

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

REGULAR BOARD MEETING

WEDNESDAY, OCTOBER 26, 2016

11:00am, Closed Session: SPS-106, Public Safety Training Center

1:30pm, Regular Meeting: SPS-119, Public Safety Training Center

2642 Colonel Durham Street, Seaside, CA 93955

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

AGENDA

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

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public comments on Closed Session items will be heard now. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

4. CLOSED SESSION

The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, Government Code and Section 72122, Education Code, and as otherwise provided by law. Required action on these matters will be taken when the Board meets in Regular Meeting or at the next public meeting.

- A. Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9)
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9
1 case regarding two discrimination claims against the District.
- B. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
- C. Conference with Labor Negotiators (Government Code Section 54957.6)
 - 1) Employee Organization: MPCEA/CSEA
 - 2) Agency Representatives: Susan Kitagawa, Laurence E. Walker, and Steven L. Crow, Ed.D
- D. Conference with Labor Negotiators (Government Code Section 54957.6)
 - 1) Employee Organization: MPCTA/CTA
 - 2) 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

7. PLEDGE OF ALLEGIANCE

The Board of Trustees will recite the Pledge of Allegiance. Participation by meeting attendees is at their option.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

9. APPROVAL OF AGENDA

The Board will take action to approve the Agenda. Agenda items may be rearranged here. If there are any urgent items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required.)

10. RECOGNITION

A. Moment of Silence

- 1) Deborah Jane Howland Carroll, retired Registrar, deceased August 27, 2016.
- 2) Joe McCarley, retired Maintenance Supervisor, deceased October 5, 2016.
- 3) Dr. Keith Merrill, retired Dean of Community Education and former Acting President, deceased October 2, 2016.

B. Acknowledgement of Guests

11. PUBLIC COMMENTS

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

12. CONSENT CALENDAR

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

BE IT RESOLVED,

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

- 1) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 2) That the September 30th regular payroll in the amount of \$2,210,124.34, the October 5th manual payroll in the amount of \$1,600.00, and the October 10th supplemental payroll in the amount of \$85,651.96 be approved.
- 3) That Commercial Warrants: 12258932 through 12258957, 12259319 through 12259354, 12259922 through 12259954, 12260542 through 12260579, 12261252 through 12261284, 12262022 through 12262061, 12262923 through 12262939, 12264226 through 12264247, 12264934 through 12264957 in the amount of \$2,529,979.93 be approved.
- 4) That Purchase Orders B1700245 through B1700298 in the amount of \$366,161.63 be approved.

B. Management Personnel

- 1) That the Governing Board ratifies the following item(s):

- a) Temporary employment of Paul Long, Interim Dean of Instruction, Academic Affairs, effective November 1, 2016 and approve the salary placement on the Administrative Salary Schedule 2015-2016, Step 5.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Grant Equivalency to Minimum Qualifications to Tomoko Ogaki to teach Japanese, effective Fall 2016.
 - b) Grant Equivalency to Minimum Qualifications to Deborah Sturt to teach Speech Communication, effective Fall 2016.
 - c) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2016.

D. Classified Personnel

- 1) That the Governing Board ratifies the following item(s):
 - a) Employment of Kyle VanMeter, Sciences Laboratory Manager, Life Science, Range 23, 40 hours per week, 11 months per year, effective October 27, 2016.
 - b) Establish new position, Campus Security Officer, to provide additional coverage for Fort Ord Higher Education Center, 40 hours per week, 12 months per year, effective October 26, 2016. Placement on the salary schedule at Range 10.
 - c) Voluntary demotion of Ferdinand Ramirez, Lead Custodian, Facilities, 40 hours per week, 12 months per year, to Custodian, Facilities, 40 hours per week, 12 months per year, effective October 26, 2016.
 - d) Resignation of Sharon Johnson, Accounting Specialist, Fiscal Services, 40 hours per week, 12 months per year, effective October 5, 2016.
 - e) Resignation of Charlene Wells, Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk, Library, 40 hours per week, 12 months per year, effective October 28, 2016.
 - f) Resignation for the purpose of retirement, Paula Norton, Program Coordinator, Reading Center, 40 hours per week, 12 months per year, effective January 2, 2017.

E. Volunteers

- 1) That the Governing Board ratifies 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 ratified.

13. NEW BUSINESS

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

- A. BE IT RESOLVED, that the 2016-2017 Monthly Financial Report for the period ending September 30, 2016, be accepted.
- B. BE IT RESOLVED, that the Governing Board ratify the independent contract with Ken Lofgren for professional services related to SIS Desktop, WebReg and SQL Database changes, effective October 11, 2016 through April 30, 2017 (anticipated completion date).
- C. BE IT RESOLVED, that the Governing Board approve the independent contract with Umstot Project and Facilities Solutions, LLC to extend the duration for professional services as related to facilities planning consultant services through January 19, 2017.

D. BE IT RESOLVED, that the following new courses be approved:

New Courses

EMMS 170A	Emergency Medical Technician 1 – Basic Training
FPTC 101	Introduction to Basic Firefighter I Academy
FPTC 102	Firefighter I Academy Observation and Certification Assessment
FPTC 105A	Firefighter I Academy
NURS 54	Nursing I Accelerated
NURS 55	Applied Foundations of Nursing
NURS 65L	Nursing Role Transition Lab

E. BE IT RESOLVED, that the Governing Board ratify the new classified manager position of Director, Security and Emergency Operations and attached job description at Range 50, effective October 26, 2016; and

BE IT FURTHER RESOLVED, that the Governing Board authorize the recruitment to fill the position of Director, Security and Emergency Operations.

F. PUBLIC HEARING: Initial proposal of Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA for negotiations for 2016-2017 and a successor agreement with Monterey Peninsula Community College District.

G. PUBLIC HEARING: Initial proposal of Monterey Peninsula Community College District for negotiations for 2016-2017 for a successor agreement with the Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA.

H. PUBLIC HEARING: Initial proposal of California School Employees Association, Chapter #245, MPCEA/CSEA to continue bargaining for 2015-2016 and for re-openers for 2016-2017 interest-based bargaining with the Monterey Peninsula Community College District.

I. PUBLIC HEARING: Initial proposal of Monterey Peninsula Community College District to continue bargaining for 2015-2016 and for re-openers for 2016-2017 interest-based bargaining with the California School Employees Association, Chapter #245, MPCEA/CSEA.

J. INFORMATION: MPC STAFFING UPDATE

K. BE IT RESOLVED, the appointment of Sharon Larson, Thomas Gaspich, Robert Lee, and Hunter Harvath, to a second term as members of the Citizens' Bond Oversight Committee, effective October 27, 2016, be approved.

L. INFORMATION: 2016 Governing Board Self-Evaluation

M. INFORMATION: Proposed Governing Board Goals for 2017

N. INFORMATION: Calendar of Events

O. BE IT RESOLVED, that the Bond Fund Budget Revisions for the period ending September 30, 2016, be accepted.

14. REPORTS AND PRESENTATIONS

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

- A. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael
 - 2) Monthly Donations: \$76,198.60
- B. Academic Senate Report: Dr. Heather Craig, President
- C. MPCEA Report: Mr. Kevin Haskin, President
- D. MPCTA Report: Ms. Lauren Blanchard, President
- E. ASMPCC Report: Mr. Stephen Lambert, Student Trustee
- F. Academic Affairs Report: Ms. Kiran Kamath
- G. Student Services Report: Dr. Kim McGinnis
- H. Administrative Services Report: Dr. Steven Crow
- I. Superintendent/President's Report: Dr. Walter Tribbley
- J. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports

15. ADVANCE PLANNING

- A. Regular Board Meeting, November 16, 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, December 14, 2016 at MPC Library & Technology Center
 - 1) Closed Session: 11:00am, Stutzman Room
 - 2) Regular Meeting: 1:30pm, Sam Karas Room
- C. Future Topics

16. ADJOURNMENT

17. CLOSED SESSION

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

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