

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

REGULAR BOARD MEETING

WEDNESDAY, MARCH 23, 2016

11:00am, Closed Session: Stutzman Room, Library Technology Center
1:30pm, Regular Meeting: Sam Karas Room, Library Technology Center

980 Fremont Street, Monterey CA 93940

<http://www.mpc.edu/about-mpc/leadership/board-of-trustees>

MINUTES

1. **CALL TO ORDER** – Chair Rick Johnson called the meeting to order at 11:00 a.m.
2. **ROLL CALL**
Present:
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Mr. Rick Johnson, Chair
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
 - A. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCEA/CSEA
 - b) Agency Representatives: Susan Kitagawa, Laurence E. Walker, and Steven L. Crow, Ed.D
 - B. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCTA/CTA
 - b) Agency Representatives: Susan Kitagawa, Michael Gilmartin, Kiran Kamath, and Steven L. Crow, Ed.D
 - C. Public Employee Evaluation (Government Code Section 54957)
Title: Superintendent/President, Quarterly Evaluation
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL** – Chair Johnson asked for Roll Call at 1:30 p.m.
Present:
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Mr. Rick Johnson, Chair
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President

Absent:
Mr. Stephen Lambert, Student Trustee

7. PLEDGE OF ALLEGIANCE

The Board of Trustees recited the Pledge of Allegiance.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION – Chair Johnson reported that no action was taken.

9. APPROVAL OF AGENDA

Motion Steck / Second Coppernoll / Carried.

2015-2016/114

Vice Chair Steck noted the revisions to the Consent Agenda (Items B and D). / New Business Agenda Item B was moved ahead of New Business Agenda Item A.

Student Advisory Vote:	ABSENT:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

10. RECOGNITION

A. Moment of Silence

- 1) Maureen Girard, MPC Faculty, deceased January 13, 2016.
- 2) Bernard C. Revoir, MPC Faculty, deceased January 24, 2016.

B. Acknowledgement of Guests

11. PUBLIC COMMENTS

- A. Georgia Van Dam, MPC Faculty: Ms. Van Dam read from her [written comments](#).
- B. Gary Bolen, MPC Faculty: Mr. Bolen announced his resignation from MPC for the purpose of retirement and spoke of the opportunity it provides for MPC to demonstrate to the community its commitment to the Theatre Arts program. He recommended that the position be filled as soon as possible.
- C. Kathleen Rozman, MPC Faculty: Ms. Rozman emphasized the importance of clear, accurate, and consistent communication between administration and faculty. She expressed displeasure with the scheduling process and suggested more faculty involvement. She also remarked on the ideas to expand administration in the current climate.
- D. Theresa Del Piero, Actor and Monterey Peninsula Community Theatre Company Charitable Trust Board Member: Ms. Del Piero urged that a replacement for Gary Bolen be hired swiftly.
- E. Kim Tran, Asian Student Association Member: Ms. Tran announced the 15th Annual Asian Culture Show on April 16th and invited the Board to attend. / She also thanked the sponsors.

12. CORRESPONDENCE AND PUBLICATIONS

A. MPC All User Emails

- 1) MPC Foundation: “Special Announcement from MPC Superintendent/President”
- 2) Dr. Walt Tribley: “American Flags at Half-Staff to Honor Antonin Scalia, Associate Justice of the United States”
- 3) MPC Online Support Team: “Spring 2016 MPC Online Professional Development + Canvas LMS Evaluation”
- 4) Massage Therapy Program: “Massage Lab Open beginning 2/19/16”
- 5) Dr. Walt Tribley: “All Campus (District) Forum: A Summary Review of 2014-15 Finances and the 2016-17 Budget Development Process”

- 6) Shawn Anderson: "MPC Regular Board Meeting, February 24, 2016"
- 7) Kiran Kamath: "Funding for STEM Capacity-Building Projects Deadline February 29th"
- 8) MPC Foundation: "Spring FASA Grants Available!"
- 9) Eileen Crutchfield: "Today: VA Mobile Van"
- 10) Kiran Kamath and Beccie Michael: "Update: Professional Development Opportunity for Faculty and Staff in STEM Disciplines: Deadline Extended to March 11, 2016"
- 11) MPC History Club: "MPC History Club Speaker: Dr. David Yamada"
- 12) Deborah Ruiz: "Welcome to new Library Staff Member Colton Miller"
- 13) Vicki Nakamura: "Citizens' Bond Oversight Committee Meeting Agenda for February 29, 2016"
- 14) Institutional Committee on Distance Education and MPC Online Support Team: "Canvas Evaluation Update – Workshop Reminders & Final Open Forum Date"
- 15) MPC Foundation: "2016 President's Address to the Community"
- 16) MPC Athletic Department: "MPC Men's Basketball Team"
- 17) Amy Cavender: "MPC Storm Ready Information"
- 18) MPC Student Financial Services: "2016-2017 MPC Scholarship Listing"
- 19) Dr. Walt Tribley: "All Campus Enrollment Management and Scheduling Best Practices Workshops on March 16"
- 20) Carlis Crowe-Johns: "Preliminary Review List for Service Awards 2016"
- 21) Dr. Walt Tribley: "American Flags at Half-Staff to Honor Nancy Reagan, Former First Lady of the United States"
- 22) MPCEA and District Negotiating Teams: "MPCEA and District Reach Agreement: Joint Communications from the Interest-Based Bargaining Process"
- 23) Dr. Walt Tribley: "Save the Date: Employee Recognition Ceremony on Friday, May 20, 2016"
- 24) Dr. Walt Tribley: "Thank you negotiators! Fwd: MPCTA and District Reach Agreement: Joint Communications from the Interest-Based Bargaining Process"
- 25) Dr. Walt Tribley: "Progress Regarding Student Learning Outcomes Assessment"
- 26) Susan Kitagawa: "Announcing the Vice President of Student Services Finalists and Forums"

B. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media

- 1) *Monterey Herald* / January 20, 2016: Obituary: Maureen Girard (1940-2016)
- 2) *Monterey Herald* / February 10, 2016: "Area roundup: Lobos knock Cabrillo from unbeaten ranks"
- 3) *Monterey Herald* / February 12, 2016: Obituary: Bernard C. Revoir (1922-2016)
- 4) *Monterey Herald* / February 27, 2016: "Seniors: 'Perfect storm' brought together MPC's team for the ages"
- 5) *Monterey Herald* / February 27, 2016: "Area roundup: Palma falls to Serra; MPC upsets Chabot"
- 6) *Monterey Herald* / March 2, 2016: "Monterey students celebrate Read Across America"

13. CONSENT CALENDAR

BE IT RESOLVED,

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

- 1) That the Governing Board approves the minutes of the Regular Board meeting on February 24, 2016.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.

- 3) That the February 29th payroll in the amount of \$2,079,518.13 and the March 10th supplemental payroll in the amount of \$166,839.75 be approved.
- 4) That Commercial Warrants: 12211093 through 12211096, 12211800 through 12211837, 12212468 through 12212498, 12214474 through 12214502, 12215191 through 12215231, 12216733 through 12216752, in the amount of \$548,109.04 be approved.
- 5) That Purchase Orders B1600460 through B1600500 in the amount of \$202,478.97 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:
 Increase of \$119,072.13 in funds received for FY 15-16.
 Increase of \$25,974.33 in funds carried forward from FY 14-15 to FY 15-16.
- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	19,616.52
Net increase in the 2000 (Classified Salary) Object expense category	\$	1,250.65
Net decrease in the 3000 (Benefits) Object expense category	\$	738.24
Net increase in the 4000 (Supplies) Object expense category	\$	15,853.75
Net increase in the 5000 (Other Services) Object expense category	\$	28,481.25
Net decrease in the 6000 (Capital Outlay) Object expense category	\$	22,250.00
Net decrease in the 7000 (Other Outgo) Object expense category	\$	2,980.89
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 1000 (Certificated Salary) Object expense category	\$	5,696.83
Net increase in the 2000 (Classified Salary) Object expense category	\$	315.45
Net increase in the 3000 (Benefits) Object expense category	\$	1,518.62
Net increase in the 4000 (Supplies) Object expense category	\$	50.00
Net decrease in the 5000 (Other Services) Object expense category	\$	6,950.00

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Ms. Elizabeth Schalau will receive a 5% stipend for participating on the District negotiating team for MPCEA/CSEA, effective March 15, 2016 through April 26, 2016.
 - b) Ms. Elizabeth Schalau will receive a 5% stipend for additional Human Resources duties performed during the absence of the Associate Dean of Human Resources, effective March 24, 2016 through April 26, 2016.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Continue the employment of Dawn Rae Davis, Gender & Women's Studies Instructor for the 2016/2017 academic year, under Education Code 87470.
 - b) Continue the employment of Amber Kerchner, Counselor for the 2016/2017 academic year, under Education Code 87470.
 - c) Continue the employment of Grace Anongchanya, TRIO Coordinator/Counselor; Sandra Washington, Upward Bound Counselor; Christopher Calima, Math Science Upward Bound Coordinator; and Heather Bowers, Upward Bound Counselor; as categorically funded employees for the 2016/2017 academic year, under Education Code 87470.
 - d) Resignation of Gary Bolen, Chairman, Theatre Arts Department, effective August 6, 2016 for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Bolen has served as a faculty member since 1999.
 - e) Each month, individuals are hired as part-time, substitute, and overload. The attached lists includes hires for Spring 2016.

D. Classified Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Release of employee #159821 from probation, effective February 25, 2016.
 - b) Resignation of Michelle Moore, Payroll Analyst, Fiscal Services, 40 hours per week, 12 months per year, effective at the end of the day, March 23, 2016, for purpose of internal transfer.
 - c) Employment of Michelle Moore, Student Financial Services Coordinator, 40 hours per week, 12 months per year, effective March 24, 2016.
 - d) Employment of John Skellenger, Administrative Assistant III, Faculty Contracts, Academic Affairs, 40 hours per week, 12 months per year, effective March 24, 2016.
 - e) Resignation of Chrystal Taguiran, Reading Instructional Specialist, Reading Center, 18 hours per week, 8 months, 11 days per year, effective January 28, 2016.
 - f) Resignation of Danielle Hodgkins, Financial Services Coordinator, Student Financial Services, 40 hours per week, 12 months per year, effective March 24, 2016.
 - g) Resignation of David Buckley, Laboratory Specialist II, Physical Science, 19 hours per week, 9 months per year, effective August 19, 2016.
 - h) Employment of Margaret Moser, Administrative Assistant III, Academic Affairs, 40 hours per week, 12 months per year, effective March 28, 2016.

E. Volunteers

- 1) That the Governing Board approve the individuals listed for volunteer assignments.

F. Short Term and Substitute Personnel

- 1) 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.

Motion Steck / Second Coppernoll / Carried.

2015-2016/115

Chair Johnson noted the revisions to Consent Agenda Items B and D.

Student Advisory Vote:	ABSENT:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

14. NEW BUSINESS

New Business Agenda Item A was considered after New Business Agenda Item B.

- A. BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending February 29, 2016, be accepted.

Motion Dunn Gustafson / Second Brown / Carried.

2015-2016/116

Student Advisory Vote:	ABSENT:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

Dr. Crow noted the following:

- 1) The Monthly Financial Report now reflects the encumbrances.
- 2) Although the District is receiving less revenue than we had projected as a result of prior year overages, our budget is not affected because we had encumbered and allowed for that liability.

Therefore, the District’s re-payment to the state for the funds given to us in the prior year is indicated in the report.

- 3) Stability Funding is being discussed at the state level, but is not likely to become reality in the near future.
- 4) The District’s contingency funds will ensure that the child care services we provide will not be impacted by the fact that the state has not yet fully reimbursed us.

Dr. Crow also addressed questions regarding the Self Insurance Fund, including the experience rate. He explained the complexities of closely predicting the experience rate for the budget. He also reported that the Health and Welfare Cost Containment Group (comprised of Faculty, Classified, and District representatives) will be reviewing the experience rate and making recommendations for actions to be undertaken. P/VP (President/Vice Presidents) and other appropriate bodies will then review these recommendations and bring forward to the Board any necessary adjustments for approval.

A discussion ensued regarding vacant positions and the reasons for maintaining them in the budget. Dr. Tribley explained that some vacant positions are kept in the budget either because there is intent to fill the position or to ensure that the staffing gaps are clearly indicated and reviewed. He noted that removing vacant positions from the budget can lead to erroneous conclusions regarding the health of the college as it relates not just to the budget, but to sufficient staffing.

- B. INFORMATION: Consideration of financing of Measure I General Obligation Bonds. See proposed resolution (Attachment A) for April 2016 Board meeting.

New Business Agenda Item B was considered prior to New Business Agenda Item A.

Ivory Li, Managing Director of Piper Jaffray & Co., gave a [presentation](#) to the Board regarding the refinancing opportunity for the Measure I Bond Program. / She reported that the market has been very volatile in recent weeks. She also noted that we can determine the best time to go into the market once all appropriate steps—such as getting our rates refreshed—have been undertaken. / Dr. Tribley explained that the money saved from the refinancing will go to the taxpayers (an estimated \$225 per household over the course of the refund, depending on market conditions). / Dr. Steck stated, for the record, that his wife worked in the bond industry and works, on occasion, with Mr. David Casnocha (Public Finance Attorney at Stradling Yocca Carlson & Rauth) and Ms. Li. He also stated that he has received legal advice that he may not have to abstain from voting when this item is brought before the Board for approval. / It was noted that the set of documents that the Board will receive in April will be slightly modified to capture all necessary updates.

- C. BE IT RESOLVED, that the following new program be approved:

New Program:

Massage Therapist (Certificate of Training – Credit Only)

Motion Steck / Second Coppernoll / Carried.

2015-2016/117

Student Advisory Vote:	ABSENT:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- D. BE IT RESOLVED, that the Governing Board proclaims the week of April 10-16, 2016 as the “Week of the Young Child.”

Motion Dunn Gustafson / Second Brown / Carried.

2015-2016/118

Student Advisory Vote:	ABSENT:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

- E. BE IT RESOLVED, that Board Policy 6700 – Civic Center and Other Facilities Use; be adopted.

Motion Steck / Second Dunn Gustafson /

The motion was amended to accept Board Policy 6700 with the inclusion of the revision to the last line of the third paragraph. Carried.

2015-2016/119

Student Advisory Vote:	ABSENT:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

Revision

Add “one” to the last line of the third paragraph: “... with one or more of these actual or perceived characteristics, or on any basis prohibited by law.”

- F. BE IT RESOLVED, that the Governing Board votes for the following person(s) to the California Community College Trustees (CCCT) Board:

Dr. Loren Steck

Motion Coppernoll / Second Brown / Carried.

2015-2016/120

The motion amended to nominate Dr. Loren Steck.

Student Advisory Vote:	AYE:	Lambert
AYES: 4	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 1	MEMBERS:	Steck

- G. INFORMATION: Calendar of Events

Dr. Tribley noted that MPC is entering into the celebration season and expressed appreciation to the Board for their attendance at the celebrations. / The 10th Annual President’s Address to the Community on April 22nd and the City of Monterey’s Fourth of July Parade also were announced. Chair Johnson requested MPC’s continued participation in the Fourth of July Parade.

BREAK: 2:40 – 3:01 p.m.

15. REPORTS AND PRESENTATIONS

- A. MPC Foundation

➔ Executive Director Report: ~~Ms. Beecie Michael~~ Dr. Walt Tribley

Dr. Tribley highlighted items from Ms. Michael’s written report. / He reported that the Foundation has met their fundraising goals. / He emphasized the importance of the major gifts

received from Bob Bullock and Howard and Karen Evans to our students, as well as the formation of the Booster Club, which formalized our athletics fundraising. / He invited the Board to attend the April 7th reception, during which a sculpture donated by Dale Meyer will be unveiled at the MPC Library. / He also underscored the importance of the Foundation to MPC and thanked them for their support.

2) Monthly Donations: \$65,460.83

B. Student Success and Achievement Report: “Scorecard 2015: Moving the Needle,” Dr. Rosaleen Ryan

Dr. Ryan presented her report, “[Scorecard 2015: Moving the Needle](#).” / Ms. Ryan and Mr. Larry Walker, Interim Vice President of Student Services, also reported that we will now be able to more directly intervene to assist the students represented in this study. This is possible because: 1) the data files now include student ID numbers, enabling us to identify these students; 2) we will have the staffing to proactively reach out to these students due to three new categorical student coordinator positions that were specifically designed for follow-up services.

C. Update regarding Course and Program Assessment at MPC: Ms. Catherine Webb

Dr. Tribley briefly reviewed a recent history of events regarding Course and Program Assessment at MPC. In August 2015, the Accreditation Commission for Community and Junior Colleges (ACCJC) alerted us to issues regarding our assessment of learning outcomes—an area we had also identified in our self-study as needing improvement. He explained that he immediately called together a group to address this issue and acknowledged them for their efforts. (The group is comprised of Ms. Kiran Kamath, Mr. Larry Walker, Dr. Steve Crow, Ms. Catherine Webb, Dr. Fred Hochstaedter, Mr. Michael Gilmartin, Ms. Laura Franklin, Dr. Jon Knolle, Dr. Rosaleen Ryan, Ms. Vicki Nakamura, Jamie Dagdigian, Daniel Phillips, and Rushia Turner. He credited Dr. Hochstaedter for re-envisioning the SLO Committee as the Learning Assessments Committee. He also acknowledged the efforts of the MPCTA and the District to negotiate an agreement that will provide additional financial compensation to the faculty for the unusual amount of SLO assessments we hope to achieve between now and June 2016.

Ms. Webb presented her report, “[Accreditation Update: Course and Program Assessment Progress](#).”

Dr. Tribley explained the importance of this report, which provides clarity about where MPC stands and the metrics for measurement we must use to monitor our progress—all of which contribute to our understanding of what we must do moving forward. Dr. Tribley and Ms. Webb pointed out that the cycle of assessment also is important because it will assist us with curriculum development and will enable us to prevent the spread of misinformation about courses that are currently being offered. / A discussion ensued regarding the impact of assessments on faculty. Ms. Webb noted that she does not consider assessments to be onerous, because, as an instructor, she thinks about them constantly. She provided an example of another faculty member who feels similarly, and who explained that each year, he thinks about what he intends to teach, what he actually teaches, and what his students learn—then he assesses where those three circles overlap. She noted, however, that other faculty may have different perspectives. / Ms. Webb was commended for the clarity of her report.

Public Comment

Ms. Paola Gilbert made the following comments:

- 1) There had been a misunderstanding or different iteration of how to do this. Previously we had called it an instructor reflection; in the last few months, we learned that it’s actually a course assessment.
- 2) Assessments can be more complex for faculty who teach the same course as other instructors. Each faculty member first has to assess his/her own courses and then has to get together with the other instructors of that course (if any) in order to produce something for the course.

- 3) During the time when assessments were thought to be instructor reflections rather than course assessments, the MPCTA provided a survey to faculty to find out how long it takes them to complete the assessments. Most who responded to the survey fell into the 2-4 hour category.

D. Superintendent/President's Report: Dr. Walter Tribley

Dr. Tribley reported on the recent forums to the campus community (14-15 Budget Close and Enrollment Management). / He reported that Collaborative Brain Trust (CBT) will provide a report to College Council on May 17, 2016. A special Board meeting at which CBT will provide their report to the Board will be held after May 17th. / Dr. Tribley spoke about the importance of strategic scheduling and curriculum development to the health of the college. He emphasized the need for frank conversation between—and participation from—faculty and others at the college. He stated that this is the best way to ensure a fiscally solvent schedule that continues to include important curricula, while minimizing the need for cancellations. / Dr. Tribley distributed the "[Theater Arts Department Fact Sheet](#)" to correct the erroneous information regarding theatre cuts that appeared in the March 23, 2016 *Monterey Herald* article, "Monterey Peninsula College's Gary Bolen to retire as theatre chair." He clarified that this fact sheet refers to the Monterey Peninsula College Theatre Arts Department and not the Monterey Peninsula Community Theatre Company. He underscored that 37.5% was cut from the Theatre Arts Department budget, not 75% as indicated in the article. He explained that a similar fact sheet was provided to the Monterey Peninsula Community Theatre Company Trust Board a couple of years ago and noted that clarity on the level of the cuts to our Theatre program also was provided at a prior Board meeting. Dr. Tribley also spoke of our opportunities to expand our theatre presence in the community—including to underserved populations—and to provide student-centered education in a fiscally solvent manner. Such opportunities include using the pathway created by AB 288, a bill that allows us to offer classes in high schools. [He noted that three local high schools (Marina, Seaside, and Monterey) do not currently have a suitable theatre facility and may be interested in utilizing ours for their productions.] Local community theatre companies such as Pacific Repertory Theatre and Forest Theater Guild also may be interested in utilizing our theatre. / Dr. Tribley also spoke of Mr. Bolen's retirement and his gracious retirement letter. Dr. Tribley noted that he informed Mr. Bolen of his intentions to follow the long-established faculty prioritization process when hiring a replacement. Given the timing of Mr. Bolen's retirement notice—long after the established faculty prioritization process for this year had concluded—and the college's current involvement in 12 active faculty recruitments, Dr. Tribley stated that the college may hire a temporary, full-time, non-tenure track faculty member (or, as a last case resort, utilize adjuncts) to teach theatre department courses for the period of one year. This would enable the college to conduct a review of the program and a more thorough search for a tenure-track faculty member, while still honoring our faculty prioritization process. Dr. Tribley provided additional information regarding this process. [Timely notification of intent to retire is included in the collective bargaining agreement (Article 18.1.2.1 – Timelines), begins early in the Fall, and involves the Academic Senate, faculty division chairs, and administrators.] He reported that this year, of the 21 positions that were brought forward, a new faculty position in the theatre was ranked 16th. Dr. Tribley further stated his belief that the division chairs would likely have ranked the theatre higher, had they known of Mr. Bolen's retirement during this year's faculty prioritization process. He also explained his preference for hiring faculty in the Fall, as opposed to mid-year hires.

E. Academic Affairs Report: Ms. Kiran Kamath – Ms. Kamath was unable to be present, but she provided a [written report](#).

F. Student Services Report: Mr. Laurence Walker

Mr. Walker highlighted items from his [written report](#). / He also spoke of our efforts to assist students who are underprepared for college. For example, he noted that over 75% are not assessing into college level English and/or math. To address this issue, Student Services has been collaborating with the English Department and adjunct instructor Nancy Harray to develop and teach writers workshops. These workshops are designed not only to help students from North Peninsula high schools understand the value and importance of English assessments, but also to

help them improve their writing skills. Last year, approximately 15 students attended these workshops. This year, there have been 5-6 workshops with over 150 participating students. A brief discussion regarding the marketing of these workshops ensued. Mr. Walker noted that although the marketing of these workshops has been specifically targeted to the audiences for whom they are intended, he will look into adding them to the event calendar on our website.

G. Administrative Services Report: Dr. Steven Crow

Dr. Crow reviewed the areas that he oversees and the committees with which he participates as Vice President of Administrative Services. He reported his plan to provide regular updates to the Board in each of those areas, as appropriate.

H. Academic Senate Report: Dr. Alfred Hochstaedter

Dr. Hochstaedter reported on the recent activities of Academic Senate:

- 1) They will be recommending to faculty the use of the Academic Reporting System to report plagiarism. Not only will this optional tool enable faculty to report any instances of plagiarism, should they choose to do so, but it also will alert them to any other instances of plagiarism by those same students. This will assist them to determine the best level of response. / Dr. Hochstaedter recognized Mr. Walker and his staff for altering the Advocate site (which was previously used to report instances of student behavior problems) to include this option.
- 2) The Learning Assessment Committee, which was reformulated following the ACCJC's August 2015 letter (referenced earlier by Dr. Tribley), has developed goals and objectives for the Spring semester, which includes the development of a more cyclic and systematic assessment of courses and programs of study. April 29 has been identified as a date to report to their division chair colleagues in the Academic Affairs Advisory Group (AAAG). Dr. Hochstaedter stated that he hopes to report to the Board in May. / Dr. Hochstaedter also recognized his committee co-chair, Dr. Jon Knolle, for his work.

Dr. Hochstaedter also spoke about the processes noted below.

- 1) Scheduling: Dr. Hochstaedter reported that faculty members are frustrated that there is not—from their perspective—a clear process on the creation of the schedule. He attributed this confusion to the recent turnover in the role of Vice President of Academic Affairs, noting that each of the three individuals who have held those roles in the last three years have had different visions for the creation of the schedule. He also noted that the institution has made efforts to address this issue (contracting with CBT, the Strata Information Group, and contracting to get an enrollment management system to lay over our SIS system). He expressed hope that the work with CBT will generate a wide institutional conversation regarding this topic and that the process will become clearer.
- 2) Faculty Prioritization Process: Dr. Hochstaedter advised that the institution adhere to the well-established Faculty Prioritization Process. He reported that many faculty members would find it very disturbing if the institution were to bypass this process to hire a full-time tenure track faculty member, as was suggested by Mr. Bolen in his public comments. He indicated that the faculty have had a strong role in reviewing this process and making suggestions to improve it over the last year or so, and that they strongly believe in having established processes that they can follow.

Dr. Hochstaedter was commended for his report, for sharing his comments about the Faculty Prioritization Process, and for his leadership.

A discussion ensued regarding the need to exclude from the catalog courses that we don't currently offer, the value of a broad-based liberal education, the importance of goals and defined pathways to student success, and the realities of managing our curriculum as prescribed by the state.

I. MPCEA Report: Mr. Kevin Haskin, President – No report.

J. MPCTA Report: Ms. Paola Gilbert, President

Ms. Gilbert read from her [report](#).

K. ASMPC Report: Mr. Stephen Lambert, Student Trustee – No report.

L. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chairs – No report.

M. Governing Board Reports

1) Community Human Services (CHS) Report – Vice Chair Steck reported that the Community Foundation, which is where CHS invests their funds, has created a new investment fund, of which CHS is seriously considering taking advantage. This new fund is less volatile and therefore less risky—although the upside potential would not be as great as more volatile funds. It also would enable CHS to access their funds during times of economic downturn.

2) Trustee Reports

- a) Trustee Dunn Gustafson saluted the MPC Foundation for the donor appreciation event held in February. / She reported that John Mahoney was named the Monterey Peninsula Chamber of Commerce Citizen of the Year. She recognized Mr. Mahoney for his contributions to the college, particularly his efforts to transform our community fundraising. / She reported on her attendance at two of the three recent vice president forums. / She also expressed hope that our scheduling process and method of communication to faculty members who don't attend meetings of College Council, the Academic Senate, AAAG, SSAG, and other similar bodies will be addressed. She noted that comments that come from the audience are often incorrect and attributed that to issues with internal and external communication. She expressed support for the hiring of a public information officer.
- b) Trustee Brown announced the Monterey County School Board Association's annual organizational meeting on April 14th at California State University, Monterey Bay. / He commended the 24th Annual Community Play, "Ma Rainey's Black Bottom," and MPC's Black Student Union for the "Taste of New Orleans" reception that preceded the play. / He also commended the MPC Lobo Hall of Fame. He pointed out the many notable MPC alumni in attendance, including the chief of the California Highway Patrol (CHP), the current commander of the CHP, the assistant chief from the Seaside Police Department, and a chief pathologist—all of whom spoke about the positive impact MPC made on their lives. He thanked the administrators, faculty, and classified staff for contributing to the success of these former students. / Trustee Brown also recognized Mr. George Reed, who is retiring from MPC after many years of service as our media technician.
- c) Trustee Coppernoll reported on her attendance at the MPC Foundation's donor appreciation event and the Hall of Fame. She echoed Trustee Brown's comments regarding the positive impact MPC has made on the lives of former students and saluted the administrators, faculty, and staff for their outstanding work and accomplishments. / She commended the play, "Ma Rainey's Black Bottom," and Mr. Don William's inspirational message about love. She also thanked Mr. Walker for his efforts.
- d) Vice Chair Steck also commended "Ma Rainey's Black Bottom," Mr. Williams, and the CBT enrollment presentation. / He also remarked on Ms. Van Dam's public comments. 1) He pointed out that Ms. Van Dam erred in stating that the audit requested by the faculty union was stalled. 2) He expressed disbelief at her comment that "no research showed a need for change [in class scheduling]." 3) He also expressed disbelief at her comment that "nobody here has done a good job of communicating why salaries at MPC are lower than those at all surrounding colleges." He noted that he did not intend to rebuke Ms. Van Dam, in particular, and agreed that there is a lack of communication. He stated, however, that an important piece of the lack of communication is between the union and the faculty.
- e) Chair Johnson commended the Humanities Division Book Grant Awards Ceremony and CBT's enrollment management presentation. / He commended the caliber of the vice president candidates and congratulated Mr. Walker for his work in that role. / He also

shared his experience as an MPC student and credited MPC, particularly his former philosophy instructor, Elaine Fitzpatrick, with changing his life for the better.

16. ADVANCE PLANNING

A. Regular Board Meeting, April 27, 2016 at MPC Library Technology Center:

- 1) Closed Session: 11:00am, Stutzman Room
- 2) Regular Meeting: 1:30pm, Sam Karas Room

B. Regular Board Meeting, May 25, 2016 at MPC Library Technology Center:

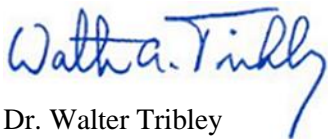
- 1) Closed Session: 11:00am, Stutzman Room
- 2) Regular Meeting: 1:30pm, Sam Karas Room

C. Future Topics

- Following a brief discussion, the Board agreed to the following:
 - The July 2016 Board meeting will be canceled.
 - The Board will receive CBT's report at a special Board meeting (study session) on Friday, May 20th, from 2:00-4:00 p.m.
- Dr. Tribley will follow up on his plan to schedule a training (on accreditation) for the Board. Ms. Webb will be one of the facilitators of the training.

17. ADJOURNMENT – Chair Johnson adjourned the meeting at 5:47 p.m.

Respectfully Submitted,



Dr. Walter Tribley
Superintendent/President