 Monterey Peninsula College**

**Issue Date 03/15/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12923328	Office Depot	PO- 120760	450000	Open order for office supplies for Fire Academy	\$15.86
	Office Depot	PO- 120760	450000	Open order for office supplies for Fire Academy	\$103.41
	Office Depot	PO- 120808	450000	Open Purchase Order to order office supplies.	\$89.92
	Office Depot	PO- 120878	430000	Open order for Office Depot online account.	\$11.26
	Office Depot	PO- 120878	430000	Open order for Office Depot online account.	\$58.45
	Office Depot	PO- 120887	450000	Open order for office supplies for FY11-12	\$20.33
	Office Depot	PO- 120887	450000	Open order for office supplies for FY11-12	\$4.35
	Office Depot	PO- 120918	430000	Open order for office supplies:	\$153.84
	Office Depot	PO- 120918	430000	Open order for office supplies:	\$178.08
	Office Depot	PO- 120919	450000	Open order for office supplies. Authorized to pur	\$221.75
12923329	OMEGA INDUSTRIAL SUPPLY	PV- 1987	450000	equipment repair	\$1,553.93
12923331	PACIFIC COAST BATTERY	PV- 1978	560000	track cart batteries	\$1,080.05
12923332	Red Gate Software	PO- 120927	560000	Support and upgrade package for SQL developer bund	\$1,009.80
12923334	Total Filtration Specialists	PV- 1986	450000	winter filter order	\$2,149.10
12923335	Toyota Material Handling Salin	PV- 1988	560000	track cart repair	\$206.00
12923336	US Bank Service Center	PV- 1979	510000	Jan US Bank Stmt	\$50.85
	US Bank Service Center	PV- 1979	520000	Jan US Bank Stmt	\$765.52
	US Bank Service Center	PV- 1979	520000	Jan US Bank Stmt	\$1,881.75
	US Bank Service Center	PV- 1979	520000	Jan US Bank Stmt	\$3,210.44
	US Bank Service Center	PV- 1981	430000	Jan US Bank Stmt	\$123.68
	US Bank Service Center	PV- 1982	530000	dues and membership	\$45.00
	US Bank Service Center	PV- 1982	430000	instructional supplies	\$383.87
	US Bank Service Center	PV- 1983	450000	Jan US Bank Stmt	\$4.17
	US Bank Service Center	PV- 1983	470000	Jan US Bank Stmt	\$167.27
	US Bank Service Center	PV- 1984	520000	workshop	\$457.20
	US Bank Service Center	PV- 1985	510000	CD's for distance education	\$457.00

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Fund 0100 totals:

\$21,492.69

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**40 Monterey Peninsula College**

**Issue Date 03/15/2012**

**1400 Capital Projects Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12923319	BRODART	PO- 120424	430000	the purchase of library materials for fiscal year	\$223.41
	BRODART	PO- 120424	430000	the purchase of library materials for fiscal year	\$91.16
12923328	Office Depot	PO- 120603	450000	Open order for Go Print Supplies	\$169.94
<hr/> <b>Fund 1400 totals:</b>					<b>\$484.51</b>

**School Board Approval Report**  
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**40 Monterey Peninsula College**

**Issue Date 03/15/2012**

**3900 Parking Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12923336	US Bank Service Center	PV- 1980	450000	Jan US Bank Stmt	\$9.73
	US Bank Service Center	PV- 1980	450000	Jan US Bank Stmt	\$58.98
	US Bank Service Center	PV- 1980	560000	Jan US Bank Stmt	\$80.05
	US Bank Service Center	PV- 1980	550000	Jan US Bank Stmt	\$141.90
	US Bank Service Center	PV- 1980	640000	Jan US Bank Stmt	\$272.17
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<b>Fund 3900 totals:</b>					<b>\$562.83</b>

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3/15/2012 through 3/15/2012

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**40 Monterey Peninsula College**

**Issue Date 03/15/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12923318	Ausonio Inc.	PO- 120701	510000	General Contractor for the Gymnasium Phase II/Main	\$81,493.00
12923320	COASTWIDE ENVIRONMENTAL	PO- 120948	610000	Contractor to provide additional hazardous abateme	\$35,622.00
12923322	Dietrich Iron Works	PO- 120815	620000	Furnish and install a two-line guard rail at lands	\$3,600.00
12923323	FIRST NATIONAL BANK	PO- 120651	620000	Re-encumber from PO 120582- Escrow account for the	\$3,780.72
12923326	Kleinfelder	PO- 120309	620000	Kleinfelder to provide special inspection services	\$5,292.60
12923330	Otto Construction	PO- 120293	620000	General Contractor Contract for Life and Physical	\$259,143.30
12923333	Telcom Data, LLC	PO- 120968	620000	Repair of damaged data cables for the computer tab	\$1,682.38
12923336	US Bank Service Center	PO- 120990	640000	Supplies for Smart Classroom	\$12.85
<b>Fund 4800 totals:</b>					<b>\$390,626.85</b>
<b>District Totals for 3/15/2012:</b>					<b>\$413,166.88</b>



**School Board Approval Report**  
3/15/2012 through 3/15/2012

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<b>District Total for 3/15/2012 through 3/15/2012:</b>	<b>\$413,166.88</b>
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**School Board Approval Report**  
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**40 Monterey Peninsula College**

**Issue Date 03/20/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924072	BMI Imaging Systems	PV- 1999	450000	bulbs for microfilming	\$42.90
12924073	Canon Business Solutions	PO- 120031	560000	Months of lease for 24 copiers	\$7,000.29
12924074	CARMEL MARINA COPRORATION	PV- 1993	550000	portable toilets	\$285.67
12924075	Clark, Kathleen	PV- 2001	450000	website hosting service	\$152.25
12924076	ELECTRICAL DISTRIBUTORS - mo	PO- 120809	450000	Open order for electrical parts and materials	\$8.87
	ELECTRICAL DISTRIBUTORS - mo	PO- 120809	450000	Open order for electrical parts and materials	\$532.98
	ELECTRICAL DISTRIBUTORS - mo	PO- 120809	450000	Open order for electrical parts and materials	\$13.15
	ELECTRICAL DISTRIBUTORS - mo	PO- 120809	450000	Open order for electrical parts and materials	\$20.25
	ELECTRICAL DISTRIBUTORS - mo	PO- 120809	450000	Open order for electrical parts and materials	\$151.45
	ELECTRICAL DISTRIBUTORS - mo	PO- 120809	450000	Open order for electrical parts and materials	\$233.75
12924078	FISHER SCIENTIFIC Pitt	PO- 120083	430000	Open order for FY11/12. Fisher Acct #103-53-6001.	\$214.21
	FISHER SCIENTIFIC Pitt	PO- 120083	430000	Open order for FY11/12. Fisher Acct #103-53-6001.	\$49.69
12924079	Fitness Edge	PV- 1994	560000	parts and repair	\$538.41
12924081	Geo. H. Wilson Inc.	PV- 1992	550000	pool boiler repair	\$1,647.97
12924082	GRAINGER INC-salinas	PO- 120283	450000	Open order for parts for Facilities Dept.	\$61.30
12924084	Home Depot Credit Services	PO- 120278	450000	Open order for parts and materials for Facilities	\$131.63
12924089	Marina Coast Water District	PO- 120683	550000	Marina Ed Center Campus Water-This is the second P	\$451.66
12924090	Martins' Irrigation Supply	PO- 120203	450000	Open order-irrigation supplies	\$14.54
12924091	Martinson,Larry	PV- 1997	450000	certificate of achievement and degrees	\$474.32
	Martinson,Larry	PV- 1997	450000	diploma covers	\$1,241.72
12924092	MATTHEW BENDER & CO. INC	PV- 2002	430000	instructional supplies	\$113.85
12924093	MICROSOFT CORPORATION-dallas	PO- 120917	560000	Microsoft Professional Support per attached	\$2,578.00
12924095	Monterey Peninsula College	PV- 2003	520000	facilities and custodial fees	\$923.00
12924096	MPC FOUNDATION	PO- 120121	580000	Open order for FY11-12 for Foundation services to	\$8,333.33
12924097	MUSSON THEATRICAL INC	PV- 1998	560000	dimmer repair	\$277.12
12924098	MYRICK PHOTOGRAPHIC	PO- 120451	430000	photographic supplies. Authorized to order: Kevi	\$73.98
12924099	Nevco	PV- 1995	450000	power supply goods	\$533.67

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40 Monterey Peninsula College

Issue Date 03/20/2012

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12924100	PACIFIC GAS & ELECTRIC	PO- 120266	550000	Open order for Marina Ed Center for Gas	\$620.54
	PACIFIC GAS & ELECTRIC	PO- 120267	550000	Open order for Marina Ed Center Electricity	\$21.02
	PACIFIC GAS & ELECTRIC	PO- 120267	550000	Open order for Marina Ed Center Electricity	\$241.94
	PACIFIC GAS & ELECTRIC	PO- 120270	550000	Open order for Seaside PSTC campus Gas	\$570.94
	PACIFIC GAS & ELECTRIC	PO- 120271	550000	Open order for Seaside PSTC campus Electricity	\$1,325.80
12924101	PACIFIC MONARCH LTD	PO- 120296	520000	Bus Charters for the Earth Science Field Trips	\$1,040.00
12924102	Peninsula Cafe	PV- 2000	470000	international student breakfast	\$117.98
12924103	PENINSULA MESSENGER SERVICE	PO- 120007	580000	Open order for FY11-12 for courier service between	\$388.00
12924104	Peninsula Office Solutions	PO- 120747	560000	Open PR for Maintenance Agreement for Tosiba copy	\$25.90
12924105	PENINSULA WELDING SUPPLY	PO- 120289	550000	sculpture and jewelry/metal arts programs for 2011	\$117.43
	PENINSULA WELDING SUPPLY	PO- 120289	550000	sculpture and jewelry/metal arts programs for 2011	\$0.50
	PENINSULA WELDING SUPPLY	PO- 120289	550000	sculpture and jewelry/metal arts programs for 2011	\$0.50
12924106	Pocket Nurse	PO- 120810	430000	05-38-2161	\$37.90
12924107	RANCHO CANADA GOLF CLUB	PV- 1989	430000	ping carry bags	\$191.12
	RANCHO CANADA GOLF CLUB	PV- 1989	430000	umbrellas purchased	\$652.38
	RANCHO CANADA GOLF CLUB	PV- 1990	560000	Range use	\$500.00
12924108	RAPID PRINTERS	PO- 120864	450000	500 each business cards for Stan Armstead, Kelly F	\$257.40
12924109	SAFETY-KLEEN SYSTEMS	PO- 120287	620000	remaining 3 services for 2011-2012-Solvent Disposa	\$362.37
12924111	Stone, Catherine	PO- 121003	640000	Purchase of 1998 Toyota Camry Vin#JT2BG22K7W017757	\$1,500.00
12924113	Thomas Brown & Associates	PV- 1996	510000	MPC Flex Day Presentation	\$3,897.90
12924114	Tosto, Nick	PV- 2004	520000	travel reimbursement for intern flat fee	\$50.00
12924115	ULINE	PV- 1991	450000	3 brute caddy bags	\$144.35
	ULINE	PV- 1991	450000	cleaning supplies	\$467.00
12924116	Weber, Mary	PV- 2005	640000	reimbursement for sales tax paid on auto tech cars	\$439.00
12924118	Williams, Matt	PO- 121004	640000	Purchase of a 1996 Toyota Camry Vin#4TIBG12KXTU730	\$2,800.00

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40 Monterey Peninsula College

**Issue Date 03/20/2012**

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**Fund 0100 totals: \$41,869.93**

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**40 Monterey Peninsula College**

**Issue Date 03/20/2012**

**0400 Children Center, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924110	SMART & FINAL	PO- 120137	450000	Open order for Breakfast, lunch and snack for Chil	\$45.41
	SMART & FINAL	PO- 120137	470000	Open order for Breakfast, lunch and snack for Chil	\$102.93
	SMART & FINAL	PO- 120137	470000	Open order for Breakfast, lunch and snack for Chil	\$59.76
	SMART & FINAL	PO- 120137	470000	Open order for Breakfast, lunch and snack for Chil	\$58.04
<b>Fund 0400 totals:</b>					<b>\$266.14</b>

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**40 Monterey Peninsula College**

**Issue Date 03/20/2012**

**1400 Capital Projects Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924073	Canon Business Solutions	PO- 120104	560000	Open Order for 5 cannon go print copiers for the l	\$583.87
<b>Fund 1400 totals:</b>					<b>\$583.87</b>

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3/20/2012 through 3/20/2012

**40 Monterey Peninsula College**

**Issue Date 03/20/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924071	Axiom Engineers	PO- 120152	620000	Building commissioning on Life and Physical Scienc	\$7,060.00
12924077	Epico Systems Inc.	PO- 120997	640000	Contractor to assist AV Dept with Smart Classroom	\$1,245.00
12924080	GBMI Inc.	PO- 120994	610000	Inspection Services for Jan. 1 thru Jan. 31, 2012	\$6,000.00
	GBMI Inc.	PO- 120995	610000	Inspection Services for Feb 1 thru Feb. 29, 2012 p	\$6,300.00
	GBMI Inc.	PO- 120996	510000	Inspection Services for Feb 1 thru Feb 29, 2012 pe	\$3,300.00
12924083	HGHB	PO- 120294	620000	Re-encumber PAA 19A -HGHB Construction admin servi	\$12,727.68
	HGHB	PO- 120298	620000	Re-encumber PAA 33 HgHB design services for Gym P	\$125.00
	HGHB	PO- 120300	620000	Re-encumber PO#111596 PAA29 HGHB design services f	\$13,416.57
	HGHB	PO- 120474	620000	Re-encumber PO#111445 for PAA#13 HGHB to provide d	\$1,166.40
	HGHB	PO- 120475	510000	Re-encumber PO#111453 for PAA#27 HGHB to provide d	\$5,340.00
	HGHB	PO- 120945	620000	PAA 34 HGHB to provide professional design and con	\$22,400.00
12924085	HP Inspections Inc	PO- 120517	610000	HP inspections to perform all none geotechnical te	\$5,290.00
	HP Inspections Inc	PO- 120914	510000	Special Inspection service for the gym soils NTE c	\$2,811.25
12924086	Kitchell CEM	PO- 120301	620000	Re-encumber PO#11289 for PAA7 Kitchell to provide	\$10,648.50
	Kitchell CEM	PO- 120303	620000	Re-encumber PO 112111, PAA10 construction manageme	\$8,500.00
	Kitchell CEM	PO- 120304	620000	Re-encumber PO#112116, PAA11 construction manageme	\$22,290.00
	Kitchell CEM	PO- 120305	610000	Re-encumber PO#112129, PAA12 construction manageme	\$18,300.00
	Kitchell CEM	PO- 120842	510000	Kitchell to provide Program Management Services fo	\$23,788.00
	Kitchell CEM	PO- 120843	510000	PAA 13-Construction management services- Bid throu	\$11,000.00
12924087	Kleinfelder	PO- 120153	620000	Special Inspection contract for the Life and Physi	\$2,330.00
	Kleinfelder	PO- 120993	620000	Kleinfelder to provide special inspection services	\$806.50
	Kleinfelder	PO- 120993	620000	Kleinfelder to provide special inspection services	\$726.50
12924088	M3 Enviromental Consulting LLC	PO- 120998	620000	Limited Asbestos testing for Social Science Renova	\$675.00
12924094	Mobile Modular Mgmnt Corp	PO- 120156	620000	Open Order for rent of 24x40 modular at portable v	\$420.00
	Mobile Modular Mgmnt Corp	PO- 120395	620000	12 months rent for restroom Modular at GC. Invoic	\$586.66
	Mobile Modular Mgmnt Corp	PO- 120395	620000	12 months rent for restroom Modular at GC. Invoic	\$586.66
12924112	The Wharf Theatre	PO- 121005	620000	Lease of Wharf Theatre at Fisherman's Wharf for Ju	\$3,000.00

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**40 Monterey Peninsula College**

**Issue Date 03/20/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924117	Williams Scotsman	PO- 120157	620000	Open order for rent of 24x40 modular at portable v	\$372.00
	Williams Scotsman	PO- 120158	620000	Open order for rent of restroom modular at portabl	\$1,241.96
<b>Fund 4800 totals:</b>					<b>\$192,453.68</b>
<b>District Totals for 3/20/2012:</b>					<b>\$235,173.62</b>



**School Board Approval Report**  
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<b>District Total for 3/20/2012 through 3/20/2012:</b>	<b>\$235,173.62</b>
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**40 Monterey Peninsula College**

**Issue Date 03/22/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924737	Canon Business Solutions	PO- 120031	560000	Months of lease for 24 copiers	\$144.74
12924739	Gomez, Rosie	PO- 120928	510000	Independent contractor services- Translation of co	\$105.00
12924740	Loomis, Kathryn	PO- 120209	510000	Independent contractor as per attached contract an	\$450.00
12924741	Moulton, Erica	PV- 2007	520000	MATE ITEST ROV Outreach Activity	\$579.74
12924742	Nextel Comunications	PO- 120038	450000	Open order for FY2011/12 for replacement cell phon	\$501.68
	Nextel Comunications	PO- 120130	550000	open order for S. Ma's cell phone	\$61.28
	Nextel Comunications	PO- 120130	550000	open order for S. Ma's cell phone	\$64.86
	Nextel Comunications	PO- 120130	550000	open order for S. Ma's cell phone	\$555.38
	Nextel Comunications	PO- 120130	550000	open order for S. Ma's cell phone	\$778.44
12924743	Nextel Comunications	PO- 120130	550000	open order for S. Ma's cell phone	\$30.25
12924744	Nextel Comunications	PO- 120130	450000	open order for S. Ma's cell phone	\$25.44
12924745	Nextel Comunications	PO- 120130	550000	open order for S. Ma's cell phone	\$21.36
12924746	RB Productions	PO- 120672	510000	Provide sound engineering for MPC Jazz Band Concer	\$200.00
<b>Fund 0100 totals:</b>					<b>\$3,518.17</b>

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40 Monterey Peninsula College

**Issue Date 03/22/2012**

**1400 Capital Projects Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924738	Computers By Design, Inc.	PV- 2006	530000	Cybrarian Annual Software Subscription License	\$1,249.95
<b>Fund 1400 totals:</b>					<b>\$1,249.95</b>

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**40 Monterey Peninsula College**

**Issue Date 03/22/2012**

**3900 Parking Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924742	Nextel Communications	PO- 120130	550000	open order for S. Ma's cell phone	\$130.13
<b>Fund 3900 totals:</b>					<b>\$130.13</b>

**School Board Approval Report**  
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**40 Monterey Peninsula College**

**Issue Date 03/22/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12924736	Bank of Marin	PO- 120596	610000	Escrow in lieu or retention for the general constr	\$50,318.02
12924747	West Bay Builders Inc	PO- 120597	610000	General Construction Base Contract, less retention	\$452,862.16
<b>Fund 4800 totals:</b>					<b>\$503,180.18</b>
<b>District Totals for 3/22/2012:</b>					<b>\$508,078.43</b>

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<b>District Total for 3/22/2012 through 3/22/2012:</b>	<b>\$508,078.43</b>
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**Issue Date 03/29/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12926510	AmeriPride Uniform Services	PO- 120288	620000	Open Purchase order covers rage service for studio	\$32.04
12926511	Anthem Blue Cross	PO- 120019	340000	Open order for Life Insurance for FY11-12. Intern	\$1,429.47
12926513	AT&T	PO- 120036	550000	Open order for FY2011-12 for monthly phone bills f	\$175.60
	AT&T	PO- 120036	550000	Open order for FY2011-12 for monthly phone bills f	\$655.72
	AT&T	PO- 120037	550000	Open order for FY2011-12 for monthly phone bills f	\$45.62
	AT&T	PO- 120037	550000	Open order for FY2011-12 for monthly phone bills f	\$3,182.04
	AT&T	PO- 120037	550000	Open order for FY2011-12 for monthly phone bills f	\$31.25
	AT&T	PO- 120037	550000	Open order for FY2011-12 for monthly phone bills f	\$60.53
	AT&T	PO- 120037	550000	Open order for FY2011-12 for monthly phone bills f	\$30.07
	AT&T	PV- 2019	550000	feb charges	\$1,884.42
	AT&T	PV- 2019	550000	march charges	\$1,828.72
12926514	Behnam MD, Shaida	PO- 120785	510000	Open order to provide Physician services during th	\$1,000.00
12926515	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$471.55
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$1,028.53
12926522	Department of Forestry & Fire	PV- 2017	520000	ICS 400 Course 2/2/12-2/14/12	\$668.00
	Department of Forestry & Fire	PV- 2018	520000	ICS 300 Course 1/30/12-2/1/12	\$668.00
12926525	ECS Imagining Inc.	PV- 2012	560000	maintenance agreement for imaging system	\$5,533.00
12926526	FEDERAL EXPRESS	PO- 120197	580000	Open order for Fed Ex shipments for FY11/12	\$32.30
12926527	Frederick (Beau) Mix	PV- 2008	510000	staffing support for SE regional ROV workshop	\$300.00
12926528	Gomez, Rosie	PO- 120928	510000	Independent contractor services- Translation of co	\$90.00
12926529	GREEN VALLEY INDUSTRIAL SUP	PO- 120276	430000	Open order for Theatre Arts.	\$348.03
12926531	INDIAN JEWELRY SUPPLY	PO- 120938	430000	purchases.	\$845.79
12926532	Jet Tec LLC	PO- 120955	450000	Fuse and install per attached voice mail for Finan	\$291.98
12926534	Keenan & Associates/CCIG	PO- 120017	340000	Open order for Dental Claims for FY11-12	\$30,228.73
12926539	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$6.10
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$70.79
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$12.85

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3/29/2012 through 3/29/2012

40 Monterey Peninsula College

**Issue Date 03/29/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12926539	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$114.50
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$80.41
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$38.58
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$20.25
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$5.43
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$5.81
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$26.80
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$12.81
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$12.81
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$21.30
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$1.83
	MONTEREY AUTO SUPPLY INC	PO- 120639	430000	Instructional Supplies. Authorized to order: Jam	\$43.50
12926540	Monterey County Weekly	PV- 2013	450000	recruitments	\$234.00
12926541	ORCHARD SUPPLY HARDWARE	PO- 120040	430000	FY2011-12. Authorized signatures: Margot Grych a	\$399.71
	ORCHARD SUPPLY HARDWARE	PO- 120279	450000	Open order for Parts and Materials for the Facilit	\$191.34
12926543	Patterson Dental Supply	PV- 2014	430000	matrix bands	\$43.44
	Patterson Dental Supply	PV- 2014	430000	temp crown and bridge kit	\$443.26
	Patterson Dental Supply	PV- 2014	430000	temp crown and bridge material	\$324.81
12926544	Same Day Shred	PO- 120260	510000	Open order for FY11-12 for shredding services for	\$90.00
12926545	SAN JOSE MERCURY NEWS	PO- 120091	450000	Open order for recurring invoices for subscripton	\$60.00
12926546	School Services of California	PO- 120281	450000	1 year subscription per attached agreement for spe	\$285.00
12926547	South Bay Regional Pub. Safety	PO- 121023	510000	FY2011-2012 to pay South Bay	\$131,495.02
12926548	Standard Insurance Company CB	PO- 120018	340000	Open order for Life and Accident Insurance for FYI	\$34.19
	Standard Insurance Company CB	PO- 120018	340000	Open order for Life and Accident Insurance for FYI	\$1,263.60
12926550	The Hartford	PO- 120015	340000	Open order for Disability Premiums for FY11-12. I	\$757.94
12926551	Thomson Reuters/Barclays	PV- 2015	450000	Annual Renewal of T5 Calif Community College	\$150.00
12926552	ULINE	PV- 2016	450000	consumable supplies	\$969.56
12926553	US Bank Service Center	PV- 2011	450000	office supplies	\$126.36



**School Board Approval Report**  
3/29/2012 through 3/29/2012

40 Monterey Peninsula College

**Issue Date 03/29/2012**

**0100 General Fund, Unrestricted (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
	US Bank Service Center	PV- 2011	520000	SIS Training	\$90.93
12926554	VISION SERVICE PLAN/CCIG	PO- 120016	340000	Open order for vision premium for FY11-12- Interna	\$2,695.16
<b>Fund 0100 totals:</b>					<b>\$190,989.48</b>

**School Board Approval Report**  
3/29/2012 through 3/29/2012

**40 Monterey Peninsula College**

**Issue Date 03/29/2012**

**2900 Debt Service Fund (H M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12926549	Sun Trust Equipment Finance &	PO- 120014	720000	FY11-12 Siemen's Energy Conservation Project, Leas	\$68,831.00
<b>Fund 2900 totals:</b>					<b>\$68,831.00</b>

**School Board Approval Report**  
3/29/2012 through 3/29/2012

**40 Monterey Peninsula College**

**Issue Date 03/29/2012**

**3500 Self Insurance Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12926509	AFLAC	PO- 120066	510000	Open order for monthly fee for employees in aflac	\$208.00
12926521	Delta Health Systems	PV- 2009	510000	SP ID Cards Feb 2012	\$1,451.00
12926533	Keenan & Associates	PV- 2010	510000	Repayment of workers comp	\$2,438.60
<b>Fund 3500 totals:</b>					<b>\$4,097.60</b>

**School Board Approval Report**  
3/29/2012 through 3/29/2012

mountsRef

40 Monterey Peninsula College

**Issue Date 03/29/2012**

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12926515	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$32.11
	CALIFORNIA AMERICAN WATER C	PO- 120113	550000	Open order for Monterey campus water	\$70.05
<b>Fund 4700 totals:</b>					<b>\$102.16</b>

**School Board Approval Report**  
3/29/2012 through 3/29/2012

**40 Monterey Peninsula College**

**Issue Date 03/29/2012**

**4800 Building Fund (M)**

WarrantNo	Name	RefNo	Object	Description	Amount
12926512	APPLE COMPUTER INC	PO- 120875	640000	Apple Mac Mini 2.3 GHZ Intel Core i5 per quote W72	\$21,734.21
12926516	Cardinale Moving & Storage Co.	PO- 121013	620000	rental and storage for vault containers from Augus	\$1,320.00
	Cardinale Moving & Storage Co.	PO- 121014	620000	rental and storage for SAM containers for February	\$1,032.00
12926517	COG	PO- 121011	640000	Re-encumber PO112340 dated 4/28/11 to pay invoice	\$5,263.68
12926518	COLLINS ELECTRIC CO	PO- 121015	620000	Retention per attached invoice	\$1,422.53
12926519	Contrax	PO- 120749	620000	Furniture for Humanities/Supportive Services Bldg	\$120,552.07
	Contrax	PO- 120791	620000	Modesty panels for the tables in front of the win	\$1,369.60
12926520	CS & Associates Inc	PO- 120500	620000	Consultant to provide labor compliance review for	\$716.57
12926523	Dilbeck & Sons Inc.	PO- 120650	620000	Re-encumber from PO 120581- construction services	\$4,646.83
12926524	Don Chapin Company	PO- 121016	620000	Payment for outstanding items including retention,	\$12,500.00
	Don Chapin Company	PO- 121016	620000	Payment for outstanding items including retention,	\$8,158.86
12926530	HGHB	PO- 120945	620000	PAA 34 HGHB to provide professional design and con	\$2,680.00
	HGHB	PO- 120945	620000	PAA 34 HGHB to provide professional design and con	\$8,520.00
	HGHB	PO- 120945	620000	PAA 34 HGHB to provide professional design and con	\$44,800.00
12926535	Kleinfelder	PO- 121008	620000	Special inspection contract per attached for Physi	\$1,526.50
	Kleinfelder	PO- 121008	620000	Special inspection contract per attached for Physi	\$3,157.98
12926536	M3 Enviromental Consulting LLC	PO- 121007	510000	Abatement demo monitoring per attached invoice dat	\$10,904.83
12926537	Media Systems Group	PO- 120874	640000	Panasonic 3500 Lumen projector	\$2,820.26
12926538	Mobile Modular Mgmnt Corp	PO- 120766	620000	Open order for rent for the 3 portables on the ten	\$1,998.00
12926542	Otto Construction	PO- 120344	620000	Re-encumber PO112562 Otto Cons. for the Old Studen	\$158,162.40
12926555	Williams Scotsman	PO- 120245	620000	Pental payment fo MT5Modular Classroom at Temp Ed	\$1,120.00
<b>Fund 4800 totals:</b>					<b>\$414,406.32</b>
<b>District Totals for 3/29/2012:</b>					<b>\$678,426.56</b>

**School Board Approval Report**  
3/29/2012 through 3/29/2012

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<b>District Total for 3/29/2012 through 3/29/2012:</b>	<b>\$678,426.56</b>
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Monterey Peninsula Community College District

Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.5

Fiscal Services  
College Area

Proposal:

It is proposed that the Board of Trustees approves the March 2012 Purchase Orders, Numbers 120934 to 121023

Background:


Purchase Orders 120934 through 121023 were produced in March 2012. These orders totaled \$1,611,330.58 in college expenditures. The list of Purchase Orders is attached.

Budgetary Implications:

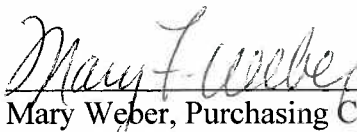

Budgeted.

RESOLUTION: BE IT RESOLVED, that Purchase Orders 120934 through 121023 in the amount of \$1,611,330.58 be approved.

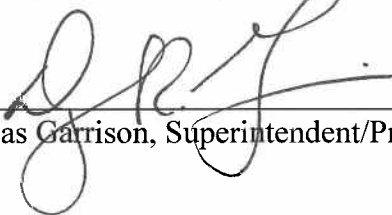
Recommended By:

  
Stephen Ma, Vice President for Administrative Services

Prepared By:

   
Mary Weber, Purchasing Coordinator      Rosemary Barrios, Controller

Agenda Approval:

  
Dr. Douglas Garrison, Superintendent/President

**Monterey Peninsula College**

**Purchase Order History**

From 120934 to 121023

TO: Board of Trustees      Date: 25 April 2012

From Mr. Stephen Ma      Subject: March Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
120934	1001838	Monterey Sanitary Supply	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$3,335.48	3 / 1 / 12
120935	941424	AMERICAN SUPPLY CO	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$7,977.79	3 / 1 / 12
120936	1417	Mac and Ava Motion Pictures	01-0010-0-6710-1523-5800-000-00-5802	Public Information Officer	\$8,034.00	3 / 1 / 12
120937	941667	DELL MARKETING L.P.	01-0020-0-6020-1501-6400-000-00-6425	Office of VP of Academic Affairs	\$867.41	3 / 1 / 12
120938	84	INDIAN JEWELRY SUPPLY	01-0030-0-1000-0205-4300-000-00-4306	Art	\$1,999.00	3 / 5 / 12
120939	83	ENAMEL EMPORIUM	01-0030-0-1000-0205-4300-000-00-4306	Art	\$100.00	3 / 5 / 12
120940	632	UCSC FOUNDATION/AATAT	01-0007-1-6430-1468-5800-000-52-5816	CARE (Coop Agencies Resources Educ	\$2,500.00	3 / 5 / 12
120941	950376	Office Depot	01-0020-0-6020-1501-4500-000-00-4551	Office of VP of Academic Affairs	\$90.09	3 / 5 / 12
120942	7316	RAPID PRINTERS	01-0090-0-0700-0110-4300-000-00-4312	Computer Information Systems and CS	\$42.36	3 / 7 / 12
120943	7316	RAPID PRINTERS	01-0080-0-6550-0932-4500-000-00-4561	Grounds	\$84.73	3 / 7 / 12
120944	1004525	Contrax	48-0081-0-7100-9056-6400-000-00-6404	Life Science & Physical Science Bldg.	\$138,645.44	3 / 7 / 12
120945	1002159	HGHB	48-0081-0-7100-8065-6200-000-00-6205	Art Studio/Ceramics	\$400,000.00	3 / 7 / 12
120946	1000421	Don Chapin Company	48-0081-0-7100-9036-6200-000-00-6269	New Education Center of Marina	\$1,512.16	3 / 7 / 12
120947	592	COASTWIDE ENVIRONMENTAL	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$525.00	3 / 7 / 12
120948	592	COASTWIDE ENVIRONMENTAL	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$35,622.00	3 / 7 / 12
120949	950376	Office Depot	48-0081-0-7100-9043-5100-000-00-5173	General Institutional	\$398.32	3 / 7 / 12
120950	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$2,200.00	3 / 7 / 12
120951	1003908	Patterson Dental Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$40,515.22	3 / 7 / 12
120952	1308	COLLINS ELECTRIC CO	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$6,265.25	3 / 7 / 12
120953	1002159	HGHB	48-0081-0-7100-9049-6200-000-00-6269	Infrastructure 3	\$975.00	3 / 7 / 12
120954	1003315	US Bank Service Center	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$543.75	3 / 7 / 12
120955	1001074	Jet Tec LLC	01-0007-0-6460-1425-4500-000-00-4525	Student Financial Services	\$279.00	3 / 7 / 12
120956	1004739	Roberts, Adrian Clive	01-0040-1-0900-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$3,250.00	3 / 8 / 12
120957	1004738	Solozano, Esther	01-0040-1-0900-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$2,800.00	3 / 8 / 12
120958	1000896	Marina Coast Water District	01-0090-0-4900-2101-5500-041-00-5503	MPC Education Center	\$4,500.00	3 / 8 / 12
120959	575	PACIFIC GAS & ELECTRIC	01-0090-0-4900-2101-5500-041-00-5502	MPC Education Center	\$5,000.00	3 / 8 / 12
120960	1004737	Monterey Bay Racquet Club	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$350.00	3 / 9 / 12
120961	941630	DAVID FOORD	48-0081-0-7100-9049-6200-000-00-6269	Infrastructure 3	\$675.00	3 / 9 / 12
120962	941630	DAVID FOORD	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$4,125.00	3 / 9 / 12
120963	941630	DAVID FOORD	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$6,075.00	3 / 9 / 12
120964	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$3,111.05	3 / 9 / 12
120965	941045	GRAINGER INC-salinas	01-0030-0-1000-0205-4500-000-00-4551	Art	\$466.37	3 / 9 / 12
120966	1001266	Northern Tool & Equipment	01-0080-0-6550-0932-4500-000-00-4571	Grounds	\$428.97	3 / 9 / 12
120967	950376	Office Depot	01-0080-0-6550-0932-4500-000-00-4561	Grounds	\$500.00	3 / 9 / 12
120968	1004744	Telcom Data, LLC	48-0081-0-7100-9036-6200-000-00-6269	New Education Center of Marina	\$1,682.38	3 / 12 / 12



**Monterey Peninsula College**

**Purchase Order History  
From 120934 to 121023**

TO: Board of Trustees      Date: 25 April 2012

From Mr. Stephen Ma      Subject: March Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
120969	1004664	Gaines, Rachel	01-0040-1-0400-1517-5100-000-53-5124	MATE Resource Ctr (MATERC)	\$1,600.00	3 / 12 / 12
120970	1004119	Ludwig, DeAndra	01-0040-1-0400-1535-5100-000-84-5124	MATE MOV: Providing Pathways to the C	\$1,160.00	3 / 12 / 12
120971	941424	AMERICAN SUPPLY CO	01-0080-0-6530-0931-4500-000-00-4590	Custodial Services	\$3,273.00	3 / 12 / 12
120972	950376	Office Depot	01-0030-0-1900-0505-4300-000-00-4312	Chemistry	\$167.74	3 / 12 / 12
120973	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$88.80	3 / 12 / 12
120974	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$351.57	3 / 12 / 12
120975	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$304.48	3 / 12 / 12
120976	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$325.93	3 / 12 / 12
120977	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$909.37	3 / 12 / 12
120978	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$314.14	3 / 12 / 12
120979	1004525	Contrax	48-0081-0-7100-9056-6400-000-00-6404	Life Science & Physical Science Bldg.	\$3,300.81	3 / 12 / 12
120980	1001625	Peninsulators	48-0081-0-7100-9036-6200-000-00-6269	New Education Center of Marina	\$1,387.00	3 / 12 / 12
120981	1739	SNAP-ON INDUSTRIAL TOOLS INC	01-0040-0-0900-0407-4300-000-00-4312	Automotive Technology	\$43.78	3 / 12 / 12
120982	941238	MONTEREY AUTO SUPPLY INC	01-0040-0-0900-0407-4300-000-00-4312	Automotive Technology	\$550.00	3 / 12 / 12
120983	941667	DELL MARKETING L.P.	01-0080-0-6780-0910-6400-000-00-6441	IS Systems and Programming	\$2,057.68	3 / 12 / 12
120984	1002743	Palace Office Interiors	01-0080-0-1000-0906-6400-000-00-6426	Gen. Institutional-Contingencies	\$621.94	3 / 13 / 12
120985	1001069	Compaq/Hewlett Packard	01-0080-0-6780-0910-6400-000-00-6441	IS Systems and Programming	\$2,354.14	3 / 14 / 12
120986	1688	BOYDS ASPHALT SERVICES	01-0080-0-6550-0932-5500-000-00-5513	Grounds	\$2,340.00	3 / 14 / 12
120987	941283	Kelley/FMC	01-0080-0-6720-0920-4500-000-00-4511	Fiscal Services	\$838.10	3 / 14 / 12
120988	941210	VENTEK INTERNATIONAL INC	39-0080-1-6950-0960-4500-000-81-4525	Parking	\$536.25	3 / 14 / 12
120989	1001622	Total Filtration Specialists	01-0080-0-6510-0933-4500-000-00-4571	Maintenance	\$3,704.57	3 / 15 / 12
120990	1003315	US Bank Service Center	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$12.85	3 / 15 / 12
120991	1004078	Swinerton Builders	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$3,505.32	3 / 15 / 12
120992	1004078	Swinerton Builders	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$66,596.71	3 / 15 / 12
120993	409	Kleinfelder	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$36,620.00	3 / 15 / 12
120994	1004675	GBMI Inc.	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$6,000.00	3 / 15 / 12
120995	1004675	GBMI Inc.	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$6,300.00	3 / 15 / 12
120996	1004675	GBMI Inc.	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$3,300.00	3 / 15 / 12
120997	1002623	Epico Systems Inc.	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,245.00	3 / 15 / 12
120998	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-9049-6200-000-00-6269	Infrastructure 3	\$675.00	3 / 15 / 12
120999	1004747	Production Advantage Inc	01-0030-0-0800-0710-4300-000-00-4312	Physical Education	\$171.44	3 / 16 / 12
121000	941253	Henry Schein Inc.	01-0007-0-6960-1406-4300-000-00-4312	Athletics-Women's	\$2,112.94	3 / 16 / 12
121001	1096	MEDCO INC	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men	\$2,396.23	3 / 16 / 12
121002	1001622	Total Filtration Specialists	01-0080-0-6510-0933-4500-000-00-4571	Maintenance	\$280.70	3 / 19 / 12
121003	1004748	Stone, Catherine	01-0040-1-0900-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$1,500.00	3 / 19 / 12
121004	1004749	Williams, Matt	01-0040-1-0900-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$2,800.00	3 / 19 / 12

**Monterey Peninsula College**

**Purchase Order History**

**From 120934 to 121023**

TO: Board of Trustees      Date: 25 April 2012

From Mr. Stephen Ma      Subject: March Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
121005	1004638	The Wharf Theatre	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$3,000.00	3 / 19 / 12
121006	1000663	Rydin Decal	39-0080-1-6950-0960-4500-000-81-4511	Parking	\$1,918.43	3 / 20 / 12
121007	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$10,904.83	3 / 20 / 12
121008	409	Kleinfelder	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$45,000.00	3 / 20 / 12
121009	1004525	Contrax	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,133.28	3 / 26 / 12
121010	1003315	US Bank Service Center	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$750.75	3 / 26 / 12
121011	1004274	COG	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$5,263.68	3 / 26 / 12
121012	941961	CDW GOVERNMENT INC	01-0030-0-1000-0215-4300-000-00-4312	Graphic Arts	\$348.43	3 / 26 / 12
121013	1001832	Cardinale Moving & Storage Co.	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$1,320.00	3 / 26 / 12
121014	1001832	Cardinale Moving & Storage Co.	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$1,032.00	3 / 26 / 12
121015	1308	COLLINS ELECTRIC CO	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$1,422.53	3 / 26 / 12
121016	1000421	Don Chapin Company	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$20,658.86	3 / 26 / 12
121017	1003631	Pearson AGS Publishing	01-0030-1-1500-0330-4300-000-98-4312	Reading Center	\$819.39	3 / 26 / 12
121018	1001484	Clear Science Inc.	01-0040-1-0400-1535-5100-000-84-5124	MATE MOV: Providing Pathways to the C	\$3,000.00	3 / 26 / 12
121019	1003622	ULINE	01-0080-0-6510-0933-4500-000-00-4551	Maintenance	\$944.55	3 / 27 / 12
121020	941667	DELL MARKETING L.P.	01-0040-1-0500-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$5,617.49	3 / 27 / 12
121021	1004757	Martin, Melinda	01-0080-0-6600-0901-5100-000-00-5180	Office of VP of Admin. Services	\$3,500.00	3 / 27 / 12
121022	950376	Office Depot	01-0030-0-6120-1510-4500-000-00-4525	Library	\$2,000.00	3 / 27 / 12
121023	1003600	South Bay Regional Pub. Safety	01-0041-0-2100-1555-5100-000-00-5126	Instructional Contracts	\$657,475.10	3 / 27 / 12
					<b>\$1,611,330.58</b>	

**Monterey Peninsula College**

**Purchase Order History  
From 120934 to 121023**

To: Board of Trustees      Date: 25 April 2012

From: Mr. Stephen Ma      Subject: Mar. Purchase Orders over \$5000

PO NO.	Vendor No.	Vendor Name	Account line Number	Department	Amount	Date
<b><i>New cleaning equipment for Humanities/SS Building</i></b>						
120935	941424	AMERICAN SUPPLY CO	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$7,977.79	3 / 1 / 12
<b><i>Video production for 6th Annual President's Luncheon featuring Kip and Jay Hudson</i></b>						
120936	1417	Mac and Ava Motion Pictures	01-0010-0-6710-1523-5800-000-00-5802	Public Information Officer	\$8,034.00	3 / 1 / 12
<b><i>Life Science furniture</i></b>						
120944	1004525	Contrax	48-0081-0-7100-9056-6400-000-00-6404	Life Science & Physical Science Bldg.	\$138,645.44	3 / 7 / 12
<b><i>PAA 34 HGHB to provide professional design and consultant services for the renovation of the arts complex working drawings and CA an post construction pha</i></b>						
120945	1002159	HGHB	48-0081-0-7100-8065-6200-000-00-6205	Art Studio/Ceramics	\$400,000.00	3 / 7 / 12
<b><i>Contractor to provide additional hazardous abatement work due to unforeseen materials and field condition on the Theater Project</i></b>						
120948	592	COASTWIDE ENVIRONMENTAL	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$35,622.00	3 / 7 / 12
<b><i>Provide and install 2 Dental chairs, one dental chair light and 2 x-ray sensors</i></b>						
120951	1003908	Patterson Dental Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$40,515.22	3 / 7 / 12
<b><i>Remaining items from potable village construction including added IDF cabinet, added fire alarm dialer and repairing existing fire alarm devices</i></b>						
120952	1308	COLLINS ELECTRIC CO	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$6,265.25	3 / 7 / 12
<b><i>Open order for Natural Gas for the Marina Ed Center</i></b>						
120959	575	PACIFIC GAS & ELECTRIC	01-0090-0-4900-2101-5500-041-00-5502	MPC Education Center	\$5,000.00	3 / 8 / 12
<b><i>Dave Foord inspection services for Life and Physical Science for the month of February</i></b>						
120963	941630	DAVID FOORD	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$6,075.00	3 / 9 / 12
<b><i>Base construction contract with CO 9 less retention (on PO120991)</i></b>						
120992	1004078	Swinerton Builders	48-0081-0-7100-8005-6200-000-00-6268	Student Services Building	\$66,596.71	3 / 15 / 12
<b><i>Kleinfelder to provide special inspection services and reporting for the Humanities building 4 and 7 modification project</i></b>						
120993	409	Kleinfelder	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$36,620.00	3 / 15 / 12
<b><i>Inspection Services for Jan. 1 thru Jan. 31, 2012</i></b>						
120994	1004675	GBMI Inc.	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$6,000.00	3 / 15 / 12
<b><i>Inspection Services for Feb. 1 thru Feb. 29</i></b>						
120995	1004675	GBMI Inc.	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$6,300.00	3 / 15 / 12
<b><i>Abatement demo monitoring</i></b>						
121007	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$10,904.83	3 / 20 / 12
<b><i>Special inspection contract per attached for Physical and Life Science Modifications</i></b>						
121008	409	Kleinfelder	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$45,000.00	3 / 20 / 12
<b><i>Re-encumber PO112340 dated 4/28/11 to pay invoice #2226 dated 1/23/12 for storage cubbies for the Testing reception area and installation</i></b>						
121011	1004274	COG	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$5,263.68	3 / 26 / 12
<b><i>Payment for outstanding items including retention, unsuitable soil repair, bolt down manhole cover, down spout connections and concrete</i></b>						

To: Board of Trustees      Date: 25 April 2012

From: Mr. Stephen Ma    Subject: Mar. Purchase Orders over \$5000

PO NO.	Vendor No.	Vendor Name	Account line Number	Department	Amount	Date
121016	1000421	Don Chapin Company	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$20,658.86	3 / 26 / 12
<b>5 Dell Latitude E5520</b>						
121020	941667	DELL MARKETING L.P.	01-0040-1-0500-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$5,617.49	3 / 27 / 12
<b>Open PO for FY2011-2012 to pay South Bay 5 monthly installments of \$131,495.02</b>						
121023	1003600	South Bay Regional Pub. Safety	01-0041-0-2100-1555-5100-000-00-5126	Instructional Contracts	\$657,475.10	3 / 27 / 12

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.6

Fiscal Services  
College Area

### Proposal:

Approve budget increases for the period of March 7, 2012 through April 11, 2012.  
(Fiscal Year 2011-2012.)

### Background:

Please see attached budget increase documents. Board Policy 2120 requires Board approval of increases to the total Fiscal Year budget.

### Budgetary Implications:

#### Fund 01 (Restricted General Fund):

Net increase in the 1000 (Certificated Salary) Object expense category	\$	21,792
Net increase in the 2000 (Classified Salary) Object expense category	\$	2,731
Net increase in the 3000 (Benefits) Object expense category	\$	3,583
Net increase in the 4000 (Supplies) Object expense category	\$	23,473
Net increase in the 5000 (Other/Services) Object expense category	\$	6,721
Net increase in the 6000 (Capital Outlay) Object expense category	\$	914
Net decrease in the 7000 (Other Outgo) Object expense category	\$	<u>33,664</u>
Total increase in expense lines budgeted	\$	25,550

**RESOLUTION: BE IT RESOLVED**, that the following budget increases in the Restricted General Fund be approved:

Increase of \$12,864 in funds carried forward from FY 2010-2011 to FY 2011-2012.

Increase of \$12,686 in funds received for FY 2011-2012.

Recommended By:



Stephen Ma, Vice President for Administrative Services

Prepared By:

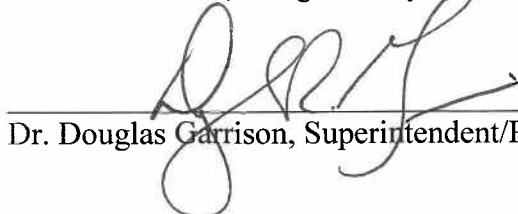


Connie Andrews, Budget Analyst



Rosemary Barrios, Controller

Agenda Approval:



Dr. Douglas Garrison, Superintendent/President

**BUDGET INCREASES**

March 7 - April 11, 2012 - Fiscal Year 2011-12  
Fund 01 (Restricted General Fund)

EXPLANATIONS	AMOUNTS	AMOUNTS
Increase Revenue and Expenses in the Instructional Materials One-Time Funds Dept., to reflect funds carried forward from FY 2010-2011 to FY 2011-2012.		
Total Revenue:	\$11,611	
Total Expenses:		\$11,611
Increase Revenue and Expenses in the Child Development Consortium Dept., to reflect funds carried forward from FY 2010-2011 to FY 2011-2012.		
Total Revenue:	\$1,108	
Total Expenses:		\$1,108
Increase Revenue and Expenses in the Women's Textbook Program Dept., to reflect funds carried forward from FY 2010-2011 to FY 2011-2012.		
Total Revenue:	\$145	
Total Expenses:		\$145
<b>SUBTOTAL, FUNDS CARRIED FROM PRIOR FISCAL YEAR</b>	<b>\$12,864</b>	<b>\$12,864</b>
Increase Revenue and Expenses in the CALWORKS Dept., to reflect actual state P-1 allocation for FY 2011-2012.		
Total Revenue:	\$4,815	
Total Expenses:		\$4,815
Increase Revenue and Expenses in the TANF Dept., to reflect actual state P-1 allocation for FY 2011-2012.		
Total Revenue:	\$1,704	
Total Expenses:		\$1,704
Decrease Revenue and Expenses in the Matriculation/Credit Dept., to reflect actual state P-1 allocation for FY 2011-2012.		
Total Revenue:	(\$156)	
Total Expenses:		(\$156)

EXPLANATIONS	AMOUNTS	AMOUNTS
Increase Revenue and Expenses in the EOPS (Textbook Augmentation) Dept., to reflect actual state P-1 allocation for FY 2011-2012.		
Total Revenue:	\$350	
Total Expenses:		\$350
Increase Revenue and Expenses in the CARE Dept., to reflect actual state P-1 allocation for FY 2011-2012.		
Total Revenue:	\$1,652	
Total Expenses:		\$1,652
Increase Revenue and Expenses in the SFAA Dept., to reflect actual state P-1 allocation for FY 2011-2012.		
Total Revenue:	\$4,321	
Total Expenses:		\$4,321
<b>SUBTOTAL, FUNDS RECEIVED FOR FY 2011-12</b>	<b>\$12,686</b>	<b>\$12,686</b>
 <i>TOTAL INCREASES</i>	 <i>\$25,550</i>	 <i>\$25,550</i>

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.7

Fiscal Services  
College Area

**Proposal:**

Approve budget adjustments for the period of March 7, 2012 through April 11, 2012.  
(Fiscal Year 2011-2012.)

**Background:**

Please see attached budget revision documents.

**Budgetary Implications:**

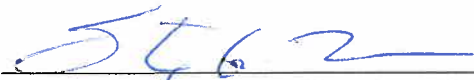
**Fund 01 (Restricted General Fund)**

Net decrease in the 4000 (Supplies) Object expense category	\$	200
Net increase in the 5000 (Other/Services) Object expense category	\$	200

**RESOLUTION: BE IT RESOLVED**, that the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 4000 Object expense category	\$	200
Net increase in the 5000 Object expense category	\$	200

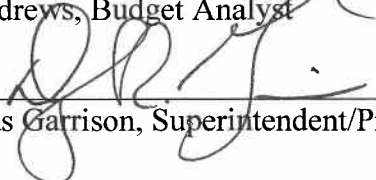
**Recommended By:**

  
\_\_\_\_\_  
Stephen Ma, Vice President for Administrative Services

**Prepared By:**

   
\_\_\_\_\_  
Connie Andrews, Budget Analyst      Rosemary Barrios, Controller

**Agenda Approval:**

  
\_\_\_\_\_  
Dr. Douglas Garrison, Superintendent/President



**BUDGET REVISIONS**

March 7 - April 11, 2012

Fund 01 (Restricted General Fund) Fiscal Year 2011-12

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT.	CLASS.	BENEFITS	SUPPLIES	OTHER	CAPITAL	OTHER	
SALARIES	SALARIES			SERVICES	OUTLAY	OUTGO	
			(200)	200			Transfer funds from Printing and Office Supplies to Postage, to cover costs. Transfer was within the Marine Tech Mentor/Intern Dept. Reduction to: 01-0040-1-0400-1513-4500-000-53-4511 01-0040-1-0400-1513-4500-000-53-4525 Addition to: 01-0040-1-0400-1513-5800-000-53-5805
0	0	0	(200)	200	0	0	TOTALS

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.8

Fiscal Services  
College Area

### Proposal:

Approve budget adjustments for the period of March 7, 2012 through April 11, 2012.  
(Fiscal Year 2011-2012.)

### Background:

Please see attached budget revision documents.

### Budgetary Implications:


#### Fund 01 (Unrestricted General Fund)

Net decrease in the 2000 (Classified Salary) Object expense category	\$	13
Net increase in the 3000 (Benefits) Object expense category	\$	13
Net decrease in the 4000 (Supplies) Object expense category	\$	10,622
Net increase in the 5000 (Other/Services) Object expense category	\$	8,540
Net increase in the 6000 (Capital Outlay) Object expense category	\$	2,082



**RESOLUTION: BE IT RESOLVED**, that the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 2000 Object expense category	\$	13
Net increase in the 3000 Object expense category	\$	13
Net decrease in the 4000 Object expense category	\$	10,622
Net increase in the 5000 Object expense category	\$	8,540
Net increase in the 6000 Object expense category	\$	2,082

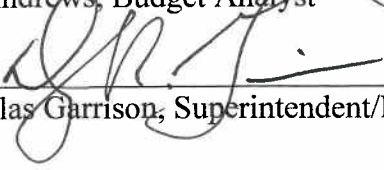
Recommended By:

  
Stephen Ma, Vice President for Administrative Services

Prepared By:

   
Connie Andrews, Budget Analyst      Rosemary Barrios, Controller

Agenda Approval:

  
Dr. Douglas Garrison, Superintendent/President

**BUDGET REVISIONS**

March 7 - April 11, 2012

Fund 01 (Unrestricted General Fund) Fiscal Year 2011-12

1000 CERT. SALARIES	2000 CLASS. SALARIES	3000 BENEFITS	4000 SUPPLIES	5000 OTHER SERVICES	6000 CAPITAL OUTLAY	7000 OTHER OUTGO	EXPLANATIONS
	(13)	13					Transfer funds from Student Help Salary to Temp. Help Benefits, to cover costs. Transfer was within the Academic Support Center Dept. Reduction to: 01-0007-0-6110-1420-2100-000-00-2401 Addition to: 01-0007-0-6110-1420-3620-000-00-2408
			(240)	240			Transfer funds from Instructional Supplies to Professional Memberships, to cover costs. Transfer was within the Auto Tech. Dept. Reduction to: 01-0040-0-0900-0407-4300-000-00-4312 Addition to: 01-0040-0-0900-0407-5300-000-00-6425
			100	(100)			Transfer funds from Equipment Repair to Minor Equipment, to cover costs. Transfer was within the Art Dept. Reduction to: 01-0030-0-1000-0205-5600-000-00-5630 Addition to: 01-0030-0-1000-0205-4500-000-00-4551
			(853)		853		Transfer funds from Minor Equipment to Equipment Replacement, to cover cost of computer. Transfer was within the Office of VP/Academic Affairs Dept. Reduction to: 01-0020-0-6020-1501-4500-000-00-4551 Addition to: 01-0020-0-6020-1501-6400-000-00-6425
			(400)	400			Transfer funds from Office Supplies to Contract Services, to cover costs. Transfer was within the Fiscal Services Dept. Reduction to: 01-0080-0-6720-0920-4500-000-00-4525 01-0080-0-6720-0920-5100-000-00-5145
			(8,000)	8,000			Transfer funds from Equipment Repair Parts to General Maintenance, to cover costs. Transfer was within the Maintenance Dept. Reduction to: 01-0080-0-6510-0933-4500-000-00-4571 01-0080-0-6510-0933-4500-041-00-4571 01-0080-0-6510-0933-4500-042-00-4571 Addition to: 01-0080-0-6510-0933-5500-042-00-5514

March 7 - April 11, 2012  
Fund 01 (Unrestricted General Fund) Fiscal Year 2011-12

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
			(326)		326		Transfer funds from Office Supplies to Equipment Replacement, to cover costs. Transfer was within the Admissions & Records Dept. Reduction to: 01-0050-0-6200-1310-4500-000-00-4525 Addition to: 01-0050-0-6200-1310-6400-000-00-6425
			(903)		903		Transfer funds from Instructional Supplies to Equipment Replacement, to cover costs. Transfer was within the Theater Dept. Reduction to: 01-0030-0-1000-0210-4300-000-00-4312 Addition to: 01-0030-0-1000-0210-6400-000-00-6425
0	(13)	13	(10,622)	8,540	2,082	0	TOTALS

Monterey Peninsula Community College District

Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.9

Fiscal Services
College Area

Proposal:

Approve budget increases for the period of March 7, 2012 through April 11, 2012.
(Fiscal Year 2011-2012.)

Background:

Please see attached budget increase documents. Board Policy 2120 requires Board approval of
increases to the total Fiscal Year budget.

Budgetary Implications:

Fund 04 (Child Development Fund):

Table with 2 columns: Description and Amount. Rows include Net increase in the 2000 (Classified Salary) Object expense category (\$ 5801), Net increase in the 3000 (Benefits) Object expense category (\$ 354), Net increase in the 4000 (Supplies) Object expense category (\$ 5,000), Net increase in the 5000 (Other/Services) Object expense category (\$ 300), and Total increase in expense lines budgeted (\$ 11,455).

[X] RESOLUTION: BE IT RESOLVED, that the following budget increases in the Child Development
Fund be approved:

Increase of \$11,455 in revenue and matching expenses, to reflect funds carried forward from
FY 2010-2011 to FY 2011-2012.

Recommended By: [Signature]
Stephen Ma, Vice President for Administrative Services

Prepared By: [Signature] Connie Andrews, Budget Analyst; [Signature] Rosemary Barrios, Controller

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

**MPC**

Monterey Peninsula College

**BUDGET INCREASES**

March 7 - April 11, 2012 - Fiscal Year 2011-12

Fund 04 (Child Devt. Fund)

<b>EXPLANATIONS</b>	<b>AMOUNTS</b>	<b>AMOUNTS</b>
Increase Revenue and Expenses in Children's Center US Dept. of Agriculture Food Grant Department, to reflect amount carried forward from FY 2010-11 to FY 2011-12		
Total Revenue:	\$11,455	
Total Expenses:		\$11,455
<b>SUBTOTAL, FUNDS CARRIED FROM PRIOR FISCAL YEAR</b>	<b>\$11,455</b>	<b>\$11,455</b>
 <i>TOTAL INCREASES</i>	 <i>\$11,455</i>	 <i>\$11,455</i>

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.10

Fiscal Services  
College Area

**Proposal:**

Approve budget adjustments for the period of March 7, 2012 through April 11, 2012.  
(Fiscal Year 2011-2012.)

**Background:**

Please see attached budget revision documents.

**Budgetary Implications:**


**Fund 04 (Child Development Fund)**

Net decrease in the 4000 (Supplies) Object expense category	\$	210
Net increase in the 5000 (Other/Services) Object expense category	\$	210

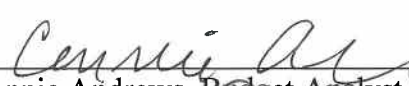
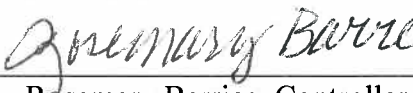
**RESOLUTION: BE IT RESOLVED**, that the following budget adjustments in the Child Development Fund be approved:

Net decrease in the 4000 Object expense category	\$	210
Net increase in the 5000 Object expense category	\$	210

**Recommended By:**

  
Stephen Ma, Vice President for Administrative Services

**Prepared By:**

   
Connie Andrews, Budget Analyst      Rosemary Barrios, Controller

**Agenda Approval:**

  
Dr. Douglas Garrison, Superintendent/President

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**MPC**

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nterey Peninsula College

**BUDGET REVISIONS**

March 7 - April 11, 2012

Fund 04 (Child Devt. Fund) Fiscal Year 2011-2012

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT.	CLASS.	BENEFITS	SUPPLIES	OTHER	CAPITAL	OTHER	
SALARIES	SALARIES			SERVICES	OUTLAY	OUTGO	
			(210)	210			Transfer funds from Office Supplies to License Fee, to cover costs. Transfer was within the State Preschool Dept.
							Reduction to: 04-0007-1-6920-1421-4500-000-59-4525
							Addition to: 04-0007-1-6920-1421-5600-000-59-5645
0	0	0	(210)	210	0	0	TOTALS



Monterey Peninsula Community College District

Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.11

Fiscal Services
College Area

Proposal:

Approve budget increases for the period of March 7, 2012 through April 11, 2012.
(Fiscal Year 2011-2012.)

Background:

Please see attached budget increase documents. Board Policy 2120 requires Board approval of
increases to the total Fiscal Year budget.

Budgetary Implications:

Fund 04 (Capital Outlay Fund):

Table with 2 columns: Description and Amount. Row 1: Net increase in the 4000 (Supplies) Object expense category \$ 28,384. Row 2: Total increase in expense lines budgeted \$ 28,384.

[X] RESOLUTION: BE IT RESOLVED, that the following budget increases in the Capital Outlay
Fund be approved:

Increase of \$28,384 in revenue and matching expenses, to reflect funds carried forward from
FY 2010-2011 to FY 2011-2012.

Recommended By: [Signature]
Stephen Ma, Vice President for Administrative Services

Prepared By: [Signature] [Signature]
Connie Andrews, Budget Analyst Rosemary Barrios, Controller

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

**BUDGET INCREASES**

March 7 - April 11, 2012 - **Fiscal Year 2011-12**  
Fund 14 (Capital OutlayFund)

<b>EXPLANATIONS</b>	<b>AMOUNTS</b>	<b>AMOUNTS</b>
Increase Revenue and Expenses in the Library Donations Dept., to reflect funds carried forward from FY 2010-11.		
Total Revenue:	\$21,418	
Total Expenses:		\$21,418
Increase Revenue and Expenses in the Instructional Materials One-Time funds Dept., to reflect funds carried forward from FY 2010-11.		
Total Revenue:	\$6,966	
Total Expenses:		\$6,966
<b>SUBTOTAL, FUNDS CARRIED FORWARD FROM FY 2010-11</b>	<b>\$28,384</b>	<b>\$28,384</b>
<b>TOTAL INCREASES</b>	<b>\$28,384</b>	<b>\$28,384</b>

Monterey Peninsula Community College District

Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.12

Fiscal Services
College Area

Proposal:

Approve budget reduction

Background:

Board policy 2120 requires Board Approval of decrease to the Fiscal Year budget.
To adjust the Associated Students Trust Fund Revenue and Expense budgets.

Budgetary Implications:

Trust Fund

Revenue Decrease of \$31,726
Expense Decrease of \$31,726

Resolution: BE IT RESOLVED, that the following budget decrease in the Associated Student Trust Fund be approved.

Revenue Decrease of \$31,726
Expense Decrease of \$31,726

Recommended By:

[Signature of Stephen Ma]
Stephen Ma - Vice President for Administrative Services

Prepared By:

[Signature of Rosemary Barrios]
Rosemary Barrios - Controller

Agenda Approval:

[Signature of Dr. Douglas Garrison]
Dr. Douglas Garrison - Superintendent / President

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. B


Human Resources  
College Area

**Proposal:**

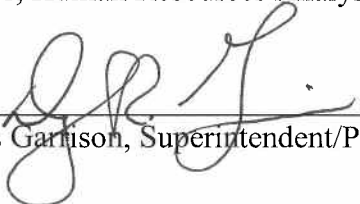
To approve the Management personnel action shown in the table below.

Item	Action	Details	Fiscal Implication
a)	Resignation for Purpose of Retirement	Resignation for the purpose of retirement of Claudia Martin, Director of Financial Aid, effective at the end of the day, September 4, 2012.	Included in Budget

- RESOLUTION: BE IT RESOLVED**, that the Governing Board approve the following item:
- a) Resignation for the purpose of retirement of Claudia Martin, Director of Financial Aid, effective at the end of the day, September 4, 2012.

**Recommended By:**   
Barbara Lee, Associate Dean of Human Resources

**Prepared By:**   
Kali F. Viker, Human Resources Analyst

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

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. C

Human Resources  
College Area

**Proposal:**

To approve the Faculty personnel actions shown in the table below.

Item	Action	Details	Fiscal Implication
a)	Resignation for the purpose of Retirement	Resignation of Dr. Judee Timm, effective June 4, 2012 for the purpose of retirement, and confer upon her the title of Professor Emeritus. Dr. Timm has served as a faculty member since 1990.	N/A
b)	Employment (list attached)	Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2012.	Included in budget

**Budgetary Implications:**

See table.



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

- a) Resignation of Dr. Judee Timm, effective June 4, 2012, for the purpose of retirement and confer upon her the title of Professor Emeritus.
- b) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2012.

**Recommended By:**



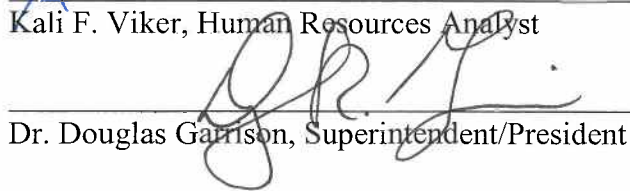
Barbara Lee, Associate Dean of Human Resources

**Prepared By:**



Kali F. Viker, Human Resources Analyst

**Agenda Approval:**



Dr. Douglas Garrison, Superintendent/President

**Monterey Peninsula College**  
**Part-time, substitute, and/or overload**  
 Spring 2012 - April

**B1-Teaching With Benefits**

Abend	Richard	LING
Albert	Steven	ECON
Bartow	Gail	MATH
Bishop	Mark	CHEM
Desoto	Alethea	PERS
Enge	Brett	MATH
Handley	Lauren	WOMN
Nyznyk	Catherine	CHDV
Ritsema	Todd	CHEM
Tetter	Stephanie	LIBR

**B2-Teaching Without Benefits**

Barbudo	Cecilia	SPAN
Cristobal	John	MATH
Daniels	Katharine	HUMA
Deskin Jacobs	Kathleen	THEA
Fetler	Erik	ENGL
Foster	Margarette	DNTL
Gamper	Josef	ANTH
Gonzalez	Inga	ENGL
Harray	Nancy	ENGL
Hausmann	Gretchen	PHED
Holaday	Carol	ART
Horn	Claire	MUSI
Jacobs	Michael	THEA
Jeffrey	Caitlin	WOMN
Jensen	Katrina	ENGL
Lopez	Linda	DNTL
Melac	Janet	HOSP
Moore	Eric	FACD
Moore	Kit	PHED
Niven	Margaret	ART

Nyunt	John	ADMJ
Omstead	Charles	AUTO
O'neil	Debra	MEDA
Osgood	Sharon	PFIT
Philly	Geraldine	MATH
Santana	Jose	ART
Schmieg	George	MATH
Shirley	Kimberly	HLTH
Singer	Susan	NUTF
Sonntag	Kathleen	BUSC
St Amour	Connie	ENGL
Stack	Kelly	SIGN
Tezak	Janet	ENGL

**C1-Non-Teaching With Benefits**

Cardinale	Salvatore	PERS
Johnson	La Ron	LNSK
Ross	Hazel	MATH
Torres	Michael	LNSK

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. D

Human Resources  
College Area

### Proposal:

To approve the Classified personnel actions listed in the table below.

### Background:

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of _____, Accounting Specialist, Fiscal Services, 40 hours per week, 12 months per year, effective _____, 2012.	Included in Budget

### Budgetary Implications:

See table.

- RESOLUTION: BE IT RESOLVED**, that the Governing Board approve the following item:
- a) Employment of \_\_\_\_\_, Accounting Specialist, Fiscal Services, 40 hours per week, 12 months per year, effective \_\_\_\_\_, 2012.

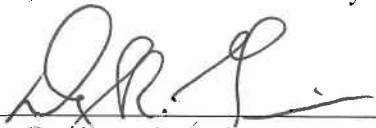
Recommended By:

  
Barbara Lee, Associate Dean of Human Resources

Prepared By:

  
Kali F. Viker, Human Resources Analyst

Agenda Approval:

  
Dr. Douglas Garrison, Superintendent/President



Monterey Peninsula Community College District

Governing Board Agenda

April 25, 2012  
Board Meeting Date

Consent Agenda Item No. E

Human Resources  
College Area

**Proposal:**

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

**Background:**

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

**Budgetary Implications:**

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

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

**Recommended By:** Barbara Lee  
Barbara Lee, Associate Dean of Human Resources

**Prepared By:** Kali F. Viker  
Kali F. Viker, HR Analyst

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

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

JARD AGENDA: 25-Apr-12

<b>ACADEMIC AFFAIRS</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES</b> <b>FROM: TO:</b>		<b>HOURS</b>
Moss	Denise	College Assistant XIII	\$18.62	04/02/12	05/31/12	30 Hrs. Per Wk
<b>ADMINISTRATION</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES</b> <b>FROM: TO:</b>		<b>HOURS</b>
Deschenes	Allen	Substitute-Campus Security Officer	\$13.53	03/30/12	04/15/12	18 Total Hrs.
Duje	Artemio	Substitute-Security Officer	\$13.53	03/17/12	03/27/12	20 Hrs. Per Wk
Duje	Artemio	Substitute-Campus Security Officer	\$13.53	03/26/12	03/26/12	8 Total Hrs.
Lee	Paul	Food Serv Consultant-Bond Project	\$60.00	04/01/12	03/31/12	83.33 Total Hrs.
<b>ADMISSIONS &amp; RECORDS</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES</b> <b>FROM: TO:</b>		<b>HOURS</b>
Arroyo	Susan	College Assistant V	\$13.23	06/08/12	06/15/12	29 Hrs. Per Wk
Brown	Kimberly	College Assistant V	\$13.23	06/08/12	06/15/12	29 Hrs. Per Wk
Chee	Jean	College Assistant V	\$13.23	06/08/12	06/15/12	29 Hrs. Per Wk
Quino	Maryann	College Assistant V	\$13.23	06/08/12	06/15/12	29 Hrs. Per Wk
Del Rosario	Anita	College Assistant VI	\$13.72	06/08/12	06/15/12	29 Hrs. Per Wk
Del Rosario	Anita	College Assistant VI	\$13.72	03/29/12	04/03/12	30 Total Hrs.
Jones	Ivory	College Assistant VI	\$13.72	06/08/12	06/15/12	29 Hrs. Per Wk
Mohlenhoff	Rachelle	College Assistant VII	\$14.70	06/08/12	06/15/12	29 Hrs. Per Wk
Simons	Karma	College Assistant VII	\$14.70	06/08/12	06/15/12	29 Hrs. Per Wk
<b>BUSINESS &amp; TECHNOLOGY</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES</b> <b>FROM: TO:</b>		<b>HOURS</b>
Gunter	Warren	Substitute-DOM	\$17.58	02/17/12	03/19/12	40 Hrs. Per Wk
Gunter	Warren	Substitute-DOM	\$17.58	03/20/12	04/20/12	40 Hrs. Per Wk
<b>CREATIVE ARTS</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES</b> <b>FROM: TO:</b>		<b>HOURS</b>
Chism	Dwight	Life Model	\$17.64	03/15/12	06/04/12	6 Hrs. Per Week
<b>ESSC</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES</b> <b>FROM: TO:</b>		<b>HOURS</b>
Forte'	Kimberlyn	Substitute- Instructional Specialist	\$15.73	04/02/12	05/25/12	10.5 Hrs. Per Wk
Ke	Carolyn	Substitute- Instructional Specialist	\$20.12	04/02/12	05/25/12	5.5 Hrs. Per Wk
Seibel	Skip	Substitute- Instructional Specialist	\$20.93	04/02/12	05/25/12	1.0 Hr. Per Wk

INFORMATION SYSTEMS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Kelley	Kenneth	Professional Expert	\$21.00	04/02/12	04/02/12	4 Total Hrs.
Kelley	Kenneth	Substitute-Media Serv Tech	\$16.21	04/03/12	06/30/12	15 Total Hrs.
PHYSICAL EDUCATION						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Riemedio	Ryan	Substitute-Instructional Specialist	\$15.73	04/02/12	04/16/12	18 Hrs. Per Wk
THEATRE ARTS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Radley	John	A.S.M. - "Musical Of Musicals"	\$600.00	03/16/12	04/15/12	Flat Rate