

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

REGULAR BOARD MEETING

www.mpc.edu/GoverningBoard

1:30pm, Closed Session, Classroom MA 104, Marina Education Center
3:00pm, Regular Meeting, Classroom MA 402, Marina Education Center
289 12th Street, Marina CA 93933

WEDNESDAY, JANUARY 23, 2013

MINUTES

1. OPENING BUSINESS

A. Call To Order – Chair Charles Brown called the meeting to order at 1:30pm.

B. Roll Call – present:

Mr. Charles Brown, Chair
Mr. Rick Johnson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walt Tribbley, Superintendent/President

Absent:

Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Gustafson, Trustee

Staff:

Ms. Barbara Lee, Associate Dean, Human Resources
Mr. Steve Ma, Vice President of Administrative Services

C. Public Comments on Closed Session Items – none.

D. Closed Session – items under discussion

1) Public Employee Performance Evaluations (Government Code Section 54957)
Faculty: American Sign Language, Art History, Chemistry, Child Development,
Computer Science and Information Systems (CSIS), English, History, Mathematics,
Medical Assisting, Microbiology, Political Science, Psychology, and Sociology.

Staff: Barbara Lee

2) 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

3) Conference with Legal Counsel - Existing Litigation

(Government Code Section 54956.9 (a)): Name of case: Howard Jarvis Taxpayers

Association, et al vs. MPC, et al, Monterey County Superior Court Case No. GNM120520

Staff: Steve Ma

4) Public Employee Performance Evaluation: Superintendent/President

E. Reconvene to Regular Board Meeting and Roll Call – Chair Brown asked for Roll Call at 3:00pm.

Present:
Mr. Charles Brown, Chair
Mr. Rick Johnson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
Mr. Daniel Cervantes, Student Trustee

Absent:
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilynn Gustafson, Trustee

- F. Report of Action Taken In Closed Session – No action to report.
- G. Approval of Agenda

2. RECOGNITION

- A. Acknowledgement of Visitors – No comments from visitors.
- B. Moment of Silence:
 - 1) Student Sara Jean Blakely, aka Sara Rowe, deceased December 2, 2012.
 - 2) Former Instructor Peter Stuber, deceased December 27, 2012.
- C. Recognition:
 - 1) Dr. Tribley introduced Ms. Shawn Anderson. He reported that she is currently working in a short-term position and is on the agenda to become a regular employee.
 - 2) Chair Brown introduced Dr. Walt Tribley from Wenatchee, Washington as the new Superintendent/President. Dr. Tribley said that he is looking forward to welcoming the faculty and students back to MPC.

3. COMMUNICATIONS

- A. Comments from the Public - None
- B. Written Communications:
 - 1) MPC Press Release: Farewell to Dr. Doug Garrison.
 - 2) Letter from Sheila Johnson, RN, thanking MPC President Dr. Walt Tribley and Board Members for “the high quality of education available at our beloved Monterey Peninsula College” and specifically acknowledging the high quality of instruction she received from instructors Tuyen Nguyen and John Provost.
 - 3) Holiday Greetings from the Monterey Museum of Automotive Arts.
 - 4) Proclamation for Carla Robinson from 2012 Board Chair, Dr. Loren Steck, on behalf of MPC.
 - 5) Letter from Nancy A. Martin, Executive Director of Monterey County Business Council (MCBC), to Dr. Walt Tribley congratulating him on the selection of MPC as one of MCBC’s 2013 Economic Vitality Award recipients to be awarded at the 17th Anniversary Gala and Annual Economic Vitality Awards ceremony at Hyatt Regency Monterey on February 2nd.

MPC All User Emails:

- 1) Email from Dr. Doug Garrison: December 12, 2012 Farewell Edition of MPC Notes.
- 2) Email from Carla Robinson, Executive Assistant to Dr. Doug Garrison: Announcement of the 2013 Governing Board Meeting Calendar approved at its Regular Meeting on December 12, 2012, Charles Brown as the Governing Board’s new chair, Dr. Loren Steck

as the Governing Board's Vice Chair, and the arrival of new Superintendent/President Dr. Walter Tribley on December 17, 2012.

- 3) Email from Carlis Crowe-Johns, Human Resources Administrative Assistant, on behalf of HR Analyst Kali Viker: Notice of Employment Opportunity for a part-time Instructional Specialist in the Reading Center.
- 4) Email from Carlis Crowe-Johns, Human Resources Administrative Assistant, on behalf of HR Analyst Kali Viker: Notice of Employment Opportunity for a Full-Time, Tenure Track Reading/Writing Instructor.
- 5) Email from Carlis Crowe-Johns, Human Resources Administrative Assistant, on behalf of HR Analyst Kali Viker: Notice of Employment Opportunity on behalf of the MPC Foundation for a full-time Executive Director.
- 6) Email from Carlis Crowe-Johns, Human Resources Administrative Assistant, on behalf of HR Analyst Kali Viker: Notice of Employment Opportunity for full time, tenure track faculty positions starting in Fall 2013 (Counselor, Digital Services Librarian, Human Physiology Instructor, Mathematics Instructor, Mathematics Learning Center Coordinator, Reading/Writing Instructor).
- 7) Email from Dr. Nancy Kotowski, Monterey County Superintendent of Schools regarding the review of the CSBA's School Safety resource Web Page.
- 8) Email from Sigrid Klein, Administrative Assistant to the VP of Student Services: Reminder regarding the Karl S. Pister Scholarship deadline.
- 9) Email from Paige Marlatt Dorr, California Community Colleges' Director of Communications: Announcement of priority enrollment changes approved by the California Community Colleges Board of Governors in September 2012 for implementation in the fall of 2014.
- 10) Press Release from California Community Colleges Chancellor Brice W. Harris praising Governor Jerry Brown for his leadership in passing Proposition 30 and for including additional funding for community colleges in his proposed 2013-14 budget.
- 11) Email from Brice Harris celebrating Governor Brown's January Budget Proposal.
- 12) Email from Dr. Walter Tribley welcoming Shawn Anderson as the new Executive Assistant to the Superintendent/President and the Governing Board.

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

- 1) *The Herald* on December 10, 2012 and December 13-19, 2012: Human Resources Ads for MPC Foundation Executive Director.
- 2) *The Herald* on December 13, 2012: Ad for MPC Dance Studio Concert on December 14, 2012 at 7:30 pm.
- 3) Monterey County Business Council "Friday Facts" email blast includes a feature announcing Dr. Walt Tribley as MPC's new Superintendent/President as of December 17, 2012.
- 4) *The Herald* on December 14, 2012: Obituary for former MPC student Sara Jean Blakely, aka Sara Rowe.
- 5) *The Herald* on December 24, 2012: School Bytes blog noting Dr. Doug Garrison's nomination for the 2013 Harry Buttimer award.
- 6) *The Herald*: Obituary for former MPC Instructor Peter Stuber.
- 7) *The Herald* on January 5, 2013: Announcement in "Sports Local Roundup" that four MPC members were named to the Region III All-California football first team.
- 8) *The Herald* on January 6, 2013: Ad for Full-Time, Tenure Track Faculty for the Fall of 2013 (Counselor, Digital Services Librarian and Governing Board, Human Physiology Instructor, Mathematics Instructor, Mathematics Learning Center Coordinator, Reading/Writing Instructor) and Part-Time Faculty for the Spring of 2013 (Business, Dance, English, History, Photography, Spanish, and all other disciplines). Also an ad for Gentrain Society Lecture (in MPC LF 103), "Baroque Era Performance Practices for Modern Listeners" by Dr. Todd Samra, Director of Music at All Saints' Episcopal Church in Carmel.

- 9) *The Herald* on January 7, 2013: Article introducing Dr. Walt Tribley as the new Superintendent/President of MPC, focusing on his background and on his goals for MPC.
- 10) *The Herald* on January 7, 2013: Ad for Continuing Education (Computer Skills, Film, Personal Development, Literature, Photography, and Job Training) at MPC.
- 11) *The Herald* on January 10, 2013: Announcement in “Sports Local Roundup” that MPC’s women’s basketball team opened up its Coast Conference South Division season on January 9 with a 59-52 win over Ohlone College Renegades and that MPC’s men’s basketball team also won their Coast Conference opener against Gavilan 64-21. The Lobos will face De Anza College in Cupertino on Friday. Barbara Rose Shuler announced the “Young Mozart” concert performances by Ensemble Monterey Chamber Orchestra, conducted by John Anderson and presented at MPC and Cabrillo College.
- 12) *The Herald’s GO!* (January 10-16, 2013): Article announcing a book launch party for “The Inherited Heart,” a memoir written by former MPC instructor Bill Minor.
- 13) *The Herald* on January 11, 2013: Article regarding Governor Jerry Brown’s budget.
- 14) *The Herald* on January 14, 2013: Obituary for former MPC Instructor Ron James, ad for Gentrain Society Lecture (in MPC LF 103), “Following Papyrus: Studying Trade Networks in the Ancient Mediterranean World and Beyond,” and piece by John Devine regarding former MPC student and basketball player, Andrew Young.

C. Reports and Presentations:

- 1) Institutional Report: Update on SB 1440, the Transfer Act, Mr. Michael Gilmartin, Dean of Instructional Planning.
 Dean Gilmartin reported that SB 1440 creates a new degree [Associate in Arts for transfer (AA-T) or Associate in Science for transfer (AS-T)]. This degree transfers to the California State University (CSU) system when students complete 60 semester units, including the Intersegmental GE Requirements for transfer, and 18 units in a major. Students also have to have a grade point average of 2.0. Beyond the 60 units, there can be no additional requirements. Two websites offer information on SB 1440: www.sb1440.org and www.ADegreewithaGuarantee.com. A student who earns an AA-T or an AS-T degree is eligible for admission into a CSU campus with a similar major. Students with this degree who go to an impacted campus get a bump on their GPAs. Once at CSU, a student can get a Bachelor’s degree with only 60 more units. Dean Gilmartin explained the Common Course Numbering System (SB 1415), and the Course Identification Numbering System (C-ID System). Faculty creates course descriptors for a variety of popular courses and put them on www.c-id.net for review before they are finalized. Currently, there are 352 course descriptors approved. MPC has submitted 41 course descriptors. The C-ID infrastructure is being used to develop the Transfer Model Curriculum (TMC). There are over 500 AA-T/AS-T degrees approved in 22 disciplines. MPC has three approved and five ready to submit to the Chancellor’s Office. The goal: all community colleges in California will have 80% of possible SB 1440 programs approved by Fall 2013 and 100% approved by Fall 2014. Each college must certify this in a letter to the Chancellor’s Office by January 31, 2013. The future: 1) The Discipline Input Group (DIG) meets annually to determine what new programs should be developed. 2) Have SB 1440 aligned with high school programs of study. 3) UC involvement (they’ve formed a task force to work on this). 4) The Chancellor’s Office will work with the state Academic Senate to develop Challenge exams. In the process, they want to develop Massive Open Online Courses (MOOCs), which would be transferrable to the CSU. The idea is that if students get through the system faster, it will be more efficient and there will be more student success. / Mr. Anderson noted that one of the challenges faced by the Implementation Committee is the lack of uniform technology throughout the state community colleges system. He remarked that the Chancellor’s Office and Legislature are aware of this issue. / Vice Chair Steck spoke of a mailing sent to the trustees by an advocacy group to ensure that this is implemented quickly. Dean Gilmartin referred to the challenge MPC is facing regarding re-revising courses in the program.

2) Superintendent/President's Report, Dr. Walter Tribley.
MPC will receive an award for Education and Research from the Monterey County Business Council on February 2nd. / Dr. Doug Garrison was nominated for the Association of California Community College Administrators Harry Buttmer Distinguished Administrator Award, which recognizes outstanding leadership at the CEO level. / The team has completed our P1 report, which indicates that we are on track to make our goal this year, given our projected enrollment for Spring and Summer 2013. / Board members are not eligible to participate in the long term care program. / The District received two proposals for a Joint Occupancy Facility that would be located on Parking Lot A. One is for a Museum of Automotive Arts and another is for a hotel/conference center. Both proposals include extensions for programmatic development. / Drs. Céline Pinet and Rosaleen Ryan have been selected to serve on the statewide Student Equity Workgroup to look at Title V language. / Dr. Fred Hochstaedter is one of the organizing members for the statewide Academic Senate for California Community Colleges, Accreditation Institute, which will be held on February 8th and 9th. Ms. Cathleen Webb, Technical Service Librarian and Distance Education Coordinator, will be sitting on two of the panels as well. / Dr. Tribley spoke of Ms. Sharon Crino's upcoming departure from her temporary assignment as Executive Director of the MPC Foundation and applauded her accomplishments. / A team from MPC (Mr. Steve Ma, Dr. Céline Pinet, Ms. Vicki Nakamura, and Dr. Tribley) attended the Association of California Community College Administrators 2013 Budget Workshop to learn about the Governor's proposed budget. / A group from MPC participated in a march honoring Dr. Martin Luther King in Seaside last Monday.

3) Vice Presidents' Reports: Mr. Steve Ma, Dr. Céline Pinet, and Mr. Carsbia Anderson.

Mr. Steve Ma indicated that he would give his report with the financial report.

Vice President of Academic Affairs, Dr. Céline Pinet.

Dr. Pinet commended the faculty, staff, and Dean Michael Gilmartin for their work in processing a tremendous amount of curriculum over two days during the Winter Break. The number of courses processed in recent times is about 10 times more than have been processed in previous years. / Senate President Dr. Fred Hochstaedter is an organizing member of the statewide Academic Senate for California Community Colleges, Accreditation Institute on February 8th and 9th and will be presenting as well. Ms. Catherine Webb is involved on panels that will deal with Services and Accreditation and Distance Education and Accreditation. / Dr. Pinet and Dr. Rosaleen Ryan were selected to represent colleagues on the State Chancellor's Office Student Equity Workgroup. / Dr. Pinet is part of a panel at the Association for California Community College Administrators (ACCCA) conference that will talk about transitions in leadership. / She explained her efforts, along with those of Dean Michael Gilmartin, Dean Laura Franklin, Ms. Alethea Desoto, and Mr. Jon Knolle, to stay connected locally with their colleagues and with the community. Chair Brown spoke to the importance of staying connected with and learning from our colleagues.

Vice President of Student Services, Mr. Carsbia Anderson.

Project Santa netted around \$1300. Approximately 26 students and staff were outfitted with gift cards to help them through the holidays. / He attended the Arts Council "Champion of the Arts" banquet, the Martin Luther King march in Seaside, and his last official CHOMP meeting: an annual luncheon where J.R. Martinez was the Keynote Speaker. / Our Men's and Women's basketball teams will host members of the Marina and Seaside Police Athletic League teams in our gym on February 6th at 5:00pm. / EOPS/TRiO and CalWORKS are conducting new student orientations for their respective programs this week. The International Students Program (ISP) has an orientation for 14

new students. / The Re-entry and Multicultural Center offered the Book Lending Service during early Spring and has started Funny Money for regular Spring. / We gave out approximately \$850,000 in loans to 217 students. Pell Grant: we awarded almost \$2.5 million to 1,200 students last fall. Cal Grant B&C: we awarded approximately \$150,000 to 254 students. Supplemental Equal Opportunity Grant (SEOG): we awarded approximately \$130,000 to 131 students. BOG A, B & C (the enrollment waivers): we awarded a total of \$3 million to 4,892 students. / Mr. Francisco Tostado, Director of Student Financial Services, will be conducting FAFSA workshops at Monterey High School on January 23rd and at Seaside High School on January 24th. / We have a Softball tournament scheduled on February 1st and 2nd at MPC. Football, soccer, and volleyball recruitment for Fall is underway. / He and Mr. Larry Walker have been working with CSUMB on international student recruitment and retention. Next month he will bring to the Board a travel request for one of our staff to go to China. / Ms. Alethea DeSoto has been working very well for us on the SB 1456 Matriculation Work Group. / He applauded Drs. Pinet, Ryan, and Hochstaedter for getting involved on a state level. / The Information Table for incoming students will be operating Monday-Thursday the first week of February. / The High School Counselors' Breakfast will be hosted at Marina Education Center on February 8th. / Kudos to staff who worked during the break to support early Spring. / Vice Chair Steck said that UC has the same needs and goals as CSU and has reached out to him. Trustee Johnson asked if we can do something with MIIS. Carsbia indicated interest in talking with both UC and MIIS.

- 4) Academic Senate Report - Dr. Fred Hochstaedter, President.
Dr. Hochstaedter will be part of a team traveling to San Joaquin Valley College to assess their quality for the accreditation process. / Spring Flex Days are January 30th and 31st. It is very important for everyone to participate in our Program Reflections. / On February 7th at 4:00 p.m. there will be a presentation from a representative of Turnitin, a company that licenses software for plagiarism prevention. / The Academic Senate is looking at approximately 20 board policies. Dr. Hochstaedter acknowledged Mr. Brian Brady and Ms. Anita Johnson as their point people regarding administrative matters. / He issued a "fun stuff" challenge for people to participate in a software program that will only allow use of the 1,000 most commonly used words in English. / Vice Chair Steck offered the Board's participation in the Academic Senate's board policies review process. Dr. Pinet and Mr. Anderson reminded the Board that there are ACCJC requirements regarding the process of which we must be mindful.
- 5) MPCEA Report, Loran Walsh, President.
Mr. Walsh welcomed Dr. Tribley to MPC on behalf of MPCEA. / MPCEA's negotiations team met on January 10, 2013 and will meet again on January 24th to prepare for meetings with the District. In addition to Mr. Walsh, the negotiation team consists of Ms. Susan Villa, Ms. Laura Mock, and Ms. Julie Bailey. / Mr. Walsh met with Dr. Tribley regarding a personnel matter on January 8, 2013. He emphasized the importance of training and meeting annually with supervisors/managers regarding their roles and responsibilities in regards to Classified staff.
- 6) MPCTA Report, Mark Clements, President – No report.
- 7) ASMPAC Report, Matthew Ganier, Director of Representation – No report.
Student Trustee Cervantes indicated that ASMPAC members are looking forward to introducing Dr. Tribley.
- 8) College Council Report, Dr. Alan Haffa or Stephanie Perkins, Co-chairs – No report.
- 9) MPC Foundation, Sharon Crino, Interim Executive Director.

a) Ms. Crino thanked Dr. Tribley for working with her to create a smooth transition. / She and Dr. Tribley agree on four things: 1) that the Foundation should partner with the MPC to provide relevant programs and services, 2) that the Foundation should be MPC's fundraising arm and should raise money for things that MPC wants to raise money for, 3) that the Foundation and MPC should strategically align their goals and objectives with seamless execution, and 4) that the Foundation and MPC should be thought partners. / The Foundation brought in approximately \$658,000 in 2012 and has dispersed \$541,000. / The Foundation needs to work on increasing unrestricted dollars. / The top seven grants brought in approximately \$300,000. In the next two years the Foundation could bring in about \$1 million. / The Celebration of Philanthropy is on February 24th, the Lobo Hall of Fame is on March 8th, and the President's Address is on May 3rd. / Gina Bianchi will send information to all users regarding the Faculty and Staff Awards, the 28 faculty designated scholarships, and scholarships for five local high school students. / Ms. Crino expressed her belief in the endless fundraising opportunities in this community and the benefit to be gained with Dr. Tribley's involvement in the Foundation.

b) Monthly Donations \$101,582.34.

10) Governing Board Reports

a) CHS Report – Trustee Steck.

The Community of Human Services lost a \$100,000 grant this year because they did not have a home for young adults who are homeless. The Board is hoping to raise \$300,000-\$350,000 to purchase a property next door to Safe Place in Monterey. If successful, the day programs at Safe Place would move to the new property, thereby creating a place for a residential facility for young adults.

b) Trustee Reports:

(i) Student Trustee Cervantes: ASMPCC Governing Documents members have been meeting regarding restructuring the student government. He hopes to provide more detail in the next month.

(ii) Trustee Johnson: During December he went to MPC's phenomenal choir concert at the Presbyterian Church. He hopes that next year we can get television media coverage. / He expressed excitement about what is going to happen at MPC.

(iii) Vice Chair Steck: He went to the wonderful jazz concert at the end of last year, as well as to the various celebrations for Dr. Doug Garrison. / He welcomed Dr. Tribley to MPC.

(iv) Chair Brown: He went to the Martin Luther King parade and was pleased to see Dr. Tribley and his daughter Megan, Dr. Pinet and her husband, Mr. Carsbia Anderson, and Dr. Alan Haffa. He expressed his desire to see a bigger representation of MPC students at the march and commended the excellent speakers.

11) Legislative Advocacy Report, Dr. Walter Tribley.

a) CCC Chancellor's Office Press Release: CCC Chancellor lauds Gov. Brown's budget proposal. The proposal provides increases in several areas of the budget and earmarks funding for online education noting that 27% of CCC students take at least one online course. / January 11.

12) Special Report – Bond Update Reports, Joe Demko, Kitchell. See attached reports.

a) Active Bond/Facility Projects Update

b) Cost Control Report

c) Master Schedule/Construction Phase Only

d) Bond Expenditure Report

BREAK – Chair Brown called for a break: 4:47-5:00pm.

4. CONSENT CALENDAR

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

Motion Steck / Second Johnson

Revised Motion to Approve Consent Agenda with Amendment to the Minutes

Steck / Second Johnson / Carried. 2012-2013/73

BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of the Regular Board Meetings on November 28, 2012 and December 12, 2012.

Dr. Tribley noted an error on page 8 of the November 28 minutes: Item D should read \$600,000-\$800,000.

Mr. Anderson noted that Ms. Natalie Rodda, Fire Academy Program Coordinator, has given many years of service to MPC through her involvement in the Public Safety Training Center. Trustee Johnson remarked on the tremendous respect the Fire Department has for Ms. Rodda—including at the statewide level—and said that we’ve been blessed to have her. Vice Chair Steck and Chair Brown also commended Ms. Rodda and her work.

- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the December supplemental payroll in the amount of \$63,436.19; and the December regular payroll-classified in the amount of \$775,717.36 and the January regular payroll-certificated in the amount of \$1,423,910.93; and the January supplemental payroll in the amount of \$45,635.80; for a total payroll of \$2,308,700.28, be approved.

4)

- a) That Commercial Warrants for November 2012:

Number 12963112 through Number 12963132	\$ 63,361.13
Number 12963886 through Number 12963972	\$ 977,484.34
Number 12964651 through Number 12964681	\$ 231,908.87
Number 12965015 through Number 12965042	\$ 123,613.55
Number 12965644 through Number 12965681	\$ 90,545.48
Number 12966655 through Number 12966670	\$ 624,270.47
Number 12967304 through Number 12967305	<u>\$ 7,559.51</u>
in the amount of.....	\$2,118,743.35

be approved.

- b) And that Commercial Warrants for December 2012:

Number 12967721 through Number 12967778	\$ 211,961.91
Number 12968569 through Number 12968585	\$ 596,175.00
Number 12969179 through Number 12969200	\$ 66,914.92
Number 12969635 through Number 12969717	<u>\$ 701,004.44</u>
in the amount of.....	\$1,576,056.27

be approved.

5)

- a) That November 2012 Purchase Orders, Numbers 130544 to 130613, in the amount of \$220,031.46, be approved.

b) That December 2012 Purchase Orders, Numbers 130614 through 130654, in the amount of \$183,181.78, be approved.

6) That the following budget increases in the Restricted General Fund be approved:

Net increase in the 1000 (Certificated Salary) Object expense	\$ 3,300.00
Net increase in the 2000 (Classified Salary) Object expense	\$ 2,985.00
Net increase in the 3000 (Benefits) Object expense	\$ 1,271.00
Net increase in the 4000 (Supplies) Object expense	\$ 231.00
Net increase in the 5000 (Other/Services) Object expense	\$ 19,269.00
Net increase in the 7000 (Other Outgo) Object expense	\$ <u>1,560.00</u>
Total increase in funds received for FY 2012-2013.....	\$ 28,616.00

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

Net increase in the 1000 Object expense category	\$ 1.00
Net increase in the 2000 Object expense category	\$ 320.00
Net increase in the 4000 Object expense category	\$ 4,700.00
Net decrease in the 5000 Object expense category	\$ 4,021.00
Net decrease in the 7000 Object expense category	\$ 1,000.00

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

Net increase in the 2000 Object expense category	\$ 5,693.00
Net decrease in the 3000 Object expense category	\$ 4,230.00
Net increase in the 4000 Object expense category	\$ 862.00
Net decrease in the 5000 Object expense category	\$ 2,325.00

9) That the following budget increases in the Child Development Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$ 16,147.00
Net increase in the 3000 (Benefits) Object expense category	\$ 897.00
Net increase in the 5000 (Other/Services) Object expense category	\$ 1,000.00
Net increase in the 7000 (Other Outgo) Object expense category	\$ <u>31,956.00</u>
Total increase in revenue and matching expenses, to reflect funds received for FY 2012-2013:	\$ 50,000.00

10) That the following budget increases in the Capital Outlay Fund 01 be approved:

Net increase in the 4000 (Supplies) Object expense category	\$ 16,466.00
Net increase in the 5000 (Other/Services) Object expense category	\$ <u>803.00</u>
Total increase in funds carried forward from FY 2011-2012 to FY 2012-2013:	\$ 17,269.00

11) That the following budget adjustments in the Capital Outlay Fund 14 be approved:

Net decrease in the 5000 (Other/Services) Object expense category	\$ 2,252.00
Net increase in the 6000 (Capital Outlay) Object expense category	\$ 2,252.00

B. Management Personnel:

12) That the Governing Board approve the following items:

- a) Employment of Shawn Anderson, Executive Assistant to the Superintendent/President and the Governing Board, Office of the President, 40 hours per week, 12 months per year effective January 24, 2013.
- b) Resignation for the purpose of retirement of Natalie Rodda, Program Coordinator, Fire Academy, 40 hours per week, 12 months per year, effective at the end of the day June 28, 2013.

C. Faculty Personnel:

13) That the Governing Board approve the following items:

- a) Grant Course Specific Equivalency to Marcus Evans to teach AUTO 100: Introduction

- to Automotive Technology effective Spring 2012.
- b) Grant Course Specific Equivalency to Brian Schlining to teach CSIS 10A: Beginning Programming, and CSIS 10B: Advanced Programming effective Spring 2013.
- c) Grant Equivalency to Minimum Qualifications to Kari Galer to teach Child Development, effective Spring 2013.
- d) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2013.

D. Classified Personnel:

14) That the Governing Board approve the following items:

- a) Employment of Alyssa Huerta, Matriculation Services Specialist, Senior, Student Services, 40 hours per week, 12 months per year, effective January 24, 2013.
- b) Employment of Linda Kloth, Instructional Specialist, Reading Center, 18 hours per week, 8.5 months per year, effective January 24, 2013.
- c) Resignation of Jamie Malos, Instructional Specialist, English & Study Skills Center, 18 hours per week, 7 months & 19 days per year, effective at the end of the day, January 2, 2013.

E. Short Term and Substitute Personnel:

15) 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

New Business Items No. 5.L. and 5.M. were moved up on the Agenda. Mr. Steve Ma introduced Bill Rauch and Jennifer Lightfoot (auditors) and acknowledged MPC Controller, Rosemary Barrios, for her work compiling data for the auditors. See report under New Business Items No. 5.L. and 5.M., page 13.

A. BE IT RESOLVED, that the 2012-2013 Monthly Financial Reports for the period ending December 31, 2012, prior to year-end closing be accepted.

Motion Cervantes / Second Johnson / Carried

2012-2013/74

Mr. Ma reported that MPC received a deferral payment of nearly \$1.8 million and property taxes of \$7.9 million. The general fund's cash balance is about \$9.7 million, which will be spent down until we receive property tax payments in April. / He received a memo from the Chancellor's Office alerting all districts that there will be another deferral within the year because of shortfalls in redevelopment payments. Our shortfall will be \$2 million. He was assured that the state will pay us back this year. He and Ms. Barrios put in an application for a mid-year TRAN (Tax and Revenue Anticipation Notes), but he doesn't think we'll need to participate in that TRAN because we have other internal funds from which we can borrow. / Elements of the Governor's proposed 2013-2014 budget that are significant to community colleges: 1) \$197 million has been allocated to community colleges for an increase in apportionment funding. [The Board of Governors will be able to decide whether they will replace or restore FTES money or put some back into COLAs (Cost of Living Adjustments).] 2) The Governor is passionate about paying down deferrals. 3) Roughly \$17 million has been allocated for enhanced online education. 4) There is a \$300 million shift of responsibility for adult education from K-12 to community colleges. 5) The Governor is calling for a five year phase-in of funding apportionment on completion rather than census taking. / Trustee Johnson inquired as to whether or not MPC had ever participated in a TRAN. Mr. Ma responded in the affirmative, indicating that it was around eight or nine years ago. Trustee Steck inquired as to whether the Governor's proposal referred to course completion or program completion. Dr. Ryan noted that the accountability report that she and Dean Gilmartin had previously reported on seems to be shifting from course completion rates to program completion.

- B. BE IT RESOLVED, that the 2013-2014 nonresident tuition rate for the District be established in accordance with ECS 76140 at \$184 per semester unit.

Motion Steck / Second Johnson / Carried

2012-2013/75

Dr. Tribley noted that this rate is the statewide average. Trustee Johnson asked if a lower rate would bring in more students. Dr. Tribley responded that although it's not a given, MPC could potentially attract more students with a lower rate. However, he doesn't believe MPC has complete flexibility in choosing the rate. Mr. Ma reported that the data indicates that MPC's rate is in line with other local community colleges, including Hartnell (which is also using the statewide average). Chair Brown remarked on the high quality of education MPC provides. Mr. Anderson confirmed Trustee Johnson's statement that members of the military and their dependents are categorized as residents.

- C. BE IT RESOLVED, that the Governing Board approve the contract with Keygent LLC as the Disclosure Dissemination Agent for MPC's general obligation bonds.

Motion Steck / Second Cervantes / Carried

2012-2013/76

Mr. Ma reported that MPC has contracted with Keygent to do an annual disclosure since the disclosure provided for free from our underwriter was less than complete.

- D. BE IT RESOLVED, that the Governing Board approve the contract with Keygent Advisors as the Structuring and Pricing Consultant on the proposed 2013 bond refunding.

Motion Steck / Second Cervantes / Carried

2012-2013/77

Mr. Ma noted that MPC is not hiring Keygent as a full financial advisor due to the prohibitive cost and the fact that some of the work has already been done by our underwriter. He has limited Keygent's role to the specific areas defined in the board write-up.

- E. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Child Development Center Shade Structure Project, DSA Application No. 01-112797, File No. 27-C1.

Motion Johnson / Second Cervantes / Carried

2012-2013/78

Dr. Tribley acknowledged the Foundation's help in support of this project.

- F. BE IT RESOLVED, that the Governing Board approve the awarding of the Lighting Equipment for the newly renovated Theater Building to Entertainment Lighting Services in the amount of \$ 150,136.92.

Motion Steck / Second Cervantes / Carried

2012-2013/79

Dr. Tribley noted that Entertainment Lighting Services presented the low bid.

- G. BE IT RESOLVED, that the Governing Board approve the appointment of Dr. Walter Tribley (Superintendent/President) as the District's alternate representative to the Bay Area Community College District's Pool-JPA for Property and Liability, for Monterey Peninsula College.

Motion Cervantes / Second Steck / Carried

2012-2013/80

- H. BE IT RESOLVED, that the Governing Board approve Dr. Walter Tribley, Superintendent/President, and Mr. Stephen Ma, Vice President for Administrative Services, to be authorized signatories for all expenditure warrants, contracts, and other official documents on behalf of Monterey Peninsula Community College District, as requested by the Monterey County Office of Education.

Motion Johnson / Second Cervantes / Carried

2012-2013/81

- I. BE IT RESOLVED, that the Governing Board approve Dr. Walter Tribley, Superintendent/President, Stephen Ma, Vice President for Administrative Services, and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank (formerly Santa Barbara Bank and Trust), as requested by the Monterey County Office of Education.

Motion Steck/ Second Johnson / Carried

2012-2013/82

- J. BE IT RESOLVED, that the following courses be approved:

- ANTH 15, Introduction to Language and Culture
- PERS 10, Orientation to College
- PSYC 10, Introduction to Research Methods in Psychology
- THEA 15D, Contemporary Acting Techniques
- THEA 18C, Advanced Directing
- THEA 40A, Main Stage Production – Comedy
- THEA 40B, Main Stage Production – Dramatic
- THEA 40C, Main Stage Production – Classical
- THEA 40D, Main Stage Production – Original Experimental

Motion Cervantes / Second Steck / Carried

2012-2013/83

- K. BE IT RESOLVED, that the Governing Board approve the Institutional Midterm Report for submission to the Accrediting Commission for Community and Junior Colleges (ACCJC).

Motion Steck / Second Cervantes / Carried

2012-2013/84

Dr. Pinet noted that there are four main parts to the Midterm Report: 1) a statement on report preparation, 2) the response to the four recommendations we received from ACCJC, 3) self-identified planning agendas, and 4) changes that are in progress, pending, or planned, such as our response to ACCJC about Title V funds and SB 1440 transfer degrees. Recommendations: the first three of four recommendations MPC received were regarding SLOs. The fourth recommendation was regarding Distance Education. The Midterm Report includes a link to the response MPC submitted regarding the recommendations, a summary of MPC's response, and the progress MPC has made so far. She cited Program Reflections as an example of one of the improvements made by MPC in support of student learning. Self-Identified Planning Agendas: training faculty to use the CurricUNET System, completing the general education SLOs, and informing the college community of board policy revisions were cited as examples of MPC's self-identified planning agendas. Substantive Change: MPC received a letter from the ACCJC about Title IV Funds and ensuring that we have a system in place to repay financial aid. The auditor has determined that our system is working well. MPC is creating new Transfer Model Curriculum (TMC) programs where 50% or more of courses are offered through distance or electronic delivery. MPC continues to develop SB 1440 degrees for transfer. / Chair Brown remarked that he read the Midterm Report and thought it was very good.

- L. BE IT RESOLVED, that the Governing Board receive the District’s annual Financial Audit Report for the fiscal year ended June 30, 2012.

Mr. Bill Rauch reviewed the summary of audit results. The Financial Statement and Federal Awards each received an unqualified opinion—the highest level of assurance auditors can give. There were no Financial Statement findings to be reported. Student Financial Aid, The Marine Advanced Technology Education Center (MATE), the MATE ROV Competitions: Providing Pathways to the Ocean STEM Workforce, and the Monterey Bay Advanced Networking Education Consortium also were audited. There were two Federal findings they had to report for those programs. Although they’re labeled in the report as significant, the findings can be fixed. There also were findings in regards to State Awards. He noted that it was a good report and that the majority of the prior findings were implemented, which shows him that management takes the findings seriously and takes corrective action.

Motion Steck / Second Johnson / Carried

2012-2013/85

- M. BE IT RESOLVED, that the Governing Board receive the District’s Measure I General Obligation Bonds Performance Audit and Independent Auditors’ reports for the fiscal year ended June 30, 2012.

Mr. Bill Rauch reported that MPC received an unqualified opinion. MPC has approximately \$42-43 million in assets. The district spent about \$15.3 million in bond expenditures and construction. As of June 30, 2012, the fund balance is approximately \$41 million. There are no financial statement findings or compliance-related findings to report. The audit results indicate that MPC is spending the bond funds according to what the voters approved and that all of the districts policies and procedures were being followed, without exception. He thanked the management at MPC, especially the Fiscal Services Department, for their help. Trustee Johnson and Chair Brown congratulated the Oversight Committee.

Motion Steck / Second Johnson / Carried

2012-2013/86

- N. BE IT RESOLVED, that the Governing Board adopt the following resolution designating the payment of employee CalPERS contributions for only those management, confidential, supervisory personnel and classified employees who do not meet the CalPERS definition of “new members” effective January 1, 2013.

Dr. Tribley reported that this is known as the California Employees Pension Reform Act of 2012 and is part of Assembly Bill 340 that was signed into law in September. He introduced Associate Dean of Human Resources, Ms. Barbara Lee, to explain it in more detail. Ms. Lee explained that although MPC has a longstanding practice of paying the employee contribution to PERS, we have no choice but to comply with this act because it is law. She reported that PERS will make the determination as to whether or not employees are new or “classic” members. Mr. Ma asked if MPC would need to create a new salary schedule for these types of employees. Ms. Lee explained that there could be a different salary schedule, but that it would have to be negotiated. Mr. Loran Walsh pointed out that the new confidential employee is down 8% compared to everyone else and that this has to be ratified by the membership. He remarked that although CSEA is not happy about it, this was part of their negotiation with the Governor to get Proposition 30 passed. Dr. Tribley agreed that this would have an impact in the future but noted that the resolution before the Board is to ensure that MPC is in compliance with the law. Mr. Walsh indicated that the negotiation team could be directed to negotiate the salary schedule change.

Motion Steck / Second Johnson / Carried

2012-2013/87

Chair Brown noted that there were four “ayes,” no “noes” or “abstentions,” and two “absences.”

- O. BE IT RESOLVED that the Governing Board nominates _____ Loren Steck _____ to be a candidate for the California Community College Trustees Board.

Motion Johnson / Second Cervantes / Carried

2012-2013/88

- P. Monterey Peninsula College Governing Board Goals for 2013.

Dr. Tribley noted that this item is for information only. Chair Brown indicated that the Board will vote on their goals next month.

- Q. INFORMATION: Calendar of Events.

Chair Brown noted Spring Flex Days are January 30th and 31st. / Mr. Anderson announced that MPC’s 22nd annual community play—presented by the African American Theater Arts Group—would be held at Seaside’s Oldemeyer Center on March 9, 2013 at 7:00pm. Admission is free.

6. ADVANCE PLANNING

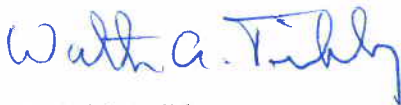
Chair Brown announced next two Board meetings.

- A. Regular Board Meeting Wednesday, February 27, 2013, at PSTC, Seaside:
- Closed Session, 1:30pm, Classroom _____, Public Safety Training Center
 - Regular Meeting, 3:00pm, Classroom _____, Public Safety Training Center
- B. Regular Board Meeting Wednesday, March 27, 2013, at MPC:
- Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
 - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
- C. Future Topics – None.

7. ADJOURNMENT – Chair Brown adjourned the meeting at 6:02pm.

8. CLOSED SESSION – not required.

Respectfully Submitted,



Dr. Walter Tribley
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.

Posted February 28, 2013