

# MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

## REGULAR BOARD MEETING

www.mpc.edu/GoverningBoard

1:30pm, Closed Session, Stutzman Room, LTC  
3:00pm, Regular Meeting, Sam Karas Room, LTC  
980 Fremont Street, Monterey CA 93940

**WEDNESDAY, NOVEMBER 28, 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) Public Employment – Superintendent/President (Government Code Section 54957)

Staff: Barbara Lee

2) Public Employment – Education Code Section 88022

Staff: Barbara Lee

3) Conference with Labor Negotiators (Government Code Section 54957.6)

a) Agency Negotiators: Steve Ma and Barbara Lee

b) Employee Organizations: MPCTA and MPCEA/CSEA

4) Conference with Legal Counsel Regarding Anticipated Litigation; one case  
(Government Code Section 54956.9)

Staff: Steve Ma

5) Superintendent/President Quarterly Evaluation (Government Code Section 54947)

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 – Edward Savage, former Adjunct Instructor of Computer Programming, passed October 25, 2012 at 89 years of age.
- B. Recognition of Visitor:
  - 1) Alexander Chmakov, Singleton Scholar Awardee by the World Affairs Council of the Monterey Bay Area (WAC)
- 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. Written Communications:
  - 1) Panetta Institute's 2011-2012 Annual Overview, including Education for Leadership in Public Service Seminar, inviting area education leaders for panel discussions.
  - 2) Letter to Dr. Douglas Garrison from Bob Mulford, CBOC Chair, appreciation for six years of leadership.
  - 3) Letter to Dr. Douglas Garrison from College Brain Trust announcing Dr. Jack Scott has joined the College Brain Trust with the McCallum Group.
  - 4) Letter of appreciation to Knox Foundation Trustees from the Maurine Church Coburn School of Nursing for \$10,000 in scholarship assistance for single parent nursing students.
  - 5) Year In Review 2012 Recap from Monterey County Business Council (MCBC) President Mary Ann Leffel and Executive Director Nancy Martin.
- B. MPC All User Emails:
  - 1) Dr. Douglas Garrison: employment of Dr. Walter Tribley as Superintendent/President, subject to approval of employment agreement by Governing Board.
  - 2) Dr. Douglas Garrison: link to video of Dr. Tribley's Open Forum held October 4; <http://www.youtube.com/embed/gbAQ4kaiix0?rel=0>
  - 3) Fred Hochstaedter: Governor Brown's message to encourage community college students to register online by October 22 and vote on November 6.
  - 4) Dr. Douglas Garrison: Proposition 30 passes – great cause to be grateful.
  - 5) Barbara Lee: "How Pension Reform May Impact You" (CalPERS and CalSTRS).
  - 6) CARE/CalWORKS: Annual Holiday Workshop on December 8.
  - 7) Steve Ma; Michael Midkiff, new Director of Information Services, starts November 19.
  - 8) Transfer Center: Transfer Day on November 6 with 50 college representatives.
  - 9) Veterans Club: "Salute to Veterans," a Veterans celebration on November 7.
  - 10) HR Employment Opportunity: Executive Assistant to the Superintendent/President and the Board of Trustees.
  - 11) HR Employment Opportunity: Instructional Specialist, English & Study Skills Center.
  - 12) ASMPC & Re-entry and Multicultural Center: Emergency Food Bank donations needed for the MPC Food Bank.
  - 13) ASMPC: 6<sup>th</sup> Annual Thanksgiving Feast on November 16.

- 14) Academic Affairs: 2014-2015 Academic Calendar posted on MPC website; <http://mympc.mpc.edu/academics/AcademicAffairs/Academic%20Calendar/Forms/AllItems.aspx>.
- 15) Student Services/Athletics: MPC Hosts Living Breath Foundation Football Bowl Game November 17 vs Bay Valley Conference Champion Contra Costa Comets.
- 16) MPC Theatre Company presents 'A Christmas Carol' at Bruce Ariss Wharf Theatre, December 7-23.
- 17) Lyndon Schutzler, Athletic Director: Congratulations to Women's Volleyball Team for Qualifying for Playoff Competition, and 18-4 win/loss season record.
- 18) Academic Senate: Fred Hochstaedter announces On Course Workshop for Thursday's Flex Day; Caroline Carney, Faculty Co-chair for Basic Skills Initiative Committee, provides details to reserve place at two-day On Course Workshop January 30-31, 2013.
- 19) MPC received \$50,000 from Monterey Peninsula Foundation Youth Fund.

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

- 1) Trustees name Tribley new superintendent: educator hails from Wenatchee Valley College.
- 2) Educators brace for cuts if Proposition 30 fails; \$6 billion could be slashed from state schools.
- 3) Schools cheer passage of bonds and Proposition 30.
- 4) Grad sues MPC for pushing Proposition 30.
- 5) MPC increasing online courses; popularity growing over last decade.
- 6) HR Ads: Classified Library Specialist, Matriculation Services Specialist, and Executive Assistant to the President and Governing Board.
- 7) Football - Lobos Light It Up: MPC 2-0 in Coast Conference after crushing West Valley.
- 8) Football Roundup: MPC downs San Jose City College.
- 9) Football Roundup: MPC Capitalizes on Hartnell Turnovers; upset win (28-3) makes for 3-way tie for Coast Conference Title.
- 10) MPC football: Player Nicholas Alarcon barometer to success.
- 11) Football - MPC to play bowl game: Living Breath Foundation Bowl Game November 17 vs. Contreras Costa College.
- 12) Living Breath Foundation Bowl: MPC loses starting QB, then game (39-25).
- 13) Football Roundup: MPC Coach Mike Rasmussen Coach of the Year and Kyle Todd defensive player of the year; total of 12 players named to Coast Conference First Team: running back Nico Alarcon, offensive linemen Azim Leeks and Richard Linares, receivers Huitton Buley and Ronald Saxton, defensive linemen Nathan Delsid, David Donahue and Ofa Hautu, linebacker R.J. Tuuu, defensive back Shane Larson, and punter Stefan Rock.
- 14) MPC volleyball builds on last year's late success with coach Kit Moore.
- 15) Volleyball in second place in Coast Conference's North Division.
- 16) Art Show: Special Perspective, MPC's *Substance and Shadow Show* reverberate with urban electricity in the MPC Art Gallery; show runs November 20-December 20.
- 17) Seniors: Luck and Determination; Charlie Page is "Mr. Lucky" (retired MPC Board Trustee, 2004-2011).
- 18) Santa Barbara Bank & Trust Ad: 'With Gratitude' to nonprofit partners Monterey Peninsula College, Carmel Public Library Foundation, and Hazel Hawkins Hospital Foundation.
- 19) Looking back at Monterey County Herald's Photo Archives: September, 1965; Chris Smith, David Phillips, Mark Smith and Jeff Phillips play football on MPC field while fathers coach the football team.

D . Reports and Presentations:

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

- 1) Institutional Report – Student Financial Services, Director Francisco Tostado
- 2) Superintendent/President's Report, Dr. Douglas Garrison
- 3) Vice Presidents' Reports: Steve Ma, Dr. Céline Pinet, and Carsbia Anderson
- 4) Academic Senate Report, Catherine Webb, Secretary

- 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 or Stephanie Perkins, Co-chairs
- 9) MPC Foundation Report, Sharon Crino, Interim Executive Director:
  - a) Executive Director Report
  - b) Monthly Donations Report \$23,687.85
- 10) Governing Board:
  - a) Trustee Reports
  - b) CHS Report, Loren Steck
- 11) Legislative Advocacy Report, Dr. Douglas Garrison
- 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 the Special Meetings on October 1, 2, 3, 4, 5, 8, 9, 12, and and the Regular Board Meeting on October 24, 2012.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgment to donors.
- 3) That the October regular payroll in the amount of \$2,197,750.79, and the November supplemental payroll in the amount of \$58,140.13, for a total payroll of \$2,255,890.02, be approved.
- 4) That Commercial Warrants:
 

Number 12958574 through Number 12958617	\$208,197.65
Number 12958968 through Number 12958984	\$ 33,559.81
Number 12959400 through Number 12959429	\$ 87,197.74
Number 12959902 through Number 12959926	\$ 31,864.09
Number 12960536 through Number 12960597	\$858,776.35
Number 12961041 through Number 12961041	\$ 2,437.98
Number 12961530 through Number 12961585	\$392,125.50
Number 12962680 through Number 12962735	\$1,512,183.00
Total	\$3,126,342.12
- 5) That Purchase Orders 130456 through 130543 in the amount of \$1,229,473.83 be approved.

- 6) That the following budget increases in the Restricted General Fund be approved:  
Increase of \$66,557.00 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 (Classified Salary) Object expense category | \$ 9,247.00  |
| Net decrease in the 2000 (Classified Salary) Object expense category | \$ 10,821.00 |
| Net decrease in the 4000 (Supplies) Object expense category          | \$ 2,676.00  |
| Net increase in the 5000 (Other/Services) Object expense category    | \$ 4,250.00  |
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:
- |   |             |
|---|-------------|
| Net increase in the 4000 (Supplies) Object expense category       | \$ 7,850.00 |
| Net increase in the 5000 (Other/Services) Object expense category | \$ 611.00   |
| Net decrease in the 6000 (Capital Outlay) Object expense category | \$ 8,461.00 |
- 9) That the following budget increase in the Child Development Fund be approved:  
Increase of \$2,675.00 in revenue and matching expenses to reflect funds received for  
FY 2012-2013.
- 10) That the following budget adjustments in the Child Development Fund be approved:
- |   |             |
|---|-------------|
| Net decrease in the 5000 (Other/Services) Object expense category | \$38,345.00 |
| Net increase in the 6000 (Capital Outlay) Object expense category | \$38,345.00 |
- 11) That the following budget adjustments in the Parking Fund Fund be approved:
- |   |           |
|---|-----------|
| Net increase in the 3000 (Benefits) Object expense category       | \$ 16.00  |
| Net decrease in the 4000 (Supplies) Object expense category       | \$ 400.00 |
| Net increase in the 5000 (Other/Services) Object expense category | \$ 384.00 |

**B. Management Personnel:**

- 12) That the Governing Board approve the following items:
- a) Employment of Jonathan Knolle, Associate Dean of Instructional Technology & Development, Academic Affairs, effective December 10, 2012, and approve the salary placement on the Administrative salary Schedule 2012-2013, step 1.
  - b) Resignation for the purpose of retirement of Carla Robinson, Executive Assistant to the President and Governing Board, 40 hours per week, 12 months per year, effective at the end of the day December 28, 2012.

**C. Faculty Personnel:**

- 13) That the Governing Board approve the following items:
- a) Authorize the recruitments for up to seven full-time, tenure track faculty positions as determined by the Superintendent/President.
  - b) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Fall 2012.

**D. Classified Personnel:**

- 14) That the Governing Board approve the following items:
- a) Employment of Gina Prue, Accounting Specialist, Fiscal Services, 40 hours per week, 12 months per year, effective November 29, 2012.
  - b) Resignation of Salvatore Ventimiglia, Instructional Specialist, English and Study Skills Center, 18 hours per week, 7 months and 19 days per year, effective at the end of the day November 5, 2012.
  - c) Resignation of Erin Cuentas, Instructional Specialist, Reading Center, 18 hours per week, 8 months and 11 days per year, effective at the end of the day, December 11, 2012.

- d) Resignation of Olivia Cessa, Administrative Assistant II, Marina Education Center, 19 hours per week, 10 months and 11 days per year, effective at the end of the day, October 29, 2012.
- e) Resignation of Chinyere Paige, Instructional Specialist, TRiO Program, 19 hours per week, 9 months per year, effective at the end of the 3 day, December 19, 2012.

E. Short Term and Substitute Personnel:

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

5. NEW BUSINESS

*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 Governing Board ratify the agreement to employ Dr. Walter Tribley as the Superintendent/President, effective December 17, 2012 and ending June 30, 2016.
- B. BE IT RESOLVED, that the 2012-2013 Monthly Financial Reports for the period ending October 31, 2012, be accepted.
- C. BE IT RESOLVED, that the Governing Board approve the updated Facilities Master Plan as recommended by the District's Facilities Committee and College Council.
- D. INFORMATION: Consideration of Refinancing of Measure I General Obligations Bonds, by Piper Jaffray representatives Ivory Li or Tim McCarty.
- E. INFORMATION: Review the 2013-2014 District Scheduled Maintenance and Special Repairs Five Year Plan.
- F. INFORMATION: Citizens' Bond Oversight Committee Annual Report for 2011-2012.
- G. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Lower Level Gymnasium Building 22 Modifications, DSA Application No. 01-111583, File No. 27-C1.
- H. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment #36 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural design services in conjunction with the renovation of the Student Center Building #29 (formerly called the College Center) at a fixed fee of \$365,000.00.
- I. BE IT RESOLVED, that the Governing Board authorize the Vice President for Administrative Services to enter into an agreement with the Chancellor's Office of the California Community Colleges, State of California, to participate in the Chancellor's Office Tax Offset Program (COTOP).
- J. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending September 30, 2012, as presented on Form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- K. INFORMATION: County of Monterey Investment Report for the quarter ending June 30, 2012.

- L. BE IT RESOLVED, that the following courses be approved:
  - ARTD 7A, 3D Arts & Technology I
  - ARTH 2, Art History: General Survey
  - ARTH 3, Western Art I
  - ARTH 4, Western Art II
  - ARTH 9, Survey of American Art
  - NURS 150, Nursing Program Readiness
- M. INFORMATION: Program Review for the Creative Arts Division.
- N. INFORMATION: Program Review for the Physical Sciences Division.
- O. INFORMATION: Education Master Plan Matrix.
- P. PUBLIC HEARING: Initial proposal of Monterey Peninsula College Teacher's Association (MPCTA)/CTA/NEA for negotiations for 2013-2014 and a successor agreement.
- Q. PUBLIC HEARING: Initial proposal of California School Employees Association, Chapter #245, MPCEA/CSEA for 2013-2014.
- R. BE IT RESOLVED, that the Governing Board ratify the attached Side Letter of Agreement between the District and MPCEA regarding the effects of layoff in the Child Development Center.
- S. BE IT RESOLVED, that the Governing Board designate one Trustee to serve on the MPC Foundation Board of Directors as a Designated Director with full voting rights.
- T. INFORMATION: Calendar of Events.

6. ADVANCE PLANNING

- A. Dr. Garrison's Retirement Party and Annual Administrators' Holiday Open House, Friday, December 7, 3:00-6:00pm, Library
- B. Regular Board Meeting Wednesday, December 12, 2012 at MPC (**note starting times**)
  - Closed Session, 12:00pm, Stutzman Room, Library and Technology Center
  - Regular Meeting, 1:30pm, Sam Karas Room, Library and Technology Center
- C. Dr. Garrison's MPC and Community Retirement Party:
  - Wednesday, December 12, 4:00-7:00pm, Marriott Hotel, Ferrante Room
  - Tickets or donation to "Dr. Douglas Garrison Fund for Educational Excellence" <https://secure.etransfer.com/MPCF/donate.cfm>.
- D. Fire Academy Graduation Thursday, December 13, 3:30 inspection; CSUMB Ballroom
- E. Future Topics:
  - 1) MPC Trustee and Faculty Designation to MPC Foundation Board, December
  - 2) Tour of Theatre and Gym First Floor

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 [www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard).*

*Posted November 21, 2012*