# MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

#### **REGULAR BOARD MEETING**

Public Safety Training Center in Seaside www.mpc.edu/GoverningBoard

1:30pm, Closed Session, PSTC, Classroom 102, Seaside 2642 Colonel Durham Street, Seaside CA 93933

4:00pm, Regular Meeting, Classroom 104, Seaside

2642 Colonel Durham Street, Seaside CA 93933

Teleconference Location: 308 Costa Del Mar Rd, Marina CA 93933

# WEDNESDAY, SEPTEMBER 26, 2012

# AGENDA

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

### 1. OPENING BUSINESS

- A. Call To Order
- B. Roll Call
- C. Public Comments on Closed Session Items This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.
- D. Closed Session items under discussion The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, Government Code and Section 72122, Education Code, and as otherwise provided by law. Required action on these matters will be taken when the Board meets in Regular Meeting or at the next public meeting.
  - 1) Superintendent/President Quarterly Evaluation (Government Code Section 54947)
  - 2) Public Employment Superintendent/President (Government Code Section 54957) Staff: Barbara Lee
- E. Reconvene to Regular Board Meeting and Roll Call
- F. Report Action Taken In Closed Session

#### 2. **RECOGNITIONS**

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

- A. Moment of Silence Morgan Stock, Drama Department founder, August 28, 2012.
- B. Recognition of Visitors
- C. Comments from Visitors

#### 3. COMMUNICATIONS

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

- A. Comments from Visitors
- B. Written Communications:
  - 1) Letter from Second Lady Jill Biden to Dr. Douglas Garrison on examples of community college workforce partnerships.
  - 2) Letter to MPC announcing completion of curriculum alignment of the Child Development Center with the California Community College Curriculum Alignment Project (CAP) from Jan C. DeLapp, Director, CAP.
  - 3) News Release: "For first time, Californians will be able to register to vote online" from office of Secretary of State Debra Bowen to county elections officers.
  - 4) Introduction/welcome address from Eduardo Ochoa, Interim President, CSUMB.
  - 5) CalPERS: 2012 pension reform impacts all CalPERS employees.
  - 6) Letter from student Wendy Ogarrio in support of MPC remedial education.
  - 7) Letter from Academic Senate for California Community Colleges announcing Fred Hochstaedter's appointment to the Accreditation Committee for 2012-2013.
  - 8) Dr. Rosaleen Ryan, featured speaker at the September 23 AAUW/MPB meeting (American Association of University Women, Monterey Peninsula Branch), honoring MPC and CSUMB scholarship recipients..

MPC All User Emails:

- 1) Celine Pinet: Continuing Education the buzz.
- 2) Fred Hochstaedter: Flex Days August 23.
- 3) Dr. Douglas Garrison: Increasing Student Access.
- 4) Health Services: Flu Shot Clinic October 11, 12:00-12:00 in Sam Karas Room.
- 5) Gaozong Thao: Employment Development Department, Operation Welcome Home, van returning to MPC every Thursday September-December.
- 6) Dr. Douglas Garrison: Save The Dates! October 1-4 Open Forums, Superintendent/ President Candidates, and October 6 – 65<sup>th</sup> Anniversary Open House Celebration.
- 7) Carsbia Anderson: Claudia Martin's retirement potluck September 4.
- 8) Gaozong Thao: Veterans Affairs Medical Mobile Vans returning fall and spring.

- 9) Robin Venuti: Faculty and Staff Advancement Awards.
- 10) Carla Robinson: Morgan Stock's passing August 28.
- 11) Dr. Douglas Garrison: Open Forum September 18, 11:00am, LF-102 on Contingency Budget Planning and Request for Budget Reduction Ideas; PowerPoint attachment.
- 12) Dr. Douglas Garrison: Thank you to MPC community for budget reduction suggestions, and corrected PowerPoint attachment.
- 13) Robin Venuti: Leaving the Foundation as Executive Director, September 30, 2012.

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

- 1) Letters to Editor: 1) Concerns About Auto Museum; 2) Questions Museum Placement.
- 2) HR Ad: Associate Dean, Instructional Technology & Development, Director of Information Services, and Instructional Specialist, Math Learning Center.
- 3) Sports: Silent Leader, former Seaside standout Ronald Saxton looks to lead MPC in football, and MPC 2012 Schedule.
- 4) CDC: Child care funding halved; MPC closes budget gap by cutting hours, staff.
- 5) Colleges play numbers game; MPC looks for higher enrollment.
- 6) Morgan Stock, 'father' of local theater dies August 28 at 93 years old; obituary.
- 7) Head Count: community colleges juggle student budget formulas with further cuts looming.
- 8) Storybook Theatre takes show on the road; 'Androcles.'
- 9) Your Town: MPC faculty union accepts pay cut; Proposition 30 mid-year cut.
- 10)Ad: MPC soliciting proposals from qualified developer to enter into Exclusive Rights Negotiating Agreement to Develop Joint Occupancy Agreement on District Property; proposals due 3:00pm on October 31, 2012.
- 11)MPC: Some classes offer no credit; alternate pricing part of program.
- C. Reports and Presentations:

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

- Institutional Report High School Early Assessments, Larry Walker, Dean of Student Services
- 2) Superintendent/President's Report, Dr. Douglas Garrison
- 3) Vice Presidents' Reports: Steve Ma, Michael Gilmartin for Dr. Céline Pinet, and Carsbia Anderson
- 4) Academic Senate Report, Fred Hochstaedter, President
- 5) MPCEA Report, Loran Walsh, President
- 6) MPCTA Report, Mark Clements, President
- 7) ASMPC Report, Matthew Ganier, Director of Representation
- 8) College Council Report, Dr. Alan Haffa, Co-chair
- 9) MPC Foundation, Robin Venuti, Executive Director
  - a) Executive Director Report
  - b) Monthly Donations \$116,219.46
- 10) Governing Board Reports
  - a) Trustee Reports
  - b) CHS Report, Loren Steck; letter from Robin McCrae, Chief Executive Officer, Community Human Services (CHS)

- 11) Legislative Advocacy Report, Dr. Douglas Garrison
  - a) California Community Colleges State Legislation Update, September 10, 2012
  - b) Letter to Legislators from Dr. Doug Garrison in support of AB 2451, Workers' Compensation: Firefighters and Peace Officers
  - c) Letter to Governor Edmund G. Brown from Dr. Doug Garrison in support of AB 1614, extension of Fort Ord Reuse Authority (FORA) to June 30, 2020.
  - d) Letter to FORA from Vicki Nakamura, Assistant to the President, providing clarifications to Chapter 4, Reuse Plan Implementation, of the Scoping Report for the Fort Ord Base Reuse Plan reassessment released by FORA.
  - e) Letter to FORA from Dr. Douglas Garrison requesting additions to Program C-1.2 in the corrected Errata report for the Fort Ord Reuse Plan Reassessment Scoping Report.
  - f) Letter to Governor Edmund G. Brown from Dr. Doug Garrison in support of SB 1402, Community Colleges Economic and Workforce Development Program.
  - g) Email to Assemblymember Monning of MPC's Resolution in support of Proposition 30 as resolved at the August 22, 2012 Governing Board Meeting.
  - h) Chancellor's Office Press Release: Budget Cuts Result in Historic Enrollment Decline at California Community Colleges
  - i) Chancellor's Office Press Release: Chancellor Scott Lauds Passage of Student Success Act of 2012; says reforms will result in more students reaching goals
  - j) Chancellor's Office Press Release: CCC Board of Governors vote to support Proposition 30, the School and Local Public Safety Act
  - k) Chancellor's Office Press Release: CCC Board of Governors approves systemwide enrollment priorities to increase student success.
- 12) Special Report Bond Update Reports, Joe Demko
  - a) Active Bond/Facility Projects Update
  - b) Cost Control Report
  - c) Master Schedule/Construction Phase Only
  - d) Bond Expenditure Report

#### 4. CONSENT CALENDAR

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

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

### BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of Regular Board Meeting on August 22, 2012.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.

3) That the August supplemental payroll in the amount of \$44,309.08, and the August manual payroll in the amount of \$3,389.91, and the August regular payroll in the amount of \$1,844,947.04, and the September manual payroll in the amount of \$1,460.97, and the September supplemental payroll in the amount of \$49,373.11, for a total payroll of \$1,943,480.11, be approved.

4)	That Commercial Warrants:		
	Number 12950611 through Number 12950646	\$	107,658.68
	Number 12951041 through Number 12951127	\$	421,757.49
	Number 12951672 through Number 12951716	\$	925,146.12
	Number 12952507 through Number 12952549	\$	172,402.25
	Number 12953059 through Number 12953080	\$	124,708.18
	Number 12954018 through Number 12954086	\$	782,042.78
	Total	\$2	2,533,715.50

5) That August 2012 Purchase Orders 130211 through 130342 in the amount of \$7,939,719.46, be approved.

6)	hat the following budget increases in the Restricted General Fund be approved:			
	Net increase in the 2000 (Classified Salary) Object expense category	\$	8,000.00	
	Net increase in the 3000 (Benefits) Object expense category	\$	131.00	
	Net increase in the 5000 (Other/Services) Object expense category	\$	894.00	
	Total increase of \$8,000 in funds received for FY 2011-2012.			

7)	That the following budget adjustments in the Restricted General Fund be approved:			
	Net increase in the 1000 (Classified Salary) Object expense category	\$	2,650.00	
	Net decrease in the 2000 (Classified Salary) Object expense category	\$	610.00	
	Net increase in the 3000 (Benefits) Object expense category	\$	197.00	
	Net decrease in the 4000 (Supplies) Object expense category	\$	3,199.00	
	Net increase in the 5000 (Other/Services) Object expense category	\$	962.00	

8) That the following budget adjustments in the Parking Fund be approved: Net increase in the 2000 (Classified Salary) Object expense category \$ 811.00
Net increase in the 3000 (Benefits) Object expense category \$ 180.00
Net increase in the 4000 (Supplies) Object expense category \$ 169.00
Net decrease in the 5000 (Other/Services) Object expense category \$ 1,160.00

### B. Management Personnel:

- 9) That the Governing Board approve the following item:
  - a) Employment of Francisco Tostado as Director of Student Financial Services, effective October 8, 2012.

## C. Faculty Personnel:

10) That the Governing Board approve the following items:

- a) Resignation of Gary Fuller, effective at the end of the day on June 8, 2013, for the purpose of retirement, and confer upon him the title of Professor Emeritus.
- b) Grant Equivalency to Ali Farghaly to teach Arabic, effective Fall 2012.
- b) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Fall 2012.

D. Classified Personnel:

11) That the Governing Board approve the following items:

- a) Rescind Employment approved on August 22, 2012 of Sylvia Leal-Malone, Food Preparer, Child Development Center.
- b) Employment of Samala O'Brien, Food Preparer, Child Development Center, 18 hours per week, 9 months per year, effective September 27, 2012.
- c) Employment of Yen Le, Scheduling Technician, Academic Affairs, 40 hours per week, 12 months per year, effective September 27, 2012.
- d) Employment of \_\_\_\_\_\_, Re-Entry Counseling Services Specialist, Student Services, 40 hours per week, 12 months per year, effective \_\_\_\_\_\_, 2012.
- e) Employment of \_\_\_\_\_\_, Matriculation Services Specialist, Senior, Student Services, 40 hours per week, 12 months per year, effective \_\_\_\_, 2012.
- f) Employment of Jamie Malos, Instructional Specialist, English and Study Skills Center, 18 hours per week, 7 months and 19 days per year, effective September 27, 2012.
- g) Employment of \_\_\_\_\_\_, Instructional Specialist, Math Learning Center, 18 hours per week, 7 months and 19 days per year, effective \_\_\_\_\_, 2012.
- h) Place employee #7831 on the 39 month rehire list, effective August 24, 2012.
- i) Resignation of Gaozong Thao, Matriculation Services Specialist, Senior, Student Services, 40 hours per week, 12 months per year, effective at the end of the day, September 21, 2012.
- j) Resignation of Clifford Achille, Instructional Specialist, Supportive Services, 18 hours per week, 7 months and 11 days per year, effective at the end of the day, July 26, 2012.
- k) Change the date of retirement of Kirk Hall, Library Specialist-Interlibrary Loans/Periodicals/Circulation Desk, Library, 40 hours per week, 12 months per year, to December 28, 2012.
- E. 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.
- F. That the Governing Board accept the attached new or revised Board Policies: 13) Chapter 1 The District
  - a) BP 1100 The Monterey Peninsula Community College District
  - b) BP 1200 District Mission

#### 5. NEW BUSINESS

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

- A. BE IT RESOLVED, that the 2012-2013 Monthly Financial Reports for the period ending August 31, 2012, be accepted.
- B. INFORMATION: Today's oral report from the Music Facility Planning Committee is to inform the Board of the conceptual plans of the new music facility.

- C. BE IT RESOLVED, that the Initial Project Proposal (IPP) for the Music Facilities, Phase I project, as submitted to the Chancellor's Office, be ratified.
- D. BE IT RESOLVED, that the 2014-2018 Five-Year Construction Plan be ratified.
- E. BE IT RESOLVED that the Governing Board approve naming the lobby area of the renovated MPC theatre in honor of Dorothy Dean Stevens.
- F. RESOLUTION: MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT RESOLUTION NO. 2012-2013/25 PARKING LOT A – JOINT OCCUPANCY REQUEST FOR PROPOSALS

WHEREAS, the primary source of District operating budget is through funds allocated to the District by the State of California.

WHEREAS, the District has experienced significant reductions in budget funds allocated to the District by the State of California.

WHEREAS, the budget funding reductions sustained by the District threaten the long term fiscal stability of the District and the District's continuing ability to meet its core educational mission.

WHEREAS, the District does not anticipate improvement or augmentation of the budget reductions in the foreseeable future; the District anticipates future additional reductions in budget funds allocated to the District by the State of California.

WHEREAS, to mitigate the effect of State of California budget reductions, the District should consider all available alternatives and opportunities to augment State of California budget funds which are consistent with limitations or requirements established by applicable law, such alternatives or opportunities may include, without limitation, District entrepreneurial activities, District participation with public or private entities in revenue generating activities and/or maximizing revenue generated by the District's real property assets.

WHEREAS, Education Code §§81390 et seq authorizes the District to enter into agreements with private sector entities for the joint occupancy of District real property by the District and private sector entities.

WHEREAS, Education Code §81394 establishes authority of the District to require, as part of any joint occupancy agreement that the private sector joint occupant of District property construct building(s) for joint use by the District and the private sector joint occupant.

WHEREAS, Education Code §81393 limits the term of joint occupancy agreements to a maximum term of sixty six (66) years.

WHEREAS, the real property assets of the District includes certain real property commonly described as Parking Lot A, located at 980 Fremont Street, Monterey, California 93490 and identified by the Monterey County Assessor's Office as APN 001-781-023 ("Parking Lot A").

WHEREAS, the District's current, existing use of Parking Lot A for parking purposes does not reflect the "highest and best use" of the real property upon which Parking Lot A is situated; the term "highest and best use" as used herein is as defined by the Appraisal Institute as the reasonably probable and legal use of property that is physically possible, appropriately supported and which results in the highest valuation of the real property asset.

NOW THEREFORE BE IT HEREBY RESOLVED that the Board of Trustees of Monterey Peninsula Community College District hereby adopt the following Resolution:

RESOLVED, to augment State of California budget fund reductions, the District must consider alternatives uses of Parking Lot A in order to achieve the highest and best use of Parking Lot A and the real property upon which Parking Lot A is situated.

FURTHER RESOLVED, that joint occupancy of Parking Lot A by the District and a private sector entity provides a potential alternative for the District to generate revenue and achieve the highest and best use of the Parking Lot A real property.

FURTHER RESOLVED, that the District's Superintendent or such District staff member(s) designated by the Superintendent are authorized and directed to prepare and issue a Request for Proposal (RFP) soliciting responsive proposals from private sector entities for the joint occupancy of Parking Lot A.

FURTHER RESOLVED, the RFP shall include without limitation: (i) incorporation of requirements and limitations conforming to Education Code §81390 et seq.; (ii) require identification of the proposed use(s) of joint occupancy facilities by the private sector proposer; and (iii) identify potential uses of the joint occupancy facilities by the District for the District's academic programs or other District purposes.

FURTHER RESOLVED, upon receipt of proposals in response to the RFP, the District's Superintendent or such District staff member(s) designated by the Superintendent are authorized and directed to evaluate such proposal(s) to determine which proposal is in the best interests of the District.

FURTHER RESOLVED, that upon completion of the RFP solicitation, proposal and proposal review process described in the foregoing Resolutions, the District's Superintendent or such District staff member(s) designated by the Superintendent shall present a report of findings and conclusions to the District's Board of Trustees at a regularly scheduled meeting of the Board of Trustees for further review, consideration and evaluation by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board approve Resolution No. 2012-2013/25 in conjunction with the Request For Proposals for a joint occupancy facility located on Parking Lot A of Monterey Peninsula College, 980 Fremont, Monterey, CA 93940. APPROVED AND ADOPTED by the Board of Trustees of Monterey Peninsula Community College District this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by the following vote:

AYES: \_\_\_\_\_

NOES:

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

- G. BE IT RESOLVED, that the Governing Board approve the ACCJC Institutional Follow-up Report: Recommendation #1-3 Student Learning Outcomes (SLOs).
- H. INFORMATION: Review of process for the ACCJC Mid-Term Report.
- I. BE IT RESOLVED, that the Governing Board authorize the Vice President for Administrative Services to enter into the attached reimbursement services agreement with WageWorks to provide claims administration services for the Section 125 Flexible Benefits Plan, effective November 1, 2012.
- J. INFORMATION: Report on mid-year progress on fulfilling the Monterey Peninsula College Governing Board Goals for 2012.
- K. INFORMATION: The Governing Board will receive an update on the Superintendent/ President search process.
- L. BE IT RESOLVED, that the Governing Board confirm Marilynn Gustafson as a member of the Monterey Peninsula College Foundations' Strategic Planning Task Force.
- M. BE IT RESOLVED, that the Governing Board accept a toned silver gelatin print measuring 8 3/4"x11 ½," titled "Explorations Alongside an Imaginary Coastline," 2009, by Martha Casanave.
- N. BE IT RESOLVED, that the Governing Board accept a framed chromogenic print measuring 19" x 33," titled "Biloxi, Mississippi #4" 2001, by Kevin Bransfield.
- O. BE IT RESOLVED, that the Governing Board accept two works of art: 1) a framed diptych acrylic on canvas measuring 13" x 25" titled "Two Views of MPC in Autumn" by Student Sabas Mayorga; and 2) a framed charcoal and graphite drawing on paper measuring 25" x 28", titled "Figure Study" by Student Anni Bushey and purchased by Mr. and Mrs. Bill Hyland as a donation to MPC.
- P. INFORMATION: Calendar of Events.

# A. October 1-4, 2012; Superintendent/President Replacement Events **Monday, October 1**:

- o Board Working Lunch 11:00-12:45pm, Family & Consumer Science
- o MPC Open Forum #1, 1:00-2:00pm, LF-101

• Board Interview #1, 3:00-4:30pm, Administration Large Conference Room **Tuesday, October 2**:

- o MPC Open Forum #2, 11:00-12:00pm, LF-101
- Board Working Lunch 12:15-1:45pm, Family & Consumer Science
- Board Interview #2, 2:00-3:30pm, Administration Large Conference Room

# Wednesday, October 3:

- o MPC Open Forum #3, 12:00-1:00pm, LF-101
- Board Working Lunch 1:15-2:45pm, Family & Consumer Science
- Board Interview #3, 3:00-4:30pm, Administration Large Conference Room

# Thursday, October 4:

- MPC Open Forum #4, 11:00-12:00pm, LF-101
- o Board Working Lunch 12:15-1:45pm, Family & Consumer Science
- Board Interview #1, 2:00-3:30pm, Administration Large Conference Room
- B. Regular Board Meeting Wednesday, October 24, 2012, at MPC
  - Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
  - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
- C. Regular Board Meeting Wednesday, November 28, 2012, at MPC
  - Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
  - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
- D. Future Topics:
  - 1) ACCJC Substantive Change Report for Distance Education, October
  - 2) CBOC Annual Report, November
  - 3) Tour of Theatre and Gym First Floor
  - 4) Program Reviews

# 7. ADJOURNMENT

### 8. CLOSED SESSION

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

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

Posted September 20, 2012