

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

REGULAR MEETING

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

TUESDAY, OCTOBER 25, 2011

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Documents that are public records and are provided to the Governing Board regarding a Regular Meeting item on this Agenda will be made available for public inspection in the Superintendent/President's Office at Monterey Peninsula College, 980 Fremont Street, Monterey, California, during normal business hours the Thursday preceding the meeting. If you intend to submit documents at this meeting, the Brown Act requires you to bring enough copies for the Trustees and the audience. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at a Board meeting, can contact the Superintendent's Office at (831) 646-4272. Notification at least 72 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or translation services.

1. **OPENING BUSINESS**

A. Call To Order

B. Roll Call

C. Public Comments on Closed Session Items

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

D. Closed Session – items under discussion:

The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, Government Code and Section 72122, Education Code, and as otherwise provided by law. Required action on these matters will be taken when the Board meets in Regular Meeting or at the next public meeting.

1) Public Employee Discipline/Dismissal/Release (Government Code Section 54957),
Steve Ma and Barbara Lee

2) Student Discipline (Education Code Section 76030), Carsbia Anderson

E. Reconvene to Regular Meeting and Roll Call

F. Reporting of Any Action Taken During Closed Session

2. **RECOGNITIONS**

A. Moment of Silence for Judy Bryant, 1941-2011, Women's Studies Instructor and Reading Center Instructional Specialist II, passed July 28, 2011.

B. Moment of Silence for Kathryn Badon, member of MPC EEOAC Committee 2009-2011, passed October 9, 2011.

3. COMMUNICATIONS

A. Comments from Visitors

Note to Audience: Anyone wishing to address the Governing Board on matters within the jurisdiction of the Board may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Agenda will not receive action at this meeting, but may be referred to staff for consideration at a future meeting. Presentations will be limited to three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

B. Written Communications:

- 1) CCC Chancellor's Office: California Community Colleges Chancellor Jack Scott says Draft Recommendations of Student Success Task Force Will Improve Completion Rates; comprehensive plan balances priorities to better respond to the needs of students and the economy / October 7.
- 2) CCC Chancellor's Office: California Community Colleges Chancellor's Office Announces \$6.9 Million Grant to Address Mental Health Needs of Students: Chancellor Jack Scott applauds award, says money will focus on prevention and saving lives / October 11.

C. MPC All User Emails:

- 1) S/P: AMP Public Television to host higher education panel featuring leaders of MPC, Hartnell, DLI and MIIS, moderated by CSUMB President Emeritus Peter Smith, September 21 / September 19.
- 2) HR: Employment, Library Systems Technology Coordinator / September 21.
- 3) CDC: invitation to 'The Wonder of Learning' at Steinbeck Center through November 15 / September 22.
- 4) HR: Faculty and Management remaining at Phase 1 of medical plan / September 23.
- 5) HR: Salary Information; current salary schedules posted online / September 28.
- 6) HR: Employment, Instructional Specialist, Mathematics Learning Ctr / September 29.
- 7) MCCSN: School of Nursing accreditation visit and open meeting, October 19, 4-5pm, NU101 / September 30.
- 8) Administrative Services: Annual Security Report 2011 on Campus Crime Statistics / September 30; and Revised Annual Security Report 2011 / October 12.
- 9) Art Gallery: presents 'Humanitas' October 4-November 4 / October 3.
- 10) Foundation: Fall 2011 Grant Recipients of Faculty and Staff Advancement Awards / October 4.
- 11) Employee Memorial: passing of Judith Ann Bryant July 28, former Women's Studies Instructor and Reading Center Instructional Specialist II / October 7.

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

- 1) Battle Scars: MPC works with feds to help vets on the edge / September 22-25.
- 2) Ad: Citizens' Bond Oversight Committee Seeks New Members / September 25-26.
- 3) Your Town: MPC shows off its new campus / September 23.
- 4) Open for Learning: MPC unveils Marina campus September 24 / September 24.
- 5) Ad: Special invitation to MPC Alumni, family and friends to Homecoming reunion celebration and recognition of the 1961 and 1965 football teams / October 2 and 10.
- 6) Class Notes: MPC Alumni Association Homecoming Reunion October 22 / October 2.
- 7) Obituary: Judith Ann Bryant, passed July 28, 2011 / October 2
- 8) Sports: Red-hot Lobos win third straight game / October 9.
- 9) Ad: Instructional Specialist, Math Learning Center and Library Systems Technology Coordinator / October 9.

- 10) Education: Governor Jerry Brown signs second part of Dream Act / October 10.
- 11) Monterey County Board of Supervisors Okay's Fort Ord Road Plan / October 12.
- 12) MPC to Open 'Comedy of Errors' / October 12.
- 13) Ad: Maurine Church Coburn School of Nursing at MPC, site review for continuing accreditation October 19, 4:00-5:00pm, NU101 / October 13.
- 14) MPC Theatre and Carmel High Collaborate on Shakespeare's 'Comedy of Errors' / September 13.

D. Reports and Presentations:

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

- 1) Institutional Report – Adventures in action-based research: supporting gibbon conservation and doing anthropology, Dr. Elias Kary, Chair, Anthropology Department.
- 2) Superintendent/President's Report
- 3) Vice Presidents' Reports
- 4) Academic Senate Report
- 5) MPCEA Report
- 6) MPCTA Report
- 7) ASMPC Report
- 8) College Council Report
- 9) MPC Foundation Report:
 - a) Executive Director, Robin Venuti
 - b) Donations for September \$57,400.
- 10) Governing Board Report:
 - a) Community Human Services – Minutes of CHS Board Meeting, September 15
 - b) Trustee Reports
- 11) Legislative Advocacy Report:
 - a) Chancellor's Office: California Community Colleges Chancellor Jack Scott praises Governor Brown's action on pair of bills affecting community college fees; students benefit from delay of fee increase due to possible trigger cuts; student soldiers deployed also aided / September 21.
- 12) Special Report - Bond Update Reports, Joe Demko:
 - a) Active Bond/Facility Projects Update
 - b) Cost Control Report
 - c) Master Schedule/Construction Phase Only
 - d) Bond Expenditure Report

4. **CONSENT CALENDAR**

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests that specific item(s) be discussed and/or removed from the Consent Calendar. It is understood that the Administration recommends approval on all Consent items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

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

BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of the Regular Board Meeting on September 27, 2011.

- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the September manual payroll in the amount of \$2,173.00, and the September regular payroll in the amount of \$2,176,215.99, and the October supplemental payroll in the amount of \$47,076.75, for a total payroll of \$2,225,465.74, be approved.
- 4) That Commercial Warrants:

Number 12883605 through Number 12883665	\$335,966.87
Number 12884431 through Number 12884486	\$632,560.15
Number 12885232 through Number 12885262	\$690,644.31
Number 12887112 through Number 12887159	\$277,295.89
Number 12887717 through Number 12887736	\$197,310.07
Number 12889420 through Number 12889458	\$128,984.38

 In the amount of \$2,262,761.67, be approved.
- 5) That Purchase Order Numbers 120345 through 120513 in the amount of \$1,968,166.54 are approved.
- 6) That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 1000 Object expense category	\$ 16,578.00
Net increase in the 2000 Object expense category	\$ 5,586.00
Net increase in the 3000 Object expense category	\$ 2,739.00
Net decrease in the 4000 Object expense category	\$ 25,068.00
Net increase in the 5000 Object expense category	\$ 165.00
- 7) That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 1000 Object expense category	\$ 24,251.00
Net decrease in the 2000 Object expense category	\$ 1,383.00
Net increase in the 3000 Object expense category	\$ 2,983.00
Net decrease in the 5000 Object expense category	\$ 25,851.00
- 8) That the following budget increase in the Child Development Fund be approved:

Increase of \$16,196.00 in revenue and matching expenses, to reflect funds received for FY 2010-2011.

B. Faculty Personnel:

- 9) That the Governing Board approve the following items:
 - a) Resignation of Gail Bartow for the purpose of retirement, effective at the end of the day, June 2, 2012, and confer upon her the title of Professor Emeritus.
 - b) Resignation of Carolyn Hansen for the purpose of retirement, effective at the end of the day June 3, 2012, and confer upon her the title of Professor Emeritus.
 - c) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Fall 2011.

C. Classified Personnel:

- 10) That the Governing Board approve the following item:
 - a) Employment of Noah Brod, Instructional Technology Specialist, Humanities, 36 hours per week, 10 months and 12 days per year, effective October 26, 2011.

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**

Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

- A. BE IT RESOLVED, that the 2010-2011 Monthly Financial Reports for the period ending September 30, 2011 be accepted.

Vice President's Report - Steve Ma, Vice President of Administrative Services.

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

- C. BE IT RESOLVED, that the Governing Board approve the following budget decreases in the Associated Students' Trust Fund: revenue decrease of \$12,000.00; and expense decrease of \$12,000.00.

- D. INFORMATION: Monterey Peninsula College Foundation Endowment Expenditure Policy, presented by Dr. Gary Taylor, Chair, MPCF Investment Committee.

- E. BE IT RESOLVED, that the Governing Board ratify the General Fiscal Agent Agreement between MPC and the MPC Foundation, including Exhibit A, the Wilder Fiscal Agent Agreement, for the period January 1, 2011 through June 30, 2014.

- F. BE IT RESOLVED, that the Governing Board approve the awarding of the Lower Level Gymnasium Building 22 Modifications project to Ausonio Incorporated in the amount of \$3,063,583.00.

- G. BE IT RESOLVED, that the Governing Board adopt the following resolution to reduce the classified service because of lack of work or lack of funds.

- H. BE IT RESOLVED, that the appointment of Wayne Cruzan, Sophal Ear, Rick Heuer, Birt Johnson, Jr., James Panetta, and Patricia Rossi, as members of the Citizen's Bond Oversight Committee, effective November, 2011, be approved.

- I. BE IT RESOLVED, that the Monterey Peninsula Community College District Governing Board does hereby express its sincere appreciation and gratitude to Scott Coté, Daphne Hodgson, Mary Ann Kane, Ronald Pasquinelli, and Gary Ray for their service as members of the Citizen's Bond Oversight Committee.

- J. BE IT RESOLVED, that the 2013-2014 College Calendar be approved as proposed.

K. BE IT RESOLVED, that the following course be approved:

- LETP 130, Developing a Personal Philosophy of Leadership

L. INFORMATION: Physical Education Program Review, presented by Lyndon Schutzler, Division Chair.

M. INFORMATION: Student Success Task Force Report, presented by Dr. Fred Hochstaedter, President, Academic Senate, and Dr. Doug Garrison, Superintendent/President.

N. INFORMATION: Calendar of Events.

6. **ADVANCE PLANNING**

A. Regular Meeting Tuesday, November 22, 2011

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

Regular Board Meeting, Tuesday, December 13, 2011

- Closed Session, 1:30pm, Stutzman Seminar Room, Library and Technology Center
- Regular Meeting, 2:00pm, Sam Karas Room, Library and Technology Center
- Reception for Board Trustees, 4:30pm, LaMirada Museum

B. Future Topics:

- 1) Board Self Evaluation Survey Results and Board Goals
- 2) Institutional Report – SB 1440, the Transfer Act

7. **ADJOURNMENT**

8. **CLOSED SESSION**

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

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this Agenda will be made available for public inspection in the District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at www.mpc.edu; see information about Board of Trustees.

Posted October 20, 2011