

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. A

Fiscal Services
College Area

Proposal:

That the Governing Board review and discuss the 2012-2013 Monthly Financial Reports for the period ending March 31, 2013, prior to year-end closing.

Background:

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

Budgetary Implications:

None.

☒ **RESOLUTION: BE IT RESOLVED**, that the 2012-2013 Monthly Financial Reports for the period ending March 31, 2013, prior to year-end closing be accepted.

Recommended By:



Stephen Ma, Vice President for Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula College
Fiscal Year 2012-13
Financial and Budgetary Report
March 31, 2013

Enclosed please find attached the financial reports for the month ending March 31, 2013 for your review and approval. The financial report is an internal management report submitted to the Board of Trustees to compare actual financial activities to the approved budgets.

Operating Fund net revenue through March 31, 2013 is \$25,907,211 which is 57.7% of the operating budget for this fiscal year. Expenditures year-to-date total \$30,369,360 which is 67.7% of the operating budget for this fiscal year, for a net difference of \$4,462,149.

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

Revenues

- The March apportionment payment was received this month for \$303,254.
- 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.
- Property Taxes received this month of \$619,523.
- Other local revenue received this month include: student fees and charges.

Expenditures

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

Self Insurance Fund

- Self Insurance actual expenditures are at 76.8% of what has been budgeted for this fiscal year. We will continue to track this fund closely each month.

Parking Fund

- Parking Revenue is at 141.5% of budget.

Fiduciary Funds

- All Fiduciary Funds are tracking close to budget.

Cash Balance:

The total cash balance for all funds is \$38,783,946 including bond cash of \$27,525,616 and \$11,258,330 for all other funds. Operating funds cash is \$2,328,527. Cash balance in the General Fund is at \$1.3M for the month ending March 31, 2013. We anticipate a large influx of cash in April due to the second installment of property taxes.

Other:

The Chancellor's Office recently advised districts that 2012-13 apportionment release schedule would be severely compromised because of redevelopment agency tax revenue shortfall. The projected statewide shortfall is estimated at \$327M of which MPC's portion is approximately \$2M. The education trailer bill language assures the community college system will be held harmless from this shortfall in 2012-13, but funding will be deferred until very late into the fiscal year. The Chancellor's Office has advised all districts to be very conservative in managing cash flow for the balance of the year. The revised P1 report issued in early March shows a deficit coefficient of 0.935103 or a revenue shortfall of \$2,274,519. The final revenue shortfall is expected to shrink to approximately \$300,000 subject to Chancellor's Office verification.

Monterey Peninsula Community College

Monthly Financial Report

March 31, 2013

Summary of All Funds

Funds	Beginning Fund Balance	Revised Budgets 2012 - 2013		Ending Fund Balance	Year to Date Actual 2012 - 2013			% Actual to Budget		Cash Balance
	07/01/12	Revenue	Expense	6/30/2013	Revenue	Expense	Encumbrances	Rev	Exp	3/31/13
General - Unrestricted	\$3,814,300	\$38,143,002	\$38,143,002	\$3,814,300	\$21,300,230	\$26,139,693	2,299,003	55.8%	74.6%	\$1,304,186
General - Restricted	0	5,325,606	5,325,606	0	3,244,327	3,410,024	163,065	60.9%	67.1%	0
Child Dev - Unrestricted	0	397,970	397,970	0	278,738	266,642	0	70.0%	67.0%	47,669
Child Dev - Restricted	0	226,805	226,805	0	188,131	155,769	14,609	82.9%	75.1%	0
Student Center	214,409	265,200	265,200	214,409	171,531	99,130	26,497	64.7%	47.4%	487,063
Parking	92,179	512,000	481,028	123,151	724,254	298,102	6,891	141.5%	63.4%	489,609
Subtotal Operating Funds	\$4,120,888	\$44,870,583	\$44,839,611	\$4,151,860	\$25,907,211	\$30,369,360	\$2,510,065	57.7%	67.7%	\$2,328,527
Self Insurance	8,736,186	6,632,229	8,050,809	7,317,606	3,747,532	6,177,406	4,226	56.5%	76.8%	6,802,997
Capital Project	980,493	774,331	1,672,080	82,744	263,037	614,757	121,127	34.0%	44.0%	1,176,849
Building	54,046,985	200,000	31,021,614	23,225,371	0	11,585,755	6,268,513	0.0%	57.6%	27,525,616
Debt Service	52,285	275,324	275,324	52,285	275,739	206,493	68,831	100.2%	75.0%	121,591
Revenue Bond	20,905	18,525	18,525	20,905	18,553	18,525	0	100.2%	100.0%	21,720
Associated Student	50,475	90,274	90,274	50,475	87,106	44,837	0	96.5%	49.7%	125,770
Financial Aid	12,881	5,500,000	5,500,000	12,881	3,896,860	3,896,860	0	70.9%	70.9%	88,965
Scholarship & Loans	272,948	2,500,000	2,500,000	272,948	1,857,603	1,710,385	0	74.3%	68.4%	258,552
Trust Funds	293,917	600,000	600,000	293,917	602,455	230,028	0	100.4%	38.3%	288,387
Orr Estate	61,262	50,000	50,000	61,262	10,845	22,094	0	21.7%	44.2%	44,972
Total all Funds	\$68,649,225	\$61,511,266	\$94,618,237	\$35,542,254	\$36,666,941	\$54,876,500	\$8,972,762	59.6%	58.0%	\$38,783,946

*** BOARD REPORT ***

GENERAL FUND (Unrestricted)

Fund 01

Monterey Peninsula College

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE		BALANCE	
REVENUES							
8100 FEDERAL	3,310	10,700	0	3,041		7,659	28.4%
8600 STATE	12,931,258	20,130,023	315,388	6,835,887		13,294,136	34.0%
8800 COUNTY / LOCAL	17,116,493	15,947,048	1,232,030	12,563,722		3,383,326	78.8%
8900 INTERFUND TRANSFER IN	2,409,887	2,055,231	0	1,897,580		157,651	N/A
TOTAL REVENUE :	<u>\$32,460,947</u>	<u>\$38,143,002</u>	<u>\$1,547,418</u>	<u>\$21,300,230</u>		<u>\$16,685,121</u>	<u>55.8%</u>
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES		UNENCUMBERED BALANCE	PERCENT
CERTIFICATED SALARIES							
1100 TEACHER SALARIES	5,933,452	6,024,498	549,712	4,404,926		1,619,572	73.1%
1200 NON TEACHER SALARIES	2,771,752	2,703,052	227,709	1,943,344		759,708	71.9%
1300 HOURLY TEACHER	5,193,991	5,049,536	560,709	3,997,571		1,051,965	79.2%
1400 OTHER HOURLY SALARIES	190,805	266,611	26,985	220,284		46,327	82.6%
TOTAL CERTIFICATED :	<u>\$14,090,000</u>	<u>\$14,043,696</u>	<u>\$1,365,114</u>	<u>\$10,566,124</u>		<u>\$3,477,572</u>	<u>75.2%</u>
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	5,727,428	5,891,431	483,210	4,373,862		1,517,569	74.2%
2200 INSTRUCTIONAL AIDES	726,424	802,222	70,510	586,803		215,419	73.1%
2300 HOURLY NON INSTRUCTIONAL	414,719	320,133	47,498	343,024		(22,892)	107.2%
2400 HOURLY INSTRUCTIONAL	614,207	646,262	54,737	439,311		206,952	68.0%
	<u>\$7,482,777</u>	<u>\$7,660,048</u>	<u>\$655,955</u>	<u>\$5,743,001</u>		<u>\$1,917,048</u>	<u>75.0%</u>

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

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GENERAL FUND (Unrestricted) continued

Fund 01

Monterey Peninsula College

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	PERCENT
3XXX TOTAL FRINGE BENEFITS :	<u>\$4,633,248</u>	<u>\$4,507,082</u>	<u>\$387,968</u>	<u>\$3,140,688</u>	<u>\$182,057</u>	<u>\$1,184,337</u>	73.7%
<u>SUPPLIES & OTHER</u>							
4300 INSTRUCTIONAL SUPPLIES	203,924	224,215	5,799	125,200	18,615	80,400	64.1%
4500 OTHER SUPPLIES	395,590	377,854	22,083	326,876	93,285	(42,307)	111.2%
4700 FOOD	<u>3,682</u>	<u>5,560</u>	<u>0</u>	<u>1,778</u>	<u>0</u>	<u>3,782</u>	32.0%
TOTAL SUPPLIES & OTHER :	<u>\$603,196</u>	<u>\$607,629</u>	<u>\$27,882</u>	<u>\$453,854</u>	<u>\$111,900</u>	<u>\$41,875</u>	93.1%
<u>OTHER</u>							
5100 CONTRACTED SERVICES	1,215,925	2,071,185	16,370	571,209	1,259,951	240,025	88.4%
5200 TRAVEL	123,823	138,705	16,437	92,067	5,000	41,638	70.0%
5300 DUES AND SUBSCRIPTIONS	114,973	168,377	300	165,320	0	3,057	98.2%
5400 INSURANCE	359,152	351,099	719	396,811	0	(45,712)	113.0%
5500 UTILITIES & HOUSEKEEPING	1,083,794	1,217,328	128,862	845,467	540,296	(168,435)	113.8%
5600 RENTS & LEASES	516,160	633,807	25,530	479,073	80,744	73,990	88.3%
5700 LEGAL AND AUDIT	115,709	117,400	0	47,117	34,353	35,930	69.4%
5800 OTHER SERVICES	<u>325,533</u>	<u>413,838</u>	<u>3,671</u>	<u>294,930</u>	<u>78,200</u>	<u>40,708</u>	90.2%
TOTAL OTHER :	<u>\$3,855,071</u>	<u>\$5,111,739</u>	<u>\$191,888</u>	<u>\$2,891,995</u>	<u>\$1,998,543</u>	<u>\$221,201</u>	95.7%
<u>CAPITAL OUTLAY</u>							
6200 BUILDING IMPROVEMENT	22,596	24,127	634	16,015	3,689	4,424	81.7%
6300 CAPITAL BOOKS & SOFTWARE	137,530	101,350	0	98,206	1,469	1,675	98.3%
6400 EQUIPMENT	<u>113,032</u>	<u>45,402</u>	<u>4,573</u>	<u>41,605</u>	<u>1,346</u>	<u>2,452</u>	94.6%
TOTAL CAPITAL OUTLAY :	<u>\$273,158</u>	<u>\$170,879</u>	<u>\$5,207</u>	<u>\$155,825</u>	<u>\$6,503</u>	<u>\$8,551</u>	95.0%
<u>TRANSFERS</u>							
7300 INTERFUND TRANSFER OUT	6,416,031	6,041,929	50,000	3,188,205	0	2,853,724	52.8%
7600 OTHER PAYMENTS TO STUDENTS	0	0	0	0	0	0	N/A
TOTAL TRANSFERS :	<u>\$6,416,031</u>	<u>\$6,041,929</u>	<u>\$50,000</u>	<u>\$3,188,205</u>	<u>\$0</u>	<u>\$2,853,724</u>	52.8%
TOTAL EXPENSE & TRANSFERS :	<u>37,353,480</u>	<u>38,143,003</u>	<u>2,684,013</u>	<u>26,139,693</u>	<u>2,299,003</u>	<u>9,704,307</u>	74.6%
REVENUE OVER EXPENSE :	<u>(\$4,892,533)</u>	<u>(\$1)</u>	<u>(\$1,136,594)</u>	<u>(\$4,839,463)</u>	<u>(\$2,299,003)</u>	<u>\$6,980,814</u>	

*** BOARD REPORT ***

GENERAL FUND (Restricted)

Fund 01

Monterey Peninsula College

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE		BALANCE	Y-T-D ACTUAL TO BUDGET
REVENUES							
8100 FEDERAL	1,671,077	2,204,777	334,334	1,025,436	0	1,179,341	46.5%
8600 STATE	2,030,740	2,472,458	32,291	1,721,776	0	750,682	69.6%
8800 COUNTY / LOCAL	386,725	643,602	77,532	497,115	0	146,487	77.2%
8900 INTERFUND TRANSFER IN	0	66,676	0	0	0	66,676	0.0%
TOTAL REVENUE :	\$4,088,542	\$5,387,513	\$444,157	\$3,244,327	0	\$2,143,186	60.2%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES		UNENCUMBERED BALANCE	PERCENT
CERTIFICATED SALARIES							
1100 TEACHER SALARIES	45,587	8,385	762	6,098	0	2,287	72.7%
1200 NON TEACHER SALARIES	863,825	999,970	83,648	730,281	0	269,689	73.0%
1300 HOURLY TEACHER	50,218	62,521	5,701	34,643	0	27,878	55.4%
1400 OTHER HOURLY SALARIES	131,327	242,387	20,259	152,222	0	90,165	62.8%
TOTAL CERTIFICATED :	\$1,090,957	\$1,313,263	\$110,370	\$923,244	\$0	\$390,019	70.3%
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	488,557	580,453	48,256	425,833	0	154,620	73.4%
2300 HOURLY NON INSTRUCTIONAL	311,708	321,201	29,001	266,602	0	54,599	83.0%
2400 HOURLY INSTRUCTIONAL	123,520	171,150	16,353	122,105	0	49,045	71.3%
TOTAL CLASSIFIED :	\$923,785	\$1,072,804	\$93,610	\$814,540	\$0	\$258,264	75.9%

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

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					
		REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	PERCENT
3XXX TOTAL FRINGE BENEFITS :	<u>\$358,699</u>	<u>\$409,828</u>	<u>\$35,382</u>	<u>\$304,906</u>	<u>\$0</u>	<u>\$104,922</u>	74.4%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	12,850	137,072	236	13,532	1,352	122,188	10.9%
4500 OTHER SUPPLIES	29,054	74,498	2,406	26,975	5,540	41,983	43.6%
4700 FOOD	23,389	18,115	305	11,632	0	6,483	64.2%
TOTAL SUPPLIES & OTHER :	<u>\$65,293</u>	<u>\$229,685</u>	<u>\$2,947</u>	<u>\$52,139</u>	<u>\$6,892</u>	<u>\$170,654</u>	25.7%
OTHER							
5100 CONTRACTED SERVICES	418,930	614,929	20,766	322,901	139,816	152,212	75.2%
5200 TRAVEL	394,410	418,647	132,567	262,961	0	155,686	62.8%
5300 DUES AND SUBSCRIPTIONS	475	3,620	100	5,730	0	(2,110)	158.3%
5400 INSURANCE	43,639	45,522	0	45,339	0	183	99.6%
5500 UTILITIES & HOUSEKEEPING	242	500	11	95	155	250	50.0%
5600 RENTS & LEASES	7,311	31,751	0	31,991	2,550	(2,790)	108.8%
5800 OTHER SERVICES	170,616	202,918	22,572	103,070	10,071	89,777	55.8%
TOTAL OTHER :	<u>\$1,035,623</u>	<u>\$1,317,887</u>	<u>\$176,016</u>	<u>\$772,087</u>	<u>\$152,592</u>	<u>\$393,208</u>	70.2%
CAPITAL OUTLAY							
6300 CAPITAL BOOKS & SOFTWARE	0	0	0	0	0	0	0.0%
6400 EQUIPMENT	47,003	265,508	1,561	46,639	3,580	215,289	18.9%
TOTAL CAPITAL OUTLAY :	<u>\$47,003</u>	<u>\$265,508</u>	<u>\$1,561</u>	<u>\$46,639</u>	<u>\$3,580</u>	<u>\$215,289</u>	18.9%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	433,953	544,647	45,406	417,272	0	127,375	76.6%
7500 STUDENT FINANCIAL AID PYMT	11,405	20,560	0	8,491	0	12,069	41.3%
7600 OTHER PYMTS TO STUDENTS	30,153	213,329	4,637	70,707	0	142,622	33.1%
TOTAL TRANSFERS :	<u>\$475,511</u>	<u>\$778,536</u>	<u>\$50,043</u>	<u>\$496,470</u>	<u>\$0</u>	<u>\$282,066</u>	63.8%
TOTAL EXPENSE & TRANSFERS :	<u>3,996,871</u>	<u>5,387,511</u>	<u>469,929</u>	<u>3,410,025</u>	<u>163,064</u>	<u>1,814,422</u>	66.3%
REVENUE OVER EXPENSE :	<u>\$91,671</u>	<u>\$2</u>	<u>(\$25,772)</u>	<u>(\$165,698)</u>	<u>(\$163,064)</u>	<u>\$328,764</u>	

*** BOARD REPORT ***
 Child Development Fund
 Fund 04 Unrestricted
 Monterey Peninsula College
 March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUE								
8660 Cal Early Childhood Mentor Prog	0	0	0	0		0	0	0.0%
8800 LOCAL	60,354	61,848	4,369	47,760		0	14,088	77.2%
8900 OTHER	450,978	336,122	50,000	230,978		0	105,144	68.7%
TOTAL REVENUE:	511,332	397,970	54,369	278,738		0	\$119,232	70.0%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
CLASSIFIED SALARIES								
2100 NON INSTRUCTIONAL	102,431	70,385	4,990	55,641	0	14,744	79.1%	
2200 INSTRUCTIONAL AIDES	132,760	99,988	8,762	73,648	0	26,340	73.7%	
2300 NON INSTRUCTIONAL TEMP	593	9,785	0	4,189	0	5,596	0.0%	
2400 HOURLY INSTRUCTIONAL	55,299	58,692	3,289	34,988	0	23,704	59.6%	
TOTAL CLASSIFIED:	\$291,083	\$238,850	\$17,041	\$168,466	\$0	\$70,384	70.5%	
3XXX TOTAL FRINGE BENEFITS :	\$74,804	\$61,052	\$4,326	\$41,513	\$0	\$19,539	68.0%	
SUPPLIES & OTHER								
4300 INSTRUCTIONAL SUPPLIES	0	270	0	0	0	270	0.0%	
4500 OTHER SUPPLIES	0	2,009	0	36	0	1,973	1.8%	
TOTAL SUPPLIES & OTHER:	\$0	\$2,279	\$0	\$36	\$0	\$2,243	1.6%	
OTHER								
5600 RENTS. LEASES. AND REPAIRS	0	900	0	0	0	900	0.0%	
5600 OTHER SERV AND EXPENSES	0	1,000	0	0	0	1,000	0.0%	
TOTAL OTHER :	\$0	\$1,900	\$0	\$0	\$0	\$1,900	0.0%	
TRANSFERS								
7300 INTERFUND TRANSFER OUT	127,896	93,889	4,910	56,627	0	37,262	60.3%	
TOTAL TRANSFERS:	\$127,896	\$93,889	\$4,910	\$56,627	\$0	\$37,262	60.3%	
TOTAL EXPENSE & TRANSFER:	\$493,783	\$397,970	\$26,277	\$266,642	\$0	\$131,328	67.0%	
REVENUE OVER EXPENSE :	\$17,549	\$0	\$28,092	\$12,096	\$0	(\$12,096)		

*** BOARD REPORT ***
Child Development Fund
Fund 04 Restricted
Monterey Peninsula College
March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE		BALANCE DUE	
REVENUE							
8100 FEDERAL	62,117	19,675	0	45,061	0	(25,386)	229.0%
8690 STATE	122,656	157,130	11,599	93,070	0	64,060	59.2%
8800 LOCAL	0	50,000	0	50,000	0	0	100.0%
TOTAL REVENUE:	\$184,773	\$226,805	\$11,599	\$188,131	\$0	\$38,674	82.9%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	0	5,365	554	5,112	0	253	0.0%
2200 INSTRUCTIONAL AIDES	112,038	62,588	5,667	57,495	0	5,093	91.9%
2300 HOURLY NON INSTRUCTIONAL	0	0	1,004	1,506	0	(1,506)	0.0%
2400 HOURLY INSTRUCTIONAL	0	31,969	3,315	15,808	0	16,161	0.0%
TOTAL CLASSIFIED:	\$112,038	\$99,922	\$10,540	\$79,921	\$0	\$20,001	80.0%
3XXX TOTAL FRINGE BENEFITS :	\$33,816	\$26,169	\$2,527	\$20,221	\$0	\$5,948	77.3%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	0	0	0	0	0	0	0.0%
4500 OTHER SUPPLIES	2,483	1,087	508	1,042	4,658	(4,613)	95.9%
4700 FOOD	17,023	16,400	1,502	8,548	9,951	(2,099)	52.1%
TOTAL SUPPLIES & OTHER:	\$19,506	\$17,487	\$2,010	\$9,590	\$14,609	(\$6,712)	54.8%
OTHER							
5400 INSURANCE	0	299	0	0	0	299	0.0%
5600 RENTS & LEASES	0	0	0	0	0	0	0.0%
5800 OTHER SERVICES	0	1,000	0	0	0	1,000	0.0%
TOTAL OTHER :	\$0	\$1,299	\$0	\$0	\$0	\$1,299	0.0%
SITES AND SITE IMPROVEMENTS							
6100 SITE IMPROVEMENT	\$0	\$2,675	\$0	\$0	\$0	\$2,675	0.0%
TOTAL IMPROVEMENT:	\$0	\$2,675	\$0	\$0	\$0	\$2,675	0.0%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	63,300	47,297	5,754	46,036	0	1,261	97.3%
7500 STUDENT FINANCIAL AID PYM	0	31,956	0	0	0	31,956	0.0%
TOTAL TRANSFERS:	\$63,300	\$79,253	\$5,754	\$46,036	\$0	\$33,217	58.1%
TOTAL EXPENSE & TRANSFER:	\$228,660	\$226,805	\$20,831	\$155,768	\$14,609	\$56,428	75.1%
REVENUE OVER EXPENSE :	(\$43,887)	\$0	(\$9,232)	\$32,363	(\$14,609)	(\$17,754)	

*** BOARD REPORT ***

COLLEGE CENTER FUND

Fund 47

Monterey Peninsula College

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE		BALANCE DUE	Y-T-D ACTUAL TO BUDGET
REVENUE							
8800 COUNTY / LOCAL	153,759	265,200	33,841	170,735		94,465	64.4%
8860 INTEREST	1,101	0	442	797		(797)	N/A
TOTAL REVENUE :	\$154,860	\$265,200	\$34,283	\$171,531		\$93,669	64.7%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED							
2100 NON INSTRUCTIONAL	20,666	22,710	1,892	17,032	0	5,678	75.0%
2300 HOURLY NON INSTRUCTIONAL	484	0	0	0	0	0	N/A
TOTAL CLASSIFIED :	\$21,149	\$22,710	\$1,892	\$17,032	\$0	\$5,678	75.0%
3XXX TOTAL FRINGE BENEFITS :	\$6,355	\$6,851	\$571	\$5,138	\$0	\$1,713	75.0%
SUPPLIES & OTHER							
4500 OTHER SUPPLIES	(2,993)	1,150	0	(20)	220	950	17.4%
TOTAL SUPPLIES & OTHER :	(\$2,993)	\$1,150	\$0	(\$20)	\$220	\$950	17.4%
OTHER							
5100 CONTRACT SERVICES	0	0	0	0	0	0	0.0%
5200 TRAVEL	836	1,500	0	(67)	0	1,567	-4.5%
5300 MEMBERSHIP	0	75	0	75	0	0	100.0%
5400 INSURANCE	17,545	17,545	0	0	0	17,545	0.0%
5500 UTILITIES & HOUSEKEEPING	114,479	148,626	7,178	43,012	25,647	79,967	46.2%
5600 RENTS & LEASES	4,959	10,898	0	3,556	630	6,712	38.4%
5800 OTHER SERVICES	5,000	5,000	0	0	0	5,000	0.0%
TOTAL OTHER :	\$142,820	\$183,644	\$7,178	\$46,575	\$26,277	\$110,792	39.7%
CAPITAL OUTLAY							
6400 EQUIPMENT	3,875	3,000	0	1,640	0	1,360	54.7%
TOTAL CAPITAL OUTLAY :	\$3,875	\$3,000	\$0	\$1,640	\$0	\$1,360	54.7%
TRANSFERS							
7100 DEBT RETIREMENT	18,975	18,525	0	18,525	0	0	100.0%
7300 INTERFUND TRANSFER	11,784	29,320	0	10,240	0	19,080	34.9%
TOTAL TRANSFERS :	\$30,759	\$47,845	\$0	\$28,765	\$0	\$19,080	60.1%
TOTAL EXPENSE & TRANSFERS :	\$201,964	\$265,200	\$9,641	\$99,130	\$26,497	\$139,573	47.4%
REVENUE OVER EXPENSE :	(\$47,104)	(\$0)	\$24,642	\$72,401	(\$26,497)	(\$45,904)	

*** BOARD REPORT ***
 Parking Fund
 Fund 39
 Monterey Peninsula College
 March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE		BALANCE	Y-T-D ACTUAL TO BUDGET
REVENUE							
8800 COUNTY / LOCAL	605,072	512,000	94,930	724,254	0	(212,254)	141.5%
TOTAL REVENUE:	\$605,072	\$512,000	\$94,930	\$724,254	\$0	(\$212,254)	141.5%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	145,867	149,919	12,665	112,924	0	36,995	75.3%
2300 HOURLY NON INSTRUCTIONAL	7,550	60,744	4,616	44,860	0	15,884	73.9%
TOTAL CLASSIFIED :	\$153,418	\$210,663	\$17,281	\$157,784	\$0	\$52,879	74.9%
3XXX TOTAL FRINGE BENEFITS :	\$44,355	\$61,057	\$4,766	\$42,421	\$0	\$18,636	69.5%
SUPPLIES & OTHER							
4500 OTHER SUPPLIES :	\$7,438	11,600	58	6,146	3,224	2,230	53.0%
TOTAL SUPPLIES & OTHER:	\$7,438	\$11,600	\$58	\$6,146	\$3,224	\$2,230	53.0%
OTHER							
5100 CONTRACTS	0	0	0	0	0	0	0.0%
5200 TRAVEL & CONFERENCE	0	1,100	0	400	0	700	0.0%
5500 UTILITIES & HOUSEKEEPING	1,189	5,000	103	1,627	440	2,933	0.0%
5600 RENTS & LEASES	7,717	57,784	0	3,067	2,478	52,239	5.3%
TOTAL OTHER:	\$8,906	\$63,884	\$103	\$5,094	\$2,918	\$55,872	8.0%
CAPITAL OUTLAY							
6400 EQUIPMENT	33,031	25,000	0	16,064	750	8,186	64.3%
TOTAL CAPITAL OUTLAY:	\$33,031	\$25,000	\$0	\$16,064	\$750	\$8,186	64.3%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	86,416	108,824	7,844	70,593	0	38,231	64.9%
TOTAL TRANSFERS:	\$86,416	\$108,824	\$7,844	\$70,593	\$0	\$38,231	64.9%
TOTAL EXPENSE & TRANSFER:	\$333,564	\$481,028	\$30,052	\$298,102	\$6,892	\$176,034	63.4%
REVENUE OVER EXPENSE :	\$271,508	\$30,972	\$64,878	\$426,152	(\$6,892)	(\$388,288)	

*** BOARD REPORT ***

**Self Insurance Fund
Fund 35
Monterey Peninsula College**

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES		UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
REVENUE							
8800 COUNTY / LOCAL	453,314	476,317	74,487	464,860		11,457	97.6%
8860 INTEREST	48,980	0	7,131	0		0	N/A
8900 INTERFUND TRANSFER IN	6,364,749	6,155,912	63,914	3,282,672		2,873,240	53.3%
TOTAL REVENUE :	\$6,867,044	\$6,632,229	\$145,532	\$3,747,532		\$2,884,697	56.5%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
3XXX TOTAL FRINGE BENEFITS	\$5,881,225	\$6,571,069	\$556,369	\$4,727,839	\$0	\$1,843,230	71.9%
4500 NON-INSTRUCTIONAL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	N/A
OTHER							
5100 CONTRACTED SERVICES	122,914	0	4,673	30,987	4,226	(35,213)	N/A
5800 OTHER SERVICES	0	0	0	0	0	0	N/A
TOTAL OTHER :	\$122,914	\$0	\$4,673	\$30,987	\$4,226	(\$35,213)	N/A
INTERFUND TRANSFER OUT							
7300 TRANSFER OUT	1,896,564	1,479,740	0	1,418,580	0	61,160	N/A
TOTAL EXPENSE :	\$7,900,702	\$8,050,809	\$561,042	\$6,177,406	\$4,226	\$1,869,177	76.8%
REVENUE OVER EXPENSE :	(\$1,033,659)	(\$1,418,580)	(\$415,510)	(\$2,429,875)	(\$4,226)	\$1,015,521	

*** BOARD REPORT ***

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

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES		UNENCUMBERED BALANCE	
REVENUES							
8600 STATE	30	720,693	0	11,240		709,453	N/A
8800 COUNTY / LOCAL	203,019	53,638	8,874	251,797		(198,159)	N/A
8900 INTERFUND TRANSFER IN	224,874	0	0	0		0	N/A
TOTAL REVENUE :	\$427,923	\$774,331	8,874	263,037		\$511,294	34.0%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2300 HOURLY NON INSTRUCTION	0	0	106	106	0	(106)	N/A
TOTAL OTHER :	\$0	\$0	\$106	\$106	\$0	(\$106)	0.0%
3XXX TOTAL FRINGE BENEFITS :	\$0	\$0	\$12	\$12	\$0	(\$12)	0.0%
SUPPLIES							
4300 INSTRUCTIONAL SUPPLIES	8,371	11,269	0	0	0	11,269	0.0%
4500 NON-INSTRUCTIONAL SUPPLIE	37,036	16,907	319	11,274	0	5,633	66.7%
TOTAL OTHER :	\$45,406	\$28,176	\$319	\$11,274	\$0	\$16,902	0.0%
OTHER							
5100 CONTRACTED SERVICES	600	92,198	14,250	14,250	14,745	63,203	15.5%
5300 DUES AND MEMBERSHIPS	1,250	0	0	0	0	0	N/A
5400 INSURANCE	51,205	0	0	0	0	0	N/A
5600 RENTS, LEASES, REPAIRS	58,354	17,470	585	23,679	5,292	(11,502)	135.5%
5700 LEGAL,ELECTION, AND AUDIT	0	6,327	0	0	0	6,327	0.0%
5800 OTHER SERVICES AND EXPEN	0	0	0	0	0	0	0.0%
TOTAL OTHER :	\$111,409	\$115,994	\$14,835	\$37,929	\$20,037	\$58,028	50.0%
CAPITAL OUTLAY							
6100 SITES	0	57,691	0	25,648	0	32,043	44.5%
6200 BUILDING IMPROVEMENTS	0	709,424	0	0	0	709,424	0.0%
6400 EQUIPMENT	39,948	124,144	0	60,788	101,090	(37,735)	49.0%
TOTAL CAPITAL OUTLAY :	\$39,948	\$891,259	\$0	\$86,436	\$101,090	\$703,733	21.0%
INTERFUND TRANSFER OUT							
7300 TRANSFER OUT	513,323	636,651	0	479,000	0	157,651	N/A
TOTAL EXPENSE :	\$710,086	\$1,672,080	\$15,272	\$614,757	\$121,127	\$778,663	44.0%
REVENUE OVER EXPENSE :	\$282,163	\$897,749	(\$6,398)	(\$351,720)	\$121,127	\$936,196	

BUILDING

**Building Fund
Fund 48
Monterey Peninsula College**

March 31, 2013

BOND PROJECTS	REVISED PROJECT BUDGET	PURCHASE ORDER	2012-2013 PAYMENTS	2012-13 BUDGET BALANCE BUDGET-PO'S-PYMT
		OUTSTANDING		
1. Arts Complex	\$0	112,000	104,887	-\$216,887
2. College Center Building	\$0	135,150	366,305	-\$501,455
3. Furniture & Equipment	\$567,463	348,376	290,207	-\$71,120
4. Humanities, Bus Hum - Student Services Buildi	\$2,569,000	2,802,814	416,278	-\$650,092
5. Infrastructure 3 / Miscellaneous	\$1,026,163	46,833	349,677	\$629,653
6. Life Science & Physical Science	\$5,438,815	2,295,096	2,297,462	\$846,257
7. Marina Education Center	\$3,713,511	0	0	\$3,713,511
8. Music Building	\$0	0	22,500	-\$22,500
9. PE Phase II - Gym/Locker Room	\$1,666,132	132,907	2,161,297	-\$628,072
10. Physical Science Building	\$9,705,029	0	0	\$9,705,029
11. Pool/ Tennis Courts	\$381,100	16,115	19,243	\$345,742
12. PSTC Parker Flats	\$0	13,949	1,026	-\$14,975
13. Student Services Building	\$219,194	0	0	\$219,194
14. Swing Space	\$0	44,173	399,985	-\$444,158
15. Theater Building	\$5,735,207	198,759	4,956,489	\$579,959
16. General Institutional Bond Management	\$0	122,341	200,399	-\$322,740
Total Bond Projects:	\$31,021,614	\$6,268,513	\$11,585,755	\$13,885,688
Initial Bond Funds Received 6/30/03	\$40,000,000			
County office interest Received from inception	\$5,774,241			
LAIF interest from inception	\$1,514,006			
Bond Refinancing 05-06	\$4,240,051			
Bond Funds Received 1/24/08	\$104,999,300			
Lehman Brothers Investment loss	(\$1,878,835)			
Balance Used in 12-13	(\$11,585,755)			
Balance Used in 11-12	(\$16,955,602)			
Balance Used in 10-11	(\$16,422,183)			
Balance Used in 09-10	(\$13,542,031)			
Balance Used in 08-09	(\$16,415,556)			
Balance Used in 07-08	(\$19,317,846)			
Balance Used in 06-07	(\$20,713,267)			
Balance Used in 05-06	(\$7,641,016)			
Balance Used in 04-05	(\$2,815,134)			
Balance Used in 03-04	(\$2,626,246)			
Balance Used in 02-03	(\$625,834)			
Available Bond Funds	\$25,988,293			

*** BOARD REPORT ***

Other Debt Service Fund

Fund 29

Monterey Peninsula College

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES		UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
REVENUES							
8600 STATE	0	0	0	0		0	N/A
8860 LOCAL/COUNTY	26,401	0	218	415		(415)	N/A
8900 INTERFUND TRANSFER IN	<u>275,324</u>	<u>275,324</u>	<u>0</u>	<u>275,324</u>		<u>0</u>	100.2%
TOTAL REVENUE :	<u>\$301,725</u>	<u>\$275,324</u>	<u>\$218</u>	<u>\$275,739</u>		<u>(\$415)</u>	100.2%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
Transfers							
7200 LONG TERM DEBT	<u>275,324</u>	<u>275,324</u>	<u>0</u>	<u>206,493</u>	<u>68,831</u>	<u>0</u>	75.0%
TOTAL CAPITAL OUTLAY :	<u>\$275,324</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$206,493</u>	<u>\$68,831</u>	<u>\$0</u>	75.0%
TOTAL EXPENSE :	<u>\$275,324</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$206,493</u>	<u>\$68,831</u>	<u>\$0</u>	75.0%
REVENUE OVER EXPENSE :	<u>\$26,401</u>	<u>\$0</u>	<u>\$218</u>	<u>\$69,246</u>	<u>(\$68,831)</u>	<u>(\$415)</u>	

*** BOARD REPORT ***

College Revenue Bond Interest & Redemption

Fund 46

Monterey Peninsula College

March 31, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
REVENUES							
8800 LOCAL	19,002	18,525	6	18,525		0	100.0%
8860 INTEREST	<u>145</u>	<u>0</u>	<u>0</u>	<u>28</u>		<u>(28)</u>	N/A
TOTAL REVENUE :	<u>\$19,147</u>	<u>\$18,525</u>	<u>\$6</u>	<u>\$18,553</u>		<u>(\$28)</u>	100.1%
DEBT RETIREMENT							
7100 DEBT RETIREMENT	<u>18,975</u>	<u>18,525</u>	<u>1,650</u>	<u>18,525</u>	<u>0</u>	<u>0</u>	100.0%
TOTAL DEBT RETIREMENT :	<u>\$18,975</u>	<u>\$18,525</u>	<u>\$1,650</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$0</u>	100.0%
TOTAL EXPENSE :	<u>\$18,975</u>	<u>\$18,525</u>	<u>\$1,650</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$0</u>	100.0%
REVENUE OVER EXPENSE :	<u>\$172</u>	<u>\$0</u>	<u>(\$1,645)</u>	<u>\$28</u>	<u>\$0</u>	<u>(\$28)</u>	

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

Associated Student Fund

Monterey Peninsula College

March 31, 2013

OBJECT		2011-12				2012-13			
CLASSIFICATION		PRIOR YEAR	FORECAST	REVISED	CURRENT MTH	Y-T-D		BALANCE	
		ACTUAL	BUDGET	BUDGET	REVENUE	REVENUE		DUE	PERCENT
REVENUES									
8000	BEGINNING BALANCE	0	9,000	9,000	0	0		9,000	0.0%
8001	ASMPCC CARD SALES	65,323	50,000	50,000	14,701	60,153		-10,153	120.3%
8005	CAFETERIA/D & L VENDING	8,238	2,119	2,119	5,955	7,163		-5,044	338.0%
8006	INTEREST	144	155	155	0	125		30	80.6%
8010	MISCELLANEOUS	0	0	0	0	0		0	0.0%
8011	STUDENT REPRESENTATIVE FEES	7,357	11,000	11,000	2,920	11,995		-995	0.0%
8013	BOOKSTORE CONTRACT	5,000	5,000	5,000	0	0		5,000	0.0%
8014	PRIOR YEAR ADJUSTMENT	0	0	0	0	0		0	0.0%
8015	BUS PASS	13,757	13,000	13,000	1,800	7,670		5,330	0.0%
4999	OTHER INCOME	0	0	0	0	0		0	0.0%
TOTAL REVENUE:		\$99,819	\$90,274	\$90,274	25,376	87,106		\$3,168	96.5%
OBJECT		PRIOR YEAR	FORECAST	REVISED	CURRENT MTH	Y-T-D	ENCUMBERED	UNENCUMBERED	
CLASSIFICATION		ACTUAL	BUDGET	BUDGET	EXPENDITURES	EXPENDITURES	BALANCE	BALANCE	PERCENT
EXPENSES									
8011 A STUDENT REPRESENTATIVE FEE	CONFERENCE/WORKSHOPS	0	8,689.00	9,049.00	0.00	1,866			
8011 B SRF REP	STATEWIDE TRAVEL FUND	0	5,000.00	5,000.00	0.00	1,358			
#4000 ASMPCC COUNCIL									
	ASMPCC COMMUNITY OUTREACH FUND	500	500	500	0	0		500.00	0.0%
	ASMPCC GENERAL FUND	1,646	1,000	1,000	43	782		218	78.2%
	ASMPCC OFFICE SUPPLIES FUND	10,713	8,200	8,200	575	6,478		1,722	0.0%
	ASMPCC PROMOTIONS FUND	0	0	0	0	0		0	#DIV/0!
	ASMPCC STIPEND FUND	12,460	12,700	12,700	-240	4,180		8,520	32.9%
	ASMPCC STUDENT BENEFITS FUND	20,854	17,700	17,700	2,261	15,658		2,042	88.5%
#4007 STUDENT REP. COUNCIL									
	SRC STIPEND FUND	2,294	3,000	3,000	0	0		3,000	0.0%
#4104 INTER CLUB COUNCIL-ICC									
	***ICC CLUB ACTIVITY FUND	6,494	7,500	5,940	100	1,109			
	ICC COMMUNITY ACTIVITY FUND	5,454	6,500	10,395	402	3,321		7,074	0.0%
	ICC EQUIPMENT FUND	1,360	1,500	990	0	384		606	0.0%
	ICC CLUB EQUIPMENT FUND	587	2,400	1,980	0	0		1,980	0.0%
	ICC SEED MONEY	4,099	6,000	5,940	373	2,106		3,834	0.0%
	ICC START UP FUNDS (\$200.00)	-1,766	2,335	990	0	50		0	0.0%
#4010 ACTIVITIES COUNCIL									
	AC ACTIVITIES FUND	0	0	0	0	0			
	AC GENERAL FUND	5,472	5,000	5,000	725	6,344		1,344	126.9%
	AC PROMOTIONAL ITEM FUND	1,606	650	450	200	560		-110	124.4%
	AC STIPENDS	2,040	1,600	1,440	0	640		800	44.4%
6560 BANK SERVICES	BANK CHARGES	9	0	0	0	0			
TOTAL EXPENSES:		\$73,820	\$90,274	\$90,274	8,438	44,837		\$28,841	49.7%
REVENUE OVER EXPENSE:		\$26,000	\$0	\$0	\$20,937	\$13,943		\$25,673	
BEGINNING BALANCE WITH Y-T-D REVENUE						47,882			
INCOME TO DATE						87,106			
EXPENSE TO DATE						(44,837)			
EST. ENDING BALANCE						90,151			

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. B

Fiscal Services
College Area

Proposal:

That the Governing Board review and accept the attached Quarterly Financial Status Report (Form CCFS 311Q) for the quarter ending, March 31, 2013.

Background:

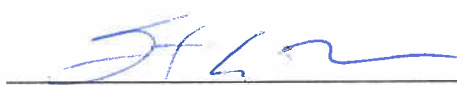
AB 2910, Chapter 1486, Statutes of 1986, requires that quarterly reports on the financial condition of each community college district be presented to local governing boards for review and acceptance. These reports must also be filed with the Chancellor's Office.

Budgetary Implications:


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

☒ **RESOLUTION: BE IT RESOLVED**, that the Quarterly Financial Status Report for the quarter Ending March 31, 2013 as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

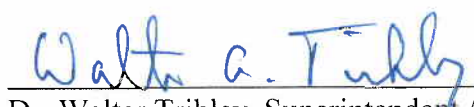
Recommended By: _____


Stephen Ma, Vice President for Administrative Services

Prepared By: _____


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Walter Tribble, Superintendent /President

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2012-2013

Quarter Ended: (Q3) Mar 31, 2013

District: (460) MONTEREY

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2009-10	Actual 2010-11	Actual 2011-12	Projected 2012-2013
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	39,518,284	40,111,566	36,462,611	36,087,771
A.2	Other Financing Sources (Object 8900)	0	50,000	2,909,887	2,055,231
A.3	Total Unrestricted Revenue (A.1 + A.2)	39,518,284	40,161,566	39,372,498	38,143,002
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	32,600,756	32,869,033	31,317,662	32,101,073
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	6,831,758	7,797,461	7,231,777	6,041,929
B.3	Total Unrestricted Expenditures (B.1 + B.2)	39,432,514	40,666,494	38,549,439	38,143,002
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	85,770	-504,928	823,059	0
D.	Fund Balance, Beginning	4,182,989	4,268,759	3,763,831	3,814,300
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	4,182,989	4,268,759	3,763,831	3,814,300
E.	Fund Balance, Ending (C. + D.2)	4,268,759	3,763,831	4,586,890	3,814,300
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.8%	9.3%	11.9%	10%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	7,890	7,681	6,804	7,093
-----	---	-------	-------	-------	-------

	Description	As of the specified quarter ended for each fiscal year			
		2009-10	2010-11	2011-12	2012-2013
H.1	Cash, excluding borrowed funds		2,968,285	3,040,091	1,304,186
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	3,588,698	2,968,285	3,040,091	1,304,186

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	36,087,771	36,087,771	19,402,650	53.8%
I.2	Other Financing Sources (Object 8900)	2,055,231	2,055,231	1,897,580	92.3%
I.3	Total Unrestricted Revenue (I.1 + I.2)	38,143,002	38,143,002	21,300,230	55.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	32,101,073	32,101,073	22,951,488	71.5%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	6,041,929	6,041,929	3,188,205	52.8%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	38,143,002	38,143,002	26,139,693	68.5%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	0	0	-4,839,463	
L.	Adjusted Fund Balance, Beginning	3,814,300	3,814,300	3,814,300	
L.1	Fund Balance, Ending (C. + L.2)	3,814,300	3,814,300	-1,025,163	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	10%	10%		

V. Has the district settled any employee contracts during this quarter?

NO

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

Contract Period Settled (Specify) YYYY-YY	Management		Permanent		Academic		Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

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

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

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

The Chancellor's Office recently advised districts of 12-13 apportionment release schedule would be severely compromised because of redevelopment agency tax revenue shortfall. The projected statewide shortfall is estimated at \$327M of which MPC's portion is approximately \$2M. The education trailer bill assures the community college system will be held harmless from the shortfall in 12-13, but funding will be deferred until very late into the fiscal year. This will present a cash flow challenge for MPC. The district may have to temporarily borrow from other internal funds until the deferral is paid to the district later in the year.

The district needs to achieve cap this fiscal year and earn back the FTES that were lost, otherwise we will have less funding in 13-14. This will not be known until later in July 2013.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD

Fiscal Year: 2012-2013
Quarter Ended: (Q3) Mar 31, 2013

District: (460) MONTEREY

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Stephen Ma

CBO Phone: 831-646-4040

CBO Signature: 

Date Signed: 4/10/13

Chief Executive Officer Name: Dr. Walter Tribley

CEO Signature: _____

Date Signed: _____

Electronic Cert Date: 04/11/2013

District Contact Person

Name: Rosemary Barrios

Title: Controller

Telephone: 831-646-4043

Fax: 831-645-1315

E-Mail: rbarrios@mpc.edu

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4554
Sacramento, California 95814-6511

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

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. C

Academic Affairs
College Area

Proposal:

To approve these programs which have proceeded through the institutional curriculum development process, but show no record of Board approval.

Background:

The programs listed below have been previously approved and offered by MPC, but there is no documentation stating that they have ever been approved by the Board.

Budgetary Implications:

When offered, related courses and programs generate instructor and support costs, which are offset by student attendance driven income.

☒ **RESOLUTION: BE IT RESOLVED**, that the following programs be approved:

Administration of Justice: Law Enforcement - Associate in Science
Administration of Justice: Law Enforcement - Certificate of Achievement
Anthropology - Associate in Arts
Art - Studio: Ceramics - Associate in Arts
Art - Studio: Ceramics - Certificate of Achievement
Art - Studio: Drawing - Certificate of Achievement
Art - Studio: Drawing - Associate in Arts
Art - Studio: Film/Video - Certificate of Achievement
Art - Studio: Film/Video - Associate in Arts
Art - Studio: General Studio - Certificate of Achievement
Art - Studio: General Studio - Associate in Arts
Art - Studio: Jewelry and Metal Arts - Associate in Arts
Art - Studio: Jewelry and Metal Arts - Certificate of Achievement
Art - Studio: Painting - Certificate of Achievement
Art - Studio: Painting - Associate in Arts
Art - Studio: Printmaking - Associate in Arts
Art - Studio: Printmaking - Certificate of Achievement
Art - Studio: Sculpture - Associate in Arts
Art - Studio: Sculpture - Certificate of Achievement
Art - Studio: Weaving - Certificate of Achievement
Art - Studio: Weaving - Associate in Arts
Art History - Associate in Arts
Art History - Certificate of Achievement

Astronomy - Associate in Arts
Automotive Technology - Associate in Science
Automotive Technology - Certificate of Achievement
Biological Sciences - Associate in Arts
Business: Accounting - Associate in Science
Business: Accounting - Certificate of Achievement
Business: Business Administration - Associate in Arts
Business: Entrepreneurship - Associate in Science
Business: Entrepreneurship - Certificate of Achievement
Business: General - Certificate of Achievement
Business: General - Associate in Science
Business: International Business - Certificate of Achievement
Business: International Business - Associate in Science
Business: Office Technology - Certificate of Achievement
Business: Office Technology - Associate in Science
Business: Secretarial - Certificate of Achievement
Business: Secretarial - Associate in Science
Chemistry - Associate in Arts
Computer Networking - Certificate of Achievement
Computer Networking - Associate in Science
Computer Science and Information Systems - Associate in Arts
Computer Software Applications - Associate in Science
Computer Software Applications - Certificate of Achievement
Cultural History of Monterey County - Certificate of Achievement
Cultural History of Monterey County - Associate in Arts
Dance - Associate in Arts
Dental Assisting - Certificate of Achievement
Dental Assisting - Associate in Science
Economics - Associate in Arts
Engineering - Associate in Arts
English - Associate in Arts
English as a Second Language Advanced Level - Non-Credit
English as a Second Language Intermediate Level - Non-Credit
English Basic Skills - Non-Credit
Ethnic Studies - Associate in Arts
Family and Consumer Science - Associate in Arts
Family Research Studies (Genealogy) - Associate in Arts
Family Research Studies (Genealogy) - Certificate of Achievement
Fashion Costuming - Certificate of Achievement
Fashion Costuming - Associate in Science
Fashion Design - Associate in Arts
Fashion Design - Certificate of Achievement
Fashion Merchandising - Certificate of Achievement
Fashion Merchandising - Associate in Science
Fashion Production - Certificate of Achievement
Fashion Production - Associate in Science
Fire Protection Technology - Certificate of Achievement
Fire Protection Technology - Associate in Science
Fitness Instructor Training - Associate in Science
Fitness Instructor Training - Certificate of Achievement
General Education: California State University - Breadth - Certificate of Achievement
General Education: Intersegmental General Education Transfer Curriculum (IGETC) - Certificate of Achievement


General Studies: Arts and Humanities - Associate in Arts
General Studies: Communication and Analytical Thinking - Associate in Arts
General Studies: Intercultural Studies - Associate in Arts
General Studies: Natural Science - Associate in Arts
General Studies: Social Science - Associate in Arts
Geology - Associate in Arts
Graphic Arts - Certificate of Achievement
Graphic Arts - Associate in Arts
History - Associate in Arts
Hospitality Management - Associate in Arts
Hospitality Operations - Certificate of Achievement
Hospitality Operations - Associate in Science
Human Services - Associate in Science
Human Services - Certificate of Achievement
Interior Design - Certificate of Achievement
Interior Design - Associate in Arts
Marine Science & Technology - Certificate of Achievement
Marine Science & Technology - Associate in Science
Massage Therapy - Certificate of Achievement
Massage Therapy - Associate in Science
Medical Assisting - Certificate of Achievement
Medical Assisting - Associate in Science
Medical Office Administration - Associate in Science
Medical Office Administration - Certificate of Achievement
Medical Office Procedures - Certificate of Achievement
Medical Office Procedures - Associate in Science
Music - Associate in Arts
Music - Certificate of Achievement
Nursing - Associate in Science
Oceanography - Associate in Arts
Ornamental Horticulture - Associate in Science
Ornamental Horticulture - Certificate of Achievement
Park Ranger Apprenticeship - Certificate of Achievement
Parks and Recreation - Associate in Science
Parks and Recreation - Certificate of Achievement
Philosophy - Associate in Arts
Photography - Certificate of Achievement
Photography - Associate in Arts
Physical Education - Associate in Arts
Physical Education Aide - Associate in Science
Physics - Associate in Arts
Political Science - Associate in Arts
Pre-Dental Hygiene - Associate in Arts
Pre-Nursing - Associate in Arts
Pre-Occupational Therapy - Associate in Arts
Pre-Physical Therapy - Associate in Arts
Psychology - Associate in Arts
Real Estate - Certificate of Achievement
Real Estate - Associate in Science
Restaurant Management - Associate in Science
Retail Management - Certificate of Achievement
Sociology - Associate in Arts

Theatre Arts: Acting - Associate in Arts
Theatre Arts: Acting - Certificate of Achievement
Theatre Arts: Direction - Associate in Arts
Theatre Arts: Direction - Certificate of Achievement
Theatre Arts: Technical Theatre - Certificate of Achievement
Theatre Arts: Technical Theatre - Associate in Arts
Women's Studies - Associate in Arts
World Languages - Associate in Arts

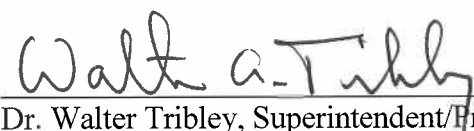
Recommended By:


Celine Pinet, Vice President of Academic Affairs

Prepared By:


Michael Gilmartin, Dean of Instructional Planning

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. D

Academic Affairs
College Area

Proposal:

To approve the proposed courses and programs which have proceeded through the institutional curriculum development process to the point of recommendation to the Board.

Background:

The courses and programs listed below are recommended by the Curriculum Advisory Committee and endorsed by the MPC administration.

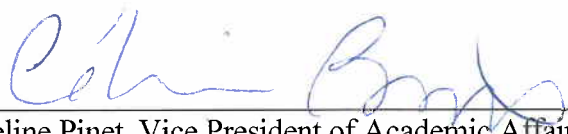
Budgetary Implications:

When offered, related courses and programs generate instructor and support costs, which are offset by student attendance driven income.

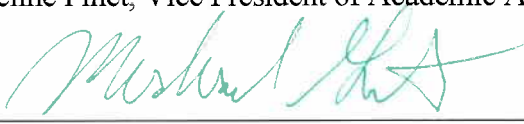
☒ **RESOLUTION: BE IT RESOLVED**, that the following courses and programs be approved:

ARTH 6, Images of Women in the Arts
ARTH 10, History of Architecture
ARTH 11, Greek Art and Architecture
ARTH 12, Roman Art and Architecture
ARTH 13, Early Christian and Medieval Art
ARTH 14, Italian Renaissance Art and Architecture
ARTH 15, Northern Renaissance Art
CSIS 9, Programming Fundamentals: Python
DANC 10C, Modern Dance III
ENGL 41, American Literature II
FIRE 234, Fire Inspector 1A
FIRE 235, Fire Inspector 1B
FIRE 236, Fire Inspector 1C
FIRE 237, Fire Inspector 1D
FIRE 238, Fire Inspector 2A
FIRE 239, Fire Inspector 2B
FIRE 240, Fire Inspector 2C
FIRE 241, Fire Inspector 2D
LING 49, Introduction to Discourse Analysis
PFIT 6, Cross Training
PFIT 7, Distance Training
Program: Administration of Justice - Associate in Science Degree for Transfer


Recommended By:


Celine Pinet, Vice President of Academic Affairs

Prepared By:


Michael Gilmartin, Dean of Instructional Planning

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

PROPOSED COURSES AND PROGRAMS

ARTH 6

Images of Women in the Arts

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course examines women in the visual arts. Students study images of women as well as the visual arts made by women and what their relationship to society was when they made them.

ARTH 10

History of Architecture

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a survey of Western architectural design from the Prehistoric era through the 20th century.

ARTH 11

Greek Art and Architecture

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a survey of Greek art and architecture, beginning with the cultures of the prehistoric Aegean and concluding with the death of Alexander the Great (323 BCE)..

ARTH 12**Roman Art and Architecture**

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a survey of Roman art and architecture, beginning with the Etruscan civilization and concluding with the age of Constantine (4th century CE).

ARTH 13**Early Christian and Medieval Art**

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a survey of the art and architecture of Late Antiquity and the Middle Ages.

ARTH 14**Italian Renaissance Art and Architecture**

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a survey of Italian art and architecture produced from the Late Gothic era through the end of the 16th century.

ARTH 15**Northern Renaissance Art**

3 units

3 hours lecture

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a survey of the art and architecture produced in Northern Europe from the Late Gothic period through the 16th century.

CSIS 9**Programming Fundamentals: Python****3 units****2 hours lecture; 3 hours lab****Justification**

This course meets the C-ID for COMP-112, Introduction to Programming Concepts and Methodologies. This course is not required for the Computer Science Transfer Model Curriculum, but it is strongly recommended in the wording for COMP-122 Programming Concepts and Methodologies I. It provides a gentler introduction to programming than offered in CSIS10A. Because it is not required for Computer Science majors, sufficient enrollment will be afforded by offering a simultaneous hybrid section for a limited number of students, using CCC Confer to provide streaming lectures and requiring attendance for classroom laboratories.

Description

This course introduces the fundamental ideas in computer science using Python, an interpreted, object-oriented programming language known for its ease of use. Students develop skills in the design and implementation of algorithms while working with numerical computation, text processing, graphics, image processing, and networking applications. This is the recommended first course for computer science majors. Portions of this course may be offered online; also offered fully online.

DANC 10C**Modern Dance III****1 unit****4 hours lab****Justification**

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is a continuation of Dance 10B. Students learn to move with freedom and control in intermediate/advanced modern dance movement patterns. Class is geared to the intermediate advanced dancer.

ENGL 41,**American Literature II****3 units****3 hours lecture****Justification**

To provide comprehensive, in-depth study of American literature when combined with American Literature I, and to provide preparation for English majors.

Description

This course introduces students to a wide range of American authors and their relationship to major literary and intellectual movements from the second half of the nineteenth century to the present. Satisfies Intercultural Studies requirement for the Associate degree at MPC.

FIRE 234**Fire Inspector 1A**

2 units

2 hours lecture

Justification

Curriculum changes at the State Fire Training Level.

Description

This course covers basic knowledge of the certification and capstone task book process and the role of the fire inspector, including the inspection process; how to investigate, document, and resolve complaints; the legal process as it relates to the role of the fire inspector; permit types and processes; plan review; and public education, including its purpose and how to evaluate needs and select a delivery model. The course applies to State Certification as Fire Inspector 1.

FIRE 235**Fire Inspector 1B**

2 units

2 hours lecture

Justification

Curriculum changes at the State Fire Training Level.

Description

This course provides basic knowledge of construction types and features, occupancy classifications and occupant loads, basic means of egress, fire growth potential in a building or space, fire department access and water supply, and fire potential in the wildland urban interface environment. The course applies to State Certification as Fire Inspector 1.

FIRE 236**Fire Inspector 1C**

2 units

2 hours lecture

Justification

Curriculum changes at the State Fire Training Level.

Description

This course covers basic knowledge of fixed fire suppression systems; fire detection and alarm systems; portable fire extinguishers; incidental storage, handling, and use of hazardous materials, flammable and combustible liquids and gases; hazardous conditions involving equipment processes and operations; emergency planning and preparedness measures; and inspections related to tents, canopies, and temporary membrane structures. The course applies to State Certification as Fire Inspector 1.

FIRE 237**Fire Inspector 1D****1 unit****1 hour lecture****Justification**

Curriculum changes at the State Fire Training Level.

Description

This course is an introduction to the laws and regulations related to fireworks and explosives; fireworks classifications, licenses and permits, and seizure; retail sales of safe and sane fireworks; proximate fireworks and special effects; public fireworks displays; model rockets; and required licenses and permits for explosive devices. Applies to State Certification as Fire Inspector 1.

FIRE 238**Fire Inspector 2A****1 unit****1 hour lecture****Justification**

Curriculum changes at the State Fire Training Level.

Description

This course covers the role of Fire Inspector II, including processing permit applications and enforcing permit regulations, investigating and resolving complex complaints, modifying jurisdictional codes and standards, recommending inspection policies and procedures, evaluating inspection reports, and initiating inspection-related legal action. Applies to State Certification as Fire Inspector II.

FIRE 239**Fire Inspector 2B****1.5 units****1.5 hours lecture****Justification**

Curriculum changes at the State Fire Training Level.

Description

This course covers complex means of egress and calculating occupant loads; construction features, including those required in a wildland-urban interface environment; fire growth potential, including components that affect fire growth and high-piled combustible storage; and evaluation of emergency plans and procedures. The course applies to State Certification as Fire Inspector II.

FIRE 240**Fire Inspector 2C**

2 units

2 hours lecture

Justification

Curriculum changes at the State Fire Training Level.

Description

This course covers the basic plan review process; evaluating fire and life safety features in new buildings, including water-based and fixed fire suppression (special agent) systems, fire detection and alarm systems, portable fire extinguishers, and HVAC and other building service equipment; and evaluating fire and life safety features in existing buildings including water-based and special agent fire suppression systems and fire detection and alarm systems. Course applies to State Certification as Fire Inspector II.

FIRE 241**Fire Inspector 2D**

2 units

2 hours lecture

Justification

Curriculum changes at the State Fire Training Level.

Description

This course covers hazardous materials; maximum allowable quantities; requirements for storage, handling, use, and dispensing; hazardous materials management plans; and evaluation of industrial hazards and processes. Applies to State Certification as Fire Inspector II.

LING 49**Introduction to Discourse Analysis**

3 units

3 hours lecture

Justification

This topic has been of high interest to students when discussed in other linguistics classes. Students are routinely taking more than one linguistics class and this new class offers those students additional choices. LING 49 will satisfy List B and C areas in the Communication Transfer Model Curriculum.

Description

This course introduces theories and methodologies for the study of human discourse, or language in use. Discourse history, assumptions and principles, verbal and nonverbal communication, as well as society and culture's roles in a variety of discourse genres are discussed. Opportunities to analyze both spoken and written discourse are offered. Also offered online.

PFIT 6**Cross Training**

1 unit

3 hours lab

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is designed to develop aerobic fitness by concurrently training in two or more endurance activities (walking, running, biking, elliptical) combined with muscular endurance exercises. Emphasis is placed on the use of multiple aerobic activities plus muscular endurance exercises.

PFIT 7**Distance Training**

1 unit

3 hours lab

Justification

To comply with the SB1440 Transfer Model Curriculum.

Description

This course is designed to develop aerobic endurance through various types of distance training and interval training activities.

Program**Administration of Justice - Associate in Science Degree for Transfer****Justification**

To comply with the SB1440 Transfer Model Curriculum.

Description

The Associate in Science Degree in Administration of Justice for Transfer prepares students for work or further study in criminal justice or economic crime investigation. Students will be able to describe the individual functions and components of the modern criminal justice system; use introductory concepts of legal research to locate, analyze, and discuss the content of statutory and case law; and explain the underlying cause of antisocial and criminal behavior. Proper selection of curriculum electives further enables students to study other academic disciplines, such as political science, sociology, and public administration. This program is appropriate for students considering law school as well as certain careers in law enforcement.

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. E

Student Services
College Area

Proposal:

That the Governing Board reinstate the expulsion of MPC student #725.

Background:

Student #725 has violated the Student Standards of Conduct, specifically:

- Dishonesty, such as plagiarism, or knowingly furnishing false information to the college
- Forgery, alteration, or misuse of college documents, records, or identification.

The expulsion of student #725 was approved by the Board at the February 27, 2013 meeting. Since then, it has come to the District's attention that the notice of the Board's intent to consider expulsion at the February 27 meeting was not received by the student until after the meeting had occurred. Therefore, an action to rescind the expulsion was approved by the Board in its meeting of March 27, 2013.

The student requested a hearing of appeal to the Disciplinary Committee which was held on March 27, 2013. Upon review of all evidence and the student's statement, the Disciplinary Committee recommended that the expulsion be upheld.

Budgetary Implications:

None.

☒ **Resolution:** That the Governing Board reinstate the expulsion of MPC student #725.

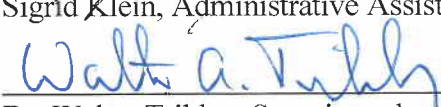
Recommended By:


Carsbia W. Anderson, Jr., Vice President of Student Services

Prepared By:


Sigrid Klein, Administrative Assistant to the Vice President

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. F

Student Services
College Area

Proposal:

That the Governing Board approve the expulsion of MPC student #135.

Background:

Student #135 has violated the following Student Standards of Conduct:

- Respect for rights of others
- Courteous treatment of everyone
- Physical or verbal abuse of any person or conduct which threatens or endangers the health or safety of any such persons
- Use, possession or distribution of legally controlled drugs except as expressly permitted by law
- Failure to comply with directions of College officials acting in the performance of their duties
- Disorderly conduct or lewd, indecent, or obscene behavior.


This recommendation for expulsion comes after a meeting between the student and the Vice President of Student Services. Student #135 chose not to exercise his right to an appeal hearing.

Budgetary Implications:

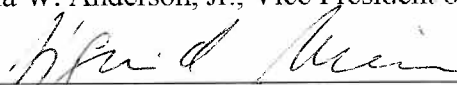
None.

☒ **Resolution:** That the Governing Board approve the expulsion of MPC student #135.

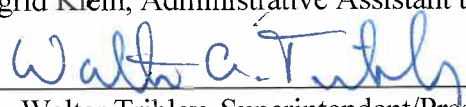
Recommended By:


Carsbia W. Anderson, Jr., Vice President of Student Services

Prepared By:


Sigrid Klein, Administrative Assistant to the Vice President

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. G

Student Services
College Area

Proposal:

That the Governing Board hear a report on Student Services Program Review for Athletics, Job Center, Student Activities, and Student Health Services.

Background:

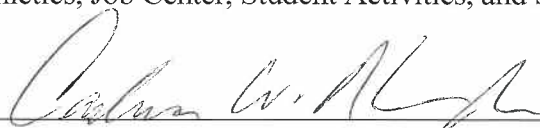
The purpose of the Student Services Program Review is to evaluate all existing Student Services programs and services at Monterey Peninsula College (MPC) to assure their quality, vitality and responsiveness to student needs and student learning. The Student Services Program Review at MPC is a process that provides an opportunity to look constructively at programs and services, on a continual basis, with the intent on refining and improving program practices and making effective and efficient use of resources. The Student Services Program Review is also an essential element of the college's planning, budgeting and resource allocation process. When appropriate, the Student Services Program Review should include data that demonstrates the effectiveness of its services as it relates to student access, retention, progress, and success.

Budgetary Implications:

None.

☒ **INFORMATION:** That the Governing Board hear a report on Student Services Program Review for Athletics, Job Center, Student Activities, and Student Health Services.

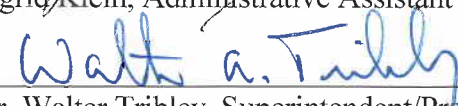
Recommended By: _____


Carsbia W. Anderson, Jr., Vice President of Student Services

Prepared By: _____


Sigrid Klein, Administrative Assistant to the Vice President

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

Executive Summary
Student Services Program Review
Spring 2013

MPC offers a comprehensive set of Student Services that are aligned with the college's mission and goals. Student Services recognizes the importance of student access, retention and success and is committed to providing seamless pathways for students to reach their educational goals. All existing Student Services engage in the program review process which includes a comprehensive self-study process that utilizes information from semester program reflections and annual updates to ensure the quality, vitality and responsiveness to student needs and student learning.

The Student Services included in this program review evaluation summary include the following:

- Athletics
- Job Center
- Student Activities
- Student Health Services

Each of the above areas participated in a peer review evaluation process. The peer review culminated with a written summary consisting of an overview of the program or service area, identified strengths, current challenges faced by the area, notable trends, established area goals and a summary of the program review findings.

Program: Athletics

Evaluation Team: Larry Walker, Linda Ransom, LaRon Johnson, Vera Coleman

The MPC Athletic Department features fourteen teams that compete in the Coast Conference along with seventeen colleges located between Monterey and San Francisco. The Department actively participated in renovating its athletic facilities including rebuilding of the stadium and softball fields and remodeling the gymnasium. The Department also recently opened a new 8,200 sq. ft. Fitness and Weight Training Center which coincides with a consistent increase in FTES generated by the department from 94.13 in 2005 to 123.64 in 2009. All students competing in intercollegiate athletics must be enrolled full-time (12 units) at the time of participation. To be eligible for the second season of a sport, the student/athlete must complete and pass 24 units between seasons of competition with a 2.0 grade point average.

Strengths

- Clear, complete and comprehensive departmental Action Plans
- Department goals clearly address and support the identified trends of the Athletic Department
- Comprehensive list of annual objectives with a realistic timeline for achieving major activities in the department
- High transfer and placement of student/athletes at four-year colleges and universities

Challenges

- Self-identified need to enhance student/athletic academic success by increasing collaboration with campus instructional and student support services
- Provide support to the Facilities Department in maintaining athletic facilities
- Conduct a survey of community input for women's sports as it relates to the Title IX compliance
- Review and analyze the leadership/management structure (AD/Division Chair) in PE/Athletics to determine if it meets departmental needs and/or if alternative leadership/management models might be more efficient and effective.

Trends

- Continued budget reductions resulting in cuts to discretionary funds. The lack of funding severely limits the department's ability to supply up to date equipment and uniforms.
- Commission on Athletics implementation of reduced athletic competition schedules
- Title IX mandates will be a statewide issue and a high priority will be placed on compliance by members' colleges
- Statewide open recruiting will continue to be debated

Goals

- Bring MPC into compliance with Title IX mandates
- Enhance MPC Athletic Program marketing within local community
- Enhance MPC student/athlete academic success
- Complete planned PE Division athletic facilities improvement projects
- Enhance department by adding critical staff (i.e., FT coaches, academic counselor, athletic trainer, Sports Information Director)
- Increase staff diversity within the department

Summary

The Student Services Program Review for the Athletic Department was completed in fall 2009. The current program review was very thorough and included program level data, student learning outcomes, action plans, and a student satisfaction survey.

Student demographic data showed a steady increase in the number of student/athletes at MPC. Student/Athletes consistently represent nearly 12% of all FT students. Student/athletes represent a more diverse population than the general student body. African American student/athletes represent the largest increase (27%) compared to only 8% of FT African American students and 3% of all African American students served by the college. Like many community colleges, the number of female student/athletes is lower (34%) compared to the number of FT women (51%) enrolled at MPC. Overall, MPC student/athletes are younger, more diverse and have a higher percentage of male participants than other full-time students at MPC.

Student success as measured by course completion rates shows that course completion rates of MPC student/athletes is slightly higher than for those students who do not participate in athletic programs. Persistence rates for student/athletes at MPC are below the statewide average and the result of this data is being used to develop retention strategies for returning student/athletes. Data also showed high transfer rates for student/athletes and that a large majority of MPC's student/athletes comes from local area high schools.

The addition of intercollegiate sports, expansion of new PE facilities, increased off season competition, and more compliance regulations has required the Athletic Director's position to be available throughout the entire year. This seems to warrant a review of the current leadership/management structure in the Department.

The Athletic Department faculty and staff are proven professionals. The coaching staff has established a standard to nurture and support student/athletes from recruitment through graduation and/or transfer as evidenced by successful placement of student/athletes at

colleges and universities in-state and out-of-state. Coaches have successfully achieved this standard through the support of athletic training, counseling and administrative staff, all of whom create a positive working environment.

Program: Job Center

Evaluation Team: Cathy Nyznyk, Janine Wilson

The Monterey Peninsula College Job Center is a full-service employment office. It provides MPC students opportunities for work experience both on the campus and in the community. The Job Center's goal is to bring education and employment together so that students can develop their educational skills and abilities; and, at the same time gain valuable experience in the world of work.

Students currently attending MPC, as well as graduates, will find the Job Center to be an important resource and an essential link between education and employment. Job Center staff members work closely with other campus programs and community businesses to provide students with essential tools and support needed to find and keep jobs with success.

Strengths

- Coordination of annual job fair
- Job Center website
- Identification of meaningful student learning activities in the following areas: critical thinking, effective communication, technical competency

Challenges

- Limited federal work-study and CalWORKs work-study budgets
- Collection of student demographic information
- Expanding work-study opportunities at the Marina campus
- Adequate staffing to meet student demands

Trends

- Economic environment has caused an increase in demands for work-study jobs
- Declining number of employers attending annual job fair
- Need to provide interviewing skills and techniques to work-study students
- Need to create job portfolios (resume, cover letters, rec. letters) for work-study students
- Desire for more work-study opportunities both on/off-campus

Goals

- Create a Student Employment Handbook

- Create a student satisfaction survey
- Coordinate a semi-annual job fair
- Provide Job Center information at the Marina campus

Summary

The program review self-study revealed that the Job Center operations are an essential component ~~to~~ of student services because it provides the link between employment and education. The program's website has become an important resource for students seeking employment as well as for potential employers. It was noted that funding for federal and CalWORKs work-study has lagged behind the increased demand for students seeking work-study positions and that this trend will likely continue for several years. The Job Center directly impacts student learning through linking employment skills to the educational experience.

Program: Student Activities

Evaluation Team: Vera Coleman, Grace Anongchanya-Calima

Student Activities provides students with leadership opportunities and practical learning experiences beyond the classroom. Student Activities provides “hands-on” experiences which compliment students’ educational, personal and professional goals, thus enhancing student success. Through a warm and welcoming atmosphere, Student Activities offers meaningful opportunities for campus and community involvement, recognition of student achievement and a variety of specialized services that benefit the campus community. Information regarding campus events, student rights, student government, organizations (clubs) and a wide variety of programs are coordinated by the office of Student Activities. Student Activities also helps to build a stronger campus community while providing vital services. In addition to the processing of Student Body ID Cards, the Student Activities Office offers many other services to students; including monthly bus passes, food bank, emergency loans and housing information.

The Student Activities operation also includes the Associated Students of Monterey Peninsula College (ASMPC) which is recognized by the Governing Board as the official representative organization for MPC students. ASMPC also has (3) auxiliary councils; including the Inter-Club Council (ICC), the Activities Council (AC) and the Student Representation Council (SRC). In addition to the coordination of all student events, ASMPC provides students with a forum for the expression of student opinion through shared governance, and develops student initiative and responsibility while ensuring equal rights for all students of MPC. Members of the Executive Council and Judicial branches are elected by the MPC-students for the period of one year; all other positions are appointed by the Student Government.

Strengths

- Coordination and management of a variety of student activity events
- Coordination and oversight of ASMPC
- Coordination of vital student retention services

Challenges

- Data collection to identify the impact on student learning
- Identifying effective ways to communicate and connect with a broader range of students regarding ASMPC
- Student involvement

Trends

- Changes in student demographics
- Reduced budget and funding for student activities

Goals

- To create a leadership component for ASMPc student council
- To expand cultural enrichment activities
- To expand community partnerships
- To increase outreach efforts in Seaside and Marina

Summary

Student Activities support over 20 student clubs that range in interest including academics, cultural, recreational, political/social action, religion, and sports. In addition, Student Activities, in coordination with ASMPc, enhances the cultural and social experience of MPC students by sponsoring several events, such as Lobo Day, the Asian Cultural Show, and Earth Day, as well as various other events and activities. Student Activities also provides vital student retention services, such as the food bank, short-term emergency loan program, and bus passes.

Program: Student Health Services

Evaluation Team: Claudia Martin, Nancy Predham, Eileen Crutchfield

For 50 years, Monterey Peninsula College (MPC) has offered Student Health Services to its students to provide first aid, emergency care, illness and injury assessment, personal counseling, appointments with a physician, and health education. Student Health Services (SHS) also serves as a resource to the College in health related matters, most recently providing direction for the H1N1 pandemic and forming a subcommittee of the Crisis Emergency Response Team (CERT) called the Threat Management Team (TMT).

Program Components of Health Services include: Clinical Care Services, First Aid and Basic Emergency Care, Communicable Disease Control, Physical Examinations, Health Appraisals, Reproductive Health Care, Crisis Management, Short Term Counseling, Sexual Harassment and Assault Counseling, Health Education and Promotion, Campus Health and Safety Issues, Community Health Clinical Preceptor, and Student Accident Insurance.

Strengths

- Student Health Services Website
- Comprehensive student health care
- Sponsorship of health related events and activities

Challenges

- Adequate funding to maintain current level of health services
- Ability to respond to student mental health needs
- Providing health services at the Marina campus

Trends

- Increased demand for psychological services
- Increase in student hunger and homelessness

Goals

- Provide culturally competent healthcare for students
- Enhance the availability of healthcare information via pamphlets and brochures
- Add Social Work interns to psychological services component
- Maintain communicable disease control
- Provide health education to classes by instructor request

Summary

Student Health Services (SHS) offers MPC students an impressive array of health services, outreach events and educational activities designed to enhance student retention. Events such as the annual health fairs and blood drives have increased in popularity due to the outreach efforts of SHS staff.

Analysis of the demographic data of MPC students helps enlighten and guide Student Health Services. This data helps explain the surge in mental health issues among the 18-30 year-old group and the chronic disease visits of the seniors. The younger students were also noted to have comprised the majority of H1N1 cases on campus. In addition, the younger students tend to be uninsured once their parents' insurance drops them, so they look to Student Health Services to fulfill their primary care needs.

The Psychological Services component needs to be expanded due to the escalating needs of MPC students as they, in turn, mirror current local, national and global life issues and experiences.

Results from the student satisfaction survey indicated the following:

- Program has an honorable reputation on campus
- Student Health Services staff are approachable
- Staff members conduct themselves in a professional manner
- Student Health Services are consistent in providing useful information and services to all who request them
- Staff is consistent in providing useful referrals to other campus/community programs and resources
- Student Health Staff is involved in campus activities and participates in campus committees that benefit employees and students
- The overall quality of work performed by Health Services Staff is high

SHS has also established Student Learning Outcomes that will support activities critical to student retention and success.

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. H

Human Resources
College Area

Proposal:

That the Governing Board approve the resolution recognizing the contributions of the classified employees and declare May 19 - 25, 2013 as Classified School Employee Week.

Background:

Education Code 88270 designates the third week of May as Classified School Employee Week in recognition of classified employees and the contributions they make to the educational community. The resolution will formally recognize the efforts and contributions of Monterey Peninsula College's classified employees.

Budgetary Implications:

None.



RESOLUTION: BE IT RESOLVED that the Governing Board adopt the following resolution recognizing the contributions of the classified employees of Monterey Peninsula College and designating May 19 - 25, 2013 as Classified School Employee Week.

MONTEREY PENINSULA COLLEGE DISTRICT

Classified School Employee Week

WHEREAS, classified professionals provide valuable services to the students of Monterey Peninsula Community College District and contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in the efficient and productive operations of Monterey Peninsula College; and

WHEREAS, classified professionals employed by Monterey Peninsula College District strive for excellence in the performance of their duties; and

WHEREAS, the Monterey Peninsula College District wishes to acknowledge and thank the classified employees for their dedication and hard work;

THEREFORE, BE IT RESOLVED, that the Monterey Peninsula Community College District hereby recognizes and honors the contributions of the classified professionals to the quality education of the students at Monterey Peninsula College and declares the week of May 19 - 25, 2013, as Classified School Employee Week in the Monterey Peninsula Community College District.

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

Prepared By: Barbara Lee
Barbara Lee, Associate Dean of Human Resources

Agenda Approval: Walter Tribley
Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. I

President's Office
College Area

Proposal:

That the Governing Board authorize the student trustee to have an advisory vote and be granted the privilege of making and seconding motions.

Background:

Education Code 72023.5 states that local boards may grant certain privileges to student trustees on a year-to-year basis and that these privileges must be adopted by May for the following year. In August 2000, Board policy was revised to augment the privileges of the student trustee by including an advisory vote and the ability to make and second motions, subject to annual authorization. By law, the student trustee does not have the right to vote and therefore, is protected from being liable for acts of the Governing Board. However, an advisory vote permits the student trustee to express a non-binding opinion on action items brought before the Board. Although it would not be counted in determining whether an agenda item passes or fails, the student's advisory vote will be logged in the minutes.

This authorization of the student trustee's advisory vote and ability to make and second motions would be effective for the 2013-14 term of office.

Budgetary Implications:

None.

☒ **Resolution:** **BE IT RESOLVED, That** the annual authorization for the student trustee to have an advisory vote and the ability to make and second motions, to be in effect until May 31, 2014, be approved.

Recommended By:

Walter A. Tribley
Dr. Walter A. Tribley, Superintendent/President

Prepared By:

Vicki Nakamura
Vicki Nakamura, Assistant to the President

Agenda Approval:

Walter A. Tribley
Dr. Walter A. Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. J

President's Office
College Area

Proposal:

That the Governing Board consider the allocation for 2013-2014 in support of Community Human Services.

Background:

For the past several years the district has authorized an annual allocation to support the work of this Joint Powers Agency. For 2011-12, Community Human Services (CHS) requested financial support of \$3,600 and the Governing Board adopted an allocation of \$2,975 due to anticipated state budget reductions. For 2012-2013, CHS requested no change in the support level and the Governing Board approved continuing the allocation at \$2,975. For 2013-14, CHS is requesting an allocation of \$3,100, an increase of 2.4%.

Due to continuing budget restraints, college department budget managers were directed to redistribute or reduce budget expenditures from the 2012-13 level for next year. Given the District's budget development parameters for 2013-14, it recommended the amount of the allocation be discussed and determined by the Board at the meeting.

Budgetary Implications:

The allocation will be budgeted in the district's Final Budget for fiscal year 2013-2014.

☒ **RESOLUTION:** **BE IT RESOLVED,** That the 2013-2014 allocation of \$_____ to Community Human Services, be approved.

Recommended By:

Walter A. Tribble

Dr. Walter Tribble, Superintendent/President

Prepared By:

Vicki Nakamura

Vicki Nakamura, Assistant to the President

Agenda Approval:

Walter A. Tribble

Dr. Walter Tribble, Superintendent/President

Rec'd 4/8/13

www.chservices.org
831.658.3811 phone
831.658.3815 fax

Administration Office
P.O. Box 3076
Monterey, CA 93942-3076



**community
human services**
hope. help. here.

March 29, 2013

Walter Tribley, Superintendent/President & School Board Members
Monterey Peninsula College
980 Fremont Street
Monterey, CA 93940

RE: JOINT POWERS AUTHORITY ALLOCATION FY 2013/14

Dear Mr. Tribley & School Board Members,

Each year in March, Community Human Services' Board of Directors approves a specific allocation amount to be requested of cities and school districts that are members of the CHS's Joint Powers Agency. Allocation requests are then sent to JPA member entities for consideration during budget deliberations for the coming fiscal year.

Despite severe cuts since 2008, we have maintained the majority of our services and continue to serve about 3,000 Monterey County residents each year. We are committed to providing vital safety net services for our most vulnerable youth and families. Your annual JPA allocation will help us achieve our mission.

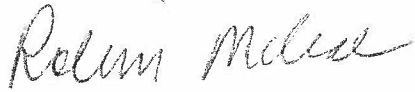
Community Human Services understands the economic challenges faced by our JPA members, yet we, too, share the same challenges. Therefore, the allocation requested of Monterey Peninsula College for fiscal year 2013-14 is \$3,100; an increase of 2.4% based on the regional CPI published February 2013, rounded to the nearest \$100.

Last year, Community Human Services provided 101,530 units of service to a total of 2,927 people, including 55 from Monterey Peninsula College. (A unit of service is variously defined as a 24-hour day of treatment, one hour of face to face counseling, one dose of medication, etc., depending on program.) Provided specifically to Monterey Peninsula College:

Program	Individuals	Estimated Value
Outpatient Mental Health Services	7	\$3,622
Runaway and Homeless Youth Services	31	\$24,782
Supervised Visitation	1	\$633
Parent Education	2	\$727
Domestic Violence Intervention	5	\$1,453
Narcotic Replacement Therapy	4	\$11,741
Supportive Transitional Housing	5	\$36,808
TOTALS	55	\$79,766

Your ongoing support is greatly appreciated. If you would like a brief presentation at an upcoming meeting, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robin McCrae".

Robin McCrae
Chief Executive Officer

cc: Loren Steck, CHS Board Representative
Marilynn Gustafson, CHS Board Alternate

Monterey Peninsula Community College District

Governing Board Agenda

April 24, 2013

New Business Agenda Item No. K

Superintendent/President
College Area

Proposal:

To review the attached Calendar of Events.

Background:

The Trustees request that the Calendar of Events be placed on each regular Governing Board meeting agenda for review and that volunteer assignments be made so that the Trustees become more visible on campus.

Trustees will attend meetings as observers and will not represent the Board's view on issues/topics.

Budgetary Implications:

None.

☒ **INFORMATION:** Calendar of Events.

Recommended By: Dr. Walter Tribley, Superintendent/President

Prepared By:

Shawn Anderson

Shawn Anderson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval:

Walter Tribley

Dr. Walter Tribley, Superintendent/President

MPC Governing Board 2013 Calendar of Events

APRIL, 2013

Friday, April 19 Automotive Skills Competition, 8:30am-3pm, MPC's Automotive Technical Department

Saturday, April 20 Marine Advanced Technology Education (MATE) Center's ROV Contest, 10am-4pm, Aptos High School (Aptos, CA)

Saturday, April 20 Asian Student Association Culture Show, 7:30-9:30pm, MPC Music Hall

Wednesday, April 24 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

MAY, 2013

Friday, May 3 President' Address to the Community, 11:30am, Monterey Conf. Center

Wednesday, May 8 ASMP/AGS Faculty & Staff Appreciation Event, 11:30am, Sam Karas Room

Friday, May 10 Supportive Services and Instruction Scholarship Reception, 1:00-2:30pm, Sam Karas Room

Friday, May 17 EOPS/TRiO Annual Recognition Celebration, 3:00-5:00pm, Music Hall

Saturday, May 18 Hungry and Homeless in Paradise Symposium, 9:00am-1:00pm, MPC LF103

Monday, May 20 MPCF Scholarship Awards Ceremony, 2:00-4:00pm, **LF103 and Reception 4:00-5:00pm, Sam Karas Room**

Wednesday, May 22 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

Friday, May 24 MPC Employee Recognition BBQ, 11:30am, Amphitheater

Monday, May 27 Memorial Day Holiday

JUNE, 2013

Thursday, June 6 Latino Ceremony, 6:00pm, LF103 (to be confirmed)

Thursday, June 6 Asian Student Assn Ceremony, 6:00pm, location to be confirmed

Thursday, June 6 Fire Academy Ceremony, 3:30pm Uniform Inspection, 4:00pm Graduation, CSUMB University Center Ballroom

Friday, June 7 Kente Ceremony, 7:00pm, MU101 (location to be confirmed)

Saturday, June 8 Faculty Retirement Breakfast, 8:30am, location to be confirmed

Saturday, June 8 Commencement at 12:00 in Amphitheatre; line-up at 11:30am in Gym

Saturday, June 8 Nurse Pinning Ceremony, 3:00pm, Amphitheatre

Wednesday, June 26 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

JULY, 2013

Thursday, July 4 Independence Day Holiday

Wednesday, July 24 Regular Board Meeting, Marina Education Center
1:30pm: Closed Session, 3:00pm: Regular Meeting

AUGUST 28, 2013

Wednesday, August 28 Regular Board Meeting, Public Safety Training Center, Seaside
1:30pm: Closed Session, 3:00pm: Regular Meeting

MPC Governing Board 2013 Calendar of Events

SEPTEMBER 25, 2013

Wednesday, September 25 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

OCTOBER 23, 2013

Wednesday, October 23 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

NOVEMBER 20, 2013

Wednesday, November 20* Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room
*Date moved to 3rd Wednesday due to Thanksgiving holiday

DECEMBER 11, 2013

Wednesday, December 11 Regular Annual Organizing Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Annual Organizing Meeting and Swearing-In Ceremony