

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.1

Superintendent/President
Office

Proposal:

To consider and approve the minutes of the Regular Board Meeting on May 22, 2013.

Background:

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

Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the Governing Board approve the minutes of the Regular Board Meeting on May 22, 2013.

Recommended By: Dr. Walter Tribley, Superintendent/President and Board Secretary

Prepared By:

Shawn Anderson

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

Agenda Approval:

Walter A. Tribley

Dr. Walter Tribley, Superintendent/President

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

REGULAR BOARD MEETING

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

Teleconference Location
308 Costa Del Mar Road, Marina CA 93933

WEDNESDAY, MAY 22, 2013

MINUTES

1. OPENING BUSINESS

A. Call To Order – Chair Brown called the meeting to order at 1:40 pm.

B. Roll Call – present:
Mr. Charles Brown, Chair
Ms. Marilyn Dunn Gustafson, Trustee
Mr. Rick Johnson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribble, Superintendent/President

Absent:
Dr. Margaret-Anne Coppernoll, Trustee

Staff:
Mr. Carsbia Anderson
Ms. Barbara Lee
Mr. Steve Ma
Dr. Céline Pinet

C. Public Comments on Closed Session Items – No comments.

D. Closed Session – items under discussion
1) Student Expulsion – Student #745 (Education Code Section 72122)
2) Conference with Labor Negotiators (Government Code Section 54957.6)
a) Employee Organization: MPCTA/CTA/NEA
b) Agency Negotiators: Stephen Ma, Barbara Lee, and Dr. Céline Pinet
3) Conference with Labor Negotiators (Government Code Section 54957.6)
a) Employee Organization: MPCEA/CSEA
b) Agency Negotiators: Stephen Ma, Larry Walker, and Barbara Lee
4) Public Employee Performance Evaluation: Superintendent/President

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

Present:

Mr. Charles Brown, Chair

Dr. Margaret-Anne Coppernoll, Trustee (via conference phone until approximately 6:00 p.m.)

Ms. Marilyn Dunn Gustafson, Trustee

Mr. Rick Johnson, Trustee

Dr. Loren Steck, Vice Chair

Dr. Walter Tribley, Superintendent/President

Mr. Daniel Cervantes, Student Trustee

F. Report of Action Taken In Closed Session – No action to report.

G. Approval of Agenda

Motion Steck / Second Dunn Gustafson / Carried.

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2. RECOGNITION

A. Acknowledgement of Visitors – No visitors.

B. Pister Scholarship: Shannon Barbour

Dr. Tribley recognized Shannon Barbour, the winner of the Pister Scholarship. Shannon noted that she plans to attend the University of California, Santa Cruz and will major in BioChemistry.

C. Matsui Scholarship: Ashley Hunter and Christian Ortega

Dr. Tribley recognized Ashley Hunter and Christian Ortega, the winners of the Matsui Scholarship. Christian noted that he plans to attend the University of California, Santa Barbara and will major in Electrical Engineering.

D. ASMPC Honor Society Teacher of the Year: Randy Smith

Dr. Céline Pinet recognized Randy Smith, ASMPC Honor Society's Teacher of the Year. Randy noted that this is his final year teaching and indicated his appreciation for receiving this recognition from the students.

E. Student Athletic Achievements

Dr. Walt Tribley and Mr. Carsbia Anderson recognized the athletic department and their achievements. Athletic Director Lyndon Schutzler commented on the extraordinary efforts of our wonderful student athletes, coaches, and staff, then recognized:

- 1) Baseball Coach Daniel Phillips. Pitcher Jordan Fashel read a statement from Coach Phillips, who was unable to attend the meeting. Coach Phillips commended the student athletes, coaching staff, and Athletic Director Lyndon Schutzler. He also noted that the Lobos won the Coast Pacific Conference for the first time since 1971 and that a couple of our pitchers will be pitching for major league representatives. Professor Homer Bosserman introduced the remainder of the team: Bryce Cherry, Will McCabe, Ty Morris, Jake Pannunzio, Nolan Parks, Jesse White, and Garret Woodward (Conference Player of the Year, All-State Player, and All-American Player).
- 2) Tennis, Vi Tran. Coach Tran introduced and commended his top two tennis players, Ariana Cobos and Cecilia Flores, who made it to the state championships.
- 3) Softball, Amy Servi: The team ranked in the Top Ten in Northern Cal, qualified for the playoffs for the second year, and finished 27-14 (fourth in the conference). Three athletes achieved player of the year in the north: Megan Scherer (First Team All Conference, All State Player, All Northern Cal Player, and All American Player), Clarissa Cortez, and Katie Ditler.

Additional players introduced: Samantha Davi, Brittany Enny, Megan Larkin, Alyssa Sargent, and Victoria Weatherford.

- 4) Track, Cass Jackson: Lyndon noted that this is Cass' last season and acknowledged him for his contributions to the college and for being a wonderful personal and professional mentor. Carsbia Anderson stated that Cass was the first African-American football coach in NCAA Division 3 at Oakland College. Coach Jackson and Assistant Coach Alan Tucker introduced and commended freshmen Steve Dorsey (2013 CCCAA Decathlon Champion and All-American Player) and Isiah Brown (fifth in the triple jump).
- 5) Golf, Justin Russo: Will Cross was in the state championships and finished tenth out of forty-one players. Four of our seven players in the league made All Conference. Coach Russo receives compliments every day for what the team does on and off the course. Additional players introduced: Brandon Hughes (cumulative 3.7 GPA), Michael Kraft, Jordan Miller (first 4.0 semester last year), Joey Russo, and Michael Ryder (recognized this year as the best male scholar athlete). Lyndon noted that MPC hosted the state golf championships at Rancho Cañada and commended Coach Russo for taking on that task.

Lyndon commended and thanked Carsbia Anderson for his wisdom, mentoring, and caring. Chair Brown thanked the student athletes.

- F. 2013 Allen Griffin Teaching Award: Andres Durstenfeld
Dr. Tribley acknowledged the tremendous impact Andres Durstenfeld makes on our students' lives. Dr. Pinet commended "Dr.D" for inspiring his students to believe in themselves and for his hard work on behalf of the college.
- G. 2013 Sarlo Foundation Endowment Project: Gary Quinonez
Dr. Pinet commended Gary Quinonez for his exciting art project, which provides great direction for the art department, brings fine arts to the next century, and prepares our students for the careers of tomorrow.
- H. 2013 Garrison Fund for Educational Excellence: Ana Garcia-Garcia
Dr. Pinet noted that this award will enable Ana Garcia-Garcia to conduct experiments and geological studies at Elkhorn Slough with a group of students.

3. COMMUNICATIONS

A. Comments from the Public

- 1) Dr. Alan Haffa thanked the Board and in particular, Dr. Tribley, for his support of the symposium, "Hungry and Homeless in Paradise." He also thanked CSEA (the classified staff in particular), and the Continuing Ed program, one of the sponsors of the event. Trustee Dunn Gustafson thanked Dr. Haffa for his leadership.

B. Written Communications:

- 1) Letter from Chancellor George Blumenthal of the University of California, Santa Cruz (UCSC) informing Dr. Walt Tribley of Ms. Shannon Barbour's selection as MPC's recipient of UCSC's 2013 Karl S. Pister Leadership Opportunity Program Award. / April 11.
- 2) Letter from Maria A. Y. Garcia of California State University, Monterey Bay (CSUMB) thanking Dr. Walt Tribley for his donation to the 15th Annual Have a Heart for Students Dinner and Auction. / April 17.
- 3) Letter from Dr. Walt Tribley to California State Assembly Member Das Williams requesting support for AB 806, which allows colleges that hire faculty librarians and faculty counselors to count their compensation as integral to the instructional programs on college campuses. / April 22.
- 4) Letter from Dr. Céline Pinet to State Chancellor Brice W. Harris expressing MPC's interest in partnering with Mission College to address regional needs in the hospitality

industry and support Mission College's application for a Deputy Sector Navigator Grant for our region. / April 22.

- 5) Letter from Scott Lay of the Community College League of California recognizing the important educational opportunities provided by community colleges to students interested in the legal profession. Mr. Lay enclosed for distribution five copies of a DVD developed by the California State Bar Council on Access and Fairness, which promote the profession of law to community college students. / April 25
- 6) Letter from William D. Barr, Ed.D., Matsui Foundation Academic Advisor, notifying Dr. Walter Tribley of the selection of MPC students Ashley Hunter and Christian Ortega as recipients of the \$20,000 Matsui Scholarship. / April 29
- 7) Letter from Karen Csejtey, Executive Director of Leadership Monterey Peninsula, thanking Dr. Walter Tribley for his wonderful presentation as part of their higher education panel for Education Class Day. / April 30
- 8) Note from Rich Montori congratulating Dr. Walter Tribley on the successful President's Address to the Community. / May 4
- 9) Memorandum from State Chancellor Brice W. Harris regarding: 1. Restoring Access to Our Colleges, 2. Workforce Training – Doing What Matters for Jobs and the Economy, 3. City College of San Francisco Hosts AACC, 4. Community College Baccalaureate, 5. Offering College Courses on High School Campuses, and 6. State Controller's Request for Compensation Information. / May 6

C. MPC All User Emails:

- 1) Caroline Cooke Carney: Announcement of the Basic Skills Committee's two day On Course Workshop for up to 50 MPC faculty (the week of June 10, the week of August 12, or August 19 and 20.)
- 2) Distance Ed Committee: Registration for the second series of Moodle Upgrade Workshops (April 17, April 30, and May 22) now open.
- 3) Henry Marchand: Guest Author Series event on April 24 featuring best-selling comic novelist Christopher Moore..
- 4) Dr. Walt Tribley: MPC's Associate Dean of Human Resources, Barbara Lee unharmed by Boston Marathon explosions.
- 5) Barbara Lee: Presentation of *Combating Islamophobia*, co-sponsored by the EEOAC, on April 26.
- 6) Dr. Walt Tribley: Per Presidential Proclamation, MPC to fly flags at half-staff in honor of the victims of the tragedy in Boston through April 20.
- 7) Asian Student Association (ASA): 12th Annual Culture Show on April 20.
- 8) Shawn Anderson: Invitation to the 7th Annual President's Address to the Community on May 3.
- 9) Tuyen Nguyen: Thank you to all involved in the success of the ASA Culture Show and announcement of 2013 ASA recipients of Certificates of Recognition.
- 10) Eileen Crutchfield: Hungry and Homeless in Paradise symposium on May 18.
- 11) Eric Ogata: MPC Bake Sale and Raffle to support the United Way on April 24.
- 12) Laura Franklin: Sarlo and Garrison Fund proposals due April 26.
- 13) Walter Tribley: 2013 Lobos Baseball Team wins the Coast Conference title.
- 14) Associated Students of Monterey Peninsula College (ASMPC): Invitation to the ASMPC's Annual Staff & Faculty Appreciation Spring Picnic on May 8.
- 15) Latino Club: Cinco de Mayo celebration on May 2. All proceeds benefit MPC Latino Scholarship Fund.
- 16) Flex Day Committee: Fall Flex Day on August 22. Deadline to order lunch: Noon on May 31.
- 17) Student Financial Services: Inform students that it is time to apply for financial aid for the 2013-2014 academic school year at www.fafsa.ed.gov.
- 18) Sky Rappoport: Theatre Arts Department offering MPC staff members two free tickets to *Light Up the Sky*.

- 19) Dr. Walt Tribley: Nominations for the annual Classified Recognition Award and MPC Difference Makers due by 5:00 p.m. on May 14.
- 20) Dr. Walt Tribley: Invitation to the 2013 Employee Recognition BBQ on May 24.
- 21) Distance Ed Committee: The new version of Moodle will be the default system for all Summer 2013 courses. Beginning in Fall 2013, all MPC courses will be live in the new version of Moodle. MPC Online workshops offered on May 9, May 15, and May 22.
- 22) Admissions & Records: May 8 is the last day students may drop full-semester length courses with a W (withdrawal) grade.
- 23) Sigrid Klein: Students graduating last summer, winter, or this summer are welcome to participate in the 2013 commencement ceremony on June 8. Orders for caps and gowns still being accepted.
- 24) Gina Bianchi: Announcement of Robert K. Bullock Journalism Scholarship award recipients. MPC Scholarship Awards Ceremony will be held at 2:00 p.m. on May 20.
- 25) MPC Foundation and Lyndon Schutzler: Invitation to the annual Faculty Breakfast on June 8.

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

- 1) *The Herald* / April 14, 2013: MPC Great Books program received a \$25,000 grant from the Apgar Foundation. Ad for Gentrain Society Lecture, "The End of Paganism in Ancient Egypt." MPC defeats Cabrillo, 4-0.
- 2) *The Herald* / April 16, 2013: Hartnell defeats MPC, 2-1.
- 3) *The Herald* / April 17, 2013: MPC Theatre Company seeking volunteers. MPC's Steve Dorsey finishes 2nd in NorCal decathlon championships. MPC men's golf squad being hosted by the Central Valley Conference this season. Will Cross, former AT&T Pebble Beach Jr. Golf Association sensation, leading the Lobos.
- 4) *The Herald* / April 18, 2013: MPC defeats Ohlone, 4-2. Lobos won their 20th game of the spring.
- 5) *Monterey County Weekly* / April 18, 2013: Ad for MPC Continuing Education.
- 6) *The Herald* / April 19, 2013: MPC Foundation has established the Robert K. Bullock Journalism Scholarship (named after former Herald news and sports editor) for students who seek a degree in journalism, communication, or mass media. This scholarship will provide \$50,000 in awards for the 2013-14 academic year.
- 7) *The Herald* / April 20, 2013: Ad for MPC Asian Student Association's Culture Show on April 20.
- 8) *The Herald* / April 21, 2013: Ad for the 7th Annual President's Address to the Community.
- 9) *The Herald* / April 22, 2013: Monterey City Council's study session to be held in advance of the first-time Peninsula-wide "Hungry and Homeless in Paradise" conference to be held at MPC on May 18. Former MPC pitcher Alyssa Razo sports a 7-10 record as the ace for the UC Riverside softball team. She has 47 strikeouts and two shutouts in 100 innings. Ad: The annual Pete Newell's Tall Boys and Girls basketball camp coming to MPC April 27-28.
- 10) *The Herald* / April 24, 2013: Ad for "Combating Islamophobia" lecture at MPC. MPC defeats Skyline, 8-4. The Lobos are one win away from their first conference title since 1971. Ad for Classified Staff & Manager Positions (Instructional Specialist - English Study Skills Center, Division Office Manager – Business & Technology, Custodial/Evening Site Supervisor); Administrative Positions (Interim Vice President - Student Services, Interim Director Public Safety Training Center); and Part-Time Faculty Positions (Business Skills Instructor, Library Reference, Hospitality Instructor).
- 11) *The Herald* / April 25, 2013: MPC defeats Hartnell 7-1 to win the Coast Conference title, MPC's first baseball title since 1971.
- 12) *The Herald* / April 25, 2013: Monterey Peninsula Community College District asking for bids for the Student Center Building 29 Modernization. Ad for "Combating Islamophobia" lecture at MPC on April 26. Ad for political satirist Dave Lippman's performance at MPC on April 27. Ad for Mother's Day ceramics sale at MPC's Student Center, April 30-May

- 1.
- 13) *The Herald* / May 1, 2013: MPC's Garrett Woodward named the Coast Pacific Conference Most Valuable Player for the conference champion Lobos. Jesse White, Ty Morris, Bryce Cherry, and Jake Pannunzio were also named to the first team for MPC. Second team selections for the Lobos: Nolan Park and Will McCabe. Honorable mention selections: Darren Honeysett and Jordan Fasheh. Daniel Phillips named Coach of the Year.
- 14) *The Herald* / May 2, 2013: Ad for "Shifting Mosaics" artist's reception held at MPC's Art Gallery. Coast Pacific Conference champion Lobos will begin their quest for a state title on Friday at No. 6 Delta College in a best-of-three series.
- 15) *The Herald* "Go!" / May 2, 2013: Ad for Moss Hart's "Light up the Sky" at the Morgan Stock Stage at MPC, May 10-25.
- 16) *The Herald* / May 3, 2013: MPC Lobos to open the Junior College Regional best-of-three playoffs, facing San Joaquin Delta College.
- 17) *The Herald* / May 4, 2013: MPC Lobos to visit Sierra (27-10) on Saturday. MPC pitchers Clarissa Cortez and Beverly Miller took turns shutting down teams, carrying MPC throughout the season.
- 18) *The Herald* / May 5, 2013: Seaside resident Joseph D. Guzzi's letter to the editor expressing the desire to see more coverage of the accomplishments of MPC's Garret Woodward and his all-conference team peers.
- 19) *The Herald* / May 6, 2013: Michael Aldrete, former MPC shortstop, is 1-1 with one save and a 4.30 earned run average for the St. Louis Cardinal's minor league team. MPC's third baseman/pitcher Garrett Woodward to continue his baseball career at the University of Colorado, Mesa.
- 20) *The Herald* / May 9, 2013: MPC Theatre Company returns to renovated Morgan Stock Stage with comedy "Light Up the Sky."
- 21) *The Herald* "Go! Calendar" / May 9, 2013: World Affairs Council meeting on May 13 at MPC.
- 22) *The John William Pope Center for Higher Education Policy* / May 14, 2013: David Clemens reports on two conferences: the Association for Core Texts and Courses (ACTC) and Modern Language Association (MLA).

E. Reports and Presentations:

- 1) Institutional Report: Update on Enrollment, Dr. Céline Pinet
See written report and presentation entitled, "Enrollment Journey."
- 2) Superintendent/President's Report: Dr. Walter Tribley
See written report under "Communications."
Additions to written report: Dr. Tribley thanked those involved in the luncheon honoring Mr. Mahoney. / He praised Dr. Alan Haffa for his organization of the "Hungry and Homeless in Paradise" symposium, for the positive tone he set for future discussions, and for representing our college well.

3) Vice Presidents' Reports:

Vice President of Administrative Services, Mr. Steve Ma
See Mr. Ma's report under New Business Item No. 5.A.

Vice President of Academic Affairs, Dr. Céline Pinet
Dr. Pinet referred those present to two articles about the progress of SB1440.

Vice President of Student Services, Mr. Carsbia Anderson
See "Vice President of Student Services Board Report."

Additions to written report: 185 graduates will march at the June 8th graduation ceremony.

- 4) Academic Senate Report: Catherine Webb, Secretary
Fred Hochstaedter will present the final Academic Senate Report at the June Board meeting. / The Academic Senate has reviewed 16 Board policies this year. The current policy being reviewed is on general education. Ms. Webb commended Anita Johnson and Brian Brady for their work. / The Curriculum Advisory Committee (CAC) brought the Academic Senate a proposal that would streamline the process for establishing prerequisites. (It's in line with the student success mandates.) / The Distance Education Committee and the Academic Senate have a joint working group that makes recommendations to faculty on best practices for quality distance education. The group created a template based on a model developed by California State University, Chico. The International Council for Open and Distance Education (ICDE) and the Academic Senate requested that the working group send this template to online instruction faculty for further review and comments. / Ms. Webb thanked Carsbia Anderson on behalf of the Academic Senate for his wisdom, experience, and leadership.
- 5) MPCEA Report: Loran Walsh, President
See written report under "Communications."
Additions to written report: The Parking Revenue Fund is at 145% of its budget.
- 6) MPCTA Report: Mark Clements, President – No report.
- 7) ASMPC Report: Justyn Jones, Director of Representation
Student Trustee Daniel Cervantes and recently elected Student Trustee Maury Vasquez reported on ASMPC activities in Justyn Jones' absence. / Mr. Cervantes: There was a fabulous turnout at the Women's Craft Fair. / We received positive feedback regarding the annual Faculty and Staff Appreciation event earlier this month. / Mr. Vasquez: The ASMPC Classified Staff Appreciation event was today. / He presented the ASMPC Honor Society Teacher of the Year award to Randy Smith at the Faculty Appreciation lunch. / ASMPC is collaborating with Hartnell to improve our programs. / Future events include an anti-fracking event on June 1st and a party for the student center.
- 8) College Council Report: Dr. Alan Haffa, Co-Chair
In revising their strategic plan three years ago, the College Council identified technology needs as a priority for the campus. Technology leadership recently updated the College Council on their work revising the technology plan. He's optimistic that this strategic goal will be met sometime next year. / One of the goals of the College Council is to better and more clearly represent the role of SLO assessment and Student Success in the planning process. / The College Council is attempting to simplify and clarify our bylaws to accentuate the role of student success. / The College Council budget is being developed. / Dr. Haffa will step down as co-chair of the College Council once he completes his three-year term at the end of this summer. His replacement is yet-to-be determined.
- 9) MPC Foundation
 - a) Executive Director Report: Ms. Beccie Michael
See "Executive Director's Report to MPC Governing Board of Trustees."
Additions to written report: Ms. Michael thanked Trustees Loren Steck and Marilyn Dunn Gustafson for serving on the President's Circle Committee, and Dr. Tribley for attending the President's Circle Campaign kick-off meeting.
 - b) Monthly Donations: \$35,087.43

10) Governing Board Reports

- a) CHS Report –Trustee Marilyn Dunn Gustafson reported on the Community Human Services’ annual retreat, since Vice Chair Steck was unable to attend. She noted that each of CHS’ program directors reviewed their accomplishments of the past year.
- b) Trustee Reports
 - 1) Trustee Marilyn Dunn Gustafson congratulated Beccie Michael, the MPC Foundation, and Dr. Tribley on the President’s Address. / She expressed her appreciation for the events attended, which included: ASMPF Faculty and Staff Appreciation Event, Supportive Services Ceremony, and EOPS and TRiO Recognition Ceremony. / She encouraged everyone to go to the MPC Theatre’s current production, *Light Up the Sky*. / She will distribute to the Board of Trustees invitations to the June 9th CSU Summer Arts Kick-Off reception. / She commended Dr. Tribley and Shannon Barbour for their outstanding speeches at the Pacific Grove Rotary. / She commended Dr. Tribley and Kathleen Clark for their presentation to the Monterey Peninsula Chamber of Commerce’s Government Affairs Committee.
 - 2) Trustee Rick Johnson reported that he recently was able to solicit a new prospect for the President’s Circle. / He stated that the afternoon he spent at the EOPS and TRiO Recognition Ceremony was of the most wonderful he can remember. / He indicated that he heard compliments from a number of elected officials who attended the President’s Address. / He congratulated Dr. Alan Haffa on the amazing job he did with the “Hungry and Homeless in Paradise” symposium.
 - 3) Student Trustee Daniel Cervantes offered his congratulations to Dr. Tribley, Ms. Michael, Ms. Anderson, and everyone involved in the President’s Address.
 - 4) Vice Chair Loren Steck noted that he was unable to attend CHS’s annual retreat due to his son’s graduation from Claremont McKenna College. / He commended Dr. Tribley and Shannon Barbour for their efforts at the President’s Address. / He lost the CCLC election but was appointed to the Statewide Commission for the Student Success Scorecard.
 - 5) Chair Charles Brown commended Dr. Tribley, the MPC Foundation, and Shawn Anderson for their work with the President’s Address. / He went to the opening for *Light Up the Sky* and encouraged others to see the play. He also stated that he would like to see more students in the lead roles. / He expressed regret that he was unable to attend the EOPS and TRiO Recognition Ceremony due to his job.
 - 6) Trustee Margaret-Anne Coppernoll thanked her colleagues for their wonderful reports and echoed their congratulations to Dr. Tribley for an outstanding President’s Address and for sponsoring the “Hungry and Homeless in Paradise” symposium. / She stated that she is very impressed by MPC’s extraordinary students, coaches, and staff.

11) Legislative Advocacy Report, Dr. Walter Tribley

See written report under “Communications.”

Additions to written report: Dr. Tribley thanked and commended Vicki Nakamura for coordinating governmental outreach for his office. / Congressman Sam Farr will be visiting one of MPC’s classes on May 30th.

Break: 4:56 p.m. – 5:04 p.m.

12) Student Success Report: Dr. Walter Tribley

- a) Success Indicators for Career Technical Education (CTE) Programs: Mr. Michael Gilmartin and Dr. Rosaleen Ryan

Dr. Ryan described the three success indicators. **1) Course Retention or Success Rates.** Students who remain in class throughout the semester—regardless of the grade they receive—are counted as having been retained. To be counted as a successful student, the student must earn a grade of A, B, or C. **2) Persistence Rates.** This examines students who enrolled in CTE courses in one semester to determine whether they returned the following semester (or the following year). **3) Attainment of Degrees and Certificates.**

Mr. Gilmartin reported on the following indicators: **1) Job placement.** He noted that data from departments tracking their graduates is the most common method for tracking job placement; however, there is not a uniform method for this. (MPC participated this year in a pilot program, “Completer and Leaver Survey,” which provided us with an analysis based on surveys completed by the students who completed or left our medical program. Although there is a cost associated with this, it provides a more precise indication of job placement than other data.) **2) Wages.** Wages earned by students after they graduate are compared against what they earned prior to graduation. **3) Perkins Core Indicators.** This program distributes federal funds for strengthening CTE programs to schools and colleges around the state. MPC applies each year and must establish specific goals as to how we are going to meet each of these indicators. If we don’t meet the goals after three years, we could lose funding. Mr. Gilmartin distributed a pamphlet created by the state, entitled, “A Guide to Federal Carl D. Perkins Act/CTE Funding” and noted the increasingly difficult challenges in meeting these goals on the federal and state levels.

13) Special Report – Bond Update Reports, Joe Demko, Kitchell

- a) Active Bond/Facility Projects Update
b) Cost Control Report
c) Master Schedule/Construction Phase Only
d) Bond Expenditure Report

See written report under “Communications.”

Trustee Dunn Gustafson and Chair Brown thanked Mr. Demko for the recent tour and commended the work on the theatre and the gym.

4. CONSENT CALENDAR

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

Motion Steck / Second Cervantes / Carried.

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BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of the Regular Board Meeting on April 24, 2013.
- 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the April manual payroll in the amount of \$14,798.17 and the April regular payroll in the amount of \$2,176,391.27 and the May supplemental payroll in the amount of \$54,857.89 for a total payroll of \$2,246,047.33 be approved.

- 4) That Commercial Warrants:
12985480 through 12985586, 12985970 through 12985996, 12986424 through 12986474,
12986933 through 12986952, 12987426 through 12987477, 12988619 through 12988629,
in the amount of \$1,870,711.12 be approved.
- 5) That Purchase Orders 130873 through 130954 in the amount of \$605,021.52 be approved.
- 6) That the following budget decreases in the Restricted General Fund be approved:
Decrease of \$10 in funds received for FY 2012-2013.
- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net increase in the 1000 Object expense category	\$	27,600
Net increase in the 3000 Object expense category	\$	3,375
Net decrease in the 5000 Object expense category	\$	16,325
Net decrease in the 6000 Object expense category	\$	14,650
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 1000 Object expense category	\$	15,255
Net decrease in the 2000 Object expense category	\$	4,925
Net decrease in the 3000 Object expense category	\$	1,032
Net increase in the 4000 Object expense category	\$	14,720
Net increase in the 5000 Object expense category	\$	2,581
Net increase in the 6000 Object expense category	\$	3,911
- 9) That the following budget adjustments in the Child Devt. Center Fund be approved:

Net increase in the 4000 Object expense category	\$	1,000
Net decrease in the 5000 Object expense category	\$	1,000
- 10) That the following budget adjustments in the Parking Fund be approved:

Net decrease in the 5000 Object expense category	\$	10,523
Net increase in the 6000 Object expense category	\$	10,523

B. Faculty Personnel:

- 11) That the Governing Board approves the following items:
 - a) Authorize the full-time, tenure track positions for Mathematics Instructors (2 positions).
 - b) Employment of Dr. Sara Cooper, Physiology Instructor, under faculty services area Biol. Step and Column placement pending verification, effective Fall 2013.
 - c) Employment of Joel Pickering, Mathematics Instructor, under faculty services areas MathBA and MathDEV. Step and Column placement pending verification, effective Fall 2013.
 - d) Employment of Luke Spence, Mathematics Instructor, under faculty services areas MathBA and MathDEV. Step and Column placement pending verification, effective Fall 2013.
 - e) Employment of Andrew Washburn, Mathematics Instructor, under faculty services areas MathBA and MathDEV. Step and Column placement pending verification, effective Fall 2013.
 - f) Employment of Jacqueline Evans, DSPS Counselor, under faculty services area Counsel. Step and Column placement pending verification, effective Fall 2013.
 - g) Continue the employment of Grace Anongchanya, TRIO Coordinator/Counselor; Christopher Calima, Upward Bound Counselor; Amber Kerchner, Counselor (First5 Grant); Sandra Washington, Upward Bound Counselor; and Janine Wilson, Math

Science Upward Bound Coordinator as categorically funded employees are ratified for 2013/2014, pending continued funding.

- h) Grant Course Specific Equivalency to C. Robert Omstead to teach AUTO100, AUTO102, AUTO103, AUTO110, AUTO170, and AUTO171.
- i) Resignation of Randall Smith, effective December 20, 2013, for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Smith has served as a faculty member since 1997.
- j) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2013.

C. Classified Personnel:

12) That the Governing Board approves the following item(s):

- a) Employment of Rustin Beam, Instructional Specialist, TRIO, 19 hours per week, 9 months per year, effective August 12, 2013.
- b) Employment of _____, Division Office Manager, Business & Technology, 40 hours per week, 12 months per year, effective _____, 2013.
- c) Employment of Jose Alvarez Peguero, Administrative Assistant II, Marina Education Center, 24 hours per week, 10 months & 11 days per year, effective May 23, 2013.

D. Management Personnel:

13) That the Governing Board approves the following item(s):

- a) Employment of Martin Johnson as Interim Vice President for Student Services, effective July 8, 2013, pending negotiation and ratification of the employment agreement.

E. Short Term and Substitute Personnel:

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

5. NEW BUSINESS

- A. BE IT RESOLVED, that the 2012-2013 Monthly Financial Reports for the period ending April 30, 2013, prior to year-end closing be accepted.

Motion Johnson / Second Steck / Carried.

2012-2013/126

See Mr. Steve Ma's presentation, "Budget Update May Revise 2013."

Additions to prepared presentation: Mr. Ma reported that he attended a conference in Sacramento regarding the 2013-2014 budget and the governor's May revision. / Since Prop 30 revenue must be accounted for separately in the Education Projection Account (EPA), he's working with MPC Controller, Rosemary Barrios, to post the accounting on MPC's website as required by the statute. / Prop 30 funds will be paid out in late June for the current year; MPC will be paid quarterly thereafter. / The proposal regarding adult education has been tabled for a year. He expects next year that a proposal tying community college funding to completion rates will resurface. / MPC's ineligibility for growth funding until we get back to cap is not unique; there are 14 other districts across the state in a similar position.

Monthly Financial Report: Mr. Ma reported that MPC should close out the year with the projected expenses and revenues.

- B. BE IT RESOLVED, that the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Theater Walkway and Retaining Wall Project, DSA Application No. 01-112728, File No. 27-C1.

Motion Coppernoll / Second Steck / Carried.

2012-2013/127

- C. INFORMATION: Review the change in discount pricing for Parking Permits, to take effect for the fall 2013 semester.

Mr. Ma noted that MPC will be removing the discount for students taking less than six units.

- D. INFORMATION: County of Monterey Investment Report for the quarter ending March 31, 2013.

Mr. Ma reported that MPC is required by law to keep our bond funds and general funds at the treasury. The yields on those funds is at 9%. He explained that he shifted funds from LAIF (a state pool local agency investment fund) to the county treasury at the recommendation of the county treasurer. Vice Chair Steck suggested that we consider coming up with a legitimate benchmark.

- E. BE IT RESOLVED, that the Board authorize a Notice of Intent to enter into a lease agreement with the Monterey Bay Certified Farmers Market, Inc., at \$186.54 per week for the period of July 1, 2013 through June 30, 2014 and direct staff to publish the Notice of Intent in a newspaper of general circulation once a week for three consecutive weeks commencing with the week of May 27, 2013.

Motion Coppernoll / Second Cervantes / Carried.

2012-2013/128

Trustee Johnson abstained from the voting. Mr. Ma explained that this amount was reached after considering comparables in the area. Cabrillo—our best comparable—charges their Farmers Market \$300 per week, but they have twice as many vendors. Vice Chair Steck asked if we can increase our vendors so as to increase our rate. Mr. Ma indicated that he would speak with the Farmers Market manager, although he believes there may be a limited market in Monterey for vendors.

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

- FIRE 242, Fire Prevention I
- PFIT 19B, Body Sculpting II
- PHED 6B, Soccer II
- PHED 42B, Athletic Training Field Experience II
- PHED 61B, Elements of Football II
- THEA 35A, Musical Theatre Production – Contemporary
- THEA 60A, Studio Theatre – Comedy
- THEA 70A, Dance Theatre – Contemporary

Motion Dunn Gustafson / Second Steck / Carried.

2012-2013/129

- G. INFORMATION: Employee Demographics Report.

See Ms. Barbara Lee's presentation, "[MPC Employee Demographics](#)."

Additions to prepared presentation: The job titles found on the left side of the slides are from the Chancellor's Office. / She explained that the increase in diversity in the faculty workforce is due mostly to the white employees who retired and weren't replaced. Chair Brown and Trustee Johnson indicated that they would like to see a breakdown on the ethnicity of our

service area. Ms. Lee indicated that she could work with Dr. Rosaleen Ryan on our community's demographics. Mr. Anderson applauded our progress, but noted that we still have work to do.

- H. BE IT RESOLVED, that the Governing Board grant equivalency to the minimum qualifications for an academic administrator to David D. Brown based on his Bachelor of Science degree in Fire Administration, certification as Chief Officer and Fire Instructor 3 through the Office of the State Fire Marshall, and 31 years of experience in the field including 17 years in management positions, and 25 years of experience as an adjunct faculty; and,

BE IT FURTHER RESOLVED that the Governing Board employ David D. Brown as the Interim Director, Public Safety Training Center, effective June 3, 2013 until the vacant position is filled or December 31, 2013; and,

BE IT FURTHER RESOLVED, that the Governing Board ratify the attached employment agreement between David D. Brown and Monterey Peninsula College District.

Motion Johnson / Second Dunn Gustafson / Carried. 2012-2013/130

- I. BE IT RESOLVED, that Resolution No. 2012-2013/131 to make technical adjustments to Monterey Peninsula Community College District trustee area boundaries, as recommended by the Monterey County Elections Department, be approved.

Motion to approve with change to resolution number, Steck / Second Dunn Gustafson / Carried. 2012-2013/131

See Ms. Vicki Nakamura's presentation, "Trustee Area Boundary Adjustments."

Additions to prepared presentation: The resolution number changed from 130 to 131. / A discussion ensued as to which part of each trustee area would be impacted by the proposed boundary adjustments, and the reason these specific boundary adjustments were requested by Monterey County Elections.

- J. BE IT RESOLVED, that the following resolution be adopted by the Governing Board:

**RESOLUTION ORDERING ELECTION,
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION,
REQUESTING CONSOLIDATION OF THE ELECTION, AND
SPECIFICATIONS OF THE ELECTION ORDER**

Motion Dunn Gustafson / Second Johnson / Carried. 2012-2013/132

- K. BE IT RESOLVED, that the Governing Board approve the expulsion of MPC student #745.

Motion Johnson / Second Steck / Carried. 2012-2013/133

- L. INFORMATION: Calendar of Events. Vice Chair Steck requested the addition of Classified Root Beer Float Day to future Board calendars.

6. ADVANCE PLANNING

- A. Regular Board Meeting Wednesday, June 26, 2013, at MPC:

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

- B. Regular Board Meeting Wednesday, July 24, 2013, at Marina Education Center:
- Closed Session, 1:30pm, Classroom MA 104
 - Regular Meeting, 3:00pm, Classroom MA 402
- C. Future Topics:
- Board Study Session regarding Parking Lot A – Dr. Tribley noted the current plan to hold this study session the evening of Wednesday, June 19th in one of the MPC lecture forums.
 - Board Study Session regarding new repeatability regulations that impact programs such as Gentrain – Dr. Tribley noted his plan to bring together major stakeholders to discuss Gentrain. He assured those present that MPC plans to continue offering Gentrain. He informed Trustee Dunn Gustafson that she would be invited to the discussion.

Student Trustee Daniel Cervantes noted although this meeting will be his final as student trustee, he will be present at the June Board meeting.

7. ADJOURNMENT – Chair Brown adjourned the meeting at 7:00 p.m.
8. CLOSED SESSION – Not required.

Respectfully Submitted,

Dr. Walter Tribley
Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.2

Superintendent/President
Office

Proposal:

That the Governing Board accepts and acknowledges the following donations to Monterey Peninsula College.

Background: The following donations have been made to Monterey Peninsula College:

- Carmel Women's Club: \$4,000 Scholarship Donation for Women Reaching Out to Women
- Community Hospital Auxiliary: \$158,255 in Scholarship Assistance to Maurine Church Coburn School of Nursing
- Karin Strasser-Kaufman: Donation of Clothing/Materials to the MPC Theatre Arts Department

Budgetary Implications: None.

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

Recommended By: Dr. Walter Tribley, Superintendent/President

Prepared By:

Shawn Anderson

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

Agenda Approval:

Walter A. Tribley

Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.3

Fiscal Services
College Area

Proposal:

Approve the May manual and regular payrolls and June supplemental payroll.
Approve May 15th and 30th and June 10th payrolls.

Background:

May 15, 2013	Manual Payroll	\$ 8,999.00
May 30, 2013	Regular Payroll	\$ 2,237,165.86
June 10, 2013	Supplemental Payroll	<u>\$ 57,907.44</u>
Total		\$ 2,304,072.30

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that the:

May manual payroll in the amount of \$8,999.00 and the
May regular payroll in the amount of \$2,237,165.86 and the
June supplemental payroll in the amount of \$57,907.44
for a total payroll of \$2,304,072.30 be approved.

Recommended By:



Stephen Ma, Vice President, Administrative Services

Prepared By:



Michelle Moore or Sean Willis, Payroll Analyst



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.4

Fiscal Services

College Area

Proposal:

Approve Commercial Warrants for May 2013.

Background:

Number 12989119 through Number 12989201.....	\$154,430.21
Number 12989829 through Number 12989894.....	\$346,260.36
Number 12990526 through Number 12990591.....	\$289,305.39
Number 12990986 through Number 12991015.....	\$85,898.02
Number 12991619 through Number 12991649.....	\$905,328.94
Number 12991830 through Number 12991839.....	\$19,057.17
Number 12993146 through Number 12993218.....	\$627,811.01
Total.....	\$2,428,091.10

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Commercial Warrants:

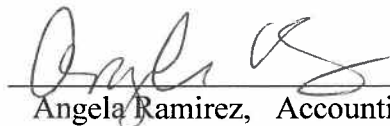
12989119 through 12989201, 12989829 through 12989894, 12990526 through 12990591, 12990986 through 12991015, 12991619 through 12991649, 12991830 through 12991839, 12993146 through 12993218, in the amount of \$2,428,091.10 be approved.

Recommended By:

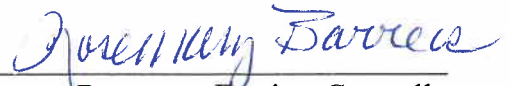


Stephen Ma, Vice President, Administrative Services

Prepared By:




Angela Ramirez, Accounting Specialist



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

School Board Approval Report
5/2/2013 through 5/2/2013

40 Monterey Peninsula College

Issue Date 05/02/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989119	ACCREDITING COMMISSION FOR	PV- 1134	580000	Substantive change proposal fee distance ed	\$750.00
12989120	AdSpec	PV- 1135	450000	Keyring w/ world map and split ring	\$586.70
	AdSpec	PV- 1135	450000	MPC card size magnets	\$267.50
12989122	Bakkerud, William	PV- 1137	470000	Food for men in nursing meeting 4/21/13	\$6.35
12989123	Barco"s Outdoor Products	PO- 130855	450000	05CL1681 9-Bike Rack (inground) Cust #81755	\$869.96
12989124	Bookmark	PV- 1138	430000	La Procession Du Rocio	\$83.01
	Bookmark	PV- 1138	430000	San Antonio Dances	\$170.89
12989125	BRODART	PO- 130951	450000	Library book prep supplies per attached order Y-98	\$371.02
12989126	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$7,080.41
	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$10,082.26
	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$1,198.02
	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$1,372.97
12989127	CARMEL MARINA COPRORATION	PO- 130038	550000	Open order for Waste Disposal at the Marina Ed Cen	\$229.58
	CARMEL MARINA COPRORATION	PO- 130069	550000	Open order for Waste Desposal - Elder Street (Thea	\$116.28
	CARMEL MARINA COPRORATION	PO- 130250	550000	2012-2013 Open order for Waste Disposal at PSTC	\$389.26
12989128	Cedar St. Times	PV- 1139	430000	Display ad for MPC concert Band	\$115.00
12989129	CHEVRON USA INC	PO- 130804	550000	Open order for FY 12/13 for gasoline	\$2,588.83
	CHEVRON USA INC	PO- 130815	550000	Open order for purchase of gasoline for remainder	\$500.00
	CHEVRON USA INC	PO- 130815	550000	Open order for purchase of gasoline for remainder	\$827.10
	CHEVRON USA INC	PO- 130950	550000	Open order for gasoline for Athletic trips for FY1	\$495.00
	CHEVRON USA INC	PO- 130950	550000	Open order for gasoline for Athletic trips for FY1	\$883.97
12989130	Ching, Terry	PV- 1160	580000	2013 Softball officials	\$1,740.00
	Ching, Terry	PV- 1160	580000	2013 Softball Officials	\$2,850.00
12989131	COAST COUNTIES GLASS INC	PO- 130073	450000	Open order for equipment repair parts & material	\$94.00
12989132	Constellation New Energy	PO- 130140	550000	Open order for FY12/13 for Electricity for the Mai	\$25,001.85
12989133	CPP Inc	PV- 1140	430000	Skillone Site Renewal fee	\$195.00
12989134	Crouch,Perry	PO- 130924	510000	Retention workshop series per attached Independent	\$300.00

School Board Approval Report
5/2/2013 through 5/2/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/02/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989135	Crutchfield,Eileen	PV- 1141	520000	Calworks training reimburse 4/15-4/17/13	\$455.68
12989136	Cypress Sporting Goods	PV- 1142	430000	Scorebook, training balls, ladder for Softball	\$693.03
	Cypress Sporting Goods	PV- 1142	430000	Whiffle softballs	\$24.94
12989137	De Soto, Alethea	PV- 1143	520000	Reimburse for matric conf 11/13-11/14/12	\$778.39
12989138	Dynamic Press	PV- 1144	450000	Security transcript paper	\$1,120.01
12989139	ECS Imaging Inc.	PV- 1145	560000	LaserFiche software assurance plan	\$5,533.00
12989140	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$22.93
	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$22.40
	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$59.90
	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$376.83
12989141	Ewing Irrigation	PO- 130050	450000	Open order for irrigation supplies	\$14.61
	Ewing Irrigation	PO- 130837	450000	Open order for FU 2012/2013 for supplies	\$257.40
12989142	FEDEX	PO- 130075	580000	Open order for postage	\$68.32
	FEDEX	PO- 130075	580000	Open order for postage	\$8.90
12989143	FHEG MPC BOOKSTORE	PO- 130852	430000	Plan Graphics for Landscape Designer- Bertauski 2n	\$92.93
12989144	FHEG MPC BOOKSTORE	PV- 1146	760000	EOPS required textbooks for spring	\$15,767.00
12989145	FISHER SCIENTIFIC Pitt	PO- 130661	430000	Fiscal Year 2012/2013 for Fisher Account # 103-53-	\$51.24
12989146	FLML/UC Regents	PV- 1147	520000	Seymour Center admission & MMPP demos	\$490.00
12989147	GAVILAN PEST CONTROL	PO- 130057	550000	Open order for rodent and insect abatement	\$180.00
12989148	Geiger	PV- 1149	580000	Custom lapel pins	\$605.48
12989149	GEMPLERS	PO- 130305	450000	Open order for Fiscal 2012/2013 for Custodial Unif	\$58.59
12989150	Grasmuck,Karoline	PV- 1148	520000	Reimbursement conf 4/18-4/21/13	\$1,453.52
12989151	Hertzberg,Jeremy	PO- 130572	510000	Independent contract as per attached contract and	\$1,200.00
12989153	Jet Tec LLC	PV- 1150	450000	Black, Magenta, Cyan ink cartridge	\$507.19
	Jet Tec LLC	PV- 1151	430000	Black toner, laserjet maint. kit w/ exchange	\$332.12
12989154	Jobelephant.com Inc.	PV- 1152	450000	Custodian supervisor position	\$445.00
	Jobelephant.com Inc.	PV- 1153	450000	Interim VP of student services job ad	\$510.00
12989155	Johns, Arianna	PO- 130862	580000	Intern Arianna Johns 6- month intern Stipend	\$2,000.00

School Board Approval Report
5/2/2013 through 5/2/2013

40 Monterey Peninsula College

Issue Date 05/02/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989156	LDR	PO- 130871	430000	Double Take 250 Sheets #9303 2 pt loose leaf white	\$114.26
12989157	Lunsford,Tami	PV- 1155	520000	NSTA Travel Reimbursement	\$117.93
12989158	Mandate Resources Services LLC	PO- 130014	510000	Open order for FY12-13 for Mandated Cost Services	\$5,000.00
12989159	Martinez, Monica	PO- 130923	510000	ASL Interpreting per attached Independent Contract	\$486.00
12989160	Martins' Irrigation Supply	PO- 130049	450000	Open order for Irrigation Supplies	\$6.56
12989161	Martinson,Larry	PV- 1156	450000	Diplomas & Certificates for Dec 2012	\$537.82
12989162	McKesson Medical Surgical	PO- 130777	450000	Open order for Fiscal Year 2012/2013 for supplies	\$16.32
12989163	Mission College	PV- 1157	520000	Registration Men in Nursing workshop 4/27/13	\$40.00
12989164	Mission Uniform Service	PO- 130362	430000	FY12/13 for rag service for Auto Tech	\$16.44
	Mission Uniform Service	PO- 130362	430000	FY12/13 for rag service for Auto Tech	\$16.44
	Mission Uniform Service	PO- 130362	430000	FY12/13 for rag service for Auto Tech	\$16.44
	Mission Uniform Service	PO- 130362	430000	FY12/13 for rag service for Auto Tech	\$16.44
	Mission Uniform Service	PO- 130362	430000	FY12/13 for rag service for Auto Tech	\$16.44
	Mission Uniform Service	PO- 130362	430000	FY12/13 for rag service for Auto Tech	\$16.44
12989165	Monrad, Renee	PV- 1158	580000	Personal counseling/CAMFT membership	\$237.86
12989166	Monterey Bay Systems	PV- 1159	560000	Copy usage on west wing student service building	\$550.47
12989167	Monterey County Weekly	PO- 130111	450000	FY12-13 for recruitment ads. Invoices to be submi	\$210.00
	Monterey County Weekly	PO- 130111	450000	FY12-13 for recruitment ads. Invoices to be submi	\$210.00
12989168	MPC TRUST	PV- 1162	580000	Rites of Passage ceremony 6/7/13	\$500.00
12989169	MPC TRUST	PV- 1161	580000	Latino Recognition ceremony on 6/6/13	\$500.00
12989172	Office Depot	PO- 130026	430000	online purchasing of Instructional Program Matheri	\$272.39
	Office Depot	PO- 130084	450000	FY12-13 for online orders of office supplies	\$245.82
	Office Depot	PO- 130085	450000	Open order for FY12-13 for misc office supplies:	\$238.65
	Office Depot	PO- 130085	450000	Open order for FY12-13 for misc office supplies:	\$64.44
	Office Depot	PO- 130172	450000	FY12/13 for office supplies	\$393.02
	Office Depot	PO- 130289	450000	Open order for FY 12/13 for office supplies for th	\$10.74
	Office Depot	PO- 130314	450000	Fy 2012/2013 for Office supplie for Social Scienc	\$114.16
	Office Depot	PO- 130359	430000	Open order for instructional program material for	\$276.46

School Board Approval Report
5/2/2013 through 5/2/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/02/2013

00 General Fund, Unrestricted (M)

VarrantNo	Name	RefNo	Object	Description	Amount
	Office Depot	PO- 130491	450000	Office Depot for FY 2012-2013	\$96.74
	Office Depot	PO- 130491	450000	Office Depot for FY 2012-2013	\$16.01
	Office Depot	PO- 130626	450000	Open order for Office Supplies for FY 2012/2013 fo	\$56.96
	Office Depot	PO- 130637	450000	Open order for FY12/13 for Office Supplies	\$70.82
	Office Depot	PO- 130637	450000	Open order for FY12/13 for Office Supplies	\$154.77
	Office Depot	PO- 130721	450000	Open order for office supplies for FY2011/12	\$338.56
	Office Depot	PO- 130849	450000	Open order for 2012/2013 Fiscal Year	\$119.08
	Office Depot	PO- 130849	450000	Open order for 2012/2013 Fiscal Year	\$54.20
	Office Depot	PO- 130857	450000	office supplies for FY12/13	\$330.47
	Office Depot	PO- 130857	450000	office supplies for FY12/13	\$75.20
	Office Depot	PO- 130870	450000	FY12/13	\$180.92
	Office Depot	PO- 130870	450000	FY12/13	\$54.09
	Office Depot	PO- 130885	450000	Open order for FY12/13 for online account	\$7.41
	Office Depot	PO- 130885	450000	Open order for FY12/13 for online account	\$2.09
	Office Depot	PO- 130885	450000	Open order for FY12/13 for online account	\$17.80
	Office Depot	PO- 130890	450000	folders 315515	\$67.18
	Office Depot	PO- 130890	450000	folders 315515	\$3.90
12989173	Office Depot	PV- 1165	430000	Office Supplies	\$3.19
12989174	Office Depot	PV- 1165	430000	Office Supplies-Used CR 652021615001	\$85.26
12989175	Office Depot	PV- 1165	430000	Office Supplies	\$102.81
12989176	Office Depot	PV- 1165	430000	Office supplies	\$127.29
12989177	ORCHARD SUPPLY HARDWARE	PO- 130062	450000	Open order for equipment repair parts & materials	\$300.39
	ORCHARD SUPPLY HARDWARE	PO- 130280	430000	Open order for FY12/13	\$40.93
	ORCHARD SUPPLY HARDWARE	PO- 130659	430000	FY12/13.	\$169.78
12989178	PACIFIC GAS & ELECTRIC	PO- 130139	550000	Open order for FY12/13 for Electricity for the Mai	\$15,618.95
12989179	PACIFIC MONARCH LTD	PO- 130101	520000	Open order for Bus charter for Earth Science Field	\$1,165.00
12989180	Pacific Telemanagement Service	PO- 130411	550000	FY12/13 for pay phone service through PTS	\$53.00
12989181	Palace Art	PO- 130926	640000	Ergo evaluation for Maryam Abusaidi	\$330.94

School Board Approval Report
5/2/2013 through 5/2/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/02/2013

00 General Fund, Unrestricted (M)

VarrantNo	Name	RefNo	Object	Description	Amount
	Palace Art	PO- 130927	640000	Ergo evaluation for Donna Russo	\$16.82
	Palace Art	PO- 130928	640000	Ergo evaluation for Teresa Stanfield in Admission	\$400.06
12989182	Peninsula Cafe	PV- 1166	470000	Meal-Cen Coast HS campus visit	\$167.97
	Peninsula Cafe	PV- 1167	470000	Food-Senior recognition event	\$350.00
	Peninsula Cafe	PV- 1168	470000	Breakfast for HS Counselors meeting 2/8/13	\$419.25
12989183	Peninsula Office Solutions	PO- 130363	560000	Toshiba (Studio E203L) copy machine maintenace agr	\$37.31
12989184	POTTERS ELECTRONICS	PO- 130097	450000	Open order for Fiscal 12-13 for misc. network supp	\$193.50
12989185	Public Agency Law Group	PO- 130652	570000	Open order for Fiscal 2012/2013 for Professional I	\$1,017.50
12989186	RAPID PRINTERS	PO- 130892	430000	500 business cards for Kathleen Clark	\$62.89
	RAPID PRINTERS	PO- 130893	430000	500 business cards for Blake Spiering, Justin Russ	\$188.66
12989187	Russo, Gina	PV- 1169	450000	Senior class photos	\$200.00
12989188	School Energy Coalition	PV- 1170	530000	Membership dues	\$250.00
12989189	School Services of CA-Sacto	PO- 130548	450000	Renewal of Community College update for 2012/2013	\$285.00
12989190	SPECTRUM IMAGING	PV- 1171	430000	MST posters for creative arts	\$430.00
12989192	Teracai	PO- 130839	510000	Support Mdules V-Center per attached quote 4003959	\$875.00
	Teracai	PO- 130876	510000	VMWARE VSPHERE 5 day traing package	\$3,166.47
12989193	Terryberry	PV- 1172	450000	1-35 yr and 1-40 year Pin	\$149.89
12989194	Tostado, Francisco	PV- 1173	520000	Reimburse for CCCO Conf 4/14-4/16/13	\$438.10
12989196	ULINE	PO- 130814	450000	Open order for FY 2012/2013 for consumables	\$1,460.39
12989197	United Parcel Service(UPS)	PO- 130074	580000	Open order for postage	\$28.06
12989198	Washington, Sandra	PV- 1175	470000	Advance for UB Students Junior Retreat	\$600.00
12989199	WESTERN CENT.ON LAW & POVER	PV- 1176	760000	Purchase 2 program books to assist students	\$84.00
12989200	White Page Communications	PO- 130622	510000	Public Relations October 23, 2012 - June 2013. Se	\$2,000.00
12989201	XEROX CORPORATION	PO- 130184	560000	Open order for Xerox Lease for Life Science copier	\$815.93

School Board Approval Report
5/2/2013 through 5/2/2013

40 Monterey Peninsula College

Issue Date 05/02/2013

Fund 0100 totals:

\$135,816.45

School Board Approval Report
5/2/2013 through 5/2/2013

40 Monterey Peninsula College

Issue Date 05/02/2013

0400 Children Center, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989152	HOBART SALES AND SERVICE	PV- 1154	560000	Service to Dishwasher	\$226.75
12989170	Nyznyk, Cathy	PV- 1163	610000	Advance to shop at OSH supplies for CDC	\$1,060.00
12989171	Nyznyk, Cathy	PV- 1164	610000	Advance for supplies at Cost Plus for CDC	\$427.00
12989191	Sysco Food Service of SF	PO- 130178	450000	Open order for FY12/13 for food and supplies	\$255.29
	Sysco Food Service of SF	PO- 130178	470000	Open order for FY12/13 for food and supplies	\$1,037.13
Fund 0400 totals:					\$3,006.17

School Board Approval Report
5/2/2013 through 5/2/2013

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40 Monterey Peninsula College

Issue Date 05/02/2013

400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989121	Baker&Taylor	PV- 1136	430000	Library materials	\$11,239.79
Fund 1400 totals:					\$11,239.79

School Board Approval Report
5/2/2013 through 5/2/2013

40 Monterey Peninsula College

Issue Date 05/02/2013

3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989195	Toyota Material Handling	PV- 1174	560000	Security cart repair	\$257.50
Fund 3900 totals:					\$257.50

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40 Monterey Peninsula College

Issue Date 05/02/2013

700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989126	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$482.20
	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$686.63
	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$81.59
	CALIFORNIA AMERICAN WATER C	PO- 130138	550000	Open order for FY12/13 for Water for the Main Camp	\$93.51
12989132	Constellation New Energy	PO- 130140	550000	Open order for FY12/13 for Electricity for the Mai	\$1,702.68
12989178	PACIFIC GAS & ELECTRIC	PO- 130139	550000	Open order for FY12/13 for Electricity for the Mai	\$1,063.69
<hr/> Fund 4700 totals:					\$4,110.30
<hr/> District Totals for 5/2/2013:					\$154,430.21

School Board Approval Report
5/2/2013 through 5/2/2013

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District Total for 5/2/2013 through 5/2/2013:	\$154,430.21
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School Board Approval Report
5/9/2013 through 5/9/2013

40 Monterey Peninsula College

Issue Date 05/09/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989830	AMERICAN SUPPLY CO	PO- 130153	450000	Open order for FY12/13 for consumable supplies	\$202.10
	AMERICAN SUPPLY CO	PO- 130686	450000	Open order for FY 2012/2013 for consumables.	\$1,830.19
12989831	AmeriPride Uniform Services	PO- 130133	620000	rage service for printmaking for 2012-2013-Bi-week	\$33.53
12989832	Artstor	PV- 1177	450000	Annual Access fee-AAF-ACC	\$1,700.00
12989835	Bakkerud, William	PO- 130436	510000	Men in Nursing Facilitation per attached Independe	\$650.00
12989836	Bartel, Sally	PO- 130519	510000	Sally Bartel Video Production Services per attache	\$3,746.30
12989837	Brooke, William	PO- 130390	510000	Encumbered for contracted services for men in nurs	\$800.00
12989838	Canon Business Solutions	PO- 130183	560000	Open order for FY12/13 to cover Cannon Lease Agree	\$7,016.60
12989839	Central Coast Media Enterprise	PV- 1178	450000	9-Name tags	\$74.51
12989841	Copy King	PV- 1179	760000	EOPS Orientation booklet 4/13-8/13/13	\$1,000.00
	Copy King	PV- 1179	760000	TANF Orientation booklet 4/13-8/13/13	\$1,368.62
	Copy King	PV- 1179	760000	TRIO/SSS Orientation booklet 4/13-8/13/13	\$1,000.00
12989843	Cybrarian Corporation	PV- 1180	450000	Public computer management subscription	\$1,249.95
12989845	DELL MARKETING L.P.	PO- 130917	640000	PC tower for Admin Assist III in Academic Affairs	\$846.96
12989846	Dennehy, Merry	PV- 1181	520000	Reimburse for travel to Las Vegas Conf 3/13-3/16	\$1,171.57
12989847	Department of Forestry & Fire	PV- 1182	520000	Rescue systems 1 course 2/25-3/1/13	\$2,062.25
12989849	EBSCO	PV- 1183	450000	Nursing reference center	\$1,061.00
12989850	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$59.90
	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$337.34
	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$179.70
12989851	FEDEX	PO- 130075	580000	Open order for postage	\$63.84
	FEDEX	PO- 130075	580000	Open order for postage	\$10.54
12989853	FLINN SCIENTIFIC	PO- 130107	430000	Open order for FY2012-2013	\$454.04
12989854	Foreign Affairs Publishing	PO- 130983	430000	To pay magazine subscription to Foreign Affairs fo	\$33.00
12989855	GAVILAN PEST CONTROL	PO- 130058	550000	Open order for Gopher Abatement	\$500.00
12989858	Ideal Computer Services Inc.	PO- 130114	560000	FY2012-2013	\$259.12
12989859	Jones, Darrell	PV- 1184	520000	Lodging, meals, mileage Fire Prevention 3B	\$508.43

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5/9/2013 through 5/9/2013

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40 Monterey Peninsula College

Issue Date 05/09/2013

100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989860	KBA Docusys	PO- 130182	560000	Open order for FY12/13 to cover the Canon copier m	\$5,368.33
12989862	Laundry Loops Inc	PO- 130990	430000	Laundry Loops	\$372.98
12989863	Lawrence,James	PV- 1185	430000	Reimburse for lunch for MPC HS Auto Challenge	\$913.75
12989866	Marina Coast Water District	PO- 130035	550000	Open order for Water at PSTC	\$248.74
	Marina Coast Water District	PO- 130035	550000	Open order for Water at PSTC	\$164.11
	Marina Coast Water District	PO- 130035	550000	Open order for Water at PSTC	\$149.93
	Marina Coast Water District	PO- 130039	550000	Open order for Water at Marina Ed Center	\$112.27
	Marina Coast Water District	PO- 130039	550000	Open order for Water at Marina Ed Center	\$153.09
	Marina Coast Water District	PO- 130039	550000	Open order for Water at Marina Ed Center	\$793.48
12989867	Martins' Irrigation Supply	PO- 130049	450000	Open order for Irrigation Supplies	\$76.47
12989868	McKesson Medical Surgical	PO- 130777	450000	Open order for Fiscal Year 2012/2013 for supplies	\$4.34
	McKesson Medical Surgical	PO- 130777	450000	Open order for Fiscal Year 2012/2013 for supplies	\$41.24
12989869	Monterey City Disposal Inc.	PO- 130071	550000	Open order for waste disposal-main campus	\$1,221.78
	Monterey City Disposal Inc.	PO- 130071	550000	Open order for waste disposal-main campus	\$135.85
	Monterey City Disposal Inc.	PO- 130071	550000	Open order for waste disposal-main campus	\$309.52
	Monterey City Disposal Inc.	PO- 130071	550000	Open order for waste disposal-main campus	\$251.12
12989871	MONTEREY PENINSULA COLLEGE	PV- 1186	580000	April 2013 Cash Reimbursement	\$452.26
	MONTEREY PENINSULA COLLEGE	PV- 1187	580000	JE 10147,10146,10145,10143,10144	\$9,067.05
12989872	Monterey Sanitary	PO- 130779	450000	Fiscal 2012/2013 for Consumables	\$96.58
	Monterey Sanitary	PO- 130779	450000	Fiscal 2012/2013 for Consumables	\$267.42
	Monterey Sanitary	PO- 130909	450000	Open order for FY2012/2013 for consumables.	\$27.31
	Monterey Sanitary	PO- 130909	450000	Open order for FY2012/2013 for consumables.	\$1,350.15
	Monterey Sanitary	PO- 130909	450000	Open order for FY2012/2013 for consumables.	\$151.58
12989873	Moulton, Erica	PO- 130175	510000	Independent contract agreement for Erica Molton fo	\$1,562.00
12989874	MPC FOUNDATION	PO- 130108	580000	Open order for FY2012/13 for Foundation services t	\$8,333.33
12989876	OCLC INC	PV- 1188	450000	Catalog database subscription dept	\$1,468.74
	OCLC INC	PV- 1189	450000	Catalog database	\$452.61
	OCLC INC	PV- 1189	450000	catalog database	\$443.27

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5/9/2013 through 5/9/2013

40 Monterey Peninsula College

Issue Date 05/09/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989877	Office Depot	PO- 130023	430000	on line purchasing of office supplies	\$259.50
	Office Depot	PO- 130028	450000	online purchasing of office supplies	\$103.24
	Office Depot	PO- 130087	450000	Open order for FY2012-13 for purchase of office su	\$121.05
	Office Depot	PO- 130127	450000	Open order for FY12/13 for office supplies	\$97.21
	Office Depot	PO- 130155	450000	Open order for FY12/13 for office supplies	\$1,249.87
	Office Depot	PO- 130155	450000	Open order for FY12/13 for office supplies	\$38.66
	Office Depot	PO- 130155	450000	Open order for FY12/13 for office supplies	\$12.89
	Office Depot	PO- 130155	450000	Open order for FY12/13 for office supplies	\$72.20
	Office Depot	PO- 130155	450000	Open order for FY12/13 for office supplies	\$24.06
	Office Depot	PO- 130162	430000	Open order for instructional supplies for 2012/201	\$113.65
	Office Depot	PO- 130162	430000	Open order for instructional supplies for 2012/201	\$18.37
	Office Depot	PO- 130162	430000	Open order for instructional supplies for 2012/201	\$784.78
	Office Depot	PO- 130162	430000	Open order for instructional supplies for 2012/201	\$1.89
	Office Depot	PO- 130162	430000	Open order for instructional supplies for 2012/201	\$1.38
	Office Depot	PO- 130357	430000	Open order for FY12/13 for office supplies	\$96.98
	Office Depot	PO- 130443	430000	Open order for Online purchases for FY 12/13	\$165.61
	Office Depot	PO- 130627	430000	Office Supplies for the Fire Academy	\$58.44
	Office Depot	PO- 130858	430000	office supplies for FY 2012/2013	\$37.34
	Office Depot	PO- 130858	430000	office supplies for FY 2012/2013	\$47.28
	Office Depot	PO- 130885	450000	Open order for FY12/13 for online account	\$948.48
	Office Depot	PO- 130919	450000	FY 12/13 for online Office Depot account	\$101.80
	Office Depot	PO- 130943	430000	batteries 432721	\$73.69
	Office Depot	PO- 130947	450000	Open order for online ordering of office supplies	\$284.55
	Office Depot	PO- 130947	450000	Open order for online ordering of office supplies	\$4.91
	Office Depot	PV- 1191	450000	Office Supplies	\$102.46
	Office Depot	PV- 1191	450000	Office Supplies	\$134.65
	Office Depot	PV- 1191	450000	Office Supplies	\$55.61
	Office Depot	PV- 1192	450000	Office Supplies	\$56.68

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40 Monterey Peninsula College

Issue Date 05/09/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
	Office Depot	PV- 1192	450000	Office Supplies	\$55.24
	Office Depot	PV- 1192	450000	Office Supplies	\$9.41
	Office Depot	PV- 1192	450000	Office Supplies	\$62.38
	Office Depot	PV- 1193	450000	Office Supplies	\$267.63
	Office Depot	PV- 1193	450000	Office Supplies	\$1.77
12989878	Office Depot	PV- 1190	430000	Chairs for training office	\$337.53
12989881	PACIFIC MONARCH LTD	PO- 130957	520000	4/30/2013 Bus service for field trip to San Jose p	\$1,050.00
12989882	Palace Art	PO- 130926	640000	Ergo evaluation for Maryam Abusaidi	\$45.69
12989883	PENINSULA MESSENGER SERVICE	PO- 130015	580000	Open order for FY12-13 for courier service from MP	\$388.00
12989884	PENINSULA WELDING SUPPLY	PO- 130791	450000	Open order for FY 2012/2013 for Tank Rental	\$16.00
12989885	PHC	PO- 130961	510000	Open order to extend temporary custodial services	\$5,435.60
12989886	Pinet, Celine	PV- 1194	520000	Reimbursement CCCCIO conf 4/3-4/5/13	\$825.43
12989887	RB Productions	PO- 130980	510000	Independent Contractor agreement to provide audio	\$200.00
12989888	Standard Insurance Company CB	PO- 130158	340000	Open order for FY12/13 for Life and Accident Insur	\$34.19
	Standard Insurance Company CB	PO- 130158	340000	Open order for FY12/13 for Life and Accident Insur	\$1,222.00
12989889	Swan, Kim	PO- 130498	510000	Independent Contractor agreement as per attached w	\$2,175.00
12989890	Thomson Reuters/Barclays	PV- 1195	450000	506001 T 5 CA Community College	\$160.00
12989891	United Parcel Service(UPS)	PO- 130805	580000	Open order for FY 2012/2013 for postage	\$146.12
12989892	Waxie Sanitary Supply	PO- 130149	450000	Open order for FY12/13 for consumable supplies	\$451.61
12989893	Wells Fargo Insurance Services	PV- 1196	540000	Student health insurance	\$25,472.00
	Wells Fargo Insurance Services	PV- 1196	540000	Student health insurance	\$7,960.00
	Wells Fargo Insurance Services	PV- 1196	540000	Student Health insurance	\$1,592.00
Fund 0100 totals:					\$115,183.62

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40 Monterey Peninsula College

Issue Date 05/09/2013

0400 Children Center, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989875	Nob Hill Foods -Sacto	PO- 130145	450000	Open order for FY2012/2013 for Children's meals (B	\$29.61
	Nob Hill Foods -Sacto	PO- 130145	450000	Open order for FY2012/2013 for Children's meals (B	\$10.72
	Nob Hill Foods -Sacto	PO- 130145	470000	Open order for FY2012/2013 for Children's meals (B	\$163.62
Fund 0400 totals:					\$203.95

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40 Monterey Peninsula College

Issue Date 05/09/2013

400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989838	Canon Business Solutions	PO- 130246	560000	Leased Canon Copiers for FY12/13 for Go Print	\$585.23
Fund 1400 totals:					\$585.23

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40 Monterey Peninsula College

Issue Date 05/09/2013

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989869	Monterey City Disposal Inc.	PO- 130299	550000	Open order for FY2012/2013 for garbage pick up for	\$368.83
Fund 4700 totals:					\$368.83

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40 Monterey Peninsula College

mountsRef

Issue Date 05/09/2013

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12989829	American Reprographics Co.	PO- 130963	510000	Plan printing per attached invoice 757598 dated 4/	\$30.13
	American Reprographics Co.	PO- 131005	510000	Plan Well services for the Bond Program per invoice	\$52.25
12989833	Aurum Consulting Engineers	PO- 130756	620000	Electrical Engineering design work for the Art Swi	\$3,816.00
12989834	Axiom Engineers	PO- 130212	620000	Reencumber PO 120813 Axiom Engineering to provide	\$1,580.00
	Axiom Engineers	PO- 130213	610000	Reencumber PO 120812- Axiom Engineering to provide	\$3,540.00
	Axiom Engineers	PO- 130240	620000	Building Commissioning on Life and Physical Scienc	\$2,580.00
12989840	COASTWIDE ENVIRONMENTAL	PO- 130967	620000	Physical Science Abatement of paint per attached i	\$4,615.91
12989842	CS & Associates Inc	PO- 130318	620000	Re-encumber PO# 120500, remaining balance \$19,281.	\$716.57
12989844	DAVID FOORD	PO- 131006	620000	Dave Foord Inspection services for the month of Ap	\$5,925.00
	DAVID FOORD	PO- 131007	620000	Dave Foord Inspection service for the month of Apr	\$6,975.00
12989848	Division of State Architect-	PO- 130965	510000	Extra fees for Lower Gym project per attached invo	\$4,799.91
12989852	Fisher Scientific	PO- 130935	640000	#13-683-1B PIPUMP 2500 2ml	\$1,625.79
12989856	Geo. H. Wilson Inc.	PO- 130962	620000	Remove sink at Theater Swing Space per attached in	\$365.00
12989857	HGHB	PO- 130200	620000	Re-encumber PO 120300-PAA 29 HGHB design services	\$7,666.62
	HGHB	PO- 130204	620000	Re-encumber PO #120294-PAA 19A _HGHB Construction	\$6,363.84
	HGHB	PO- 130816	620000	SPA 140 - Additional design and consultant service	\$10,089.00
	HGHB	PO- 130818	620000	SPA 142- Consultation services for the swing space	\$775.00
	HGHB	PO- 130819	620000	SPA 143 -Design services through pre schematic des	\$2,170.00
	HGHB	PO- 130820	620000	SPA 144-Design and consultant services for user ch	\$5,725.00
12989861	Kleinfelder	PO- 130193	620000	Re-encumber PO#120993-Kleinfelder to provide speci	\$10,092.25
12989864	LeNeve Painting Co.	PO- 131004	620000	Contractor to furnish ad install texture and paint	\$1,720.75
12989865	MANPOWER	PO- 131003	610000	Labor to pack up Sand City shop for moving equipme	\$1,365.60
	MANPOWER	PO- 131003	610000	Labor to pack up Sand City shop for moving equipme	\$483.65
12989870	MONTEREY COUNTY FENCE CO	PO- 131002	620000	Contractor to install new ADA parking signs as req	\$600.00
12989879	Otto Construction	PO- 130195	620000	Re-encumber PO 120344- Otto Construction for the O	\$145,538.10
12989880	PACIFIC GAS & ELECTRIC	PO- 130716	550000	Open order thru April 30, 2013 (to replace order #	\$37.12
12989894	WENGER CORP	PO- 130619	640000	8 Shelf Garment Bars for Equipment room per attach	\$670.24

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40 Monterey Peninsula College

Issue Date 05/09/2013

Fund 4800 totals:	\$229,918.73
District Totals for 5/9/2013:	\$346,260.36

School Board Approval Report
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District Total for 5/9/2013 through 5/9/2013:

\$346,260.36

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5/14/2013 through 5/14/2013

40 Monterey Peninsula College

Issue Date 05/14/2013

100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990526	ACSIG Dental	PO- 130252	340000	Open order for FY 12-13 for Dental Claims- Monthl	\$27,996.34
12990527	ACT	PO- 130868	430000	Compass-ENSL test to be ordered by online by Stace	\$796.80
12990528	Anderson, Judy	PO- 130348	510000	Independent contractor as per attached contract an	\$910.00
12990529	APPLE COMPUTER INC	PO- 130978	640000	Apple TV	\$106.43
	APPLE COMPUTER INC	PO- 130978	640000	Apple TV	\$29.00
12990530	Aqua Solutions	PO- 130956	430000	Prefilter cartridge 10" activated carbon per attac	\$162.00
12990531	ARIEL THEATRE INC	PV- 1197	510000	Thea 77, Sect 0095 FY 12-13 Sp2013	\$1,852.51
12990532	AT&T Long Distance	PV- 1198	550000	Corp ID 809335, Inv 824142745	\$391.50
12990533	BOARD OF EQUALIZATION	PV- 1199	620000	Haz Waste Generator Fee 2012	\$227.56
12990534	Bookmark	PO- 130851	430000	Grieg Piano Concerto op. 16- Wind & Percussion Par	\$54.25
12990535	Brooke, William	PV- 1200	470000	Reimburse for food & rental for Men in Nursing	\$269.53
12990536	CABRILLO COLLEGE-	PV- 1201	510000	pmt Fall 2012 for Inclusion in Cabrillo Accts	\$16,195.92
12990537	CARLON'S FIRE EXTINGUISHER	PV- 1202	550000	Flushed main sprinkler line @ LTC	\$250.00
12990538	CDW GOVERNMENT INC	PO- 130883	430000	Epson Repl lamp F/PL 84/85/825 826W <fg# V13h010L5	\$298.93
12990539	COAST COUNTIES GLASS INC	PV- 1203	550000	Install door opener motor @ Lecture forum	\$1,428.27
12990540	Coleman, Vera	PO- 130960	450000	Independent Contractor agreement to repair MCCSN b	\$100.00
12990541	DELL MARKETING L.P.	PO- 130948	640000	OptiPlex 7010 Mintower-Base standard PSU	\$686.24
12990542	Development Group, Inc	PO- 130809	510000	Install new ACS server, remedial work to authentic	\$4,297.91
12990543	DROUGHT RESISTANT NURSERY	PO- 130279	430000	Open order for FY12/13	\$31.27
12990544	ELECTRICAL DISTRIBUTORS - mo	PO- 130778	450000	Open order for Fiscal 2012/2013 for Equipment repa	\$349.14
12990545	Empleo, Amanda	PO- 130244	510000	Independent contract for Amanda Empleo, Mate Offic	\$1,026.00
12990546	ESP Environmental System Produ	PV- 1204	560000	Repairs to BAR97 smog machine	\$171.96
12990549	Gardner, Matt	PO- 130495	510000	Independent contract as per attached Contract work	\$1,000.00
	Gardner, Matt	PO- 130495	510000	Independent contract as per attached Contract work	\$1,000.00
12990550	Geo. H. Wilson Inc.	PV- 1205	550000	Quarterly service @ admin boiler	\$979.84
	Geo. H. Wilson Inc.	PV- 1205	550000	Service A/C @ Admin Server room	\$420.00
	Geo. H. Wilson Inc.	PV- 1206	560000	Pool boiler repair	\$1,100.00

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40 Monterey Peninsula College

Issue Date 05/14/2013

100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990551	GRAINGER INC-salinas	PO- 130565	450000	Fiscal 2012/2013 to cover misc. purchases of suppl	\$576.04
	GRAINGER INC-salinas	PV- 1207	450000	Faucet repair parts	\$408.93
12990552	Greene, Evette	PO- 130745	510000	Independent Contract for ASL Interpreting for Spr	\$2,206.50
12990553	Henry Schein Inc.	PO- 130894	430000	7278983 save a tooth	\$1,841.76
	Henry Schein Inc.	PO- 130894	430000	7278983 save a tooth	\$1,841.77
12990554	Home Depot Credit Services	PO- 130063	450000	Open order for equipment repair parts & materials	\$100.82
12990555	James, Etheridge, II	PO- 130941	510000	Independent Contractor agreement for ASL Interpret	\$1,073.74
12990556	JC PAPER CO	PO- 130340	450000	Open order for Fiscal year 2012/2013 for paper	\$788.10
12990557	Killough, Patricia	PO- 130812	510000	ASL Interpreting 2/4/13 thru 6/15/13 per attached	\$540.00
12990558	Leshner Motorsports	PO- 131025	640000	Purchase of TWO 1991 Mazda Miatas for use as Stude	\$5,000.00
12990559	LOOMIS	PO- 130012	580000	Open order for FY12-13 for courier service for tra	\$999.97
12990560	Mac and Ava Motion Pictures	PV- 1208	580000	DVD's President's annual address 2013	\$120.00
12990561	Martinez, Monica	PO- 130923	510000	ASL Interpreting per attached Independent Contract	\$444.00
12990562	McKesson Medical Surgical	PO- 130777	450000	Open order for Fiscal Year 2012/2013 for supplies	\$113.51
12990563	MEDCO INC	PO- 130889	430000	00424 McDavid 422 hinged knee brace large	\$343.80
12990564	MEDCO INC	PO- 130889	430000	00424 McDavid 422 hinged knee brace large	\$342.65
12990565	MONTEREY AUTO SUPPLY INC	PV- 1209	640000	New Steering racks/power steering pumps	\$2,246.94
12990566	MONTEREY COUNTY FENCE CO	PV- 1210	550000	Install bike racks @ LTC	\$360.00
12990567	MONTEREY COUNTY HERALD	PO- 130949	570000	Open order for FY12/13 for Legal Notices	\$917.95
12990568	Monterey County Weekly	PV- 1220	580000	Display Advertising	\$227.00
12990569	MONTEREY REGIONAL WASTE	PO- 130070	550000	Open order for landfill disposal fees	\$18.05
12990570	Morgan,Michaelia	PO- 130744	510000	Independent Contract forASL Interpreting for Sprin	\$40.00
12990571	Moulton, Erica	PV- 1211	520000	ROV in a bag kits	\$150.00
12990572	Office Depot	PO- 130172	450000	FY12/13 for office supplies	\$4.17
12990573	OMEGA INDUSTRIAL SUPPLY	PV- 1212	450000	Supplies	\$529.26
12990574	Ordway Drug Store	PO- 130662	450000	Open order for Office Supplies for Fiscal year 201	\$46.45
12990575	PENINSULA WELDING SUPPLY	PO- 130132	550000	sculpture and jewelry metal arts for 2012/2013	\$174.05
12990576	Printworx	PO- 130929	450000	60000 MPC window envelopes per attached estimate 7	\$3,008.00

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990577	Rose, Scott	PV- 1213	510000	AV recording, editing, digitizing,uploading, Blu-	\$515.00
12990579	Sanchez, Ian	PV- 1214	430000	Remiburse for materials MPCAT challenge event	\$93.37
12990580	Santa Cruz Training Officers	PV- 1215	510000	Fire 411 sect 0528, 2/10-4/25/13	\$5,616.00
12990581	SENTRY ALARM SYSTEMS	PV- 1216	560000	Activation/Monitoring @ theater	\$551.07
	SENTRY ALARM SYSTEMS	PV- 1217	560000	Repairs at Life Science	\$371.99
12990582	Smart Press	PO- 130976	450000	Open order to pay for Creative Writing Club-Litera	\$1,100.00
12990583	South Bay Regional Pub. Safety	PO- 130726	510000	Open order to pay South Bay per funding commitment	\$145,279.02
12990584	SPECTRUM IMAGING	PO- 130273	580000	Open order for FY 2012/2013 for Large Format Print	\$443.44
12990587	Total Filtration Specialists	PV- 1218	450000	HVAC filters	\$1,194.88
12990588	Toyota Material Handling	PV- 1219	560000	Repair on ground's cart	\$1,848.77
	Toyota Material Handling	PV- 1219	560000	Service on small white cart	\$206.00
	Toyota Material Handling	PV- 1219	560000	Service on Tram	\$825.30
12990589	ULINE	PO- 130596	450000	Open order for FY 2012/2013 for supplies	\$346.72
12990590	United Parcel Service(UPS)	PO- 130805	580000	Open order for FY 2012/2013 for postage	\$54.72
Fund 0100 totals:					\$245,041.14

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400 Children Center, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990585	Sysco Food Service of SF	PO- 130178	450000	Open order for FY12/13 for food and supplies	\$200.24
	Sysco Food Service of SF	PO- 130178	470000	Open order for FY12/13 for food and supplies	\$596.95
Fund 0400 totals:					\$797.19

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1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990542	Development Group, Inc	PO- 130809	510000	Install new ACS server, remedial work to authentic	\$6,303.69
Fund 1400 totals:					\$6,303.69

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3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990578	Rydin Decal	PO- 130867	450000	Hangtags for Parking	\$2,795.00
Fund 3900 totals:					\$2,795.00

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4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990547	Fisher Scientific	PO- 130935	640000	#13-683-1B PIPUMP 2500 2ml	\$615.75
	Fisher Scientific	PO- 130935	640000	#13-683-1B PIPUMP 2500 2ml	\$572.20
12990548	FULL COMPASS SYSTEMS, LTD	PO- 130848	640000	Wireless microphones & receiver sets for the Theat	\$30,304.30
12990586	Teracai	PO- 130874	640000	Cisco 7965 IP Phone per quote 40040098	\$620.36
	Teracai	PO- 130875	640000	Cisco 2602E Access Point	\$1,526.70
	Teracai	PO- 130875	640000	Cisco 2602E Access Point	\$194.53
12990591	Vernier Software & Technology	PO- 131045	640000	Wide-Range Temperature Probe	\$534.53
Fund 4800 totals:					\$34,368.37
District Totals for 5/14/2013:					\$289,305.39

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District Total for 5/14/2013 through 5/14/2013:	\$289,305.39
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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990986	ALAMEDA COUNTY SCHOOLS	PO- 130422	340000	Open order for FY 2012-2013 for Vision Service ben	\$3,055.21
12990987	All Around Fitness Inc	PV- 1253	430000	Weight equipment for physical training	\$1,509.15
12990988	AMERICAN SUPPLY CO	PO- 130686	450000	Open order for FY 2012/2013 for consumables.	\$1,322.25
12990989	Bound Tree Medical	PO- 130982	430000	Nasal cannula (adult)	\$1,097.02
12990990	Burghardt + Dore Advertising	PO- 131016	580000	MPC Summer/Fall 2013 Advertsing Campaign per attac	\$550.00
	Burghardt + Dore Advertising	PO- 131016	580000	MPC Summer/Fall 2013 Advertsing Campaign per attac	\$4,934.00
12990992	CDW GOVERNMENT INC	PO- 131018	560000	Seagate Barracuda 250 GB hard drive CDW#2467276	\$241.27
	CDW GOVERNMENT INC	PO- 131026	430000	2184111 honeywell mini power presenter	\$671.06
12990993	CLIFFORD, KAREN	PV- 1254	510000	Reimburse for One Teacher Training	\$65.00
12990994	DELL MARKETING L.P.	PO- 130955	640000	Dell Optiplex 7010 minitower without monitor	\$686.24
12990995	Fowler, Nancy	PO- 130910	510000	Flute Specialist for the Spring Ensemble per atta	\$200.00
12990996	Gaines, Rachel	PO- 130494	510000	Consultant to help with MATE website and other du	\$324.00
12990997	Gallager, Jeff	PO- 130972	510000	Independent Contractor agreement for services as a	\$240.00
12990999	Horn, Erica	PO- 130911	510000	Clarinet Specialist for the Spring Ensemble per at	\$200.00
12991000	Jordan, Kevin	PO- 130912	510000	Trumpet Specialist for String Ensemble per attache	\$180.00
12991001	Lunsford, Tami	PO- 130331	510000	Tami Lunsford Intership Contract per attached Inde	\$1,754.40
12991002	Martins' Irrigation Supply	PO- 130049	450000	Open order for Irrigation Supplies	\$538.58
12991003	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$11.90
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$21.39
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$16.32
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$1.90
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$22.15
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$16.32
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$5.91
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$57.06
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$11.58
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$13.21

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991003	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$38.42
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$3.19
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$17.19
	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$25.75
12991004	MONTEREY COUNTY HERALD	PV- 1256	450000	Classified Advertising	\$407.01
12991005	Office Depot	PO- 130019	450000	Open order for office supplies. Authorized to pur	\$241.91
	Office Depot	PO- 130019	450000	Open order for office supplies. Authorized to pur	\$1.91
	Office Depot	PO- 130357	430000	Open order for FY12/13 for office supplies	\$10.55
	Office Depot	PO- 130858	430000	office supplies for FY 2012/2013	\$59.90
12991006	Peninsula Cafe	PV- 1257	760000	Care Meal plan for April 2013	\$3,950.00
12991007	Pro Media	PO- 130843	640000	Atlas I8S IP Speaker	\$1,163.27
12991008	SIGN WORKS	PO- 130056	560000	open order for sign maintenace / repair	\$161.25
12991009	Sosa, Patricia	PO- 130747	510000	Independent Contract for ASL interpreting for Spr	\$1,312.00
12991010	Thompson, Shawnell	PO- 131066	510000	ASL Interpreting for Spring 2013 per attached Inde	\$896.00
12991012	US BANK SERVICE CENTER	PV- 1239	470000	Food for Inservice meeting	\$247.75
	US BANK SERVICE CENTER	PV- 1240	520000	Rental car, flight to LA Oversight committee	\$135.58
	US BANK SERVICE CENTER	PV- 1241	450000	Graduation program tassels	\$168.95
	US BANK SERVICE CENTER	PV- 1242	430000	FACS Instructional Supplies	\$92.61
	US BANK SERVICE CENTER	PV- 1243	630000	Christopher Moore's books	\$122.61
	US BANK SERVICE CENTER	PV- 1243	430000	Cylinder track lighting & 2 3pkg bulbs	\$167.87
	US BANK SERVICE CENTER	PV- 1243	430000	DVD Burner	\$38.68
	US BANK SERVICE CENTER	PV- 1243	510000	Hotel room for Christopher Moore	\$128.59
	US BANK SERVICE CENTER	PV- 1245	430000	Biology Supplies	\$111.99
	US BANK SERVICE CENTER	PV- 1245	430000	Div Supply	\$19.99
	US BANK SERVICE CENTER	PV- 1246	430000	Anatomy Supplies	\$367.42
	US BANK SERVICE CENTER	PV- 1246	430000	Biology Supplies	\$803.98
	US BANK SERVICE CENTER	PV- 1247	430000	Instructional supplies	\$259.03
	US BANK SERVICE CENTER	PV- 1248	430000	Cad Lab Instructional supply	\$1,210.89

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
	US BANK SERVICE CENTER	PV- 1248	430000	Instructional Supplies	\$152.62
	US BANK SERVICE CENTER	PV- 1249	620000	Air cycle internet	\$149.04
	US BANK SERVICE CENTER	PV- 1249	560000	El Estero Car Wash	\$314.95
	US BANK SERVICE CENTER	PV- 1249	550000	Gas	\$114.81
	US BANK SERVICE CENTER	PV- 1249	450000	Mack Stove	\$58.81
	US BANK SERVICE CENTER	PV- 1249	560000	Neopost	\$118.07
	US BANK SERVICE CENTER	PV- 1249	450000	RDO Equipment	\$164.37
	US BANK SERVICE CENTER	PV- 1249	450000	Staples	\$18.42
	US BANK SERVICE CENTER	PV- 1250	450000	Amazon-Tech book	\$51.27
	US BANK SERVICE CENTER	PV- 1250	520000	Hotel and parking	\$136.41
	US BANK SERVICE CENTER	PV- 1250	520000	Hotel conf in Orlando	\$204.06
	US BANK SERVICE CENTER	PV- 1250	520000	Internet wifi on plane	\$16.95
	US BANK SERVICE CENTER	PV- 1250	450000	Office Depot-Toner	\$295.61
	US BANK SERVICE CENTER	PV- 1250	560000	Projector lamps	\$413.64
	US BANK SERVICE CENTER	PV- 1250	560000	Roxio software	\$35.98
	US BANK SERVICE CENTER	PV- 1250	560000	Survey Monkey	\$300.00
	US BANK SERVICE CENTER	PV- 1250	560000	Tiger Direct	\$207.30
	US BANK SERVICE CENTER	PV- 1250	520000	Transportation from Airport to hotel	\$25.00
	US BANK SERVICE CENTER	PV- 1250	520000	Travel from hotel to airport	\$25.00
	US BANK SERVICE CENTER	PV- 1251	640000	High school automobile skills challenge-Perkins	\$1,474.62
	US BANK SERVICE CENTER	PV- 1251	430000	Instructional supplies	\$100.38
	US BANK SERVICE CENTER	PV- 1258	430000	Best Buy Tv fitness center	\$207.97
	US BANK SERVICE CENTER	PV- 1258	430000	DH Distribution	\$20.64
	US BANK SERVICE CENTER	PV- 1258	430000	Foam for fitness center sound	\$9.75
	US BANK SERVICE CENTER	PV- 1258	520000	Rooms for track	\$223.96
	US BANK SERVICE CENTER	PV- 1258	550000	vapor cleaners repair pants	\$8.00
	US BANK SERVICE CENTER	PV- 1258	520000	W's Tennis rooms	\$264.83
12991013	US Bank Service Center	PV- 1222	430000	CPP College Ed Admin	\$1,440.00

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
	US Bank Service Center	PV- 1222	470000	First Friday Food	\$429.58
	US Bank Service Center	PV- 1222	520000	Flight from Beijing to Shanghai	\$344.90
	US Bank Service Center	PV- 1222	520000	Flight Monterey to LA-Transfer Conf	\$539.60
	US Bank Service Center	PV- 1223	450000	Career fair Seaside HS Supplies, Office Supplies	\$367.80
	US Bank Service Center	PV- 1224	520000	Internship participant support	\$1,869.80
	US Bank Service Center	PV- 1224	580000	Internship postage	\$52.15
	US Bank Service Center	PV- 1224	520000	Internship Travel	\$670.70
	US Bank Service Center	PV- 1224	520000	MATE Participant support	\$7.63
	US Bank Service Center	PV- 1224	450000	MATE Supplies	\$1,526.94
	US Bank Service Center	PV- 1225	430000	Theater supplies	\$2,201.55
	US Bank Service Center	PV- 1226	520000	Flight change, bag fees for conf LA-SB 1440	\$1,367.47
	US Bank Service Center	PV- 1227	450000	LED Monitor	\$141.49
	US Bank Service Center	PV- 1228	430000	FACS instructional Supplies	\$61.42
	US Bank Service Center	PV- 1229	470000	Food for Only Nights	\$178.85
	US Bank Service Center	PV- 1229	450000	Office Supplies	\$401.29
	US Bank Service Center	PV- 1229	520000	Outward Bound field trip activity fee	\$935.00
	US Bank Service Center	PV- 1230	640000	10 2GB Kits	\$408.39
	US Bank Service Center	PV- 1230	560000	Intel 240 GB SSD, Intel 60GB SSD	\$263.35
	US Bank Service Center	PV- 1232	430000	A & P supply	\$19.40
	US Bank Service Center	PV- 1232	430000	Biology Supply	\$872.56
	US Bank Service Center	PV- 1232	430000	Division Supply	\$150.47
	US Bank Service Center	PV- 1233	430000	Anatomy Supplies	\$694.43
	US Bank Service Center	PV- 1233	430000	Biology Supply	\$262.79
	US Bank Service Center	PV- 1234	430000	Instructional supplies	\$313.30
	US Bank Service Center	PV- 1234	430000	NAEYC Conf 6/9-6/12/13	\$200.00
	US Bank Service Center	PV- 1234	430000	Teacher's college press	\$325.80
	US Bank Service Center	PV- 1235	430000	Instructional Supplies	\$536.95
	US Bank Service Center	PV- 1236	560000	Buggies unlimited	\$117.95

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
	US Bank Service Center	PV- 1236	450000	Locksmith	\$469.43
	US Bank Service Center	PV- 1236	450000	MS Building supply	\$1,689.46
	US Bank Service Center	PV- 1236	560000	Neopost	\$446.08
	US Bank Service Center	PV- 1236	450000	Peninsula Pool service	\$176.70
	US Bank Service Center	PV- 1237	550000	USA Gas	\$86.76
	US Bank Service Center	PV- 1238	430000	Instructional supply	\$112.88
	US Bank Service Center	PV- 1252	510000	CISOA conf Helmut	\$325.00
	US Bank Service Center	PV- 1252	450000	CISOA Conf Lynn	\$325.00
	US Bank Service Center	PV- 1252	520000	Conf Travel	\$115.61
	US Bank Service Center	PV- 1252	450000	Ink Toner	\$39.50
	US Bank Service Center	PV- 1252	560000	Projector bulb	\$520.79
	US Bank Service Center	PV- 1252	560000	Projector lamps	\$1,115.40
	US Bank Service Center	PV- 1252	450000	Toner	\$844.23
12991014	US Bank Service Center	PV- 1221	520000	Flight to LA for conf	\$285.80
12991015	Washington, Sandra	PV- 1255	750000	Cash Advance-Stipends for UB students	\$3,600.00
Fund 0100 totals:					\$61,876.87

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1400 Capital Projects Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991012	US BANK SERVICE CENTER	PV- 1258	560000	Baseball scoreboard repair	\$890.00
Fund 1400 totals:					\$890.00

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3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991012	US BANK SERVICE CENTER	PV- 1244	550000	Fuel	\$135.72
	US BANK SERVICE CENTER	PV- 1244	450000	Office Supplies	\$26.97
12991013	US Bank Service Center	PV- 1230	450000	Fellows powersled 2251 Shredder	\$557.93
	US Bank Service Center	PV- 1231	550000	Fuel	\$162.48
	US Bank Service Center	PV- 1231	560000	Repair	\$307.87
Fund 3900 totals:					\$1,190.97

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4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12990991	California Contract	PO- 130863	510000	Provide evacuation signage for the Lower Level Gym	\$705.47
	California Contract	PO- 130864	620000	Evacuation signs for Life and Physical Science Bui	\$913.75
12990994	DELL MARKETING L.P.	PO- 130918	640000	6 lab instrument computers per attached e quote 65	\$13,333.74
12990998	HGHB	PO- 130206	620000	Re-encumber PO#121115- SPA 129 design services for	\$648.75
12991011	United Nuclear Scientific	PO- 131060	640000	Professional Geiger Counter with Pancake Probe per	\$1,162.45
12991013	US Bank Service Center	PO- 130799	640000	HP Officejet 7500A Wide Format E-AIO Printer E-910	\$239.99
	US Bank Service Center	PO- 130800	640000	Vizio 24" Class 1080P Razor LED LCD HDTV E241-A-1	\$2,942.29
	US Bank Service Center	PO- 130847	640000	Theater equipment for classroom	\$1,993.74
Fund 4800 totals:					\$21,940.18
District Totals for 5/16/2013:					\$85,898.02

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District Total for 5/16/2013 through 5/16/2013:	\$85,898.02
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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991619	A.I.T.S. INC.	PV- 1259	560000	2 Vans to travel Baseball Playoffs	\$412.45
12991620	AmeriPride Uniform Services	PO- 130133	620000	rage service for printmaking for 2012-2013-Bi-week	\$33.53
12991621	APPLE COMPUTER INC	PO- 130978	640000	Apple TV	\$20.43
12991622	Bone Clones	PO- 131033	430000	BC-266 Slender Loris Skull Replica	\$110.85
12991623	Carolina Biological Supply	PO- 130974	430000	Molecular Orbital Models Set	\$409.39
12991625	DROUGHT RESISTANT NURSERY	PO- 130660	430000	Fiscal Year 2012/2013	\$225.30
12991626	GAVILAN PEST CONTROL	PO- 130058	550000	Open order for Gopher Abatement	\$500.00
12991627	Henry Schein Inc.	PO- 130894	430000	7278983 save a tooth	\$98.34
	Henry Schein Inc.	PO- 130894	430000	7278983 save a tooth	\$98.34
12991629	INDIAN JEWELRY SUPPLY	PO- 130774	430000	Fiscal 2012/2013.	\$536.07
12991630	Johns, Arianna	PO- 130862	580000	Intern Arianna Johns 6- month intern Stipend	\$2,000.00
12991631	King, Karen	PO- 130922	510000	Flute Specialist for STring Ensemble per Independe	\$200.00
12991635	McKesson Medical Surgical	PO- 130777	450000	Open order for Fiscal Year 2012/2013 for supplies	\$68.27
12991636	Micron Consumer Products Group	PO- 131028	430000	Customer # 31918274	\$614.39
12991638	Monterey County Weekly	PO- 130111	450000	FY12-13 for recruitment ads. Invoices to be submi	\$197.50
	Monterey County Weekly	PO- 130111	450000	FY12-13 for recruitment ads. Invoices to be submi	\$178.68
12991639	Moulton, Erica	PV- 1260	520000	11-ROV in a bag kit, clips, velcro ties & postage	\$1,784.70
12991641	PACIFIC GAS & ELECTRIC	PO- 130036	550000	open order for Gas at PSTC	\$232.14
	PACIFIC GAS & ELECTRIC	PO- 130037	550000	Open order for Electricity at PSTC	\$1,706.12
	PACIFIC GAS & ELECTRIC	PO- 130040	550000	Open order for Gas at Marina Ed Center	\$221.93
	PACIFIC GAS & ELECTRIC	PO- 130041	550000	Open order for electricity at Marina Ed Center	\$20.37
	PACIFIC GAS & ELECTRIC	PO- 130041	550000	Open order for electricity at Marina Ed Center	\$62.30
12991643	PENINSULA WELDING SUPPLY	PO- 130132	550000	sculpture and jewelry metal arts for 2012/2013	\$109.41
12991645	Read Naturally	PO- 131029	430000	School Check out Bundles Level 1 MR1SKRS (Use Disc	\$238.80
12991646	REID TOOL SUPPLY COMPANY	PO- 131032	430000	Metric micrometer Item no: YPI-13	\$216.61
12991647	South Bay Regional Pub. Safety	PO- 130726	510000	Open order to pay South Bay per funding commitment	\$145,279.02
	South Bay Regional Pub. Safety	PO- 130726	510000	Open order to pay South Bay per funding commitment	\$175,971.76

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0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991648	United Parcel Service(UPS)	PO- 130805	580000	Open order for FY 2012/2013 for postage	\$113.93
Fund 0100 totals:					\$331,660.63

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4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991624	COASTWIDE ENVIRONMENTAL	PO- 130755	620000	Hazardous Material Abatement for the Humanities Bu	\$6,754.00
12991628	HGHB	PO- 130692	510000	PAA 36- HGHB to provide professional design and co	\$12,410.00
12991632	Kitchell CEM	PO- 130207	620000	Re-encumber PO# 120304, PAA #11 construction manag	\$22,290.00
	Kitchell CEM	PO- 130208	620000	Re-encumber PO 120303, PAA 10 construction managem	\$8,500.00
	Kitchell CEM	PO- 130764	510000	Open order for Program Management Service for Jan.	\$22,685.00
12991633	Kleinfelder	PO- 130530	620000	Special Inspection contract-Re-encumbered from PO	\$1,310.25
12991634	M3 Enviromental Consulting LLC	PO- 130754	510000	Provide Haz report for Student Center per attached	\$5,940.00
12991637	Mobile Modular Mgmnt Corp	PO- 130269	620000	Open order for Rental of T-100 on Portable Village	\$420.00
	Mobile Modular Mgmnt Corp	PO- 130270	620000	Open order for rental of Tennis court classrooms-	\$1,998.00
12991640	Otto Construction	PO- 130265	620000	General Contractor Contract for Life and Physical	\$489,685.50
12991642	Peninsula Office Solutions	PO- 130328	510000	Open order for FY12/13 for rental of a Toshiba e s	\$233.08
12991644	Pro Media	PO- 130939	640000	Atlas I8-S speakers	\$1,184.48
12991649	Williams Scotsman	PO- 130271	620000	Open order for ramp on the old Kitchell Trailer re	\$258.00
Fund 4800 totals:					\$573,668.31
District Totals for 5/21/2013:					\$905,328.94

School Board Approval Report
5/21/2013 through 5/21/2013

District Total for 5/21/2013 through 5/21/2013:	\$905,328.94
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School Board Approval Report
5/23/2013 through 5/23/2013

40 Monterey Peninsula College

Issue Date 05/23/2013

100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991830	AT&T	PO- 130094	550000	FY2012/2013 Open order for phone bills on the mai	\$46.03
	AT&T	PO- 130094	550000	FY2012/2013 Open order for phone bills on the mai	\$1.35
	AT&T	PO- 130094	550000	FY2012/2013 Open order for phone bills on the mai	\$61.67
	AT&T	PO- 130094	550000	FY2012/2013 Open order for phone bills on the mai	\$2,759.66
	AT&T	PO- 130095	550000	FY2012/2013 Open order for Marina campus phone bil	\$1,845.47
	AT&T	PO- 130095	550000	FY2012/2013 Open order for Marina campus phone bil	\$257.89
	AT&T	PO- 130096	550000	Fy 2012/13 Open order for phone bill for the Publi	\$676.99
12991831	Behnam MD, Shaida	PO- 130675	510000	Open order for services provided by Shaida Behnam-	\$1,000.00
12991832	FEDEX	PO- 130075	580000	Open order for postage	\$39.11
12991833	Fisher Scientific	PO- 131030	430000	sheep eyes 10/pk	\$150.67
12991834	HyVac Products Inc	PO- 131035	560000	Flter for ceco hyvac 28	\$311.10
12991835	PASCO SCIENTIFIC	PO- 131031	430000	SE-9461 Hydrogen Spectral Tube	\$151.53
12991836	Pearson	PO- 131014	430000	WAIS IV Response #1	\$551.66
12991838	ULINE	PO- 131036	430000	S-9745GR tote	\$315.60
12991839	US BANK SERVICE CENTER	PV- 1261	430000	Light up the sky build	\$1,684.46
	US BANK SERVICE CENTER	PV- 1262	520000	Internship participant support	\$303.20
	US BANK SERVICE CENTER	PV- 1262	530000	MATE Membership	\$75.00
	US BANK SERVICE CENTER	PV- 1262	520000	MATE Participant Support	\$1,770.84
	US BANK SERVICE CENTER	PV- 1262	450000	MATE Supplies	\$516.42
	US BANK SERVICE CENTER	PV- 1262	520000	MATE Travel	\$478.02

Fund 0100 totals: \$12,996.67

School Board Approval Report
5/23/2013 through 5/23/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/23/2013

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12991837	Road Cases USA	PO- 131073	640000	Physical Science telescope cases for Tim McKnew	\$6,060.50
					<hr/>
					<hr/>
					Fund 4800 totals:
					\$6,060.50
					<hr/>
					<hr/>
					District Totals for 5/23/2013:
					\$19,057.17

School Board Approval Report
5/23/2013 through 5/23/2013

mountsRef

District Total for 5/23/2013 through 5/23/2013:	\$19,057.17
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School Board Approval Report
5/30/2013 through 5/30/2013

40 Monterey Peninsula College

Issue Date 05/30/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993146	Access Data	PO- 131024	640000	9901063 Forensic Academic Program Manuals & CD	\$14,007.00
12993148	Anthem Blue Cross	PO- 130159	340000	Open order for FY12/13 for Life Insurance	\$1,838.94
12993149	APPLE COMPUTER INC	PO- 131019	640000	iMac 21.5" 3.3GHz Education Model	\$119.00
	APPLE COMPUTER INC	PO- 131019	640000	iMac 21.5" 3.3GHz Education Model	\$1,185.43
	APPLE COMPUTER INC	PO- 131056	430000	MC954LL/a iPad 2 with wi-fi 16gb black	\$484.61
12993150	AT&T Advertising Solutions	PO- 130113	580000	Contract renewal-AT&T phone book advertising per a	\$184.00
12993152	B & H PHOTO/VIDEO	PO- 131037	430000	GoPro HER03: Black Edition Camera B&H# GOH3BE	\$427.94
12993153	Baker,Earle R. "Scott"	PV- 1263	520000	Reimburse for lodging and mileage 5/15-5/17/13	\$354.01
12993156	Bookmark	PO- 130968	430000	Hindemith, Symphont for Band	\$312.05
	Bookmark	PO- 130969	430000	Manhasset Musica Stands	\$650.57
12993157	CALIFORNIA DEPT OF PARKS	PV- 1264	510000	LETP 144A S 0414, 144B S 03072	\$48,618.90
12993158	CDW GOVERNMENT INC	PO- 131062	640000	sharp Aquos 70" LED smart tv #2969786	\$2,072.19
	CDW GOVERNMENT INC	PO- 131062	640000	sharp Aquos 70" LED smart tv #2969786	\$96.75
	CDW GOVERNMENT INC	PO- 131062	640000	sharp Aquos 70" LED smart tv #2969786	\$89.75
	CDW GOVERNMENT INC	PO- 131062	640000	sharp Aquos 70" LED smart tv #2969786	\$2,709.20
12993159	Chatham County Aquatic Center	PV- 1266	520000	Rental of lap swimming pool 4/13 ROV comp	\$880.00
12993161	COMMUNITY COLLEGE LEAGUE	PO- 131083	450000	2013 Community College Directory- Price includes s	\$23.00
12993162	Conant, Kevin G.	PV- 1265	510000	Lecturer Com Course 1C May 7 2013	\$400.00
12993163	Constellation New Energy	PO- 130140	550000	Open order for FY12/13 for Electricity for the Mai	\$23,910.57
12993164	Crouch,Perry	PO- 130924	510000	Retention workshop series per attached Independent	\$300.00
12993165	Cypress Sporting Goods	PO- 130993	430000	Baseballs	\$2,173.65
12993166	D. Hauptman Co./Fold-A-Goal	PO- 131008	430000	New Futsal & Team Handball Goal with a pair of Goa	\$500.00
	D. Hauptman Co./Fold-A-Goal	PO- 131008	430000	New Futsal & Team Handball Goal with a pair of Goa	\$500.00
	D. Hauptman Co./Fold-A-Goal	PO- 131008	430000	New Futsal & Team Handball Goal with a pair of Goa	\$754.53
12993167	Dance Kids of Monterey County	PV- 1267	510000	SP 2013, Thea 72, Sect 5198	\$2,749.12
12993168	DELL MARKETING L.P.	PO- 130953	640000	Dell optiloex 7010 computers w monitors per quote	\$2,414.35
	DELL MARKETING L.P.	PO- 131057	640000	Dell OptiPlex 7010 Minitower base	\$686.23

School Board Approval Report
5/30/2013 through 5/30/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/30/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993168	DELL MARKETING L.P.	PO- 131058	640000	Dell OptiPlex Minitower Base.	\$686.23
12993169	DROUGHT RESISTANT NURSERY	PO- 130660	430000	Fiscal Year 2012/2013	\$106.86
12993171	FEDEX	PO- 130075	580000	Open order for postage	\$34.60
12993172	Fisher Scientific	PO- 131030	430000	sheep eyes 10/pk	\$159.36
12993173	FISHER SCIENTIFIC Pitt	PO- 130661	430000	Fiscal Year 2012/2013 for Fisher Account # 103-53-	\$28.58
	FISHER SCIENTIFIC Pitt	PO- 130661	430000	Fiscal Year 2012/2013 for Fisher Account # 103-53-	\$186.97
12993174	Fitness Edge	PV- 1268	430000	Black oxide with bar	\$340.24
12993175	FLINN SCIENTIFIC	PO- 130107	430000	Open order for FY2012-2013	\$119.36
	FLINN SCIENTIFIC	PO- 130107	430000	Open order for FY2012-2013	\$20.32
12993177	HILTON MONTEREY	PV- 1269	520000	Summer institute-7/10-18, MATE 7/18-24	\$24,402.00
12993178	Home Depot Credit Services	PV- 1270	520000	Expenses related to MATE SE Regional ROV Program	\$491.03
12993179	INDIAN JEWELRY SUPPLY	PO- 130971	430000	Summer Lab Fees for FY2012/2013	\$889.04
12993180	Iverson, Ramoth M.	PV- 1271	510000	Guest Lecturer Fire Prevention 5/13-5/14/13	\$1,554.91
12993181	JC PAPER CO	PO- 130340	450000	Open order for Fiscal year 2012/2013 for paper	\$900.48
12993182	Laser Light Engraving	PV- 1272	520000	Trophy/Engraving for MATE SE Rov contest	\$528.63
12993183	Lone Star Percussion	PO- 130975	430000	Zildjian P0622 Low Octave Crotales: C, D, F, G, A,	\$565.00
12993185	Mangiola, Cynthia	PV- 1273	580000	Reimbursement for Gerry Grossman Seminars	\$500.00
12993186	Market Lab	PO- 130930	430000	Needle Pro Devices item #ML4142	\$376.39
	Market Lab	PO- 130930	430000	Needle Pro Devices item #ML4142	\$37.65
12993188	Meredith Instruments	PO- 131027	430000	Model: HNS-LL-1 Red HeNe Lab Laser	\$407.00
12993189	MONTEREY AUTO SUPPLY INC	PO- 131044	430000	FY 2012/2013 for instructional supplies	\$29.50
12993190	MONTEREY COUNTY HERALD	PO- 130275	580000	FY2012/2013 for newspaper advertising	\$246.19
12993191	MONTEREY SPORTS CENTER-E. F	PV- 1274	520000	Admission fee for UB students Academy 6/18-7/11/13	\$840.00
12993192	Moulton, Erica	PO- 130916	520000	Contractor Erica Moulton to work with MATE Interns	\$1,020.00
12993193	MYRICK PHOTOGRAPHIC	PO- 130274	580000	Open order for FY 2012/2013 for Professional Photo	\$18.17
12993194	Office Depot	PO- 130026	430000	online purchasing of Instructional Program Matheri	\$80.07
	Office Depot	PO- 130027	450000	online purchasing of office supplies	\$110.46
	Office Depot	PO- 130162	430000	Open order for instructional supplies for 2012/201	\$174.25

School Board Approval Report
5/30/2013 through 5/30/2013

40 Monterey Peninsula College

Issue Date 05/30/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
	Office Depot	PO- 130172	450000	FY12/13 for office supplies	\$49.34
	Office Depot	PO- 130172	450000	FY12/13 for office supplies	\$32.77
	Office Depot	PO- 130247	450000	Open order for FY 12/13 for Office Supllies	\$158.83
	Office Depot	PO- 130298	450000	FY12/13 for Office Supplies for A&R	\$796.08
	Office Depot	PO- 130298	450000	FY12/13 for Office Supplies for A&R	\$16.40
	Office Depot	PO- 130298	450000	FY12/13 for Office Supplies for A&R	\$1.76
	Office Depot	PO- 130443	430000	Open order for Online purchases for FY 12/13	\$141.64
	Office Depot	PO- 130626	450000	Open order for Office Supplies for FY 2012/2013 fo	\$58.73
	Office Depot	PO- 130637	450000	Open order for FY12/13 for Office Supplies	\$42.44
	Office Depot	PO- 130637	450000	Open order for FY12/13 for Office Supplies	\$97.22
	Office Depot	PO- 130637	450000	Open order for FY12/13 for Office Supplies	\$125.90
	Office Depot	PO- 130786	450000	Open order for online ordering of office supplies	\$8.21
	Office Depot	PO- 130786	450000	Open order for online ordering of office supplies	\$19.33
	Office Depot	PO- 130786	450000	Open order for online ordering of office supplies	\$134.73
	Office Depot	PO- 130786	450000	Open order for online ordering of office supplies	\$177.05
	Office Depot	PO- 130849	450000	Open order for 2012/2013 Fiscal Year	\$292.31
	Office Depot	PO- 130849	450000	Open order for 2012/2013 Fiscal Year	\$56.60
	Office Depot	PO- 130849	450000	Open order for 2012/2013 Fiscal Year	\$84.12
	Office Depot	PO- 130849	450000	Open order for 2012/2013 Fiscal Year	\$54.68
	Office Depot	PO- 130857	450000	office supplies for FY12/13	\$300.10
	Office Depot	PO- 130857	450000	office supplies for FY12/13	\$3.61
	Office Depot	PO- 130858	430000	office supplies for FY 2012/2013	\$144.90
	Office Depot	PO- 130858	430000	office supplies for FY 2012/2013	\$105.16
	Office Depot	PO- 130858	430000	office supplies for FY 2012/2013	\$32.22
	Office Depot	PO- 130870	450000	FY12/13	\$398.01
	Office Depot	PO- 130870	450000	FY12/13	\$167.54
	Office Depot	PO- 130886	450000	Open order for FY12/13 for online account.	\$99.19
	Office Depot	PO- 130914	450000	Open order for FY 12/13 for ordering on line offic	\$153.38

School Board Approval Report
5/30/2013 through 5/30/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/30/2013

100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
	Office Depot	PO- 130914	450000	Open order for FY 12/13 for ordering on line offic	\$395.29
	Office Depot	PO- 130942	430000	Open order for online order of office supplies.	\$399.00
	Office Depot	PO- 130945	450000	Open order for online ordering of office supplies	\$309.47
	Office Depot	PO- 130946	430000	Online ordering of office supplies for FY12/13	\$195.41
	Office Depot	PO- 130946	430000	Online ordering of office supplies for FY12/13	\$1,012.77
	Office Depot	PO- 130946	430000	Online ordering of office supplies for FY12/13	\$309.28
	Office Depot	PO- 130946	430000	Online ordering of office supplies for FY12/13	\$106.23
	Office Depot	PO- 130947	450000	Open order for online ordering of office supplies	\$221.22
12993195	PACIFIC GAS & ELECTRIC	PO- 130137	550000	Open order for FY12/13 for Natural Gas-Main Campus	\$7,699.32
	PACIFIC GAS & ELECTRIC	PO- 130139	550000	Open order for FY12/13 for Electricity for the Mai	\$17,586.05
12993196	Pacific Telemanagement Service	PO- 130411	550000	FY12/13 for pay phone service through PTS	\$53.00
12993197	Patterson, Jody	PV- 1275	520000	Reimburse for expenses related to ROV contest	\$29.53
12993198	Peninsula Office Solutions	PO- 130958	560000	Open order for Tosiba (Studio E203L) copy machine	\$54.82
12993199	Printworx	PO- 131064	450000	6000 MPC window envelopes at .025 each-Overrun pri	\$150.00
12993200	RAPID PRINTERS	PO- 131000	450000	250 business cards each for:	\$169.85
	RAPID PRINTERS	PO- 131063	450000	250 Business cards for Marlene Martin	\$42.46
12993201	RIVERSIDE PUBLISHING	PO- 131013	430000	WJ III Achievement Battery Form A Records & Respon	\$346.02
12993202	SAFETY-KLEEN SYSTEMS	PO- 130134	620000	solvent disposal for printmaking for 2012-2013	\$407.44
12993203	Sakas,Cathy	PV- 1276	520000	Reimbursement for expenses ROV Program	\$219.58
12993204	School Services of CA-Sacto	PO- 130548	450000	Renewal of Community College update for 2012/2013	\$285.00
12993205	Sigma Graphics	PV- 1277	520000	Graphic for MATE SE regional ROV program	\$70.00
12993206	The Hartford	PO- 130160	340000	Open order for FY12/13 for Disability Premiums	\$2,127.97
12993207	TROXELL COMMUNICATIONS INC	PO- 131017	640000	Elmo Document Camera TT-12 per attached quote	\$642.85
12993208	UC Regents-UCLA	PO- 131090	750000	Room & Board for UB Students participating in UB S	\$6,045.00
12993209	United Parcel Service(UPS)	PO- 130074	580000	Open order for postage	\$46.42
12993212	Washington, Sandra	PV- 1280	470000	Meals for students in summer academy	\$2,300.00
12993213	Washington, Sandra	PV- 1279	430000	Cash Advance-Instructional supplies Summer Academy	\$300.00
12993215	WILSON SPORTING GOODS	PO- 130994	430000	of US Open Extra Duty Tennis balls Item # WRT1071	\$580.24

School Board Approval Report
5/30/2013 through 5/30/2013

40 Monterey Peninsula College

Issue Date 05/30/2013

0100 General Fund, Unrestricted (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993216	Wilson,Janine	PV- 1281	450000	Cash Advance for coordinator/counselor	\$500.00
12993217	Wilson,Janine	PV- 1282	450000	Petty cash for residential coordinator	\$1,500.00
12993218	XEROX CORPORATION	PO- 130184	560000	Open order for Xerox Lease for Life Science copier	\$815.93
Fund 0100 totals:					\$191,967.48

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5/30/2013 through 5/30/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/30/2013

3500 Self Insurance Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993211	WageWorks	PV- 1278	510000	FSA monthly fee for previous month	\$148.00
Fund 3500 totals:					\$148.00

School Board Approval Report
5/30/2013 through 5/30/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/30/2013

3900 Parking Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993210	VENTEK INTERNATIONAL INC	PO- 130940	640000	M400 yel, Battery, CA, BA Item #00-415-00	\$10,576.84
Fund 3900 totals:					\$10,576.84

School Board Approval Report
5/30/2013 through 5/30/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/30/2013

4700 College Center (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993163	Constellation New Energy	PO- 130140	550000	Open order for FY12/13 for Electricity for the Mai	\$1,628.37
12993195	PACIFIC GAS & ELECTRIC	PO- 130137	550000	Open order for FY12/13 for Natural Gas-Main Campus	\$524.35
	PACIFIC GAS & ELECTRIC	PO- 130139	550000	Open order for FY12/13 for Electricity for the Mai	\$1,197.65
<hr style="border-top: 1px dashed black;"/>					
Fund 4700 totals:					\$3,350.37

School Board Approval Report
5/30/2013 through 5/30/2013

40 Monterey Peninsula College

Issue Date 05/30/2013

4800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993147	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$158.65
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$478.24
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$139.95
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$30.13
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$96.75
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$297.59
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$1,475.52
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$2,488.22
	American Reprographics Co.	PO- 131076	510000	Plan printing per attached invoices for Student Ce	\$45.69
	American Reprographics Co.	PO- 131077	620000	Plan printing for Tennis and Pool per attached inv	\$1,128.75
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$438.83
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$83.85
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$2,243.57
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$207.79
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$384.33
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$167.47
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$208.32
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$168.01
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$329.57
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$213.70
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$168.01
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$103.92
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$16.81
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$491.52
	American Reprographics Co.	PO- 131078	620000	Printing services for the Arts Complex Project per	\$127.95
12993151	Ausonio Inc.	PO- 131081	510000	Extra work including: replace louver screens, add	\$6,674.96
12993154	Bank of Marin	PO- 131070	610000	Re-encumber PO#130214 -Escrow of retention for the	\$14,624.50

School Board Approval Report
5/30/2013 through 5/30/2013

mountsRef

40 Monterey Peninsula College

Issue Date 05/30/2013

800 Building Fund (M)

WarrantNo	Name	RefNo	Object	Description	Amount
12993155	Bizchair/Belnick Inc.	PO- 130979	640000	Furniture for Massage Studio per quote SMR2013-074	\$677.65
12993160	COASTWIDE ENVIRONMENTAL	PO- 131075	620000	Hazardous Material Abatement for the Humanities Bu	\$11,559.13
12993170	Epico Systems Inc.	PO- 131080	610000	Contractor to install new speaker in place of cloc	\$467.00
12993176	HGHB	PO- 130200	620000	Re-encumber PO 120300-PAA 29 HGHB design services	\$11,499.91
	HGHB	PO- 131079	620000	Re-encumber PO #111447 for PAA#26 HGHB to provied	\$3,718.00
12993184	M3 Enviromental Consulting LLC	PO- 130753	620000	Provide Haz Report for Pool and Tennis Courts per	\$4,455.00
12993187	Media Systems Group	PO- 130932	640000	Provide 16 lampless projectors for Physical Scienc	\$49,904.40
	Media Systems Group	PO- 130966	640000	Provide Elmo document camerai P30HD-1080p with pre	\$28,629.23
12993214	West Bay Builders Inc	PO- 131069	610000	Re-encumber PO # 130196-General Construction Base	\$277,865.40
Fund 4800 totals:					\$421,768.32
District Totals for 5/30/2013:					\$627,811.01

School Board Approval Report
5/30/2013 through 5/30/2013

mountsRef

District Total for 5/30/2013 through 5/30/2013: \$627,811.01

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.5

Fiscal Services
College Area

Proposal:

It is proposed that the Board of Trustees approves the May 2013 Purchase Orders, Numbers 130955 to 131114.

Background:

Purchase Orders 130955 through 131114 were produced in May 2013. These orders totaled \$1,057,031.04 in college expenditures. The list of Purchase Orders is attached.

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Purchase Orders 130955 through 131114 in the amount of \$1,057,031.04 be approved.

Recommended By:



Stephen Ma, Vice President for Administrative Services

Prepared By:

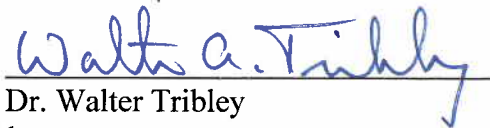


Mary Weber, Purchasing Coordinator



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley

, Superintendent/President

Monterey Peninsula College

**Purchase Order History
From 130955 to 131114**

TO: Board of Trustees Date: 26 June 2013

From Mr. Stephen Ma Subject: May Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
130955	941667	DELL MARKETING L.P.	01-0030-0-2200-0601-6400-000-00-6410	Division Office-Social Science	\$686.25	5 / 6 / 13
130956	1004805	Aqua Solutions	01-0040-0-0400-0410-4300-000-00-4312	Biology	\$173.25	5 / 1 / 13
130957	941053	PACIFIC MONARCH LTD	01-0090-1-0700-0110-5200-000-98-5203	Computer Information Systems and CS	\$1,050.00	5 / 2 / 13
130958	1004087	Peninsula Office Solutions	01-0050-0-6499-1320-5600-000-00-5630	International Student Programs	\$50.00	5 / 2 / 13
130959	1002210	Flute World	01-0030-0-1000-0220-4300-000-00-4312	Music	\$233.13	5 / 2 / 13
130960	1000065	Coleman, Vera	01-0030-0-1200-1215-4500-000-00-4514	School Nursing	\$100.00	5 / 6 / 13
130961	1003546	PHC	01-0080-0-6530-0931-5100-000-00-5145	Custodial Services	\$17,196.00	5 / 6 / 13
130962	1003510	Geo. H. Wilson Inc.	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$365.00	5 / 6 / 13
130963	1002529	American Reprographics Co.	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$30.13	5 / 6 / 13
130964	941972	SIGN WORKS	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$2,525.83	5 / 6 / 13
130965	1002355	Division of State Architect-	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$4,799.91	5 / 6 / 13
130966	1003420	Media Systems Group	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$28,629.29	5 / 6 / 13
130967	592	COASTWIDE ENVIRONMENTAL	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$4,615.91	5 / 6 / 13
130968	350	Bookmark	01-0030-0-1000-0201-4300-000-00-4312	Division Office-Creative Arts	\$309.17	5 / 6 / 13
130969	350	Bookmark	01-0030-0-1000-0201-4300-000-00-4312	Division Office-Creative Arts	\$644.57	5 / 6 / 13
130970	83	ENAMEL EMPORIUM	01-0030-0-1000-0205-4300-000-00-4306	Art	\$150.00	5 / 6 / 13
130971	84	INDIAN JEWELRY SUPPLY	01-0030-0-1000-0205-4300-000-00-4306	Art	\$1,999.00	5 / 6 / 13
130972	1003941	Gallager, Jeff	01-0030-0-1000-0220-5100-000-00-5105	Music	\$240.00	5 / 6 / 13
130973	1004795	Kenya Caldwell	01-0090-0-4900-0155-5100-000-00-5145	Co-op Work Experience	\$245.00	5 / 6 / 13
130974	941137	Carolina Biological Supply	01-0030-0-1900-0505-4300-000-00-4312	Chemistry	\$377.81	5 / 6 / 13
130975	1004507	Lone Star Percussion	01-0030-0-1000-0201-4300-000-00-4312	Division Office-Creative Arts	\$606.63	5 / 6 / 13
130976	1005086	Smart Press	01-0030-0-1500-0310-4500-000-00-4511	English	\$1,100.00	5 / 7 / 13
130977	1005085	Obsession Telescopes	01-0030-1-1900-0525-6400-000-98-6405	Physics/Astronomy	\$13,000.00	5 / 7 / 13
			48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,814.00	
130978	940156	APPLE COMPUTER INC	01-0040-1-1000-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$158.03	5 / 7 / 13
130979	1004576	Bizchair/Belnick Inc.	48-0081-0-7100-9060-6400-000-00-6404	Gym Phase II	\$870.00	5 / 7 / 13
130980	1004667	RB Productions	01-0030-0-1000-0220-5100-000-00-5105	Music	\$200.00	5 / 7 / 13
130981	1001647	San Luis Video Publishing	01-0040-0-0100-0435-4300-000-00-4312	Ornamental Horticulture	\$1,777.36	5 / 7 / 13
130982	1002470	Bound Tree Medical	01-0090-0-2100-1105-4300-000-00-4312	Emergency Medical Systems	\$1,097.03	5 / 7 / 13
130983	1005081	Foreign Affairs Publishing	01-0030-0-2200-0622-4300-000-00-4312	Political Science	\$33.00	5 / 7 / 13
130984	941253	Henry Schein Inc.	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$549.27	5 / 7 / 13
130985	1003503	D3 Sports Inc	01-0007-0-6960-1406-4500-000-00-4553	Athletics-Women's	\$1,650.13	5 / 7 / 13
130986	1003503	D3 Sports Inc	01-0007-0-6960-1406-4500-000-00-4553	Athletics-Women's	\$4,254.85	5 / 7 / 13
130987	1004867	Kai Athletics LLC	01-0007-0-6960-1405-4500-000-00-4553	Athletics-Men's	\$14,892.30	5 / 7 / 13
130988	1004867	Kai Athletics LLC	01-0007-0-6960-1405-4500-000-00-4553	Athletics-Men's	\$4,239.00	5 / 7 / 13

Monterey Peninsula College

**Purchase Order History
From 130955 to 131114**

TO: Board of Trustees Date: 26 June 2013

From Mr. Stephen Ma Subject: May Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
130989	1004867	Kai Athletics LLC	01-0007-0-6960-1405-4500-000-00-4553	Athletics-Men's	\$4,239.00	5 / 7 / 13
130990	1005030	Laundry Loops Inc	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$372.98	5 / 7 / 13
130991	516	SPRI PRODUCTS INC	01-0030-0-0800-0721-4300-000-00-4312	Physical Fitness	\$224.52	5 / 7 / 13
130992	1001278	Riddell/All American	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$4,884.11	5 / 7 / 13
130993	2487	Cypress Sporting Goods	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$2,173.65	5 / 7 / 13
130994	795	WILSON SPORTING GOODS	01-0030-0-0800-0710-4300-000-00-4312	Physical Education	\$580.24	5 / 7 / 13
130995	950830	CENTRAL COAST SILKSCREEN	01-0007-0-6960-1405-4500-000-00-4553	Athletics-Men's	\$1,625.99	5 / 7 / 13
			01-0007-0-6960-1406-4500-000-00-4553	Athletics-Women's	\$994.36	
130996	950376	Office Depot	14-0030-0-6120-1511-4500-000-00-4525	Library (Office Equipment)	\$1,500.00	5 / 8 / 13
130997	950376	Office Depot	01-0030-0-6120-1510-4500-000-00-4525	Library	\$700.00	5 / 8 / 13
130998	950376	Office Depot	01-0030-0-2200-0601-4500-000-00-4525	Division Office-Social Science	\$0.00	5 / 8 / 13
130999	950376	Office Depot	01-0030-0-1500-0301-4300-000-00-4312	Division Office-Humanities	\$1,000.00	5 / 8 / 13
131000	7316	RAPID PRINTERS	01-0030-0-1500-0301-4500-000-00-4511	Division Office-Humanities	\$169.85	5 / 8 / 13
131001	1559	COAST COUNTIES GLASS INC	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$3,486.00	5 / 8 / 13
131002	950540	MONTEREY COUNTY FENCE CO	48-0081-0-7100-9049-6200-000-00-6269	Infrastructure 3	\$600.00	5 / 8 / 13
131003	941374	MANPOWER	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$1,849.25	5 / 8 / 13
131004	1003029	LeNeve Painting Co.	48-0081-0-7100-9049-6200-000-00-6269	Infrastructure 3	\$1,720.75	5 / 8 / 13
131005	1002529	American Reprographics Co.	48-0081-0-7100-9043-5100-000-00-5173	General Institutional-Bond	\$52.25	5 / 8 / 13
131006	941630	DAVID FOORD	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$5,925.00	5 / 8 / 13
131007	941630	DAVID FOORD	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$6,975.00	5 / 8 / 13
131008	1005075	D. Hauptman Co./Fold-A-Goal	01-0030-0-0800-0710-4300-000-00-4312	Physical Education	\$754.53	5 / 8 / 13
			01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$500.00	
			01-0007-0-6960-1406-4300-000-00-4312	Athletics-Women's	\$500.00	
131009	1000250	Athletic Supply of California	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$6,373.72	5 / 8 / 13
131010	930350	RANCHO CANADA GOLF CLUB	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$1,590.83	5 / 8 / 13
131011	1529	Fitness Edge	01-0030-0-0800-0721-6400-000-00-6405	Physical Fitness	\$5,379.93	5 / 8 / 13
131012	941335	PRO-ED-Austin	01-0007-1-6420-1462-4300-000-51-4312	Supportive Services (DSP and S)	\$80.41	5 / 22 / 13
131013	940893	RIVERSIDE PUBLISHING	01-0007-1-6420-1462-4300-000-51-4312	Supportive Services (DSP and S)	\$371.95	5 / 8 / 13
131014	1004516	Pearson	01-0007-1-6420-1462-4300-000-51-4312	Supportive Services (DSP and S)	\$567.49	5 / 8 / 13
131015	1002164	Pocket Nurse	01-0030-0-1200-1215-4300-000-00-4312	School of Nursing	\$661.13	5 / 9 / 13
131016	1002240	Burghardt + Dore Advertising	01-0010-0-6710-1523-5800-000-00-5802	Public Information Office	\$5,684.00	5 / 9 / 13
131017	1445	TROXELL COMMUNICATIONS INC	01-0020-0-6130-1130-6400-000-00-6425	Bay/Interior Bay	\$642.85	5 / 9 / 13
131018	941961	CDW GOVERNMENT INC	01-0030-0-1000-0201-5600-000-00-5616	Division Office-Creative Arts	\$259.79	5 / 9 / 13
131019	940156	APPLE COMPUTER INC	01-0020-0-6130-1130-6400-000-00-6425	Bay/Interior Bay	\$1,304.43	5 / 9 / 13
131020	1004263	Discount School Supply	04-0007-1-6920-1423-4500-000-98-4525	Giannini Fund	\$787.14	5 / 14 / 13
131021	1004263	Discount School Supply	04-0007-1-6920-1423-4500-000-98-4525	Giannini Fund	\$232.61	5 / 14 / 13

Monterey Peninsula College

Purchase Order History
From 130955 to 131114

TO: Board of Trustees Date: 26 June 2013

From Mr. Stephen Ma Subject: May Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
131022	1001955	Toyota Material Handling	39-0080-1-6950-0960-5600-000-81-5630	Parking	\$775.29	5 / 9 / 13
131023	1005087	Weather Shack	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,889.69	5 / 9 / 13
131024	1005088	Access Data	01-0040-1-0700-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$14,119.50	5 / 9 / 13
131025	1005089	Leshar Motorsports	01-0040-1-0900-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$5,000.00	5 / 9 / 13
131026	941961	CDW GOVERNMENT INC	01-0030-0-6110-0315-4300-000-00-4312	English Center	\$777.26	5 / 10 / 13
131027	1005091	Meredith Instruments	01-0030-0-1900-0525-4300-000-00-4312	Physics/Astronomy	\$435.23	5 / 10 / 13
131028	1000328	Micron Consumer Products Group	01-0030-0-6110-0315-4300-000-00-4312	English Center	\$614.39	5 / 10 / 13
131029	1003226	Read Naturally	01-0030-0-1500-0330-4300-000-00-4312	Reading Center	\$233.83	5 / 10 / 13
131030	941817	Fisher Scientific	01-0040-0-0400-0405-4300-000-00-4312	Anatomy/Physiology	\$239.69	5 / 10 / 13
131031	6856	PASCO SCIENTIFIC	01-0030-0-1900-0525-4300-000-00-4312	Physics/Astronomy	\$136.53	5 / 10 / 13
131032	595	REID TOOL SUPPLY COMPANY	01-0030-0-1900-0525-4300-000-00-4312	Physics/Astronomy	\$224.89	5 / 10 / 13
131033	1003824	Bone Clones	01-0030-0-2200-0605-4300-000-00-4312	Anthropology	\$110.85	5 / 10 / 13
131034	1005090	zbolt Beam of Light Tech., Inc	01-0030-0-1900-0525-4300-000-00-4312	Physics/Astronomy	\$1,004.64	5 / 10 / 13
131035	1005092	HyVac Products Inc	01-0030-0-1900-0525-5600-000-00-5630	Physics/Astronomy	\$327.63	5 / 10 / 13
131036	1003622	ULINE	01-0030-0-1900-0525-4300-000-00-4312	Physics/Astronomy	\$321.29	5 / 10 / 13
131037	940945	B & H PHOTO/VIDEO	01-0030-0-1900-0525-4300-000-00-4312	Physics/Astronomy	\$478.30	5 / 10 / 13
131038	940873	LABORATORY CRAFTSMAN INC	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$4,438.38	5 / 10 / 13
131039	1005097	Astrosystems	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$391.03	5 / 10 / 13
131040	1004771	Oceanside Photo & Telescope	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$44,788.83	5 / 10 / 13
131041	677	FISHER SCIENTIFIC Pitt	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$7,998.54	5 / 10 / 13
131042	677	FISHER SCIENTIFIC Pitt	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$783.99	5 / 10 / 13
131043	677	FISHER SCIENTIFIC Pitt	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$41,632.63	5 / 10 / 13
131044	941238	MONTEREY AUTO SUPPLY INC	01-0040-0-0900-0407-4300-000-00-4312	Automotive Technology	\$300.00	5 / 11 / 13
131045	941982	Vernier Software & Technology	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$534.53	5 / 11 / 13
131046	941982	Vernier Software & Technology	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$28,045.86	5 / 11 / 13
131047	1005094	SP Scientific	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,871.00	5 / 13 / 13
131048	951562	SARGENT-WELCH	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,459.72	5 / 13 / 13
131049	9550	Ward's Natural Science	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,211.68	5 / 13 / 13
131050	9550	Ward's Natural Science	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,138.44	5 / 13 / 13
131051	6856	PASCO SCIENTIFIC	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$4,063.15	5 / 13 / 13
131052	941137	Carolina Biological Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$8,451.41	5 / 13 / 13
131053	941137	Carolina Biological Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$615.45	5 / 13 / 13
131054	941137	Carolina Biological Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$934.81	5 / 13 / 13
131055	940945	B & H PHOTO/VIDEO	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,379.08	5 / 13 / 13
131056	940156	APPLE COMPUTER INC	01-0030-0-2200-0605-4300-000-00-4312	Anthropology	\$484.60	5 / 14 / 13
131057	941667	DELL MARKETING L.P.	01-0030-0-2200-0601-6400-000-00-6410	Division Office-Social Science	\$699.59	5 / 14 / 13

Monterey Peninsula College

**Purchase Order History
From 130955 to 131114**

TO: Board of Trustees Date: 26 June 2013

From Mr. Stephen Ma Subject: May Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
131058	941667	DELL MARKETING L.P.	01-0030-0-2200-0601-6400-000-00-6410	Division Office-Social Science	\$699.59	5 / 14 / 13
131059	941817	Fisher Scientific	01-0040-0-0400-0410-4300-000-00-4312	Biology	\$365.02	5 / 14 / 13
131060	1005108	United Nuclear Scientific	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,162.45	5 / 14 / 13
131061	1005104	Zoltech Corp.	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,965.71	5 / 14 / 13
131062	941961	CDW GOVERNMENT INC	01-0040-1-1000-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$4,967.89	5 / 14 / 13
131063	7316	RAPID PRINTERS	01-0080-0-6730-0940-4500-000-00-4511	Human Resources	\$42.46	5 / 15 / 13
131064	1001827	Printworx	01-0080-0-6770-0937-4500-000-00-4517	Warehouse	\$161.25	5 / 15 / 13
131065	1004274	COG	01-0050-0-6200-1310-4500-000-00-4525	Admission and Records	\$1,415.78	5 / 15 / 13
131066	1004997	Thompson, Shawnell	01-0007-1-6420-1462-5100-000-51-5145	Supportive Services (DSP and S)	\$2,100.00	5 / 15 / 13
131067	1129	DIGI-KEY CORP	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$3,906.09	5 / 15 / 13
131068	1005102	Little Machine Shop	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,580.51	5 / 15 / 13
131069	1004650	West Bay Builders Inc	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$368,769.45	5 / 20 / 13
131070	1004651	Bank of Marin	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$19,402.92	5 / 20 / 13
131071	1003940	Teracai	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$50,308.06	5 / 20 / 13
131072	1003940	Teracai	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$769.20	5 / 20 / 13
131073	1005105	Road Cases USA	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,060.50	5 / 21 / 13
131074	1005112	Govplace	01-0080-0-6780-0910-5100-000-00-5114	IS Systems and Programming	\$11,700.00	5 / 21 / 13
131075	592	COASTWIDE ENVIRONMENTAL	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$11,559.13	5 / 21 / 13
131076	1002529	American Reprographics Co.	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$5,210.74	5 / 21 / 13
131077	1002529	American Reprographics Co.	48-0081-0-7100-9022-6200-000-00-6268	Pool & Tennis Courts Renovation	\$1,128.75	5 / 21 / 13
131078	1002529	American Reprographics Co.	48-0081-0-7100-8065-6200-000-00-6205	Art Studio/Ceramics	\$5,353.65	5 / 21 / 13
131079	1002159	HGHB	48-0081-0-7100-9020-6200-000-00-6268	Pool Building	\$51,578.00	5 / 22 / 13
131080	1002623	Epico Systems Inc.	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$467.00	5 / 22 / 13
131081	1004682	Ausonio Inc.	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$6,674.96	5 / 22 / 13
131082	920450	COMPUTERLAND OF SILICON VALLE	01-0007-1-6460-1426-5600-000-54-5622	Student Financial Aid Administration	\$207.00	5 / 22 / 13
131083	950171	COMMUNITY COLLEGE LEAGUE	01-0080-0-6600-0901-4500-000-00-4525	Office of VP of Admin Services	\$23.00	5 / 22 / 13
131084	868	HY Floor & Gameline Painting	14-0030-0-6960-0963-5600-000-00-5630	PE Facilities (Rental Proceeds)	\$13,996.00	5 / 22 / 13
131085	1096	MEDCO INC	01-0007-0-6960-1406-4300-000-00-4312	Athletics-Women's	\$416.44	5 / 22 / 13
131086	941373	MCMaster CARR SUPPLY CO	01-0030-0-1000-0205-4300-000-00-4306	Art	\$540.43	5 / 22 / 13
131087	617	OTTO FREI	01-0030-0-1000-0205-4300-000-00-4306	Art	\$119.57	5 / 22 / 13
131088	7316	RAPID PRINTERS	01-0090-0-6020-1103-4500-000-00-4525	Dean of Inst. Economic Development	\$42.46	5 / 22 / 13
131089	7316	RAPID PRINTERS	01-0007-1-6420-1462-4500-000-51-4525	Supportive Services (DSP and S)	\$127.39	5 / 22 / 13
131090	1001646	UC Regents-UCLA	01-0007-1-7010-1021-7500-000-05-7501	College Readiness (Trio) Upward Bound	\$6,045.00	5 / 24 / 13
131091	1000276	Diana's Charters & Tours	01-0007-1-7010-1022-5200-000-24-5203	College Readiness (Trio) Math/Science	\$1,300.00	5 / 24 / 13
131092	941961	CDW GOVERNMENT INC	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$12,457.80	5 / 28 / 13
131093	941667	DELL MARKETING L.P.	01-0090-0-4900-2101-4300-041-00-4312	MPC Education Center	\$1,805.66	5 / 28 / 13

Monterey Peninsula College

Purchase Order History

From 130955 to 131114

TO: Board of Trustees Date: 26 June 2013

From Mr. Stephen Ma Subject: May Purchase Orders

PO NO.	Vendor No.	Vendor Name	Account Line No.	Department	Amount	Date
131094	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$18,222.34	5 / 28 / 13
131095	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$11,478.00	5 / 28 / 13
131096	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$3,771.22	5 / 28 / 13
131097	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$7,833.26	5 / 28 / 13
131098	1004161	Pro Media	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$2,977.47	5 / 28 / 13
131099	1001250	Barco's Outdoor Products	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$1,512.01	5 / 28 / 13
131100	1003690	Ross Recreation Equipment	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$4,240.63	5 / 28 / 13
131101	1005096	Adafruit	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$2,668.10	5 / 29 / 13
131102	1005098	Beaver Industrial Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$807.29	5 / 29 / 13
131103	1005100	Full Spectrum Laser	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$5,103.93	5 / 29 / 13
131104	1004621	Hospital Associates	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$3,737.34	5 / 29 / 13
131105	715	DESIGN SCIENCE INC	01-0030-0-1700-0520-5600-000-00-5645	Mathematics	\$171.00	5 / 30 / 13
131106	940916	Academic Programmers	01-0030-0-1700-0520-5600-000-00-5645	Mathematics	\$354.75	5 / 30 / 13
131107	1033	WASSON'S CLEANING AND	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$902.50	5 / 31 / 13
131108	1003318	Axiom Engineers	48-0081-0-7100-9022-6200-000-00-6268	Pool & Tennis Courts Renovation	\$5,600.00	5 / 31 / 13
131109	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-9022-6200-000-00-6268	Pool & Tennis Courts Renovation	\$2,200.00	5 / 31 / 13
131110	1003318	Axiom Engineers	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$13,700.00	5 / 31 / 13
131111	940933	MONTEREY COUNTY Health Dept.	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$1,724.00	5 / 31 / 13
131112	1002616	M3 Environmental Consulting LLC	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$2,200.00	5 / 31 / 13
131113	950540	MONTEREY COUNTY FENCE CO	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$3,200.00	5 / 31 / 13
131114	942031	Williams Scotsman	48-0081-0-7100-9042-6200-000-00-6269	Phase I-Swing Space	\$1,860.00	5 / 31 / 13
					\$1,057,031.04	

Monterey Peninsula College

Purchase Order History
From 130955 to 131114

To: Board of Trustees Date: 26 June 2013

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

PO NO.	Vendor No.	Vendor Name	Account line Number	Department	Amount	Date
Open order to extend temporary custodial services (original PO 130713)						
130961	1003546	PHC	01-0080-0-6530-0931-5100-000-00-5145	Custodial Services	\$17,196.00	5 / 6 / 13
11 Elmo document cameras for Physical Science						
130966	1003420	Media Systems Group	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$28,629.29	5 / 6 / 13
Astro Observational Telescope						
130977	1005085	Obsession Telescopes	01-0030-1-1900-0525-6400-000-98-6405	Physics/Astronomy	\$13,000.00	5 / 7 / 13
			48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$1,814.00	
98 white and 98 maroon custom football jerseys						
130987	1004867	Kai Athletics LLC	01-0007-0-6960-1405-4500-000-00-4553	Athletics-Men's	\$14,892.30	5 / 7 / 13
Dave Foord inspection services for the month of April						
131006	941630	DAVID FOORD	48-0081-0-7100-9056-6200-000-00-6269	Life Science & Physical Science Bldg.	\$5,925.00	5 / 8 / 13
Dave Foord inspection services for the month of April						
131007	941630	DAVID FOORD	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$6,975.00	5 / 8 / 13
Football equipment						
131009	1000250	Athletic Supply of California	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$6,373.72	5 / 8 / 13
Landice E950 Executive Elliptimill						
131009	1000250	Athletic Supply of California	01-0007-0-6960-1405-4300-000-00-4312	Athletics-Men's	\$6,373.72	5 / 8 / 13
MPC Summer/Fall 2013 Advertising Campaign						
131016	1002240	Burghardt + Dore Advertising	01-0010-0-6710-1523-5800-000-00-5802	Public Information Office	\$5,684.00	5 / 9 / 13
25 Forensic Academic Program Manuals & CD and 5 Forensic Academic Programs						
131024	1005088	Access Data	01-0040-1-0700-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$14,119.50	5 / 9 / 13
Purchase of 2 1991 Mazda Miata's for use as Student Training Aid-This PO was replaced with PO131130 (June PO wrong vendor)						
131025	1005089	Leshar Motorsports	01-0040-1-0900-1147-6400-000-33-6405	VATEA I-C Curriculum Development	\$5,000.00	5 / 9 / 13
9 student telescopes with accessories and 2 specialized telescopes with accessories						
131040	1004771	Oceanside Photo & Telescope	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$44,788.83	5 / 10 / 13
Parking ticket dispenser						
130940	941210	VENTEK INTERNATIONAL INC	39-0080-1-6950-0960-6400-000-81-6404	Parking	\$10,530.38	4 / 25 / 13
Physical Science Equipment for the Chemistry Dept. consisting of vacuum pumps, pipettes, cast iron rings, etc.						
131041	677	FISHER SCIENTIFIC Pitt	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$7,998.54	5 / 10 / 13
Physical Science Equipment for the Chemistry Dept. consisting of refrigerator, hotplates, dbl buret clamps, KEM kits, Polypro water baths, etc.						
131043	677	FISHER SCIENTIFIC Pitt	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$41,632.63	5 / 10 / 13
Physical Science Equipment for Chemistry consisting of 33 vernier labquest 2, probes, sensors, etc.						
131046	941982	Vernier Software & Technology	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$28,045.86	5 / 11 / 13

To: Board of Trustees Date: 26 June 2013

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

PO NO.	Vendor No.	Vendor Name	Account line Number	Department	Amount	Date
<i>Under counter glassware washer for the Chemistry Dept.</i>						
131047	1005094	SP Scientific	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,871.00	5 / 13 / 13
<i>Physical Science Equipment for Physics Dept. consisting of 4 balances and misc. equipment</i>						
131048	951562	SARGENT-WELCH	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,459.72	5 / 13 / 13
<i>Physical Science Equipment for the Physics Dept. consisting of carts, storage and wheel demo</i>						
131052	941137	Carolina Biological Supply	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$8,451.41	5 / 13 / 13
<i>Machine tools and accessories for the Physics Dept.</i>						
131068	1005102	Little Machine Shop	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,580.51	5 / 15 / 13
<i>Re-encumber PO# 130196, General Construction Base Contract less retention for the Theater, change orders 3-6</i>						
131069	1004650	West Bay Builders Inc	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$368,769.45	5 / 20 / 13
<i>Re-encumber PO#130214, Escrow of retention for the Theater, change orders 3-6</i>						
131070	1004651	Bank of Marin	48-0081-0-7100-9045-6100-000-00-6105	Theater Building	\$19,402.92	5 / 20 / 13
<i>18 Cisco switches for the Physical Science Bldg.</i>						
131071	1003940	Teracai	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$50,308.06	5 / 20 / 13
<i>10 Custom telescope cases for Physical Science</i>						
131073	1005105	Road Cases USA	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$6,060.50	5 / 21 / 13
<i>Professional Services - HyperV VDI Assessment</i>						
131074	1005112	Govplace	01-0080-0-6780-0910-5100-000-00-5114	IS Systems and Programming	\$11,700.00	5 / 21 / 13
<i>Hazardous Material Abatement for the Humanities Building</i>						
131075	592	COASTWIDE ENVIRONMENTAL	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$11,559.13	5 / 21 / 13
<i>Plan Printing for the Student Center Building</i>						
131076	1002529	American Reprographics Co.	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$5,210.74	5 / 21 / 13
<i>Printing services for the Arts Complex Project</i>						
131078	1002529	American Reprographics Co.	48-0081-0-7100-8065-6200-000-00-6205	Art Studio/Ceramics	\$5,353.65	5 / 21 / 13
<i>Re-encumber PO #111447 for PAA#26 HGHB to provide design & contract administration services for the Pool and Tennis Courts Project</i>						
131079	1002159	HGHB	48-0081-0-7100-9020-6200-000-00-6268	Pool Building	\$51,578.00	5 / 22 / 13
<i>Extra work including: replace louver screens, add a lock filler section and fix existing electrical issues</i>						
131081	1004682	Ausonio Inc.	48-0081-0-7100-9060-5100-000-00-5180	Gym Phase II	\$6,674.96	5 / 22 / 13
<i>Refinish Gym Floor</i>						
131084	868	HY Floor & Gameline Painting	14-0030-0-6960-0963-5600-000-00-5630	PE Facilities (Rental Proceeds)	\$13,996.00	5 / 22 / 13
<i>Room & Board for UB Student participating in UB Summer Southern California Campus tour at UCLA</i>						
131090	1001646	UC Regents-UCLA	01-0007-1-7010-1021-7500-000-05-7501	College Readiness (Trio) Upward Bound	\$6,045.00	5 / 24 / 13
<i>70" Smart TVs for Smart Classrooms in Physical Science</i>						
131092	941961	CDW GOVERNMENT INC	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$12,457.80	5 / 28 / 13
<i>6 Cisco 3750X02Y Poe Lan Base Switches for Humanities remodel</i>						
131094	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$18,222.34	5 / 28 / 13
<i>15 Cisco 2602I W.A.P. and 17 Cisco 6901 IP phones for Humanities remodel</i>						
131095	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$11,478.00	5 / 28 / 13

To: Board of Trustees Date: 26 June 2013

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

PO NO.	Vendor No.	Vendor Name	Account line Number	Department	Amount	Date
License for 5508 W.A.P. Controller						
131097	1003940	Teracai	48-0081-0-7100-9053-6200-000-00-6237	Humanities-Student Services	\$7,833.26	5 / 28 / 13
Laser cutter for Physics						
131103	1005100	Full Spectrum Laser	48-0081-0-7100-9037-6400-000-00-6404	Phase I-Furniture/Equip	\$5,103.93	5 / 29 / 13
Commissioning the Pool Equipment						
131108	1003318	Axiom Engineers	48-0081-0-7100-9022-6200-000-00-6268	Pool & Tennis Courts Renovation	\$5,600.00	5 / 31 / 13
Commissioning for the Student Center						
131110	1003318	Axiom Engineers	48-0081-0-7100-8060-5100-000-00-5180	College Center Building	\$13,700.00	5 / 31 / 13

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.6

Fiscal Services
College Area

Proposal:

Approve budget increases for the period of May 8 through June 11, 2013.
(Fiscal Year 2012-2013.)

Background:

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

Budgetary Implications:

Net increase in the 1000 (Certificated Salary) Object expense category	\$	4,038
Net increase in the 2000 (Classified Salary) Object expense category	\$	22,620
Net increase in the 3000 (Benefits) Object expense category	\$	4,953
Net increase in the 4000 (Supplies) Object expense category	\$	154
Net increase in the 5000 (Other Services) Object expense category	\$	18,598
Net increase in the 6000 (Capital Outlay) Object expense category	\$	<u>88,264</u>
Total decrease in expense lines budgeted	\$	138,627

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

Increase of \$123,265 in funds received for FY 2012-2013.

Increase of \$15,362 in funds carried forward from FY 2011-2012 to FY 2012-2013.

Recommended By:



Stephen Ma, Vice President for Administrative Services

Prepared By:



Connie Andrews, Budget Analyst



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

BUDGET INCREASES

May 8 thru June 11, 2013- Fiscal Year 2012-13

Fund 01 (Restricted General Fund)

EXPLANATIONS	AMOUNTS	AMOUNTS
Increase Revenue and Expenses in the Distance Ed. Closed Captioning Dept., to match amount carried forward from FY 2011-2012 to FY 2012-13.		
Total Revenue:	\$14,958	
Total Expenses:		\$14,958
Increase Revenue and Expenses in the Bernet Segal Grant/Men In Nursing Dept., to match amount carried forward from FY 2011-2012 to FY 2012-13.		
Total Revenue:	\$404	
Total Expenses:		\$404
SUBTOTAL, FUNDS CARRIED FORWARD TO FY 2012-13	\$15,362	\$15,362
Increase Revenue and Expenses in the Student Financial Aid Administration Dept., to match P-2 state allocation for FY 2012-13.		
Total Revenue:	\$3,708	
Total Expenses:		\$3,708
Increase Revenue and Expenses in the ESL/Community Foundation Monterey County Dept., to match grant amount for FY 2012-13.		
Total Revenue:	\$4,595	
Total Expenses:		\$4,595
Increase Revenue and Expenses in the ITEST/MATE Providing Pathways Dept., to match allocation amount for FY 2012-13.		
Total Revenue:	\$33,836	
Total Expenses:		\$33,836
Increase Revenue and Expenses in the MATE Resource Ctr. Dept., to match allocation amount for FY 2012-13.		
Total Revenue:	\$81,126	
Total Expenses:		\$81,126
SUBTOTAL, NEW FUNDS RECEIVED FOR FY 2012-13	\$123,265	\$123,265
TOTAL INCREASES	\$138,627	\$138,627

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.7

Fiscal Services
College Area

Proposal:

Approve budget adjustments for the period of May 8 through June 11, 2013.
(Fiscal Year 2012-2013.)

Background:

Please see attached budget revision documents.

Budgetary Implications:


Fund 01 (Restricted General Fund)

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	10,206
Net increase in the 2000 (Classified Salary) Object expense category	\$	8,934
Net increase in the 3000 (Benefits) Object expense category	\$	684
Net decrease in the 4000 (Supplies) Object expense category	\$	3,183
Net decrease in the 5000 (Other/Services) Object expense category	\$	11,782
Net increase in the 6000 (Capital Outlay) Object expense category	\$	17,253
Net decrease in the 7000 (Other Outgo) Object expense category	\$	1,700



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

Net decrease in the 1000 Object expense category	\$	10,206
Net increase in the 2000 Object expense category	\$	8,934
Net increase in the 3000 Object expense category	\$	684
Net decrease in the 4000 Object expense category	\$	3,183
Net decrease in the 5000 Object expense category	\$	11,782
Net increase in the 6000 Object expense category	\$	17,253
Net decrease in the 7000 Object expense category	\$	1,700

Recommended By:


Stephen Ma, Vice President for Administrative Services

Prepared By:

 
Connie Andrews, Budget Analyst Rosemary Barrios, Controller

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

BUDGET REVISIONS

May 8 -June 11, 2013

Fund 01 (Restricted General Fund) Fiscal Year 2012-13

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
(9,327)	9,327						Transfer funds from Dean Salary to Professional Expert Salary, to cover costs. Transfer was within the MATE Mentor/Intern Dept. Reduction to: 01-0040-1-0400-1513-1200-000-53-1203 Addition to: 01-0040-1-0400-1513-2300-000-53-2304
(879)		(121)	1,000				Transfer funds from Hourly Teaching Salary & Benefits to Instructional Supplies, to cover costs. Transfer was within the DSP&S Dept. Reduction to: 01-0007-1-0800-1462-1300-000-51-1301 01-0007-1-0800-1462-3110-000-51-1301 01-0007-1-0800-1462-3330-000-51-1301 01-0007-1-0800-1462-3510-000-51-1301 01-0007-1-0800-1462-3610-000-51-1301 Addition to: 01-0007-1-6420-1462-4300-000-51-4312
			978	722		(1,700)	Transfer funds from Payment to Students to Instructional Supplies and Conference Travel, to cover costs. Transfer was within the Child Devt. Consortium Dept. Reduction to: 01-0040-1-2200-0646-7500-000-34-7501 Addition to: 01-0040-1-2200-0646-4300-000-34-4312 01-0040-1-2200-0646-5200-000-34-5220
	3,607	944	620	(5,171)			Transfer funds from Program Consultant to Professional Experts Salary & Benefits, and to Printing, to cover costs. Transfer was within the COSEE/NOW (MATE) Dept. Reduction to: 01-0040-1-0400-1528-5100-000-53-5124 Addition to: 01-0040-1-0400-1528-2300-000-53-2304 01-0040-1-0400-1528-3220-000-53-2304 01-0040-1-0400-1528-3320-000-53-2304 01-0040-1-0400-1528-3340-000-53-2304 01-0040-1-0400-1528-3520-000-53-2304 01-0040-1-0400-1528-3620-000-53-2304

May 8 -June 11, 2013
Fund 01 (Restricted General Fund) Fiscal Year 2012-13

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
				(5,011)	5,011		Transfer funds from Conference Travel to New Equipment, to cover costs. Transfer was within the Perkins Curriculum Devt. Dept. and from the Perkins Prof. Devt. Dept. to the Perkins Curriculum Devt. Dept. Reduction to: 01-0040-1-6750-1148-5200-000-33-5220 01-0040-1-1200-1147-5200-000-33-5220 Addition to: 01-0040-1-1000-1147-6400-000-33-6405
	(4,000)	(139)	(5,781)	(2,322)	12,242		Transfer funds from Student Help Salary & Benefits, Instructional Supplies and Conference Travel. Transfer to New Equipment, to cover costs. Transfer was within the Perkins Curriculum Devt. Dept. Reduction to: 01-0040-1-2100-1147-2400-000-33-2401 01-0040-1-2100-1147-3610-000-33-2401 01-0040-1-0700-1147-4300-000-33-4312 01-0040-1-0900-1147-4300-000-33-4312 01-0040-1-2100-1147-4300-000-33-4312 01-0040-1-0700-1147-5200-000-33-5220 01-0040-1-1200-1147-5200-000-33-5220 Addition to: 01-0040-1-1000-1147-6400-000-33-6405
(10,206)	8,934	684	(3,183)	(11,782)	17,253	(1,700)	TOTALS

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.8

Fiscal Services
College Area

Proposal:

Approve budget adjustments for the period of May 8 through June 11, 2013.
(Fiscal Year 2012-2013.)

Background:

Please see attached budget revision documents.

Budgetary Implications:

Fund 01 (Unrestricted General Fund)

Net decrease in the 2000 (Classified Salary) Object expense category	\$	1,630
Net decrease in the 3000 (Benefits) Object expense category	\$	1,873
Net decrease in the 4000 (Supplies) Object expense category	\$	1,807
Net increase in the 5000 (Other/Services) Object expense category	\$	3,635
Net increase in the 6000 (Capital Outlay) Object expense category	\$	1,675

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

Net decrease in the 2000 Object expense category	\$	1,630
Net decrease in the 3000 Object expense category	\$	1,873
Net decrease in the 4000 Object expense category	\$	1,807
Net increase in the 5000 Object expense category	\$	3,635
Net increase in the 6000 Object expense category	\$	1,675

Recommended By: 

Stephen Ma, Vice President for Administrative Services

Prepared By:  

Connie Andrews, Budget Analyst

Rosemary Barrios, Controller

Agenda Approval: 

Dr. Walter Tribbley, Superintendent/President

BUDGET REVISIONS

May 8 -June 11, 2013

Fund 01 (Unrestricted General Fund) Fiscal Year 2012-13

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
			(245)	245			Transfer funds from Instructional Supplies to Temp. Contract Service, to cover costs. Transfer was within the Co-op Education Dept. Reduction to: 01-0090-0-4900-0155-4300-000-00-4312 Addition to: 01-0090-0-4900-0155-5100-000-00-5145
			851	(851)			Transfer funds from General Institutional Contingency to Instructional Supplies, to cover costs. Transfer was from the Dean of Instruction Dept. to the Marina Ed. Ctr. Dept. Reduction to: 01-0090-0-6020-1103-5800-000-00-5840 Addition to: 01-0090-0-4900-2101-4300-000-00-4312
			(1,400)	(275)	1,675		Transfer funds from Instructional Materials, Office Supplies, and Temp. Contract Services. Transfer funds to Instructional Equipment Replacement, to cover costs. Transfer was from the Division Office/Social Science Dept, the Economics Dept., the Ethnic Studies Dept., the Women's Studies Dept., and the Administration of Justice Dept. Transfer was to the Division Office/Social Science Dept. Reduction to: 01-0030-0-2200-0610-4300-000-00-4312 01-0030-0-2200-0615-4300-000-00-4312 01-0030-0-2200-0635-4300-000-00-4312 01-0030-0-2100-0640-4300-000-00-4312 01-0030-0-2200-0601-4500-000-00-4525 01-0030-0-2200-0601-5100-000-00-5145 Addition to: 01-0030-0-2200-0601-6400-000-00-6410

May 8 -June 11, 2013
Fund 01 (Unrestricted General Fund) Fiscal Year 2012-13

1000 CERT. SALARIES	2000 CLASS. SALARIES	3000 BENEFITS	4000 SUPPLIES	5000 OTHER SERVICES	6000 CAPITAL OUTLAY	7000 OTHER OUTGO	EXPLANATIONS
	2,021	279	(2,300)				<p>Transfer funds from Custodial Consumable Supplies and Supplies for Facility Rental. Transfer funds to Substitute Salary & Benefits, to cover costs. Transfer was within the Custodial Services Dept.</p> <p>Reduction to: 01-0080-0-6530-0931-4500-000-00-4590 01-0080-0-6530-0931-4500-000-00-4591</p> <p>Addition to: 01-0080-0-6530-0931-2300-000-00-2308 01-0080-0-6530-0931-3340-000-00-2308 01-0080-0-6530-0931-3520-000-00-2308 01-0080-0-6530-0931-3620-000-00-2308</p>
			(2,800)	2,800			<p>Transfer funds from Minor Equipment to Mobile Phone, to cover costs. Transfer was from the General Institutional Telecomm Dept. to the IS/Network & Tech. Dept.</p> <p>Reduction to: 01-0080-0-6780-0912-4500-000-00-4536</p> <p>Addition to: 01-0080-0-6780-0912-5100-000-00-5114</p>
			(78)	78			<p>Transfer funds from Network Supplies to Tech. Assistance/Training. Transfer was within the IS/Network & Tech. Dept.</p> <p>Reduction to: 01-0080-0-6780-0912-4500-000-00-4536</p> <p>Addition to: 01-0080-0-6780-0912-5100-000-00-5114</p>
			165	(165)			<p>Transfer funds from General Institutional Contingency to Warehouse Stores, to cover costs. Transfer was from the General Institutional Contingency Dept. to the Warehouse Dept.</p> <p>Reduction to: 01-0080-0-7900-0906-5800-000-00-5840</p> <p>Addition to: 01-0080-0-6770-0937-4500-000-00-4517</p>
			4,000	(4,000)			<p>Transfer funds from General Institutional Contingency to Legal , to cover costs of bond administration & advertising. Transfer was from the General Institutional Contingency Dept. to the Office of VP/Admin. Services Dept.</p> <p>Reduction to: 01-0080-0-7900-0906-5800-000-00-5840</p> <p>Addition to: 01-0080-0-6600-0901-5700-000-00-5710</p>

May 8 -June 11, 2013
Fund 01 (Unrestricted General Fund) Fiscal Year 2012-13

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
	(3,651)	(2,152)		5,803			Transfer funds from Supervisor Salary & Benefits to Temp. Contract Service, to cover costs. Transfer was within the Custodial Services Dept.
							Reduction to: 01-0080-0-6530-0931-2100-000-00-2103
							01-0080-0-6530-0931-3220-000-00-2103
							01-0080-0-6530-0931-3320-000-00-2103
							01-0080-0-6530-0931-3340-000-00-2103
							01-0080-0-6530-0931-3520-000-00-2103
							01-0080-0-6530-0931-3620-000-00-2103
							Addition to: 01-0080-0-6530-0931-2300-000-00-2308
0	(1,630)	(1,873)	(1,807)	3,635	1,675	0	TOTALS

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2012

Consent Agenda Item No. A.9

Fiscal Services
College Area

Proposal:

Approve budget increases for the period of May 8 through June 11, 2013.
(Fiscal Year 2012-2013.)

Background:

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

Budgetary Implications:

Fund 04 (Child Development Fund):

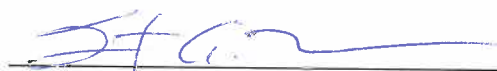
Net increase in the 2000 (Classified Salary) Object expense category	\$	17,467
Net increase in the 3000 (Benefits) Object expense category	\$	1,527
Net increase in the 4000 (Supplies) Object expense category	\$	7,990
Net increase in the 5000 (Other/Services) Object expense category	\$	<u>227</u>
Total increase in expense lines budgeted	\$	27,211

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

Increase of \$10,813 in revenue and matching expenses, to reflect funds received for FY 2012-2013.

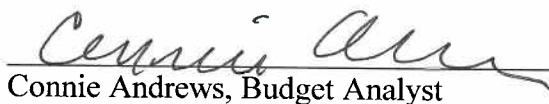
Increase of \$16,398 in revenue and matching expenses, to reflect funds carried forward from FY 2011-2012 to FY 2012-2013.

Recommended By:



Stephen Ma, Vice President for Administrative Services

Prepared By:

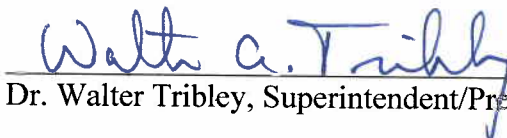


Connie Andrews, Budget Analyst



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

BUDGET INCREASESMay 8 thru June 11, 2013 - **Fiscal Year 2012-13**
Fund 04 (Child Devt. Fund)

EXPLANATIONS	AMOUNTS	AMOUNTS
Increase Revenue and Expenses in State Preschool Department, to reflect revised state contract amount for FY 2012-13		
Total Revenue:	\$10,813	
Total Expenses:		\$10,813
SUBTOTAL, FUNDS FOR FY 2012-13	\$10,813	\$10,813
Increase Revenue and Expenses in Children's Ctr./Dept. Of Agriculture Food Grant Department, to reflect revised amount carried forward from FY 2011-12		
Total Revenue:	\$16,398	
Total Expenses:		\$16,398
SUBTOTAL, FUNDS CARRIED FORWARD TO FY 2012-13	\$16,398	\$16,398
TOTAL INCREASES	\$27,211	\$27,211

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. A.10

Fiscal Services
College Area

Proposal:

Approve budget increases for the period of May 8, 2013 through June 11, 2013.
(Fiscal Year 2012-2013.)

Background:

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

Budgetary Implications:

Fund 01 (Capital Outlay Fund):

Net decrease in the 4000 (Supplies) Object expense category	\$	<u>29</u>
Total decrease in expense lines budgeted	\$	29

- RESOLUTION: BE IT RESOLVED**, that the following budget decrease in the Capital Outlay Fund be approved:
Decrease of \$29 in funds carried forward from FY 2011-2012 to FY 2012-2013.

Recommended By:

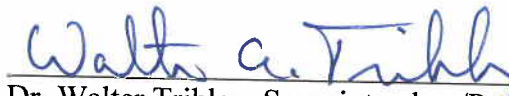


Stephen Ma, Vice President for Administrative Services

Prepared By:


Connie Andrews, Budget Analyst
Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

BUDGET INCREASES

May 8 thru June 11, 2013 - Fiscal Year 2012-13

Fund 14 (Capital Outlay Fund)

EXPLANATIONS	AMOUNTS	AMOUNTS
Decrease Revenue and Expenses in the Instructional Materials One-Time Dept., to reflect actual funds carried forward from FY 2011-12 to FY 2012-13		
Total Revenue:	(\$29)	
Total Expenses:		(\$29)
<hr/>		
<hr/>		
SUBTOTAL, FUNDS CARRIED FORWARD FROM FY 2011-12	(\$29)	(\$29)
<hr/>		
TOTAL INCREASES	(\$29)	(\$29)

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. B

Human Resources
College Area

Proposal:

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

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of _____, Custodial/Evening Site Supervisor, Facilities, effective _____, 2013.	Included in budget
b)	Resignation for Purposes of Retirement	Resignation for the purpose of retirement of Barbara Lee, Associate Dean for Human Resources, effective at the end of the day, December 19, 2013 and confer upon her the title of Administrator Emeritus. Ms. Lee has served in this position since September 2002.	N/A
c)	Approval of Recruitment	Recruitment for an Associate Dean for Human Resources to replace Ms. Barbara Lee.	Included in budget

RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following item(s):

- a) Employment of _____, Custodial/Evening Site Supervisor, Facilities, effective _____, 2013.
- b) Resignation for the purpose of retirement of Barbara Lee, Associate Dean for Human Resources, effective at the end of the day, December 19, 2013 and confer upon her the title of Administrator Emeritus. Ms. Lee has served in this position since September 2002.
- c) Recruitment for an Associate Dean for Human Resources to replace Ms. Barbara Lee.

Recommended By:



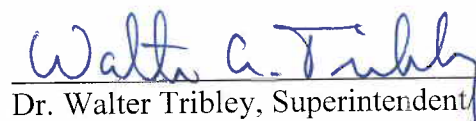
Barbara Lee, Associate Dean of Human Resources

Prepared By:



Kali F. Viker, Human Resources Analyst

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. C

Human Resources
College Area

Proposal:

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

Item	Action	Details	Fiscal Implication
a)	Rescind Employment	Rescind employment approved on May 22, 2013 of Dr. Sara Cooper, Physiology Instructor.	N/A
b)	Employment	Employment of _____, Physiology Instructor, under faculty service area Biol. Step and Column placement pending verification, effective Fall 2013.	Included in budget
c)	Employment	Employment of John Perez, Mathematics Learning Center Coordinator, under faculty service area MathDev and MathBA. Step and Column placement pending verification, effective Fall 2013.	Included in budget
d)	Employment	Employment of Suzanne Muszala, Counselor, under faculty service area Counsel. Step and Column placement pending verification, effective Fall 2013.	Included in budget
e)	Employment	Employment of Scott Moller, Administration of Justice Instructor, under faculty service area A.J. Step and Column placement pending verification, effective Fall 2013.	Included in budget
f)	Employment (list attached)	Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer 2013.	Included in budget

Budgetary Implications:

See table.



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

- a) Rescind employment approved on May 22, 2013 of Dr. Sara Cooper, Physiology Instructor.
- b) Employment of _____, Physiology Instructor, under faculty service area Biol. Step and Column placement pending verification, effective Fall 2013.
- c) Employment of John Perez, Mathematics Learning Center Coordinator, under faculty service area MathDev and MathBA. Step and Column placement pending verification, effective Fall 2013.
- d) Employment of Suzanne Muszala, Counselor, under faculty service area Counsel. Step and Column placement pending verification, effective Fall 2013.
- e) Employment of Scott Moller, Administration of Justice Instructor, under faculty service area A.J. Step and Column placement pending verification, effective Fall 2013.
- f) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer 2013.

Recommended By:



Barbara Lee, Associate Dean of Human Resources

Prepared By:



Kali F. Viker, Human Resources Analyst

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula College
Part-time, substitute, and/or overload
 Summer 2013 - June

B1-Teaching With Benefits

Abend	Richard	LING
Anderson	John	MUSI
Arista	Humberto	FIRE
Bates	Wendy	PFIT
Bates	Wendy	PHED
Bingaman	Nancy	NURS
Bishop	Elizabeth	MATH
Bishop	Mark	CHEM
Bolen	Gary	THEA
Brown	David	FIRE
Bryan	Juliana	NURS
Castillo	Leandro	BUSI
Catania	Tracie	MATH
Clemens	David	ENGL
Clements	Mark	ADPE
Copeland	Alexis	BUSC
Cristobal	John	MATH
Desoto	Alethea	PERS
Easton	William	LIBR
Foster	Richard	FIRE
Fox	Daniel	SPCH
Fujii	Kim	PFIT
Haffa	Alan	GENT
Hage	Samar	NURS
Hanna	Susan	NURS
Iwamoto	Lynn	MATH
Johnson	Mary	CHDV
Kary	Elias	ANTH
Lawrence	James	AUTO
Madsen	Gamble	ART
McCart	Jeffrey	PFIT
McKay	Esther	BUSC

Nee	Sandra	PERS
Nguyen	Tuyen	MATH
Penney	Beth	ENGL
Philly	Peyton	MATH
Phillips	Daniel	PFIT
Phillips	Daniel	PHED
Prado	Giles	CSIS
Rasmussen	Michael	PFIT
Rasmussen	Michael	PHED
Reitenour	Christophe	FIRE
Rondez	Christina	NURS
Rozman	Kathleen	LNSK
Ruiz	Deborah	LIBR
Schutzler	Lyndon	PFIT
Simpson	Adrienne	PSYC
Singh	Damanjit	CSIS
Smith	Randall	BUSC
Smith	Randall	CSIS
Spiering	Charles	PFIT
Spiering	Charles	PHED
Villarreal	Anthony	SOCI
Webb	Catherine	LIBR
White	Walter	PFIT

B2-Teaching Without Benefits

Adam	Andre	HOSP
Aleu	Gerardo	MATH
Allison	Melanie	CHDV
Amster	Irene	ENGL
Anderson	Hope	SPAN
Anderson	Joseph	ADMJ
Banks	Sonia	POLS
Bard	Donald	ANAT
Barrie	Bruce	BUSI
Benavente	Emilia	PFIT
Blanchard	Jerry	ART
Blumeneau	Audrey	ART
Brady	Brian	ENSL

Brown	James	FIRE
Bummer	Angelo	ENGL
Butcher	Mary	ENSL
Butler	Janet	DANC
Butler	Janet	PFIT
Cable	Susan	THEA
Cairl	Arturo	PFIT
Cairl	Arturo	PHED
Caldwell	Joni	PSYC
Camara	Jason	CHEM
Carney	Caroline	CHDV
Castellani	Louis	MATH
Chesvick	Christina	HLTH
Chirman	Amy	LIBR
Cristi Michael	Barbara	FREN
Deskin Jacobs	Kathleen	THEA
Devine	Cristin	PSYC
Di Palma	Alyce	DANC
Dietrich-Hart	Christine	ENSL
Emery	John	HOSP
Fellguth	Jennifer	LIBR
Fetler	Erik	ENGL
Finell	John	HIST
Forte	Kimberlyn	ENGL
Foster	Margarette	DNTL
Fries Reuschling	Paula	MATH
Fujimoto	Susan	ENGL
Garcia Garcia	Ana	GEOL
Goldstein	Marvin	PFIT
Goodwin	Paul	FIRE
Gotch	Danny	ENGL
Grych	Margot	ORNH
Hanle	Gregory	HOSP
Hanner	Dorian	PHOT
Haro	Paula	DANC
Hazdovac	Mary	PHED
Hensley	Jared	PHED
Holaday	Carol	ART

Howe	Kathleen	NURS
Hulanicki	Alexander	ENGL
Hulse	Barney	MUSI
James	Joseph	ENGL
Jeffrey	Caitlin	WOMN
Jensen	Katrina	ENGL
Keindl	Pamela	DANC
Kelley	Harald	FIRE
King	Karen	MUSI
Klein	Evelyn	ART
Klevan	Robert	MUSI
Kragelund	Lynn	NURS
Langland	Sylvia	NUTF
Lanka	Sunita	ENGL
Little	William	MATH
Lu Visi	Julie	MATH
Malokas	John	MATH
Mann	Alisha	WOMN
McNamara	Robert	MUSI
Mellino	Robert	BUSI
Mettler	Gregory	PHOT
Meyer	Carolyn	POLS
Millovich	June	CHDV
Moldenhauer	Michele	PFIT
Moore	Kit	PFIT
Moore	Kit	PHED
Morgan	Donald	ECON
Munch	Catherine	SIGN
Muszala	Susanne	PERS
Nguyen	Loani	BUSC
Niven	Margaret	ART
O'Hare	Erin	PFIT
Okelberry	Maryellen	ART
O'neil	Debra	MEDA
O'Neill	Alicia	PSYC
Ongley	Noova	MATH
Ono	Chiyoko	PFIT
Osorio	Ruth	ENGL

Padilla	Lindsay	SOCI
Palmer	Brian	MATH
Partch	Peter	ART
Pirani	Ayaz	ENGL
Powers	Daniel	HIST
Provost	John	PHIL
Ramsden Scott	Sidney	HUMA
Rivera	Frank	CHEM
Roberts	Craig	BUSI
Robinson	Elizabeth	ANAT
Ross	Deanna	DANC
Roth	Stewart	FIRE
Sanders	Craig	ENSL
Santana	Jose	ART
Schmieg	George	MATH
Scott-Behrends	Jim	PFIT
Serena	David	ETNC
Shields-Bispo	Melissa	ART
Shirley	Kimberly	HLTH
Sillman	Stephen	ADMJ
Singer	Susan	NUTF
Smith	Christopher	FIRE
Spence	Luke	MATH
Stewart	James	SPCH
Sturt	Deborah	SPCH
Thao	Gaozong	PERS
Thiermann	Ann	ART
Thompson	James	BIOL
Thorson	Claire	ART
Tran	Thanh	PHED
Truso	Beth	ART
Valdez	Valentina	PHED
Van Zwaluwenburg	Pamela	POLS
Vargas	Vicente	SPAN
Voth	Grant	ENGL
Washburn	Andrew	MATH
Watson	Lisa	ENGL
Weber	Katrina	ENGL

Wehner	Kristin	ENGL
Wiese	Pamela	CSIS
Willet	Hitomi	SIGN
Wills	Linda	MATH
Wisneski	David	CSIS
Wisneski	David	MATH
Young	Daphne	ENGL
Zimbelman	Carla	FASH

C1-Non-Teaching With Benefits

Anongchanya	Grace	LNSK
Cardinale	Salvatore	LNSK
Christoff Mansfield	Kimberly	LNSK
Clark	Kathleen	COOP
Desoto	Alethea	LNSK
Easton	William	LIBR
Haffa	Alan	GENT
Johnson	La Ron	LNSK
Kerchner	Amber	LNSK
Ruiz	Deborah	LIBR
Torres	Michael	PERS
Webb	Catherine	LIBR

C2-Non-Teaching Without Benefits

Armstead	Stanford	LNSK
Burton	Heather	PERS
Chirman	Amy	LIBR
Duong	Thu	LIBR
Giammanco	Kacey	LNSK
Giammanco	Kacey	PERS
Lewis	Vincent	LNSK
Muszala	Susanne	LNSK
Sallee	Ann Denise	LIBR
Thao	Gaozong	LNSK
Tuff	Paul	PFIT
Walter	Susan	LNSK

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013

Consent Agenda Item No. D

Human Resources
College Area

Proposal:

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

Background:

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of Nicholas Garrison, Instructional Specialist, English Skills & Study Center, 18 hours per week, 7 months and 19 days per year, effective August 23, 2013.	Included in budget
b)	Employment	Employment of Nanda Warren, Instructional Specialist, English Skills & Study Center, 18 hours per week, 7 months and 19 days per year, effective August 23, 2013.	Included in budget
c)	Employment	Employment of Warren "Scott" Gunter, Division Office Manager, Business & Technology, 40 hours per week, 12 months per year, effective June 27, 2013.	Included in budget
d)	Employment	Employment of _____, Career/Transfer Resource Center Coordinator, 40 hours per week, 12 months per year, effective _____, 2013.	Included in budget
e)	Employment	Employment of _____, Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk, Library, 40 hours per week, 12 months per year, effective _____, 2013.	Included in budget
f)	Establishment of New Position	Establish new position, Laboratory Specialist II, initial assignment in the Chemistry Department, 19 hours per week, 9 months per year, effective July 1, 2013.	Included in Budget
g)	Approve Job Description (attached)	Approval of the attached, updated job description Library Circulation Desk Coordinator, effective July 1, 2013. Changes were made in compliance with Article V (Reclassification) of the CSEA Contract. Placement on salary schedule is changed from range 16 to range 17.	Included in Budget
h)	Approve Job Description (attached)	Approval of the attached, updated job description Library Specialist-Circulation Desk, effective July 1, 2013. Changes were made in compliance with Article V (Reclassification) of the CSEA Contract.	N/A
i)	Approve Job Description (attached)	Approval of the attached, updated job description Library Specialist-Circulation-Technical Services, effective July 1, 2013. Changes were made in compliance with Article V (Reclassification) of the CSEA Contract.	N/A
j)	Approve Job Description (attached)	Approval of the attached, updated job description Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk Coordinator, effective July 1, 2013. Changes were made in compliance with Article V (Reclassification) of the CSEA Contract.	N/A
k)	Approve Job Description (attached)	Approval of the attached, updated job description Maintenance Specialist, effective July 1, 2013. Changes were made in compliance with Article V (Reclassification) of the CSEA Contract.	N/A

l)	Approve Job Description (attached)	Approval of the attached, updated job description CurriUNET Specialist, effective July 1, 2013. Changes were made in compliance with Article V (Reclassification) of the CSEA Contract.	N/A
m)	Release During Probationary Period	Release during probationary period of employee #2367, effective at the close of the day, May 29, 2013.	N/A

Budgetary Implications:

See table.



RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following item(s):

- a) Employment of Nicholas Garrison, Instructional Specialist, English Skills & Study Center, 18 hours per week, 7 months and 19 days per year, effective August 23, 2013.
- b) Employment of Nanda Warren, Instructional Specialist, English Skills & Study Center, 18 hours per week, 7 months and 19 days per year, effective August 23, 2013.
- c) Employment of Warren "Scott" Gunter, Division Office Manager, Business & Technology, 40 hours per week, 12 months per year, effective June 27, 2013.
- d) Employment of _____, Career/Transfer Resource Center Coordinator, 40 hours per week, 12 months per year, effective _____, 2013.
- e) Employment of _____, Library Specialist- Interlibrary Loans, Periodicals & Circulation Desk, Library, 40 hours per week, 12 months per year, effective _____, 2013.
- f) Establish new position, Laboratory Specialist II, initial assignment in the Chemistry Department, 19 hours per week, 9 months per year, effective July 1, 2013.
- g) Approval of the attached, updated job description Library Circulation Desk Coordinator, effective July 1, 2013. Placement on salary schedule is changed from range 16 to range 17.
- h) Approval of the attached, updated job description Library Specialist-Circulation Desk, effective July 1, 2013..
- i) Approval of the attached, updated job description Library Specialist-Circulation-Technical Services, effective July 1, 2013..
- j) Approval of the attached, updated job description Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk Coordinator, effective July 1, 2013..
- k) Approval of the attached, updated job description Maintenance Specialist, effective July 1, 2013.
- l) Approval of the attached, updated job description CurriUNET Specialist, effective July 1, 2013.
- m) Release during probationary period of employee #2367, effective at the close of the day, May 29, 2013.

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

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

Agenda Approval: Walter A. Tribble
Dr. Walter Tribble, Superintendent/President

Job Description/Title: Library Circulation Desk Coordinator
Approved, Bargaining Unit President: Reclassification Committee
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

LIBRARY CIRCULATION DESK COORDINATOR

JOB SUMMARY

Under general direction, perform a variety of complex duties associated with library operations. Receive supervision within a broad framework of standard policies and procedures. Coordinate and supervise circulation desk activities and serve as lead worker and primary source of information; modify policies and procedures as warranted; perform duties associated with receiving and processing library reserve materials; perform circulation desk activities. Resolve problems with regard to interpretation and application of policies, rules and regulations regarding access to collection and use of library materials.

EXAMPLES OF FUNCTIONS

Essential Functions

Plan, oversee, monitor and coordinate circulation desk operations, direct circulation desk activities within established guidelines; ensure adequate coverage; provide and ensure quality customer service.

Analyze impact of changing circumstances, including technology, on circulation procedures; create, modify and/or update circulation desk policy and services as warranted; develop training and train staff accordingly; inform faculty and staff of circulation policy and changes; maintain current procedures manuals and training documentation.

Train staff at all sites and function as lead worker for circulation desk; schedule staff coverage and breaks; prioritize tasks and monitor to ensure completion; resolve conflicts; refer unresolved complaints to higher level staff.

Interact and communicate diplomatically with all library patrons (public, faculty, staff and students); mediate difficult situations with tact and diplomacy; contact/refer situations to other authorities as necessary.

Interpret policies, rules, and regulations regarding access to collection and use of materials; inform library staff of policy problems; determine library privileges by verifying individual user status.

Design, download and coordinate upload of data reports as needed; coordinate with others as necessary.

Resolve problems/answer questions/explain, clarify existing policies concerning late fees/bills for lost materials; make final determination on fines, coordinate blocking/unblocking of student records with registrar for fines/fees; process overdue notices/monthly fines/fees; collect fines/fees.

Assist in resolution of library system software by researching problems and recommending solutions; consult and discuss with technology team and other libraries to expedite problem solving.

Determine library privileges; resolve issues regarding library privileges such as forgiving fines, settling disputes and determining residency; edit library patron records as needed; issue library cards.

Receive, catalog/process all incoming reserve library materials from faculty members/staff; update various collections/database lists to maintain up-to-date collections and records, coordinating with faculty and others as appropriate. Serve as communication liaison to faculty regarding reserve policies, materials and resolution of issues.

Check library materials in/out.

Open and close the library, following standard procedures and protocol.

Train, monitor and supervise student workers on circulation desk duties.

Help patrons with questions/directions; serve as source of library policies; promote circulation services campus-wide through social media and print avenues.

Produce letters, memos, and reports as necessary.

Assist library users in locating and using materials and machines to obtain appropriate information, perform circulation desk activities.

Respond/provide assistance to inquiries from students, special patrons, faculty/staff regarding the reserve and general collections; answer reference queries and assist students with research, including interlibrary loan requests, within scope of authority.

Maintain currency with new library technologies such as on-line search engines and college library software programs

Obtain book replacement costs using electronic sources such as the Books in Print Plus database; bill patrons for lost materials.

Maintain academic related information which may include, but is not limited to: grant and workshop information, scholarships, contracts, facility plans, accreditation reports and other material, as required, in up-to-date status.

Develop forms, filing systems/other procedures for materials processing/retrieval.

Maintain statistics; produce documents/reports for state agencies and others using appropriate spreadsheet/database/word processing software as needed.

Maintain knowledge of and serve as back-up to the interlibrary loan process.

Schedule rooms through Office Tracker system.

Other Duties

Assists with troubleshooting/servicing the library copiers, copy card dispenser, receipt printers, bindery equipment and other media equipment which may include keeping paper stocked in printers, installing new ink cartridges, etc.

Maintain a clean and orderly library environment.

Perform other duties related to the business of the department as assigned by head of department/program.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example, college level courses in library science, two years of experience in library work using current library technologies/library software programs and two years of experience in front-line customer service or a related field.

Knowledge

Knowledge of: basic library principles, materials and procedures; current library technologies/library database search software programs; current office methods and practices; principles and methods of ordering books, supplies and equipment; library filing and indexing; circulation and reference sources, Library of Congress classification system; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: perform general library duties including library operations, efficiently use an online library system and Library of Congress classification system; learn and efficiently use current/new library technologies/library software programs as required to fulfill the duties of the job; interact effectively with the public/students/staff/faculty, in situations requiring diplomacy, tact, friendliness, poise and firmness; prioritize tasks and do several tasks simultaneously; operate a variety of office machines; use word processing/database/spreadsheet software accurately and efficiently as needed; learn and successfully use new software programs as needed to fulfill the requirements of the job; use good judgment in recognizing the scope of authority as delegated; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; communicate effectively in both oral and written form; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort which may include frequent standing, walking, lifting and occasional climbing, crawling or stooping; handling of medium weight tools and materials up to 35 pounds. Indoor work environment.

Job Description/Title: Library Specialist → Library Specialist- Circulation Desk
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

LIBRARY SPECIALIST – CIRCULATION DESK

JOB SUMMARY

Under general supervision, perform a variety of duties associated with library operations. Receive supervision within a broad framework of standard policies and procedures. Perform duties associated with receiving and processing library reserve materials; perform circulation desk activities. Interpret/apply policies, rules, and regulations regarding access to collection and use of library materials.

EXAMPLES OF FUNCTIONS

Essential Functions

Interpret policies, rules, and regulations regarding access to collection and use of materials; inform library staff of policy problems/modifications; determine library privileges by verifying individual user status.

Assist library users in locating and using materials and machines to obtain appropriate information, perform circulation desk activities.

Respond/provide assistance to inquiries from students, special patrons, faculty/staff regarding the reserve and general collections.

Maintain currency with new library technologies such as on-line search engines and library software programs and knowledge of library databases.

Inform library staff/faculty/staff of policy changes.

Issue library cards; determine library privileges; edit library patron records as needed; answer phones.

Interact and communicate diplomatically with all library patrons (public, faculty, staff and students); mediate difficult situations with tact and diplomacy; contact/refer situations to other authorities as necessary.

Collect fines/fees; resolve problems/answer questions/explain, clarify existing policies concerning late fees/bills for lost materials; operate cash register; maintain responsibility for cash box and change.

Open and close the library, following standard procedures and protocol.

Develop forms, filing systems/other procedures for materials processing/retrieval.

Maintain and assist users with library equipment, including computers, printers and copiers, referring for repairs as needed.

Maintain records of requests/searches; maintain statistics; produce documents/reports for state agencies and others using appropriate spreadsheet/database/word processing software as needed.

Train/supervise students/other part time workers at circulation desk.

Schedule rooms through Office Tracker system.

Other Duties

Maintain a clean and orderly library environment.

Perform other duties related to the business of the department as assigned by head of department/program.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example, some college level courses in library science and experience in library work using current library technologies/library software programs or a related field.

Knowledge

Knowledge of: basic library principles, materials and procedures; current library technologies/library database search software programs; current office methods and practices; principles and methods of ordering books, supplies and equipment; library filing and indexing; circulation and reference sources, Library of Congress classification system; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: perform general library duties including library operations, efficiently use an online library system and Library of Congress classification system; learn and efficiently use current/new library technologies/library software programs as required to fulfill the duties of the job; interact effectively with the public/students/staff/faculty, in situations requiring diplomacy, tact, friendliness, poise and firmness; prioritize tasks and do several tasks simultaneously; operate a variety of office machines; use word processing/database/spreadsheet software accurately and efficiently as needed; learn and successfully use new software programs as needed to fulfill the requirements of the job; use good judgment in recognizing the scope of authority as delegated; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; communicate effectively in both oral and written form; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort which may include frequent standing, walking, lifting and occasional climbing, crawling or stooping; handling of medium weight tools and materials up to 35 pounds. Indoor work environment.

Job Description/Title: Library Specialist → Library Specialist-Technical Services
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

LIBRARY SPECIALIST-TECHNICAL SERVICES

JOB SUMMARY

Under general direction, provide complex and technical duties involving the ordering, processing and distribution of books and other printed materials for the Library using a variety of current on-line library systems; perform more complex technical library work including searching varied data bases, entering records in data bases, compiling and maintaining library statistical data; maintain currency with new library technologies such as on-line search engines and library related programs.

EXAMPLES OF FUNCTIONS

Essential Functions

Advise on use and policies regarding technical processing.

Perform varied technical duties in connection with the ordering and acquisition of books and other printed library related materials; and disposal/recycling of withdrawn items; establish and maintain vendor relationships.

Receive, process and prepare all new library materials for use; update various collections and lists to maintain up-to-date collections and records.

Act as liaison in accepting donated materials; maintain records and inventory; establish and maintain relationships with donors.

Search automated databases for a variety of materials requested by students/faculty/staff, making additions or deletions, and performing routine copy cataloging.

Develop forms, filing systems, and other procedures for materials processing, including covering, labeling, cleaning and repairing of materials; use word processing, spreadsheet and/or database programs to maintain statistics; produce letters, memos, and reports as necessary.

Compile information on library acquisitions; provide public documents; consult fiscal records for payment information; maintain paper and computer files to correct detailed outstanding orders and acquisitions.

Interpret policies, rules, and regulations regarding access to collection and use of materials; informs library staff concerning policy problems or modifications; determine library privileges by verifying individual status.

Assist in reclassifying books; enter new call numbers into computer data base and perform other steps as needed to reclassify; refill shelf lists and return books to circulation.

Perform circulation desk activities; check library materials in/out; take in fines.

Help patrons with questions/directions; serve as source of library policies.

Schedule rooms through Office Tracker system.

Issue Library cards following Library rules.

Maintain currency with new library technologies such as on-line search engines and library software programs

Edit library patron records as needed.

Assist with servicing the library machines which may include keeping paper stocked in printers, installing new ink cartridges, etc.

Assist library users in locating and using materials and machines to obtain appropriate information, perform circulation desk activities.

Respond to inquiries from students, faculty and staff regarding the various collections.

Maintain appropriate files for the technical services area of the Library.

Assist with inventory of the library collection.

Other Duties

Maintain a clean and orderly library environment.

Participate on committees as required.

Train and monitor the work of student assistants.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example, a Library Technical Assistant Certificate (LTA), and two years of experience in current technical services area of library operations.

Knowledge

Knowledge of: basic library principles, Library of Congress classification system; current technology/software, on-line data bases and networks relating to library materials and procedures; technical processing of library materials; current technical processing policies relating to library materials; library filing and indexing; circulation and reference sources; current office methods and practices; principles and methods of ordering books, supplies and equipment; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: quickly understand and successfully use new/evolving library technologies; analyze/advise on use and policies regarding technical processing of library materials; use online library system and Library of Congress classification system; make accurate additions/deletions as needed; learn and efficiently use

new library technologies as required to fulfill the duties of the job; prioritize tasks and do several tasks simultaneously; operate a variety of office machines; use word processing and spreadsheet software accurately and efficiently; learn and successfully use new software programs as needed to fulfill the requirements of the job; use good judgment in recognizing the scope of authority as delegated; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; communicate effectively in both oral and written form; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort which may include frequent standing, walking, lifting and occasional climbing, crawling or stooping; handling of medium weight tools and materials up to 35 pounds. An indoor work environment.

Job Description/Title: Library Specialist - Interlibrary Loans, Periodicals & Circulation Desk
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

LIBRARY SPECIALIST - Interlibrary Loans, Periodicals & Circulation Desk

JOB SUMMARY

Under general direction, provide complex and technical duties involving interlibrary loans and periodicals. Perform variety of duties associated with circulation desk activities. Interpret/apply policies, rules, and regulations regarding access to collection and use of library materials. Receive supervision within a broad framework of standard policies and procedures.

EXAMPLES OF FUNCTIONS

Essential Functions

Interpret policies, rules, and regulations regarding access to collection and use of materials; inform library staff of policy problems/modifications; determine library privileges by verifying individual user status.

Assist library users in locating and using materials and machines to obtain appropriate information, perform circulation desk activities.

Produce letters, memos, and reports as necessary

Maintain currency with new library technologies such as on-line search engines and library software programs.

Edit library patron records as needed.

INTERLIBRARY LOANS

Organize and coordinate interlibrary loan program through appropriate databases; serve as main source of information for interlibrary loans.

Analyze and determine appropriate interlibrary lending sources for requests; process interlibrary requests by using various online catalogs and software; search local electronic catalogues to locate materials for faculty/staff/students; search world wide database (OCLC) for out of system interlibrary loan requests. Receive and process interlibrary loan requests; submit requests to interlibrary loan interface; retrieve books and materials and send or hold as appropriate; monitor and follow up on overdue materials; notify reciprocal libraries of delinquencies and to renew checkouts. Communicate status of requests with patrons.

Assess, bill and issue payment for overdue loan materials.

Maintain record of searches/completed requests; monthly interlibrary loan reports; daily statistics of requests.

Ensure compliance with copyright law as it pertains to interlibrary loans; explain copyright parameters to faculty as needed.

Serve as liaison with other libraries/attend meetings at other libraries to set cooperative policies for information sharing and lending of materials.

Develop and maintain interlibrary loan procedures and manual; document and report problem areas and draft procedure statements to recommend appropriate changes; serve as source of information to other library employees.

PERIODICALS

Receive/enter periodicals through integrated library system for acquisitions : process title/publication changes through integrated library system.

Develop and update procedures as necessary.

Claim missing back issues through Ebscohost service.

Update master periodicals list database/paper format; weed periodicals; send back issues to bindery as needed.

Maintain/update Faculty/Staff information center.

Keep statistics and produce reports.

Receive, process and prepare all periodicals and standing orders for use; update lists to maintain up-to-date periodical collections and records; manage online subscriptions.

CIRCULATION DESK

Check library materials in/out.

Collect fines and fees; operate cash register.

Answer phones, take in fines; help patrons with questions/directions; serve as source of library policies.

Schedule rooms through Office Tracker system.

Issue Library cards following Library rules, edits patrons.

Assist circulation desk employees with circulation procedures, providing assistance and answering questions as needed; train/monitor student assistants.

Interact and communicate diplomatically with all library patrons (public, faculty, staff and students); mediate difficult situations with tact and diplomacy; contact/refer situations to other authorities as necessary.

Open and close the library, following standard procedures and protocol.

Respond to inquiries from students, faculty and staff regarding the various collections.

Maintain academic related information which may include: grant and workshop information, Senate Minutes and other material as required in up-to-date status.

Maintain records of requests/searches; maintain statistics/produce documents/reports using appropriate spreadsheet/database/word processing software as needed.

Other Duties

Maintain a clean and orderly library environment.

Maintain and assist users with library equipment, including computers, printers and copiers, referring for repairs as needed.

Perform other duties related to the business of the department as assigned by department/program head.

Design and assemble displays to coordinate with electronic web displays.

Participate on committees as required.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience and training which would indicate possession of the required knowledge, skills and abilities listed herein. For example at least two years of level courses in library science and two years of experience in library work using current library technologies/library software programs.

Knowledge

Knowledge of: basic library principles, materials and procedures, including interlibrary loans; current library technologies/library database search software programs; current office methods and practices; principles and methods of ordering books, supplies and equipment; library filing and indexing; circulation and reference sources, Library of Congress classification system; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: perform general library duties including library operations, efficiently use an online library system and Library of Congress classification system; quickly learn and apply specialized processes and regulations related to interlibrary loans and periodicals; learn and efficiently use current/new library technologies/library software programs as required to fulfill the duties of the job; interact effectively with the public/students/staff/faculty, in situations requiring diplomacy, tact, friendliness, poise and firmness; prioritize tasks and do several tasks simultaneously; operate a variety of office machines; use word processing/database/spreadsheet software accurately and efficiently as needed; learn and successfully use new software programs as needed to fulfill the requirements of the job; use good judgment in recognizing the scope of authority as delegated; use appropriate and correct English spelling, grammar and punctuation; perform arithmetical calculations with speed and accuracy; communicate effectively in both oral and written form; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Moderate physical effort which may include frequent standing, walking, lifting and occasional climbing, crawling or stooping; handling of medium weight tools and materials up to 35 pounds. Indoor work environment.

Job Description/Title: MAINTENANCE SPECIALIST
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

MAINTENANCE SPECIALIST

JOB SUMMARY

Under general supervision, perform a variety of skilled maintenance, repair, alteration and building constructions tasks related to the college buildings and equipment within a broad framework of standard policies and procedures.

EXAMPLES OF FUNCTIONS

Essential Functions

Perform a variety of skilled work in the maintenance and repair of buildings and equipment which may include: glazing, welding, flooring, masonry, locksmith skills, plumbing, carpentry, electrical, sheet metal, and painting.

Program and operate various time clocks and lighting controllers.

Operate and perform work using aerial boom lifts and vertical man lifts.

Install and make emergency repairs to various kinds of fixtures and equipment.

Perform routine carpentry in limited construction work; remodel and build on existing structures as required; design, manufacture and install counters, cabinets, shelves of wood, formica and/ or sheet metal.

Install floor and ceiling tiles, set forms and finished cement; install locks/dead bolts.

Maintain heating and air conditioning equipment; operate, monitor and adjust energy management system as needed; make minor adjustments and repairs to hot water systems and console heaters; wipe/flush joints; clear drains/sewers of obstructions.

Respond to emergencies quickly and calmly; assesses situation, make appropriate decision.

Design, fabricate and install sheet metal air conditioning and heating duct work.

Repair items such as: fences, athletic equipment, outdoor play equipment, and bicycle racks using hand and power tools, welding tanks and arc welders.

Apply paint, varnish, shellac, enamel, lacquer or other protective/decorative finishes various surfaces.

Scrape, sand fill/prepare surfaces for painting; mix/match paints.

Make repairs to motors, lighting circuits, conduit and duct systems and other types of electrical lighting, signal and power equipment.

Attend and participate in staff meetings and specialized in-service training sessions including but not limited to requirements of OSHA and the EPA.

Other Duties

Perform other related maintenance duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of experience and training which would indicate possession of the knowledge, skills and abilities listed herein. For example, two years of work experience in one or more of the following trades: electrical, plumbing, carpentry, painting, cabinet/furniture making, or heating and air conditioning.

Knowledge

Knowledge of: building codes; one or more trades such as sheet metal work, welding, carpentry, plumbing, electricity, steamfitting, painting, masonry, equipment operation and surveying, small appliance repair or building and cabinet making; safe maintenance practices; safe use and operation of a variety of hand and power tools and equipment used in repair and maintenance.

Abilities

Ability to: perform a variety of maintenance and repair activities; understand and follow both oral and written instructions; read and write at a level necessary to perform the duties of the position; perform the scope of work; operate and maintain equipment and tools safely; work from blueprints, drawings and sketches; work safely and effectively on ladders, scaffolds, riggings, and roofs of varying heights; use sound judgment, initiative and ingenuity; meet the physical requirements of the job; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Heavy physical effort which may include frequent standing, walking, and handling of heavy items such as machines or equipment of up to 50 pounds; frequent activities require full body exertion; must be comfortable working at heights up to 50 feet on an aerial boom lift and 40 feet on an extension ladder. Indoor/outdoor work environment with some exposure to weather extremes.

LICENSES AND CERTIFICATES

A valid Class C California driver's license; must be insurable by the college's insurance carrier while employed in this classification.

Job Description: **CURRICUNET SPECIALIST**
Approved, Bargaining Unit President:
Approved, MPC Associate Dean, Human Resources:
Board Approved:

MONTEREY PENINSULA COLLEGE

CurricUNET SPECIALIST

JOB SUMMARY

Under general direction perform a variety of tasks related to the implementation and maintenance of the college's CurricUNET database and website, attend Curriculum Advisory Committee meetings, work with faculty and administrators to create, approve and organize course outlines and curriculum using the CurricUNET program. Work closely with and communicate with the Academic Curriculum Scheduling & Catalog Technician. Provide support to the Curriculum Advisory Committee to process and appropriately document the approval of curriculum.

EXAMPLES OF FUNCTIONS

Essential Functions

Maintain current knowledge for the operation of the College's CurricUNET database and other related software, troubleshooting issues when necessary; develop close working relationships with the Deans, Division Chairs, Division Office Managers, CurricUNET Steering Committee, Curriculum Advisory Committee members and faculty to ensure the accuracy of the CurricUNET database.

Conduct training sessions for Administrators, Division Chairs, Division Office Managers and faculty on the use of the CurricUNET system software, data entry, and calculations; provide updated information and additional training as needed; provide technical support and assist faculty and staff in creating, and updating course outlines and related information using CurricUNET.

Adhere to calendar for curriculum review in conjunction with the five-year Program Review cycle for compliance with Title 5 regulations, and required review of Prerequisite/Co-requisite/Advisories. Notify instructional divisions to initiate the review process; track completion of review processes and update information in the College's CurricUNET system; troubleshoot and help with problems related to CurricUNET data entry.

Design and generate reports as needed; work with software vendors as required.

Attend Curriculum Committee meetings and serve as a resource person; provide regular updates on the progress of curriculum proposals through the approval process; maintain appropriate records on the approval of curriculum using the CurricUNET system.

Serve as a resource person to faculty and staff for items such as course outline review, Title 5 requirements, the prerequisite validation process and miscellaneous other policies and procedures related to curriculum development

Enter new information and maintain existing data tables in the CurricUNET system in conjunction with the Academic Curriculum Scheduling & Catalog Technician to assure that timely and accurate information is available for faculty/staff use.

Provide professional development sessions and advise faculty and staff with regard to essential elements of the curriculum development process such as proper numbering of courses, contact hours and units, language for course objectives, transferability issues, and other related topics.

Prepare and distribute written or online communications to faculty to advise them of established curriculum processes and submittal deadlines for use in the CurricUNET system.

Update and maintain the various CurricUNET web forms related to curriculum and program approval.

Other Duties

Participate on committees as required.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education and experience which would indicate possession of the required knowledge, skills and abilities listed herein. For example, completion of at least two years of college level courses in data processing, administration, personnel relations, records management, or related field and two years of increasingly responsible office experience in the above or related fields.

Knowledge

Knowledge of: Microsoft Office Suite and database software programs; methods of collecting and organizing data and information; principles and practices of data processing; records management techniques; attendance accounting standards and procedures; training techniques.

Abilities

Ability to: coordinate, plan and organize work accurately and efficiently; use word processing, spreadsheet and desktop publishing software programs to produce schedules and catalogs as required; quickly learn and efficiently and accurately use CurricUNET and other software as required; maintain college curriculum database, hard copy files and electronic files; maintain college scheduling database; learn community college functions, policies, rules and regulations; understand and independently carry out oral and written instructions; make independent decisions within scope of responsibility and authority; compile and maintain accurate and complete academic records; gather, compile and assemble source data; communicate effectively in both oral and written form; operate a variety of office equipment; use appropriate and correct English grammar, spelling and punctuation; perform arithmetical calculations with speed and accuracy; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Light to moderate physical effort; occasional standing or walking; periodic handling of lightweight parcels up to 15 pounds . Indoor work environment.

Monterey Peninsula Community College District

Governing Board Agenda

June 26, 2013
Board Meeting Date

Consent Agenda Item No. E

Human Resources
College Area

Proposal:

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

Background:

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

Budgetary Implications:

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

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

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

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

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

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

BOARD AGENDA: 26-Jun-13

ACADEMIC AFFAIRS

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Mettler	Greg	Professional Expert	\$459.04	05/17/13	05/17/13	Flat Rate
Partch	Peter	Professional Expert	\$1,330.00	04/12/13	05/31/13	Flat Rate

ADMINISTRATION

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Galvan	Abel	Substitute - Security Officer	\$13.95	04/19/13	04/19/13	8 Total Hrs.
Galvan	Abel	Substitute - Security Officer	\$13.95	05/20/13	05/25/13	26 Total Hrs.
Galvan	Abel	Substitute - Security Officer	\$13.95	05/30/13	06/20/13	92 Total Hrs.
Rivas	Albert	Substitute-Security/Parking	\$13.95	06/01/13	06/08/13	12 Total Hrs.

ADMISSIONS & RECORDS

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Del Rosario	Anita	College Assistant VI	\$13.72	07/01/13	09/01/13	29 Hrs. Per Wk.
Simons	Karma	College Assistant VII	\$14.70	07/01/13	09/01/13	Up to 40 Hrs. Per

ATHLETICS

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Gil de Montes	Eddie	Professional Expert	\$250.00	05/01/13	05/10/13	Flat Rate
Huang	Perry	Professional Expert	\$105.00	04/02/13	04/30/13	Flat Rate

INSTRUCTIONAL TECHNOLOGY

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Horne	Scott	College Assistant VI	\$13.72	07/01/13	12/20/13	198 Total Hrs.
Pitstick	Tatiana	College Assistant VII	\$14.70	07/01/13	12/20/13	150 Total Hrs.

LIBRARY

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Llanos-Hinson	Robert	Library Specialist. Circulation Desk	\$18.30	06/17/13	06/28/13	38 Total Hrs.

MATE

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Sullivan	Deidre	Director - MATE	\$8,806.00	07/01/13	09/30/13	Flat Rate
Zande	Jill	Associate Director	\$8,300.00	07/01/13	09/30/13	Flat Rate

MATH LEARNING CENTER

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Carpenter	Doug	Instructional Specialist	\$17.42	07/01/13	08/01/13	80 Total Hrs.
Carpenter	Doug	Instructional Specialist	\$17.42	06/17/13	06/27/13	32 Total Hrs.

OFFICE OF THE PRESIDENT

LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Cromien	Meghan	College Assistant VIII	\$15.19	07/01/13	09/30/13	19 Hrs. Per Wk.

SUPPORTIVE SERVICES						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Bahou	Melodies	Instructional Specialist	\$19.22	06/17/13	06/30/13	15 Total Hrs.
Cervantes	Cielo	Instructional Specialist	\$16.58	06/17/13	06/28/13	9 Hrs. Per Wk.
Cervantes	Cielo	Instructional Specialist	\$16.58	07/01/13	07/26/13	9 Hrs. Per Wk.
O'Brien	Michael	Instructional Specialist	\$16.58	06/17/13	06/28/13	12 Hrs. Per Wk.
O'Brien	Michael	Instructional Specialist	\$16.58	07/01/13	07/26/13	12 Hrs. Per Wk.
TRIO						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		HOURS
				FROM:	TO:	
Galvan	Natalie	Substitute-Instructional Specialist	\$16.58	06/10/13	06/28/13	Up to 29 Hrs.
Galvan	Natalie	Substitute-Instructional Specialist	\$16.58	07/01/13	08/09/13	Up to 29 Hrs.