

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

REGULAR BOARD MEETING

1:30pm, Closed Session, Classroom MA 201, Marina Education Center
3:00pm, Regular Meeting, Classroom MA 402, Marina Education Center
289 12th Street, Marina CA 93933
www.mpc.edu/GoverningBoard

WEDNESDAY, JULY 24, 2013

MINUTES

1. OPENING BUSINESS

- A. Call To Order – Chair Charles Brown called the meeting to order at 1:45 p.m.
- B. Roll Call – present:
 - Mr. Charles Brown, Chair
 - Dr. Margaret-Anne Coppernoll, Trustee
 - Ms. Marilyn Dunn Gustafson, Trustee
 - Mr. Rick Johnson, Trustee
 - Dr. Loren Steck, Vice Chair
 - Dr. Walter Tribley, Superintendent/President
- C. Public Comments on Closed Session Items – No comments.
- D. Closed Session – items under discussion
 - 1) Public Employee Performance Evaluation: Superintendent/President
- E. Reconvene to Regular Board Meeting and Roll Call – Chair Charles Brown asked for Roll Call at 3:00 p.m.
 - Present:
 - Mr. Charles Brown, Chair
 - Dr. Margaret-Anne Coppernoll, Trustee
 - Ms. Marilyn Dunn Gustafson, Trustee
 - Mr. Rick Johnson, Trustee
 - Dr. Loren Steck, Vice Chair
 - Dr. Walter Tribley, Superintendent/President
 - Mr. Maury Vasquez, Student Trustee
- F. Report of Action Taken In Closed Session – Chair Brown announced that is nothing to report.
- G. Approval of Agenda
 - Motion Steck / Second Coppernoll / Carried. 2013-2014/01

2. RECOGNITION

- A. Acknowledgement of Visitors: There were no visitors.

3. COMMUNICATIONS

A. Comments from the Public – No comments from the public.

B. Written Communications:

- 1) Letter from Mrs. Sylvia Panetta, Co-Chair and CEO of the Panetta Institute, thanking Dr. Walt Tribley for agreeing to participate as a guest panelist at the thirteenth annual *Leadership Seminar* scheduled from June 16-23, 2013 at the Panetta Institute for Public Policy. / June 14.
- 2) “First Monday” Memorandum from State Chancellor Brice W. Harris regarding: 1. Statewide Student Success Goals, 2. State Budget, 3. *Salary Surfer* Successfully Debuted, 4. Registered Apprenticeships Opportunities for Military Veterans, 5. Lumina Report on College Attainment, and 6. Georgetown Study Finds Lots of Jobs, But A Worker Shortage. / July 1.
- 3) Report on June 5-7, 2013 Commission Meeting from Barbara A. Beno, Ph.D., President of the Accrediting Commission for Community and Junior Colleges (ACCJC). At the meeting, actions were taken on 45 institutions. In relation to MPC, our Midterm Report was received by the Commission and the Substantive Change Committee approved our proposal to offer 57 degrees and 22 certificates at 50% or more via distance education or electronic delivery. / July 3.
- 4) Letter from Barbara A. Beno, Ph.D., President of ACCJC, informing Dr. Walt Tribley that the Commission reviewed MPC’s Midterm Report, noting that MPC responded to all four College recommendations for the 2010 comprehensive evaluation visit and demonstrated progress on self-identified plans for improvement. At the next visit, the evaluation team will examine evidence to confirm that MPC has sustained full compliance with Standards. / July 3.

C. MPC All User Emails:

- 1) Vicki Nakamura: Announcement of the Citizens’ Bond Oversight Committee Meeting on June 17th.
- 2) Laura Franklin: Academic Affairs is open until 7:30 p.m. today to assist with registration due to difficulties with WebReg.
- 3) Steve Ma: The last day to use the pool prior to its scheduled demolition is June 28th. It is anticipated to reopen in March 2014.
- 4) Nicole Dunne: Students are encouraged to add summer classes using their add code. Deadlines specific to each course section are available via instructors or Admissions & Records. Enrollment assistance is available via Admissions & Records.
- 5) Danielle Hodgkins: MPC’s Financial Aid Office is accepting applications through August 1, 2013 for the Barker Military Scholarship.
- 6) Kali Viker: Notice of an MPC employment opportunity for a Laboratory Specialist in the Chemistry department.
- 7) Student Financial Services: Native Daughters of the Golden West Grant scholarship now available. The application period will remain open until funds are depleted.
- 8) Dr. Céline Pinet: The new 2013-14 MPC Catalog is available online. The index section now includes links to specific pages.
- 9) MPC Classified Managers and Supervisors Group: Deadline extended to July 22nd for purchasing tickets to win a 5-course dinner for six people and reserved seating at the MPC Theater’s production of *Les Misérables*.

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

- 1) *The Herald* / June 16, 2013: Ad for Part Time Faculty Positions. / Ad for MPC Reader’s Theatre presentation of three plays on June 19th. / Ad for June 19th Gentrain Society Lecture, “The Secret Lives of Prickly Sharks.”
- 2) *The Herald* / June 19, 2013: Obituary and memorial service announcement for former

- MPC student actress Camila de la Llata. The “Celebration of Camila” is scheduled at 6:00 p.m. on August 12th at MPC’s Morgan Stock Stage.
- 3) *The Herald* / June 20, 2013: Ad: MPC Theatre Company seeking volunteers. / Ad: Aria presents “Paint Me a Song” at MPC’s Music Hall, June 22-23.
 - 4) *The Herald* / June 21, 2013: Nick Moore, former baseball star at MPC, advanced to the quarterfinals of the 102nd California State Amateur golf championship at Monterey Peninsula Country Club. / MPC Instructor David Serena to discuss Chicano heroes at Cesar Chavez Library on June 22.
 - 5) *The Herald* / June 24, 2013: MPC outfielder Peter Lecce has committed to play baseball at New Mexico State for the 2015 season. / Ad for boys basketball camp held July 29-August 2 at MPC.
 - 6) *The Herald* / June 25, 2013: New York Jets receiver and former MPC football standout, Joseph Collins, instructing participants at this week’s Ron Johnson-Anthony Toney Football Camp at MPC.
 - 7) *The Herald* / June 27, 2013: Pacific Grove Middle School principal and former Pacific Grove High School coach, Buck Roggeman, teaching football at this week’s Johnson-Toney Football Camp at MPC. / Notice to Bidders: Monterey Peninsula Community College District asking for bids for the Pool and Tennis Court Project.
 - 8) *National Association of Scholars* / June 28, 2013: Article entitled, “A Profession at Risk: Teaching Humans in the New Millennium” by MPC faculty member David Clemens.
 - 9) *The Herald* / June 30, 2013: Monterey Peninsula Gospel Community Choir ad noting MPC’s Music Building as their rehearsal location. / Ad for July 3rd Gentrain Society Lecture, “Film as the Medium for Empathy.”
 - 10) *The Herald* / July 1, 2013: Article examining the issue of “summer learning loss.” Mention is made of MPUSD’s recent partnership with MPC and Community of Caring Monterey Peninsula to bring 80 Seaside fourth-graders to MPC to teach them what life is like as a college student so they can begin to plan for their future.
 - 11) *The Herald* / July 6, 2013: MPC’s Theatre Arts Department chairman, Gary Bolen, to address the Pacific Grove Rotary on July 9, 2013.
 - 12) *The Herald* / July 7, 2013: Ad for July 8th lecture, “Déjà vu in the Far East: Japan vs. China” to be held at MPC.
 - 13) *The Herald* / July 8, 2013: Former MPC quarterback Brian Reader is a backup for the Iowa Barnstormers in the Arena League.
 - 14) *The Herald* / July 9, 2013: MPC football alumnus Jake Davis is a wide receiver for the University of California’s Cal Bears.
 - 15) *The Herald* / July 11, 2013: MPC football alumnus Bill Tyndall is an offensive lineman for the University of California’s Cal Bears. / Ad for MPC Theatre Company’s performance of *Les Misérables* on July 25th, July 26th, and July 27th. / Ad for July 17th lecture, “Health Reform and the Affordable Care Act” to be held at MPC.
 - 16) *Monterey County Weekly* / July 11, 2013: Ad for the orientation schedule for prospective MPC trustees – 2013 election.

E. Reports and Presentations:

- 1) Institutional Report: No report.
- 2) Superintendent/President’s Report: Dr. Walter Tribley
See written report under “Communications.”
Additions to written report: Mr. Martin Johnson has been hired as the Interim Vice President of Student Services. / Dr. Tribley thanked Dr. Céline Pinet for her leadership as the SLO liaison. / Chair Brown commended Dr. Pinet and her staff for their work.
- 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 reviewed her written report entitled, "[Monterey Peninsula College Vice President of Academic Affairs Board Meeting Report](#)."

Additions to written report: A discussion was held as to the potential impact on MPC of the Accrediting Commission for Community and Junior Colleges' decision to terminate San Francisco City College's accreditation. Dr. Tribley noted that this decision sends a message as to their willingness to take this action with other colleges. / Dr. Pinet elaborated on the collaboration between the International School of Tactical Medicine and Monterey Peninsula College Public Safety Training Center (PSTC), which enables the use of the PSTC for cutting edge training involving trauma care and law enforcement personnel. Salinas Valley Memorial Hospital (our trauma care specialists) videotaped the training; a copy of that video has been requested by MPC. / Trustee Johnson suggested marketing to Northern California agencies who have expressed interest in our facility. Chair Brown suggested a Board tour of the Public Safety Training Center.

Vice President of Student Services, Mr. Martin Johnson

Mr. Johnson distributed and reviewed copies of his written report entitled, "[Board Report 7/24/13](#)."

Additions to written report: Mr. Johnson thanked Dr. Tribley, the Board, his fellow vice presidents and their staff, and the staff of Student Services for easing his transition. / Trustee Johnson requested that new coach Marcus Carroll be introduced at the August Board meeting.

- 4) Academic Senate Report, "[SLO Committee Platform/Direction](#)": Fred Hochstaedter, President – Mr. Hochstaedter was unable to attend the meeting.
- 5) MPCEA Report: Loran Walsh, President
Mr. Walsh reviewed his written report, which may be found under "[Communications](#)."
- 6) MPCTA Report: Mark Clements, President – No report.
- 7) ASMPA Report: Justyn Jones, Director of Representation – No report.
- 8) College Council Report: Dr. Alan Haffa or Stephanie Perkins, Co-chairs – No report.
- 9) MPC Foundation
 - a) Executive Director Report: Ms. Beccie Michael
Ms. Michael reviewed her written report, which may be found under "[Communications](#)." She also distributed copies of the document entitled, "[MPC Foundation Donations by Fund June 2013](#)."
Additions to written report: Development Coordinator Gina Bianchi delivered her daughter, Gemma, on July 19th. / The Foundation will host a dessert table and will provide breakfast on Flex Day. / The next President's Circle Reception has not yet been scheduled.
 - b) Monthly Donations: \$74,717.00
- 10) Governing Board Reports
 - a) Community Human Services (CHS) Report: Vice Chair Loren Steck reported that he and Dr. Tribley attended CHS' annual luncheon. / He noted that the Genesis House received a site visit from the Commission on Accreditation of Rehabilitation Facilities (CARF), which had no recommendations about the facility. / Dr. Tribley

complimented the efforts of CHS and thanked Dr. Steck for his work as a CHS Board member. / Trustee Dunn Gustafson commended CHS Executive Director Robin McCrae for her excellent performance.

b) Trustee Reports

- 1) Trustee Margaret-Anne Coppernoll: She intends to run for re-election as an MPC trustee.
- 2) Trustee Rick Johnson: *Les Misérables* had a float in downtown Monterey's Fourth of July parade that was well received. / The Old Monterey Business Association is offering MPC a booth at the Tuesday Farmer's Market to register students and to market MPC.
- 3) Student Trustee Maury Vasquez: ASMPCC is willing to help MPC increase FTES. / He will be starting a Public Service Club.
- 4) Trustee Marilyn Dunn Gustafson: She enjoyed the adult education class, "The Great Gatsby" and will be traveling with Gentrain to Ashland, Oregon for the Shakespeare Festival. / She has turned in her class registration for the Fall.
- 5) Vice Chair Loren Steck – No report.
- 6) Chair Charles Brown: He attended the semi-annual Monterey County Office of Education meeting. / He commended MPC security for their presence on campus, particularly at night.

11) Legislative Advocacy Report: Dr. Walter Tribley

See written report under "Communications."

Additions to written report: Dr. Tribley reiterated the potential impact of SB 173 and emphasized his correspondence to the California State Assembly's Committee on Higher Education opposing the bill.

12) Student Success Report: Proposed 2013-14 Student Success Topics Calendar

See "Draft Student Success Report Calendar" under "Communications."

Dr. Tribley reported that the topics listed on the "Draft Student Success Report Calendar" would be presented to the Board this year and credited Dr. Rosaleen Ryan for her contributions to the calendar. / Vice Chair Steck, a member of the Scorecard Technical Advisory Group at the state level, will be working closely with him and Dr. Ryan.

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

Mr. Demko reviewed his written report, which may be found under "Communications."

Additions to written report: Humanities: He credited Otto Construction for finishing construction on the Humanities building ahead of schedule. / Swing Space: We have a food cart and an adjacent trailer where people can eat until the Student Center is completed. / Pool and Tennis Courts: We received bids yesterday, which were over budget as expected. Savings from other projects will enable us to adequately supplement the pool budget. / The bids for the tennis courts are in the neighborhood of \$600,000. / A priority list will be brought to the Facilities Committee once we reconvene. / Chair Brown and Trustee Coppernoll commended Mr. Demko on his work.

4. CONSENT CALENDAR

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

Motion Steck / Second Johnson / Carried.

2013-2014/02

BE IT RESOLVED,

- 1) That the Governing Board approves the minutes of the Regular Board Meeting on June 26, 2013.
 - 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
 - 3) That the June regular payroll in the amount of \$1,827,416.87 and the July supplemental payroll in the amount of \$22,982.78 for a total payroll of \$1,850,399.65 be approved.
 - 4) That Commercial Warrants:
129993750 through 12993784, 12994597 through 12994664, 12995237 through 12995273, 12995815 through 12995840, 12996429 through 12996467, 12997942 through 12998108, in the amount of \$2,167,004.25 be approved.
 - 5) That Purchase Orders 131115 through 131182 in the amount of \$199,110.51 be approved.
 - 6) That the following budget increases in the Restricted General Fund be approved:
Increase of \$67,987 in funds received for FY 2012-2013.
Increase of \$990 in funds carried forward from FY 2011-2012 to FY 2012-2013.
 - 7) That the following budget adjustments in the Parking Fund be approved:

Net increase in the 2000 Object expense category	\$	2,528
Net increase in the 3000 Object expense category	\$	229
Net increase in the 5000 Object expense category	\$	11,943
Net decrease in the 7000 Object expense category	\$	14,700
 - 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 2000 Object expense category	\$	10,245
Net increase in the 4000 Object expense category	\$	10,572
Net decrease in the 5000 Object expense category	\$	37
Net decrease in the 6000 Object expense category	\$	2,085
Net increase in the 7000 Object expense category	\$	1,795
 - 9) That the following budget increase in the Capital Outlay Fund be approved:
Increase of \$57,946 in funds received for FY 2012-2013.
- B. Faculty Personnel:
- 10) That the Governing Board approves the following item(s):
 - a) Grant Course Specific Equivalency to Dorian Hanner to teach FASH 116: Spinning and Dyeing.
 - b) Grant Course Equivalency to Eric Hanzelka to teach FIRE 105: Firefighter I Academy.
 - c) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer 2013.
- C. Classified Personnel:
- 11) That the Governing Board approves the following item(s):
 - a) Resignation of Robert Llanos-Hinson, Library Specialist – Circulation Desk / Instructional Specialist, 26 hours per week, 8 months and 7 days per year, effective June 7, 2013.

- b) Resignation of Edison Mesa, Instructional Specialist, Mathematics Learning Center, 18 hours per week, 7 months and 19 days per year, effective at the end of the day June 6, 2013.

D. Short Term and Substitute Personnel:

- 12) 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 June 30, 2013, prior to year-end closing be accepted.

Motion Steck / Second Dunn Gustafson / Carried.

2013-2014/03

Mr. Stephen Ma reviewed his written report, which may be found under "New Business Agenda Item No. A."

Additions to written report: The P2 report shows that the deficit coefficient has been reduced to 95 cents on the dollar. This indicates that we have a deficit shortfall of \$1.65 million. The Chancellor will determine in the next couple of months if the final revenue shortfall will be reduced to about \$300,000. / The Student Center fund was originally developed to replace kitchen equipment as needed. Mr. Carsbia Anderson and the ASMPC agreed to fund a portion of the kitchen in the new building.

- B. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending June 30, 2013, prior to year-end closing entries as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

Motion Johnson / Second Steck / Carried.

2013-2014/04

Mr. Stephen Ma highlighted the total Unrestricted Revenue amount of \$36.2 million and the Total Unrestricted Expenditure amount of \$37.1 million (both under "Projected 2012-2013"). We haven't yet received our deferrals, which will be shown on our final audit. We are also showing revenues we received last year assuming we would make cap. Because we didn't make cap, the state will decrease the amount we receive in 2013/2014 by the amount they overpaid us last year.

- C. BE IT RESOLVED, that Board declares as surplus the four Taylor Dunn trams and kitchen equipment and direct the disposal of these items in accordance with Board guidelines and Education Code requirements utilizing the services of InterSchola to conduct an auction.

Motion Steck / Second Coppernoll / Carried.

2013-2014/05

Dr. Tribley reported that we will retain one of the trams. / Mr. Ma noted that we use an auction firm because they have a larger network. He will check with MPC Purchasing Agent Mary Weber to determine how the auction will be held. / Trustee Johnson suggested notifying local hospitality businesses.

- D. BE IT RESOLVED, that the Board authorizes the District to file a Notice of Completion of Contract with the County of Monterey for the Theater Modernization Project, DSA Application No. 01-111655, File No. 27-C1.

Motion Steck / Second Coppernoll / Carried.

2013-2014/06

- E. BE IT RESOLVED, that the Governing Board approves the signing of the 2013-14 Funding Terms and Conditions (FT&C) contract for the Full Day Pre-School Program at Monterey Peninsula College with the California Department of Education.

Motion Steck / Second Dunn Gustafson / Carried. 2013-2014/07

- F. BE IT RESOLVED, that the following programs and new course be approved:
- MUSI 25, Applied Music
 - Program: Early Childhood Education – Certificate of Achievement (Career Technical)
 - Program: Early Childhood Education – Associate in Science (Career Technical)
 - Program: Early Childhood Education – Associate in Science for Transfer

Motion Coppernoll / Second Johnson / Carried. 2013-2014/08

- G. BE IT RESOLVED, that the Governing Board approves Mrs. Adrienne Simpson, Psychology Instructor, to travel to Vancouver, Canada July 25 – 28, 2013 to attend the International Conference on the Teaching of Psychology.

Motion Steck / Second Dunn Gustafson / Carried. 2013-2014/09

Dr. Tribley noted that this was paid for by the MPC Foundation. / Trustee Dunn Gustafson thanked the Foundation for their support of MPC faculty.

- H. INFORMATION: To inform the Governing Board of the proposed elimination of the Workability III Program at MPC.

Dr. Tribley reported that the Workability III Program is offered in partnership with the Department of Rehabilitation (DOR) and assists the clients of DOR return to work. Since these services are offered elsewhere in the community and since DOR is increasing their staff to handle this responsibility, it is no longer critical that this program is offered at MPC. Although DOR clients are not encouraged to take classes at MPC, this involves significant MPC staff time and oversight. / Mr. Martin Johnson reported that approximately 50% of community colleges—including Cabrillo and Hartnell—drop these programs. / MPC staff member Jacqueline Evans reported that DOR has hired in-house job developers and placement specialists to handle this task and noted that there are several agencies in the community that offer job development. / Dr. Tribley reported that the MPC staff members who would be impacted by this decision have been contacted and that reassignment discussions are taking place.

- I. INFORMATION: Calendar of Events.

- J. BE IT RESOLVED, that the Governing Board approves naming the Concession Stand of the renovated MPC Theatre the Bill & Nancy Doolittle Concession Stand. (Item added 7/18/13.)

Motion Steck / Second Johnson / Carried. 2013-2014/10

Dr. Tribley and Ms. Michael reported that Ms. Michael is working within the MPC Foundation to develop procedures regarding the naming of MPC facilities and properties. These Foundation procedures are intended to provide Foundation staff with a framework for following MPC Board Policy 1435 and will ensure that naming requests are brought to the MPC Governing Board for approval before communication has taken place with the donors.

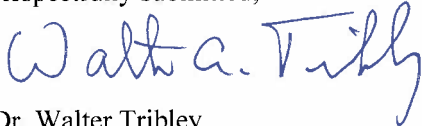
6. ADVANCE PLANNING

- A. Special Board Meeting, Wednesday, July 31, 2013 at Monterey Peninsula College, Monterey
- 3:00pm, Sam Karas Room, Library and Technology Center
- B. Regular Board Meeting, Wednesday, August 28, 2013, at Public Safety Training Center, Seaside:
- Closed Session, 1:30pm, Classroom _____, Public Safety Training Center
 - Regular Meeting, 3:00pm, Classroom _____, Public Safety Training Center
- C. Regular Board Meeting, Wednesday, September 25, 2013, at MPC:
- Closed Session, 1:30pm, Stutzman Room, LTC
 - Regular Meeting, 3:00pm, Sam Karas Room, LTC
- D. Future Topics:
- Board Study Session regarding Parking Lot A.
 - Board Study Session regarding new repeatability regulations that impact programs such as Gentrain.
 - Tour of PSTC Phase II.

7. ADJOURNMENT – Chair Brown adjourned the meeting at 4:22 p.m.

8. CLOSED SESSION – Not required.

Respectfully submitted,



Dr. Walter Tribley
Superintendent/President

Posted August 29, 2013