

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

REGULAR BOARD MEETING

WEDNESDAY, FEBRUARY 24, 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** – Vice Chair Loren Steck called the meeting to order at 11:00 a.m.
2. **ROLL CALL**
Present:
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilynn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President

Absent:
Mr. Rick Johnson, Chair
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
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL** – Vice Chair Steck asked for Roll Call at 1:34 p.m.
Present:
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilynn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
Mr. Stephen Lambert, Student Trustee (*Mr. Lambert left at 2:14 p.m., following New Business Agenda Item D.*)

Absent:

Mr. Rick Johnson, Chair

7. PLEDGE OF ALLEGIANCE

The Board of Trustees recited the Pledge of Allegiance.

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

9. APPROVAL OF AGENDA

Motion Coppernoll / Second Brown / Carried.

2015-2016/98

Vice Chair Steck noted the corrected spelling of John Cristobal's name (New Business Agenda Item A.)

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

10. RECOGNITION

A. Acknowledgement of Guests – None.

11. PUBLIC COMMENTS

A. Paola Gilbert, MPC Faculty: Professor Gilbert provided a [written comment](#) protesting the schedule.

B. David Clemens, MPC Faculty: Professor Clemens protested the lack of frequency with which certain courses (American Literature I, The Bible as Literature, and Shakespeare) appear on the schedule.

12. CORRESPONDENCE AND PUBLICATIONS

A. MPC All User Emails

- 1) Shawn Anderson: “MPC Regular Board Meeting, January 22, 2016”
- 2) Office of Academic Affairs: “Spring 2016 Final Exam Schedule and 4/28 Flex Day Information”
- 3) Dr. Walter Tribley: “Invitation to February 4 Reception for Dr. Steven L. Crow, VP of Administrative Services”
- 4) Beccie Michael: “Spring FASA Grants Available”
- 5) Beccie Michael: “Don’t miss out!”
- 6) Melissa Pickford: “New Exhibit in Art Gallery!”
- 7) Kiran Kamath: “Funding for STEM Capacity-Building Projects”
- 8) Kiran Kamath: “Enrollment Data for Early Spring and Spring 2016”
- 9) Beccie Michael: “Lobo Hall of Fame Banquet Coming Soon”
- 10) Fred Hochstaedter: “Academic Senate update Spring 2016”
- 11) Amber Mettler: “Think Pink Night: This Wednesday!”
- 12) Student Health Services: “MPC Blood Drive”
- 13) Julie Osborne: “MPC’s Black Student Union presents ‘Kitchen Conversations’ Feb. 13th”
- 14) Black Student Union: “Black History Month Events”
- 15) Beth Penney: “39th Annual Humanities Division Book Grant Award Ceremony”
- 16) Julie Osborne: “Lobo Day – Wed., Feb. 24th!”
- 17) Susan Kitagawa: “Introducing the Human Resources Team”

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

- 1) *Monterey Herald* / January 27, 2016: "MPC 83, Hartnell 69: Lobos pounce on Panthers to stay hot"

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 December 9, 2015 and January 22, 2016.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the January 29th regular payroll in the amount of \$1,780,967.15 and the February 10th supplemental payroll in the amount of \$36,153.75 be approved.
- 4) That Commercial Warrants: 12205159 through 12205209, 12205839 through 12205871, 12207796 through 12207851, 12210528 through 12210555, in the amount of \$861,879.86 be approved.
- 5) That Purchase Orders B1600411 through B1600459 in the amount of \$204,948.61 be approved.
- 6) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$7,747.13
Net increase in the 2000 (Classified Salary) Object expense category	\$1,500.00
Net increase in the 3000 (Benefits) Object expense category	\$1,562.13
Net decrease in the 4000 (Supplies) Object expense category	\$2,090.00
Net increase in the 5000 (Other Services) Object expense category	\$ 975.00
Net increase in the 6000 (Capital Outlay) Object expense category	\$5,800.00
- 7) That the following budget increases in the Restricted General Fund be approved:

Increase of \$64,530 in funds received for FY 15-16.
Increase of \$930,538 in funds carried forward from FY 14-15 to FY 15-16.
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$1,731.55
Net decrease in the 3000 (Benefits) Object expense category	\$1,731.55
- 9) That the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$ 239.74
Net increase in the 3000 (Benefits) Object expense category	\$ 22.59
Net decrease in the 4000 (Supplies) Object expense category	\$1,807.73
Net increase in the 5000 (Other Services) Object expense category	\$3,702.67
Net decrease in the 6000 (Capital Outlay) Object expense category	\$2,157.27
- 10) That the following budget increase in the Workers Comp fund be approved:

Increase of \$65,000 in revenue and \$30,000 in expense budgets.
- 11) That the following budget increase in the Orr Fund be approved:

Revenue Increase:	\$5,000
Expense Increase:	\$5,000

12) That the following budget increase in the Scholarship & Loan fund be approved:
Increase of \$314,600 in revenue and expense budgets.

13) That the following budget adjustments in the Parking Fund be approved:
Net increase in the 5000 (Other Services) Object expense category \$7,000
Net decrease in the 6000 (Capital Outlay) Object expense category \$7,000

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Extend the current temporary assignment and compensate Ms. Nicole Dunne a 5% stipend for assuming temporary duties in the absence of the Dean of Student Services, effective January 1, 2016 through June 20, 2016.
 - b) Extend the current temporary assignment and compensate Mr. Francisco Tostado a 5% stipend for assuming temporary duties in the absence of the Dean of Student Services, effective January 1, 2016 through June 30, 2016.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Each month, individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring 2016.

D. Classified Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Correction to the January 25, 2016 Board action regarding the employment of Dylan Music, to be revised as Instructional Specialist, ESSC, Range 14, 18 hours per week, 7 months, 19 days per year, effective January 29, 2016 (employment previously approved as Writing Tutor, Writing Center, Range 14, 18 hours per week, 8 months per year, effective January 25, 2016).
 - b) Correction of the January 25, 2016 Board action regarding the employment of Maliha Arshad, to be revised as Instructional Specialist, ESSC, Range 14, 18 hours per week, 7 months, 19 days per year, effective January 29, 2016 (employment previously approved for 8 months per year, effective January 25, 2016).
 - c) Resignation for the purpose of retirement of George Reed, Media Technician, Audio-Visual Department, effective at the end of the day, March 31, 2016. Mr. Reed has served MPC for 26 years.
 - d) Employment of Colton Miller, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year, effective February 25, 2016.
 - e) Employment of Rebecca Glenny, Unit Office Manager, Admissions and Records, Range 18, 40 hours per week, 12 months per year, effective February 25, 2016.

E. 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 Dunn Gustafson / Second Coppernoll / Carried.

2015-2016/99

Trustee Brown noted that he was present during the December 9, 2015 discussion of New Business Agenda Item F. He requested that the minutes be corrected to reflect his vote to approve that item. The motion was amended to approve the December 9, 2015 minutes with this correction.

Student Advisory Vote: AYE: Lambert

AYES: 4 MEMBERS: Brown, Coppernoll, Dunn Gustafson, Steck

NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Johnson
ABSTAIN:	0	MEMBERS:	None

14. NEW BUSINESS

A. BE IT RESOLVED, that Monterey Peninsula College employ the following probationary employees as tenured employees for all subsequent academic years starting with the 2016-2017 academic year:

- 1) Mr. **John** Cristobal, Mathematics Instructor
- 2) Ms. Adrienne Kotecki, Psychology Instructor
- 3) Dr. Gamble Madsen, Art History Instructor
- 4) Mr. Joel Pickering, Mathematics Instructor
- 5) Dr. Kelly Stack, American Sign Language Instructor
- 6) Mr. Anthony Villarreal, Sociology Instructor

Motion Coppernoll / Second Dunn Gustafson / Carried. 2015-2016/100

Ms. Kiran Kamath, Vice President of Academic Affairs, reviewed the experience and qualifications of the faculty under consideration for tenure.

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

B. BE IT RESOLVED, that Monterey Peninsula College enter into a contract with the following contract (probationary) employees for the 2016-2017 academic year:

- 1) Ms. Carrie Ballard, Counselor
- 2) Mr. Francisco de Borja Dorsch, Spanish Instructor
- 3) Ms. Kacey Giammanco, Counselor
- 4) Ms. Gabriela Stanica, Mathematics Instructor

Motion Dunn Gustafson / Second Brown / Carried. 2015-2016/101

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

C. BE IT RESOLVED, that Monterey Peninsula College enter into a contract with the following contract (probationary) employees for the 2016-2017 and 2017-2018 academic years:

- 1) Ms. Molly Jansen, Hospitality Instructor
- 2) Ms. Blanca Morgan, Math Learning Center Coordinator
- 3) Dr. Frank Rivera, Chemistry Instructor
- 4) Mr. Glenn Tozier, Digital Services Librarian
- 5) Dr. Rushia Turner, Chemistry Instructor
- 6) Ms. Rachel Whitworth, Psychology Instructor

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

D. INFORMATION: Citizens’ Bond Oversight Committee Annual Report for 2014-15. Mr. Jimmy Panetta, Chair of the Citizens’ Bond Oversight Committee (CBOC), provided an overview of the [CBOC report](#) and fielded questions from the trustees. / The trustees expressed appreciation for the work of Mr. Panetta and the CBOC. They also suggested placing an ad in the Herald, in the form of a joint letter from the CBOC and the MPC Governing Board, which expresses gratitude to the community and explains how Bond funds have been expended.

E. INFORMATION: Review the 2016-17 District Scheduled Maintenance and Special Repairs Five Year Plan.

Dr. Tribley reviewed the 2016/2017 Scheduled Maintenance Projects: 1) Retrofit of classroom door locks campus wide; 2) Repair/encapsulate HVAC Ductwork on Student Services; 3) Repair and repaint exteriors of Family Consumer Science and Library & Technology Center; and 4) Replace asphalt path in Nursing building courtyard. / He acknowledged Ms. Vicki Nakamura, Assistant to the President, for her efforts to keep the District on track with these projects during transitions in administration and during the absence of a Facilities Director. / It was noted that project #4 (asphalt path) could be a potential liability issue and may, therefore, be a high priority project. / Dr. Steve Crow, Vice President of Administrative Services, noted that the Scheduled Maintenance projects are not listed in order of priority. He also reported that an inspector from the Statewide Association of Community Colleges (SWACC) is on our campus today conducting an annual inspection. The inspector’s input will be considered in the prioritization process. Dr. Crow also acknowledged Ms. Nakamura and Mr. Pete Olsen, Facilities Operations Supervisor, for their work.

F. BE IT RESOLVED, that the Governing Board approve the 2014-15 year-end transfer of \$1,000,000 from the Unrestricted General Fund to the Self Insurance Fund.

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

G. BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending January 31, 2016, be accepted.

Dr. Crow noted the following corrections:

- 1) [Summary of All Funds](#): Other Post Employment Benefits-% Actual to Budget: This figure, which was originally listed as 0.0%, should be listed as 30.3%.

- 2) Financial and Budgetary Report narrative (2nd paragraph): This paragraph should have noted that the encumbered amount of \$8,733,522 was added to the actual expenses to equal the percentage reflected on the Summary of All Funds.

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

- H. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending December 31, 2015, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

Motion Brown / Second Coppernoll / Carried. 2015-2016/105

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

- I. BE IT RESOLVED, that the 2016-2017 nonresident tuition fee for the District be established in accordance with ECS 76140 at \$211.00 per semester unit.

Motion Coppernoll / Second Brown / Carried. 2015-2016/106

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

- J. BE IT RESOLVED, that the Governing Board approve entering into an agreement with Strata Information Group (SIG), as defined by the attached Scope of Work. Strata Information Group will perform Business Process Workshops to address 4 major processes and an IT Health Assessment.

Motion Coppernoll / Second Brown / Carried. 2015-2016/107

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

Dr. Crow noted the shared governance groups that reviewed this agreement. / Dr. Crow and Dr. Tribley explained that SIG is a consultant group that will ensure that the college is ready to implement an ERP—from a technological standpoint and by reviewing our operational processes to ensure efficiency. A discussion ensued as to the positive impacts of an ERP on MPC students and employees. Dr. Tribley noted that technology is neither all good, nor all bad—but that MPC must keep pace with it.

Public Comment

Paola Gilbert suggested that it may be valuable to research the reasons that MPC didn't approve an ERP in the past. She noted that there was a fear expressed by some in the past that we might choose the wrong ERP. She urged that we do our homework.

- K. BE IT RESOLVED, that the Governing Board approve the spending of 2015-2016 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/108

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

- L. INFORMATION: Budget Calendar for the FY 2016-17.
Dr. Crow reviewed the [Budget Calendar](#) and process for Fiscal Year 2016-17. He confirmed that the calendar will be published on MPC's website once the most appropriate webpage is determined.

BREAK: 3:25 p.m. – 3:33 p.m.

- M. BE IT RESOLVED, that the Superintendent/President be authorized to enter into an agreement with the Community College League of California for consultant services related to revision of District board policies and administrative procedures, not to exceed \$35,000.

Motion Dunn Gustafson / Second Coppernoll / *The motion was amended to approve the agreement with the corrected dates noted by Dr. Tribley and Dr. Crow.*
Carried. 2015-2016/109

Dr. Crow and Dr. Tribley noted the following corrections to page 2 of the agreement (Fee Structure / Article 2):

- 1) Paragraph 1, first sentence: February 28, 2016 should read February 28, 2017.
- 2) Paragraph 3, second sentence: February 28, 2016 should read February 28, 2017.

Trustee Coppernoll recommended that we approve the contract and read a statement in which she provided her reasons for the recommendation.

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

- N. BE IT RESOLVED, that the Governing Board approve the Personal Services Contract with Razorwire Design for the Summer 2016 and Fall 2016 Schedule design and branding in the amount of \$10,945.

Motion Brown / Second Coppernoll / Carried. 2015-2016/110

Student Advisory Vote:	ABSENT:	Lambert
AYES: 4	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Steck

NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Johnson
ABSTAIN:	0	MEMBERS:	None

Ms. Kamath explained that this contract with Razorwire Design will enable MPC to purchase a higher quality, better designed schedule than we've previously had. / Dr. Tribley and Ms. Kamath noted that in 2017/2018, they would like the printed schedule—which becomes obsolete as changes are made—to become a high quality marketing piece with less detailed scheduling information. In so doing, the marketing piece will promote MPC and its programs, while driving people to MPC's website, where an up-to-date schedule may be found. They noted that the expense of doing so will be more than \$10,000 and provided examples published by other colleges. They reported that this idea to change the schedule to a "marketing piece" will be brought forward to the campus for discussion this year.

Public Comment

Paola Gilbert posed the following questions:

- 1) When will this be discussed as a college?
- 2) How will this be funded?

Dr. Tribley emphasized that the item before the Board today only addresses improving the graphic design on our current schedule. Any discussion to change the schedule to a "marketing piece" would take place on campus in the future. He also explained that the schedule is currently funded through a marketing line item in our general fund.

- O. BE IT RESOLVED, that the Governing Board approve "Amendment 02" to the child development services agreement (CSPP-5284) between the California Department of Education and Monterey Peninsula College.

Motion Dunn Gustafson / Second Brown / Carried.

2015-2016/111

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

Trustee Coppernoll suggested inviting Assemblymember Mark Stone for a tour of the Child Development Center, since he's a proponent of child education.

- P. BE IT RESOLVED, That Board Policies 1100 – The Monterey Peninsula Community College District; 3310 – Records Retention and Destruction; 6330 – Purchasing; 6340 – Bids and Contracts; 6450 – Wireless or Cellular Telephone Use; 6550 – Disposal of District Property; and 6600 – Capital Construction, be reviewed and accepted; and

BE IT FURTHER RESOLVED, that Board Policies 1200 – District Mission; 3440 – Service Animals; 3500 – Campus Safety; 3505 – Emergency Response Plan; 3515 – Reporting of Crimes; 3520 – Local Law Enforcement; 3530 – Weapons on Campus; 3810 – Claims Against the District; 6100 – Delegation of Authority; 6150 – Designation of Authorized Signatures; 6200 – Budget Preparation; 6210 – General Fund Reserve; 6250 – Budget Management; 6300 – Fiscal Management; 6320 – Investments; 6400 – Financial Audits; 6500 – Real Property Management; 6520 – Security for District Property; 6540 – Insurance; 6700 – Civic Center and Other Facilities Use; 6750 – Parking; 6800 – Safety; 6900 – Bookstore; and 6910 – Housing, be adopted.

Motion Dunn Gustafson / Second Coppernoll / *The motion was amended to include approval of the revision to BP 6200 (Budget Preparation) and to defer the adoption of BP 6700 (Civic Center and Other Facilities Use) to the March meeting.* Carried. 2015-2016/112

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

Dr. Tribley reviewed the policies that the Board asked staff to change and/or research at the January 2016 Board meeting. Following discussion of the policies, the Board agreed upon the following:

BP 6200 – Budget Preparation

Change the first bullet to: “The annual budget shall be balanced. The goal shall be to balance ongoing expenses with ongoing revenues.”

BP 6700 – Civic Center and Other Facilities Use

Make additional grammatical improvements and improve the clarity of the second paragraph.

Dr. Tribley also provided [information from the ADA](#) regarding service animals.

- Q. BE IT RESOLVED, that the Governing Board endorses: Boys and Girls Club of Monterey County, Carmel Ideas Foundation – Pebble Beach Authors and Ideas Festival: Student Literary Days and Festival to Schools, Harmony at Home, and Sunrise House to be a candidate for the 2016 Monterey County School Boards Association (MCSBA) Excellence in Education Award.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/113

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

- R. INFORMATION: Calendar of Events

Dr. Tribley reminded the Board of the following events: 1) The community play, *Ma Rainey’s Black Bottom* on February 26, 2016; and 2) the Lobo Hall of Fame on March 5, 2016.

15. REPORTS AND PRESENTATIONS

- A. MPC Foundation

- 1) Executive Director Report: ~~Ms. Beccie Michael~~ Dr. Walt Tribley

Dr. Tribley reported that Ms. Michael is at a training and therefore gave the Foundation report on her behalf. He reported the following: 1) The Foundation is hosting a Donor Appreciation event on Friday, February 26th at 4:00 p.m.; 2) The Foundation is engaged in strategic planning; and 3) The Foundation recently launched a campaign to increase the number of MPC employees who contribute to the Foundation. The number of contributing employees doubled within a short period of time.

- ~~2) Monthly Donations: To be reported on February 24, 2016.~~

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

Dr. Tribley provided an Accreditation update: 1) The Accrediting Commission for Community and Junior Colleges (ACCJC) site visit will be October 10-13, 2016. 2) Accreditation Liaison Catherine Webb and the Accreditation Steering Committee are continuing to work on MPC's self-study, which will be provided to the ACCJC this summer. 3) ACCJC's report will become available to MPC in January 2017. / Dr. Tribley reported that the campus is currently actively engaged in examining our college and in collecting inputs from inside and outside the campus, including through our self-study, enrollment reports and productivity measures, the budget, Recruitment to Completion (R2C), Strata Information Group (SIG), and Collaborative Brain Trust (CBT). / He reported on his attendance at the February 23rd MPUSD Board meeting, at which he spoke in support of the Reimagining Secondary Teaching and Learning Initiative, which was adopted by the MPUSD Board. He noted that Marina High School will become an "early college high school." / Dr. Tribley reported on his attendance at the CCLC Effective Trustee Workshop and the CCLC Annual Legislative Conference, at which he was joined by some of our trustees. / He reported on the all campus forums regarding the 2014-15 Budget Close and invited the Board to attend the final forum on February 25th. / A discussion ensued regarding early college high schools. Dr. Tribley and Ms. Kamath reported that all California colleges are awaiting a "Tool Kit" from the Chancellor's Office, which will provide secondary and postsecondary institutions with the necessary information to engage in the required MOU. Once the Tool Kit is received and all necessary agreements have been entered into, the college will ramp up its participation. In the meantime, a preliminary meeting has been held to ensure that we are knowledgeable about the law and any issues that may arise.

C. Academic Affairs Report: Ms. Kiran Kamath

Ms. Kamath highlighted items from the [Academic Affairs report](#). / She also provided an update on enrollments, as of reports generated on February 24, 2016: 1) Our total FTES in Fall 2015 (2,614) is 0.09% lower than in Fall 2014 (2,616). 2) Our total FTES in Spring 2016 (2,565) is 1.59% lower than Spring 2015. / Ms. Kamath also provided an update on productivity, which gives us an idea as to what it costs to produce the FTES. 1) Fall 2015 and Fall 2016 productivity is 13.75%. She noted that this number doesn't include the reassigned time or load that isn't producing FTES; when these are included, our productivity drops below 13%. 2) Spring 2015 productivity was 13.28%. Spring 2016 productivity is currently projected at 13.45%. (She noted that this figure could change, since we are at the beginning of the Spring semester.) Ms. Kamath reported that the ideal productivity number is 17.5% (35 weeks of instruction in the year, divided by two semesters). She noted that in her experience, 15%-16.5% were typically considered acceptable productivity numbers by many colleges in the state. Dr. Tribley noted that we look at these numbers as benchmarks and reiterated our efforts to become more efficient. He also noted that depending on the costs of the institution, we may need a higher than average productivity to pay for the college's operations. / Ms. Kamath reported that Pam Deegan of CBT has been working with the campus on strategic enrollment management and will be providing workshops and training to the campus in March. Ms. Kamath thanked all those involved in doing this hard work.

D. Student Services Report: Mr. Laurence Walker

Mr. Walker highlighted items from the [Student Services report](#). / He also reported that MPC participated in the "Parent Conference: The Path to Success" at Hartnell on February 20th. The conference was established to assist parents achieve healthy lifestyles and educational goals. MPC's Student Financial Services provided workshops in financial literacy. / He reported on the successful Lobo Day event, hosted by ASMPC and Student Activities on February 24th.

E. Administrative Services Report: Dr. Steven Crow

Dr. Crow thanked Dr. Tribley for co-presenting the 2014-15 Budget Close Forums.

F. Academic Senate Report: Dr. Alfred Hochstaedter – No report.

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

- H. MPCTA Report: Ms. Paola Gilbert, President
Ms. Gilbert read from her [report](#).
- I. ASMPC Report: Mr. Stephen Lambert, Student Trustee – No report.
- J. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chairs
Ms. Boynton provided an update on the CBT Project: 1) College Council met with CBT on February 9th to discuss CBT's work plan. 2) College Council met on February 16th to discuss CBT's work plan in more detail. 3) On February 25th and February 26th, a Review Team will meet with Eva Conrad of CBT to review MPC's policies, procedures, and processes. The plan devised from those brainstorming meetings will be brought forward to College Council for recommendation. / She also reported that College Council has reviewed and revised their bylaws, established a subcommittee to review the shared governance model, and is working to complete an institutional action plan. / The annual College Council report for 2014-2015 has been accepted.
- K. Governing Board Reports
- 1) Community Human Services (CHS) Report – No report.
 - 2) Trustee Reports
 - a) Trustee Dunn Gustafson reported that she will attend the CCLC Annual Trustees Conference at the end of April. / She welcomed back Mr. Robert Marcellini of Gentrain. / She provided an update regarding the events and meetings she has recently attended, including: the reception honoring Dr. Crow; the AT&T Pebble Beach Pro-Am, for which she volunteered; the CSU Summer Arts Board Meeting; the Humanities Division Book Grant Awards; and the CHOMP Foundation luncheon for Community Hospital of the Monterey Peninsula volunteers and supporters of their programs. / She also reported that this is the final year that CSU Summer Arts will be at CSUMB.
 - b) Trustee Coppernoll reported on her attendance at recent events, including: 2016 Flex Days and Elias Kary's keynote speech; the reception honoring Dr. Crow; and the CCLC's 2016 Legislative Conference. / She reported that Assemblymember Jose Medina, whose session she attended while at the Legislative Conference, agreed that lifelong learning and repeatability is an ongoing issue. / She distributed a flyer entitled, "[Strengthening California's Workforce by Investing in Community Colleges: 2016-17 Budget Points](#)." / She also noted that Board policies can always be revised or updated, if needed.
 - c) Trustee Brown reported that he recently attended the funerals for two former MPC students: Mr. Victor Noble and Mr. Billy Harris. / He reported on his attendance at the CCLC's 2016 Legislative Conference and the session, "The Community College Baccalaureate: Progress and Challenges," during which he learned of the challenges in the Nursing field. / He also reported on his participation as a roleplayer at a recent meeting of the Evergreen Valley College Police Academy. He noted that the South Bay Regional Public Safety Training Consortium are researching new facilities to house their offices and reported his recommendation of MPC for that purpose.
 - d) Vice Chair Steck reported on his attendance at recent events, including: the reception in honor of Dr. Crow; the Humanities Division Book Grant Awards; the CCLC Effective Trustee Workshop, during which he lead a roundtable discussion regarding issues discussed in the plenary session; and a CSEA training. / He also reported on his efforts to foster closer ties between MPC and the University of California, Santa Cruz (UCSC), to enable UCSC students to take classes at MPC. UCSC's Provost has agreed to consider this proposal.

16. ADVANCE PLANNING

- A. Regular Board Meeting, March 23, 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, April 27, 2016 at MPC Library Technology Center:

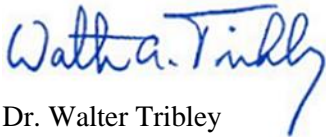
1) Closed Session: 11:00am, Stutzman Room

2) Regular Meeting: 1:30pm, Sam Karas Room

C. Future Topics – None.

17. ADJOURNMENT – Vice Chair Steck adjourned the meeting at 5:44 p.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Walter Tribley". The signature is written in a cursive style.

Dr. Walter Tribley
Superintendent/President

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.

Posted March 24, 2016