

Governing Board Report for Student Services

Presented by
Martin Johnson, Interim Vice President for Student Services

February 26, 2014

Child Development Center:

- The Child Development Center co-sponsored a large seminar at MPC on February 1st with First 5 Monterey County with over 300 Early Childhood teachers attending.
- Cathy Nyznyk, Director of CDC, has been appointed Catalyst for Region 4 Central California for the CCC Early Childhood Education organization.

Student Financial Services:

- Student Financial Services received 100 more FAFSA application than for 2012-13 as of this date.
- Outreach at Monterey High School on 2/13, and Pajaro Valley High School on 2/20/14.
- Cash for College Workshop at the Education Center in Marina on 2/22/14 from 9:00 a.m. to 1:00 p.m.

Student Services:

- Student Success planning efforts continue. Chris Piercy, Director of the K16 Bridge, www.k16bridge.org, presented his program at a Student Services meeting. Included in the meeting were Dean Laura Franklin from Academic Affairs and Mike Midkiff, IT Director. K16 Bridge is an on-line program that supports and prepares high school and reentry students for community college. It meets all Student Success and Common Core requirements and collects the data needed for continuation of Student Success funding. The program is presently being implemented at Hartnell, West Valley, Mission, and Victor Valley, among others and is being considered by Cabrillo, Gavilan and San Jose area colleges. It is very cost effective and Student Success funds can be used to obtain the services.
- The Emergency Response Planning Team has been working for the past two months to assess the college's emergency response readiness, develop an updated plan, identify needed resources, obtain funding, and develop a training plan. The plan includes being prepared for emergencies that occur at any time, day or night and will include collaboration with the City of Monterey and Monterey County.

Good Afternoon Board Members,

2/26/2014

Today I have attached a letter that I received from Scott Lay, President and Chief Executive Officer of the Community College League of California. He reports from Washington D.C. on February 5, 2014.

Today the Board will be looking at a RIF (Reduction In Force) list. All the positions on the list are classified members, we will work with the District and attempt to find those on the RIF lists other places on campus they can work as a result of retirements and other vacant positions.

MPCEA has signed a Tentative Agreement with the District to create a new position- Online Instructional Technology Specialist. MPCEA acknowledges that resources need to be moved in that direction. The Board will approve hiring for this position today.

MPCEA looks forward in hearing the District's response to our Sunshine Letter that was submitted at the last Board Meeting, which will be presented today to the Board. We hope to attend Interest Base Bargaining training soon with the District's negotiators and then start negotiations for the 2014-15 year.

MPCEA continues to meet with the District weekly at our EERC (Employer Employee Relations Committee). We have many supervisor based issues, especially in our custodian area.

MPCEA are in the planning stages with ASMPC to attend "the March on March" event in Sacramento on March 3rd 2014.

Loran J. Walsh

MPCEA Chapter President

"There is No Class without Classified"



The CSEA mission is: "To improve the lives of our members, students and community."



February 5, 2014

Dear Loran,

Good morning from Washington, DC. I'm heading over to Capitol Hill in a little bit, but I wanted to share with you the great day I had yesterday.

I was honored to be invited to be one of nine judges to decide the **Phi Theta Kappa All-USA Academic Team**. If you are unfamiliar with [Phi Theta Kappa](#), it is the international community college honors society that recognizes amazing community college students and promotes service on our campuses.

Now, I can't share with you details about who we advanced following reading several dozen applications. But, I can tell you that reading the applications was one of the best days of my career. I need not tell you that community colleges are the great equalizer, welcoming students regardless of their socioeconomic status, prior academic success, and life challenges.

These students are amazing and were a small subset of the 1,700 nominees from Phi Theta Kappa chapters across the country. There were the re-entry students, the cancer survivors, the moms with disabled children, the high school dropouts like me--and lots of folks affected by the recession that made community college the solid choice to begin their higher education.

On March 28, the League will once again host the Phi Theta Kappa luncheon for the 76 California honorees (part of the 1,700) from 40 of our colleges in Sacramento. Chancellor Brice Harris will join us again as our keynote speaker recognizing the students.

It's an event that League staff get excited about every year, as we often miss that opportunity to interact with students as we do your association's business. It only takes reading a few of the biographies and seeing the happy faces of family members--often observing their first generation college student be honored--to get recharged and carry us through the year.

If you don't have a Phi Theta Kappa chapter on your campus, I encourage you to consider helping see one [get started](#). While we continue to work hard to improve student success and completion, it is equally important to support the life-changing experience the commitment to academic excellence and service can provide.

Finally, if I'll be seeing you in DC next week for the National Legislative Summit, don't forget to [register for the California delegation events](#) and pack warmly!

Thanks,

A handwritten signature in black ink, appearing to read "Scott Lay", written in a cursive style.

Scott Lay
President and Chief Executive Officer
Orange Coast College '94



EXECUTIVE DIRECTOR'S REPORT TO MPC GOVERNING BOARD OF TRUSTEES February 26, 2014

Monterey Peninsula College Foundation supports MPC by being a strong advocate for the College in the community and by raising significant financial support for the College.

FUNDRAISING

1. **Total Monthly Donations Received in January 2014:** To be reported at the Board Meeting.

2. **President's Circle Campaign**

The 2013 President's Circle campaign goal was to raise \$250,000; by year-end, we raised \$251,310.

The 2014 President's Circle goal is to raise \$275,000 (\$190,000 from individuals and \$85,000 from business and other organizations). The campaign will begin in late spring/early summer.

3. **The Robert K. Bullock Journalism Scholarship**

In December 2013, the Foundation received \$149,384 from the estate of Mr. Robert Bullock. Representatives of his estate have informed the Foundation that we will receive the remainder of his estate in the next few months, which is valued at almost \$2 million.

EVENTS

1. **The 2014 Celebration of College Philanthropy**

The 2014 Celebration of College Philanthropy will be held on Sunday, February 23rd in the Library & Technology Center. In addition to recognizing our 2013 President's Circle and Campus Circle donors, we will be celebrating the Foundation's 20th anniversary and the 10th anniversary of the Library building's opening. Further, Mr. Robert Bullock will be honored posthumously as our 2013 Donor of the Year.

2. **Lobo Hall of Fame**

The 2014 Lobo Hall of Fame will be held on March 1, 2014 at the Marriott in downtown Monterey.

3. **President's Address to the Community**

The 2014 President's Address to the Community will be held on Friday, May 16, 2014 at the Monterey Conference Center.

COLLEGE SUPPORT

1. Applications for Spring 2014 Faculty & Staff Advancement Awards are due February 27, 2014. Awards will be made following Board approval on March 12, 2014.
2. The Foundation distributed over \$20,000 in spring scholarship checks in January. Students were invited to pick up their checks and meet with Foundation staff to have their photographs taken and share their stories with us.



**HIGHLIGHTS OF
REGULAR BOARD MEETING
January 16, 2014**

1. *Mary Ann Carbone, Board Chair, called the meeting to order then introduced and welcomed new board member, Alana Myles. Alana will serve as an alternate board member representing Monterey Peninsula Unified School District. Welcome Alana!*
2. *Margie Allen, Program Officer, Family Service Centers, introduced staff members Katharina Garrido, Program Coordinator and Adolf Rossi, Domestic Violence Counselor. Both Katharina and Adolf work for the Family Service Centers located in Salinas and Seaside. Katharina explained that the Supervised Visitation program provides a safe time/family environment for children's supervised visits with their non-custodial parents and that the program also provides safe exchanges as well as reports to the court. She also gave an overview of the fees charged for services. Unfortunately, there is no other funding at this time. However, a portion of the fees are covered by a City Development Block Grant. Katharina also shared with the board that donations for the playroom at the Family Service Center in Seaside are always welcome!*

Adolf Rossi, Domestic Violence Counselor, reported on the Domestic Violence/Anger Management programs. Both programs are probation-certified group treatment programs for domestic violence offenders and are typically court ordered cases. The fees are \$20 to \$40 per session and take place one time per week. A question and answer period followed.

3. *Board Chair, Mary Ann Carbone announced the recent changes to the Brown Act which took effect January 2014. All actions taken by the board will be recorded in the minutes as unanimous-or the minutes must reflect how each individual board member voted.*
4. *The Board approved the resolution authorizing the CEO, CFO and/or CPO to sign contracts, agreements, leases, deeds, etc.*
5. *The board tabled the item to approve the revised Fiscal Manual. Lori Andre, Executive Assistant will forward copies of the manual to all board members for review with all changes identified and the item will be brought back to the board at the February 2014 regular board meeting.*
6. *Harvey Kuffner, Finance Committee member, gave the board the January Finance Committee report. The dashboard shows the county receivables are more than 60 days overdue, possibly because of county staff turnover. However, the current dashboard does not reflect funds recently received. The income statement shows a net income of over \$88K for November. In reviewing the Stewardship Fund and Fidelity statements, it was reported that the bond funds in Fidelity are not doing too well and the Committee has decided to review the Fidelity Investments and bring their recommendations back to the board for discussion/action at the February board meeting.*
7. *Robin McCrae, CEO, gave the board an update on the changes and new opportunities available to CHS due to the Affordable Care Act. The first opportunity to consider would be to develop an outpatient drug treatment program. Potentially, this Medi-Cal program would be implemented at Off Main Clinic and Family Service Center in Seaside. The second opportunity to consider would be to develop a residential Medi-Cal treatment program at Genesis House. These new opportunities will*

be discussed at the Management retreat and with the Strategic Planning Committee and brought back to the board at the February regular board meeting.

8. *Rob Rapp, Development Director, gave the Development Report for January 2014. A copy of the report was also provided in the packet for board review. Rob reported that individual donations are down about \$9,000 from this time last year but should increase with the Birdies for Charity and Monterey County Weekly fundraising events. This year, we are at 106% of last year's grant income. Rob asked board members for their support in the upcoming 8th Annual "All Women's Ball" event taking place on Saturday, February 1, 2014 from 8:00 -11:00 p.m. This exciting event will be held at the All Saints Episcopal Church located at 9th and Delores Street in Carmel. The suggested donation is \$20.00 per person. Rob also announced that he starts the LEAD program in February.*
9. *Curt Parker, board member representing MPUSD, was appointed to the Personnel Committee to replace previous board member Mike Xavier.*
10. *Mary Ann Carbone, Board Chair and Facilities Committee member, reported that the staircases at GH need to be repaired/replaced and that she will be making the necessary contacts and writing letters to ask for bids.*
11. *Alan Cohen, board member, reported that the Bylaws Committee met in December to discuss quorum. The proposed revision was forwarded to the attorney and will be brought back to the board for discussion/action in February.*
12. *Nancy Amadeo, JPA Membership Committee member, reported that a meeting was held in December. Informational notes taken at the meeting were provided to the board for review. Discussion followed.*
13. *Nancy Amadeo, Homeless Committee member, reported that the committee members met in December. Nancy Amadeo, Deborah Smith and Rob Rapp ~~at~~ also attended an I-HELP meeting earlier in January. Discussion and suggestions on topics covered at the meeting followed. The committee will meet again and report at the next board meeting in February.*
14. *Nancy Amadeo, board member, has been appointed to serve on the Committee of the League of California Cities. The Committee will meet four times and she would appreciate any input CHS has to offer to report out at future meetings.*
15. *Robin McCrae, CEO, will be conducting an upcoming peninsula tour of CHS programs. CHS board members that wish to participate, please contact Lori Andre, Executive Assistant at Administration.*
16. *Highlights from the CEO's Report included:*
 - *The CEO and CFO conducted interviews for a temporary bookkeeper to fill in while one of our bookkeepers is on leave. A candidate was selected and will be offered the position.*
 - *The CEO extended the invitation to all board members to attend the Management Mini-Retreat at Shoreline on January 21, 2014 from 9:00a.m. until 12:00 p.m.*

The next regular board meeting is scheduled for Thursday, February 20, 2014 from 11:00 a.m. to 1:00 p.m. at the Sand City City Hall, Sand City, CA.

MPC
Active Bond/Facility Projects Update
February 11, 2014

Humanities / Old Student Services / Business Humanities – The project is receiving State matching funds. Phase 1 (Old Student Services Building) and Phase 2 (Humanities Building) have been completed. The last phase of this project is the demolition of the Business Humanities building and a new parking lot in its place. This will result in improved traffic circulation and 66 additional parking spaces. The parking lot was completed before commencement of classes. Landscaping is almost complete, and a notice of completion will be filed shortly.

Swing Space – The General Classrooms building and the Swing Space Village buildings have been renovated to accommodate the needs of the Student Center and the Arts Complex. Upon completion of the Student Center and Arts Complex next summer, the swing space will no longer be needed and the rented relocatable buildings will be returned to the vendors and the remaining areas will be renovated to suit the needs of the college.

Infrastructure – Site work (lighting, parking lots, sidewalks) will be ongoing for the next few years.

Pool / Equipment Building / Site Work – The pool was filled on January 23, 2014 (ahead of schedule). The pool equipment has been installed, and the department of health has inspected the pool. MPC maintenance technicians are being trained. Landscaping and miscellaneous site work is being done, and the pool project is anticipated to be completed by the end of February (ahead of schedule).

Student Center – Roofing has been completed and the high bay windows have been installed. The interior metal stud walls have been installed, and the electrical and plumbing rough-in is complete. Drywall is now being installed. Completion is still scheduled for summer of 2014.

Arts Complex – Interior framing is complete. Interior electrical, mechanical and plumbing rough-in continues. Roofing work continues. Drywall will be installed after rough-in has been completed. Site work and utility work continue. Completion is scheduled for the summer of 2014.

Music Building – MPC is applying for matching State funding for the renovation of some of the existing Music buildings.

Facilities Committee – The Committee meets to review project budgets and schedules. The next meeting is tentatively scheduled for the end of February.

Cost Control Report

2/11/2014

Life Science / Physical Science

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 1,080,000	\$ 1,080,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 7,400,000	\$ 7,400,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 980,000	\$ 980,000	\$ -	
Test & Inspect.	\$ 210,000	\$ 210,000	\$ -	
Cnstr Mgmt Fee	\$ 625,000	\$ 625,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and Equipment will be from a separate fund.
Other	\$ 505,000	\$ 505,000	\$ -	Includes hazmat, demolition, IT and future allowance.
Total	\$10,800,000	\$10,800,000	\$ -	

Summary: The present budget is \$10,800,000. The Life Science and Physical Science buildings have been completed, and final costs are being compiled.

Old Student Services / Humanities / Business

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 1,100,000	\$ 1,100,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 4,110,000	\$ 4,110,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 411,000	\$ 411,000	\$ -	
Test & Inspect.	\$ 231,000	\$ 231,000	\$ -	
Cnstr Mgmt Fee	\$ 330,000	\$ 330,000	\$ -	
Equipment	\$ 132,000	\$ 132,000	\$ -	Equipment partially State funded
Other	\$ 300,000	\$ 300,000	\$ -	Includes hazmat, demolition and IT
Total	\$ 6,614,000	\$ 6,614,000	\$ -	

Summary: It is important to recognize that this is a State "match" funded project (State will fund \$3,318,000 and MPC will fund \$3,296,000). The original budget of \$3,845,000 that MPC was to contribute has now been reduced to \$3,296,000 due to the bids coming in lower than the budget. This results in a potential savings to the MPC bond budget of \$549,000. Phase 1 (Old Student Services Building) and Phase 2 (Humanities Building) have been completed. Demolition of the Business/Humanities buildings has been completed and the parking lot was opened before the commencement of classes. Landscaping work has almost been completed. The project is scheduled for completion in spring 2014.

Arts Complex

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 450,000	\$ 450,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 2,400,660	\$ 2,400,660	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 240,000	\$ 240,000	\$ -	
Test & Inspect.	\$ 130,000	\$ 130,000	\$ -	
Cnstr Mgmt Fee	\$ 120,000	\$ 120,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and equipment will be from a separate fund
Other	\$ 1,383,340	\$ 1,383,340	\$ -	Includes contingency for future Art Dimensional construction
Total	\$ 4,724,000	\$ 4,724,000	\$ -	

Summary: The "Other" budget is higher than typical projects because work needs to be done on the Art Dimensional building (this work will be done in the future). Construction continues as scheduled, and the project will be completed in summer 2014.

Student Center

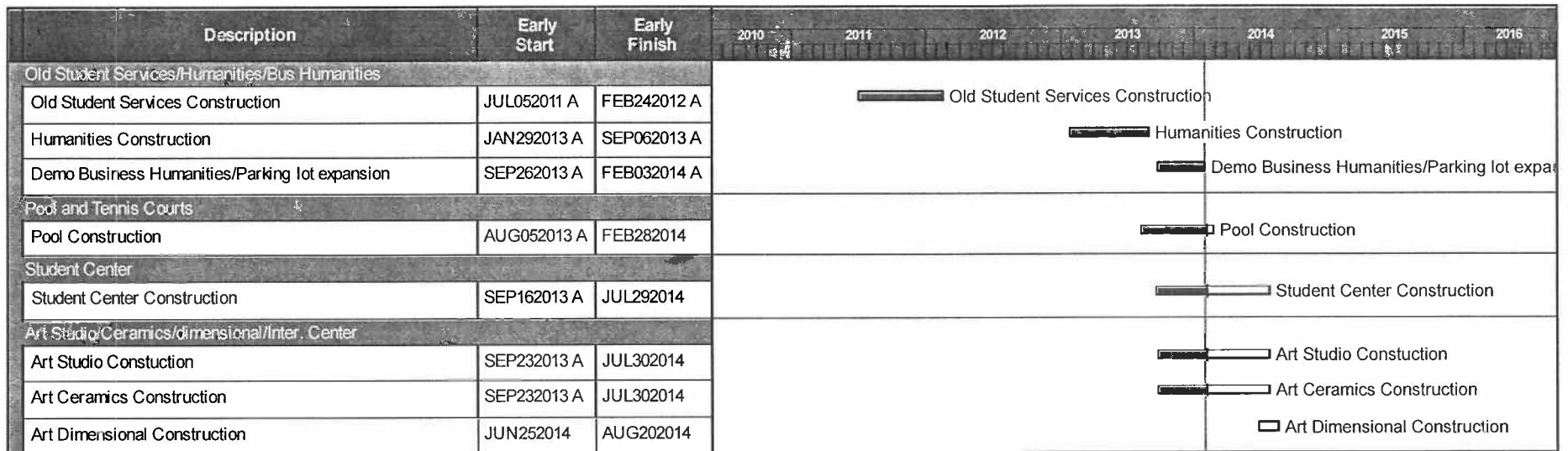
	Budget	Current Projection	Variance	Comments
Design Phase	\$ 370,250	\$ 370,250	\$ -	Includes architect fees, printing, etc.
Constructn bid	\$ 4,525,000	\$ 4,525,000	\$ -	Actual bid amount
C.O. Contngcy.	\$ 452,500	\$ 452,500	\$ -	10% of construction bid
Test & Inspect.	\$ 128,000	\$ 128,000	\$ -	
Cnstr Mgmt Fee	\$ 226,250	\$ 226,250	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture & Equipment will be from a separate fund.
Other	\$ 250,000	\$ 250,000	\$ -	Includes hazmat abatement, demolition, IT and other costs.
Total	\$ 5,952,000	\$ 5,952,000	\$ -	

Summary: The budget is \$5,952,000, and projections are within that budgeted amount. Construction continues as scheduled, and the project will be completed in summer 2014.

Pool

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 330,549	\$ 330,549	\$ -	Includes architect fees, DSA fees, bid drawings, etc.
Constructn bid	\$ 1,774,000	\$ 1,774,000	\$ -	Actual bid amount
C.O. Contngcy.	\$ 177,400	\$ 177,400	\$ -	
Test & Inspect.	\$ 96,000	\$ 96,000	\$ -	
Cnstr Mgmt Fee	\$ 97,570	\$ 97,570	\$ -	
Equipment	\$ -	\$ -	\$ -	
Other	\$ 165,000	\$ 165,000	\$ -	Includes hazmat and demolition, etc.
Total	\$ 2,640,519	\$ 2,640,519	\$ -	

Summary: In this project, the scope originally included pool and tennis courts. The project was bid with the tennis courts as an alternate to determine the cost for doing the tennis courts. Unfortunately, due to conditions such as poor soils and extensive hazmat abatement, the pool/tennis courts came in over budget and, therefore, the tennis court work could not be done under this budget. The projected costs are within the approved budget. Construction is almost complete.



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**Monterey Peninsula College
MPC Master Project Schedule**

- Early bar
- Progress bar
- Critical bar
- Summary bar
- Start milestone point
- Finish milestone point

BOND EXPENDITURE REPORT 1/31/14

Total Budget With Other Funds	Projects	A Total Bond Budget	B Total Bond Prior Year Expenses	C 2013-2014	A-B-C	(B+C)/A	
				Year to Date Bond Payments	Bond Budget Balance	% Bond Cost	% Construction Schedule
	In Process						
\$4,724,000	Arts Complex	\$4,724,000	\$414,845	\$574,944	\$3,734,211	21%	35%
\$5,952,000	College Center Renovation	\$5,952,000	\$419,124	\$1,293,024	\$4,239,852	29%	38%
\$4,000,000	Furniture & Equipment	\$5,685,000	\$4,298,589	\$278,747	\$1,107,664	81%	75%
\$7,690,000	Humanities, Bus-Hum, Student Services	\$3,296,000	\$2,021,712	\$1,017,163	\$257,125	92%	99%
\$6,466,000	Infrastructure - Phase III	\$6,466,000	\$6,431,031	\$9,133	\$25,836	100%	94%
\$10,750,000	Life Science/Physical Science	\$10,750,000	\$9,261,094	\$1,237,742	\$251,164	98%	100%
\$3,830,000	PE Phase II - Gym/Locker Room Renov.	\$3,830,000	\$3,810,036	\$0	\$19,964	99%	100%
\$2,640,519	Pool/Tennis Courts Renovation	\$2,640,519	\$224,502	\$1,334,950	\$1,081,067	59%	95%
\$4,600,000	Swing Space / Interim Housing	\$5,800,000	\$5,356,269	\$332,162	\$111,569	98%	100%
\$10,400,000	Theater	\$10,400,000	\$10,153,094	\$131,380	\$115,526	99%	100%
\$1,667,699	General Contingency	\$0	\$0	\$0	\$0	0%	0%
\$62,720,218	Total in Process	\$59,543,519	\$42,390,296	\$6,209,245	\$10,943,978		
	Future						
\$1,200,000	Music	\$1,200,000	\$46,270	\$0	\$1,153,730	4%	0%
\$12,000,000	PSTC Parker Flats	\$6,000,000	\$70,500	\$0	\$5,929,500	1%	0%
\$13,200,000	Total Future	\$7,200,000	\$116,770	\$0	\$7,083,230		
	Completed						
\$1,057,576	Early Start/Completed-HVAC Repairs	\$618,539	\$618,539	\$0	\$0	100%	100%
\$2,965,574	Early Start/Completed-New Plant Serv Bldg	\$487,574	\$487,574	\$0	\$0	100%	100%
\$599,414	Early Start/Completed-Telephone System	\$599,414	\$599,414	\$0	(\$0)	100%	100%
\$67,671	Family Consumer Science	\$67,671	\$67,671	\$0	\$0	100%	100%
\$1,517,774	Gym - floor/seismic/bleachers	\$877,847	\$877,847	\$0	\$0	100%	100%
\$2,481,607	Infrastructure - Phase II	\$2,481,607	\$2,481,607	\$0	\$0	100%	100%
\$20,886,001	Infrastructure - Phase I	\$20,886,001	\$20,886,001	\$0	\$0	100%	100%
\$2,117,203	Lecture Forum Renovation	\$2,117,203	\$2,117,203	\$0	\$0	100%	100%
\$7,427,191	New Admin / Old Library Renovation	\$4,712,191	\$4,712,191	\$0	(\$0)	100%	100%
\$5,413,198	New Child Development Center Bldg	\$1,029,198	\$1,029,198	\$0	\$0	100%	100%
\$21,420,211	Other Early start / completed	\$1,950,012	\$1,950,012	\$0	\$0	100%	100%
\$17,336,569	PE Field Track, Fitness Building	\$17,236,569	\$17,236,569	\$0	\$0	100%	100%
\$863,697	Social Science Renovation (inc. Seismic)	\$863,697	\$863,697	\$0	\$0	100%	100%
\$7,478,201	Public Safety Training Center Renov.	\$7,478,201	\$7,478,201	\$0	\$0	100%	100%
\$1,000,000	Auto Technology Building	\$958,602	\$958,602	\$0	(\$0)	100%	100%
\$2,300,000	Business Computer Science	\$2,215,418	\$2,215,418	\$0	\$0	100%	100%
\$8,300,000	New Ed Center Building at Marina	\$8,300,000	\$8,234,700	\$0	\$0	99%	100%
\$9,700,000	New Student Services Building	\$9,700,000	\$9,681,388	\$0	\$0	100%	100%
\$112,931,887	Total Completed	\$82,579,744	\$82,495,833	\$0	(\$1)		
\$188,852,105	Total All Projects	\$149,323,263	\$125,002,899	\$6,209,245	\$18,027,207		
	General Institutional-Bond Management		\$5,211,924	\$90,859			
			\$130,214,823	\$6,300,104			
	Total Bond Funds Spent to Date		\$136,514,927				