

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

**REGULAR BOARD MEETING**

**WEDNESDAY, DECEMBER 14, 2016**

10:00am, 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 10:00 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. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
  - B. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCEA/CSEA
    - 2) Agency Representatives: Susan Kitagawa, Laurence E. Walker, Kim McGinnis, Ed.D, and Steven L. Crow, Ed.D
  - C. 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
  - D. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))  
Name of Case: Coppernoll v. Monterey Peninsula College, et al, Case No. M117870
- 5. RECONVENE TO OPEN SESSION / CALL TO ORDER**
- 6. ROLL CALL** – Chair Johnson asked for Roll Call at 2:00 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  
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 the Board voted unanimously to approve the settlement agreement and general release, in the amount not to exceed \$45,000, in the case of Coppernoll v. MPCCCD, Case Number 91056.

**9. APPROVAL OF AGENDA**

Motion Steck / Second Brown / Carried. 2016-2017/49  
*New Business Agenda Item G was moved ahead of New Business Agenda Item A. Also, New Business Agenda item F was tabled to a future meeting.*

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

**10. ORGANIZATION**

- A. Election of Chair of the Governing Board, Monterey Peninsula Community College District: Marilynn Dunn Gustafson. Seating of new Board Chair.

Motion Steck / Second Coppernoll / Carried. 2016-2017/50

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

- B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District: Charles Brown. Seating of new Board Vice Chair.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2016-2017/51

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

- C. Election of Secretary to the Governing Board, Monterey Peninsula Community College District: Walter A. Tribbley.

Motion Steck / Second Coppernoll / Carried. 2016-2017/52

Student Advisory Vote: AYE: 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 fourth Wednesday of each month at 1:30 p.m. in the Sam Karas Room, Library and Technology Center, Monterey Peninsula College, be designated as the day, time, and place of the regular meetings of the Monterey Peninsula Community College District Governing Board, with the attached 2017 exceptions.

Motion Brown / Second Steck / Carried. 2016-2017/53

Student Advisory Vote: AYE: 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 the standing policies and procedures of the Governing Board of the Monterey Peninsula Community College District be continued in force for 2017.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2016-2017/54

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

- F. BE IT RESOLVED, that Marilynn Dunn Gustafson and Margaret-Anne Coppernoll be designated as the Board Subcommittee for Governing Board Policies for 2017.

Motion Steck / Second Brown / Carried. 2016-2017/55

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

- G. BE IT RESOLVED, that Charles Brown be designated as the educational liaison to the Monterey County School Board Association's Executive Committee for 2017.

Motion Dunn Gustafson / Second Steck / Carried. 2016-2017/56

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

- H. BE IT RESOLVED, that Dr. Loren Steck be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2017, and that Victoria Phillips be designated as an alternate.

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

Mr. Johnson and Dr. Steck were commended for their service as chair and vice chair.

## 11. RECOGNITION

### A. Acknowledgement of Guests

- 1) Lyndon Schutzler, MPC Athletic Director, introduced and recognized the accomplishments of the coaches and athletic teams listed below.
  - a) Women's Volleyball (Head Coach Kit Moore): Mr. Schutzler reported on the achievements of the Women's Volleyball team on behalf of Coach Moore, who was unable to be present. He reported that the team finished 17<sup>th</sup> in the state and won 10 matches. He introduced team members Brittany Aledo (libero), Ronnie Lampreda (team captain), and Katie Klisiewicz (middle blocker).
  - b) Cross Country (Head Coach Marcus Carroll): Mr. Carroll reported on the first season of the Cross Country team, which was comprised of fifteen student athletes. He reported that the Men's team finished fifth in the Cross Country Coast Conference Championships. The Women's team, which was projected to place third, was unable to finish the season as a complete team. He also recognized two team members who competed at the CCCAA State Conference, Mady Houseman and Jeanette Cruz.
  - c) Football (Head Coach Mike Rasmussen): Coach Rasmussen reported on the achievements of the Football team (2016 Golden Coast Conference Champions and 2016 Living Breath Bowl Champions). He recognized team captain and defensive lineman, Anthony McKay (Golden Coast Conference Defensive Player of the Year); quarterback Kody Steele (Golden Coast Conference Offensive Player of the Year), and wide receiver Mike Williams. He also expressed his pride in the personal growth and academic success of the team members. / Mr. Schutzler reported that Coach Rasmussen was named 2016 Conference Coach of the Year.

## 12. PUBLIC COMMENTS

- A. Eric O'Gata read [comments from Robynn Smith](#), MPC Faculty
- B. Eric O'Gata, MPC EOPS Coordinator/Counselor, suggested that the Board consider conducting the Governing Board meeting at a time that may allow for greater participation.
- C. Kelly Stack, MPC Faculty, commented regarding faculty perception of administration and Board attitudes towards faculty. / She also shared the positive feedback she has received from her students regarding the ASL courses she teaches.

## 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 October 26, 2016.

- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the November 10<sup>th</sup> supplemental payroll in the amount of \$75,975.13 and the November 30<sup>th</sup> regular payroll in the amount of \$2,274,454.39 be approved.
- 4) That Commercial Warrants: 12272108 through 12272135, 12272703 through 12272741, 12273340 through 12273383, 12274104 through 12274129, 12274888 through 12274911, 12275589 through 12275617, 12277748 through 12277793 in the amount of \$1,483,233.83 be approved.
- 5) That Purchase Orders B1700331 through B1700376 in the amount of \$828,109.31 be approved.
- 6) That the following budget increases in the Restricted CDC Fund be approved:  
Increase of \$110,858.00 in funds received for FY 2015-2016.
- 7) That the following budget increases in the Restricted General Fund be approved:  
Increase of \$186,050 in funds received for FY 2015-2016.
- 8) That the following budget adjustments in the Restricted CDC Fund be approved:
 

Net increase in the 1000 (Certificated Salary) Object expense category	\$	2,946
Net increase in the 2000 (Classified Salary) Object expense category	\$	400
Net increase in the 3000 (Benefits) Object expense category	\$	154
Net decrease in the 4000 (Supplies) Object expense category	\$	3,500
- 9) That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 1000 (Certificated Salary) Object expense category	\$	93,642
Net decrease in the 2000 (Classified Salary) Object expense category	\$	42,568
Net increase in the 3000 (Benefits) Object expense category	\$	61,759
Net decrease in the 4000 (Supplies) Object expense category	\$	4,328
Net increase in the 5000 (Other/Services) Object expense category	\$	72,715
Net increase in the 6000 (Capital Outlay) Object expense category	\$	36,494
Net decrease in the 7000 (Other Outgo) Object expense category	\$	217,714
- 10) That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net increase in the 2000 (Classified Salary) Object expense category	\$	10,031
Net increase in the 3000 (Benefits) Object expense category	\$	1,713
Net decrease in the 4000 (Supplies) Object expense category	\$	1,477
Net decrease in the 5000 (Other/Services) Object expense category	\$	12,139
Net increase in the 6000 (Capital Outlay) Object expense category	\$	1,872
- 11) That the following budget adjustments in the Restricted General Fund be approved:
 

Net decrease in the 2000 (Classified Salary) Object expense category	\$	4,000
Net increase in the 4000 (Supplies) Object expense category	\$	1,512
Net decrease in the 5000 (Other/Services) Object expense category	\$	7,512
Net increase in the 6000 (Capital Outlay) Object expense category	\$	10,000
- 12) That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 1000 (Certificated Salary) Object expense category	\$	21,877
Net increase in the 2000 (Classified Salary) Object expense category	\$	12,793
Net increase in the 3000 (Benefits) Object expense category	\$	14,082
Net decrease in the 5000 (Other/Services) Object expense category	\$	50,252
Net increase in the 6000 (Capital Outlay) Object expense category	\$	1,500

- 13) That the following budget adjustments in the Unrestricted General Fund be approved:
- |  |    |       |
|--|----|-------|
| Net increase in the 2000 (Classified Salary) Object expense category | \$ | 307   |
| Net increase in the 3000 (Benefits) Object expense category          | \$ | 7     |
| Net increase in the 4000 (Supplies) Object expense category          | \$ | 1,800 |
| Net decrease in the 5000 (Other/Services) Object expense category    | \$ | 2,114 |
- 14) That the following budget decrease in the Associated Student Trust Fund be approved:
- Revenue Decrease of \$10,000  
Expense Decrease of \$10,000
- 15) That the following budget increase in the Trust Fund be approved:
- Revenue Increase of \$685,000  
Expense Increase of \$685,000
- 16) That the following budget increase in the Workers Comp Fund be approved:
- Increase of \$24,000 in revenue budget

**B. Management Personnel**

- 1) That the Governing Board ratifies the following item(s):
- a) Employment of Jennyfer Gutierrez, Administrative Assistant IV to the Vice President, Student Services, 40 hours per week, 12 months per year, effective January 9, 2017.
  - b) Employment of JoRene Finnell, Administrative Assistant IV to the Vice President, Academic Affairs, 40 hours per week, 12 months per year, effective December 15, 2016.
  - c) Resignation of Steven Crow, Vice President, Administrative Services, 40 hours per week, 12 months per year, effective December 31, 2017 for the purpose of retirement.
  - d) Approve the recruitment for the Vice President of Administrative Services.

**C. Faculty Personnel**

- 1) That the Governing Board ratifies the following item(s):
- a) Authorize the recruitment and hiring of the full-time, tenure track positions in the following disciplines/departments: Theatre Arts, Administration of Justice, Early Childhood Education, Gender and Women's Studies, Mathematics, Nutrition, Computer Information Systems, English-Basic Skills, General Counseling. (9 positions.)
  - b) Grant Equivalency to Minimum Qualifications to Lisa Crawford Watson to teach English, effective Fall 2016.
  - c) Grant Equivalency to Minimum Qualifications to Catherine Nyznyk to teach Early Childhood Education, effective Fall 2016.
  - d) Grant Equivalency to Minimum Qualifications to Adam Andre to teach Hospitality, effective Fall 2016.
  - e) 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 Violet Highley, Campus Security Officer, Administrative Services, Range 10, 40 hours per week, 12 months per year, effective December 15, 2016.
  - b) Employment of Juan Zamora Ayala, Campus Security Officer, Administrative Services, Range 10, 40 hours per week, 12 months per year, effective December 15, 2016.
  - c) Placement of employee #134681, position #318, Range 14, 18 hours per week, 7 months, 18 days per year, on the 39 month re-employment list, effective October 7, 2016, pursuant to Educational Code 88192.
  - d) Resignation of Alvin Covington, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective November 2, 2016.
  - e) Resignation of Maria G. Rodriguez, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective November 18, 2016.

- f) Resignation of Victoria Curreri, Records Evaluator, Admissions and Records, Range 15, 40 hours per week, 12 months per year, effective December 1, 2016.
- g) Resignation of Alvaro Perez, Bi-Lingual Categorical Services Coordinator, Marina, Range 17, 40 hours per week, 12 months per year, effective December 2, 2016.
- h) Resignation of Morag Elizabeth, Instructional Specialist, Reading Center, Range 14, 18 hours per week, 8 months, 11 days per year, effective December 15, 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 ratified.

Motion Steck / Second Johnson / Carried. 2016-2017/58

Student Advisory Vote:	AYE:	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 G (Citizens' Bond Oversight Committee Annual Report for 2015-16) was considered ahead of New Business Agenda Item A. The Board returned to the regular agenda at the conclusion of the Citizens' Bond Oversight Committee's Annual Report.*

- A. BE IT RESOLVED, that the 2016-2017 Monthly Financial Report for the period ending October 31, 2016, be accepted.

Motion Johnson / Second Coppernoll / Carried. 2016-2017/59

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

- B. INFORMATION: County of Monterey Investment Report for the quarter ending September 30, 2016

The Board received the [County of Monterey Investment Report](#).

- C. BE IT RESOLVED, that the Governing Board approves the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective January 1, 2017:
  - Dr. Walter Tribley, Superintendent/President, and Dr. Steven L. Crow, Vice President of Administrative Services, for all expenditure warrants, contracts and other official documents.
  - Rosemary Barrios, Controller, for all expenditure warrants and other official documents with the exception of contracts.

Motion Steck / Second Coppernoll / Carried. 2016-2017/60

Student Advisory Vote:	AYE:	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 approves Dr. Walter Tribley, Superintendent/President, and Dr. Steven L. Crow, Vice President of Administrative Services, and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective January 1, 2017.

Motion Steck / Second Coppernoll / Carried. 2016-2017/61

Student Advisory Vote:	AYE:	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 the Governing Board approves 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 April 30, 2017.

Motion Steck / Second Johnson / Carried. 2016-2017/62

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

- ~~F. BE IT RESOLVED, that the 2016-2019 Technology Plan be approved as proposed.~~

*New Business Agenda Item F was tabled to a future meeting to enable the Board additional time to review the plan.*

- G. INFORMATION: Citizens' Bond Oversight Committee Annual Report for 2015-16  
The Board received an overview of the [Citizens' Bond Oversight Committee \(CBOC\) Annual Report for 2015-16](#) from CBOC Vice Chair, Mr. Wayne Cruzan. / The Board conveyed their appreciation of the CBOC for their diligence.

- H. BE IT RESOLVED, that the Memorandum of Agreement between Monterey Peninsula College and MATE II be approved as proposed.

Motion Steck / Second Coppernoll / Carried. 2016-2017/63

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



- I. BE IT RESOLVED, that the Governing Board approves the Resolution Establishing Retirement Incentive/Supplemental Employee Retirement Plan for Eligible Full-Time Faculty, Classified, Confidential, Administration, and Management Employees.

Motion Steck / Second Brown / Carried.

2016-2017/64

*The motion was amended to approve the [revised Board resolution](#) reviewed by Dr. Tribley.*

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

Dr. Tribley reported that the [Board resolution had been revised](#) since its inclusion in the Board packet, to extend the timeframe for which interested faculty and staff are able to submit their letter of resignation for the purpose of retirement, as well as to add language ensuring that this plan will be offered to District employees only if there is sufficient enrollment to ensure that it is cost-neutral to the District.

PUBLIC COMMENT

Dr. Alan Haffa, MPC Faculty, spoke in support of the extended timelines reflected on the amended resolution.

- J. BE IT RESOLVED, that Resolution No. 2016-2017/65 – Resolution to Amend the Conflict of Interest Code of the Monterey Peninsula Community College District, be approved.

Motion Coppernoll / Second Johnson / Carried.

2016-2017/65

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

- K. BE IT RESOLVED, that Resolution No. 2016-2017/66 – Resolution to Consolidate Monterey Peninsula Community College District Board of Trustees Elections with Statewide Elections, be approved.

Motion Steck / Second Coppernoll / Carried.

2016-2017/66

*The motion was amended to strike the final paragraph from the bottom of page one, "WHEREAS, it is the Board's view that starting with the 2018 Board elections, the public interest will be better served by election of District Board members in even-numbered year elections, held in conjunction with the statewide general elections; and"*

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

Public Comment

Gertrude Smith, MPC student and former Seaside Mayoral candidate, spoke against consolidating District trustee elections with statewide elections.

- L. BE IT RESOLVED, that the District Negotiating Commitment, for 2016-17, be approved.

Motion Steck / Second Coppernoll / Carried.

2016-2017/67

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

Public Comment

The following expressed opposition to the District Negotiating Commitment:

- A. Eric O’Gata, MPC EOPS Coordinator/Counselor
- B. Dr. Alan Haffa, MPC Faculty (Dr. Haffa provided a summary of his [written statement](#).)

Each trustee expressed their support for the District Negotiating Commitment, noting that it is not a bargaining proposal, but a statement of their values, as well as an informational framework for the college community to understand the Board’s approach to negotiations and their responsibility to ensure that MPC is fiscally sound for the benefit of our faculty, staff, and especially, our students.

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

New Courses

FASH 86 Apparel Design  
FPTC 214 Fire Technology Skills and Knowledge Update for Volunteer/Reserve Firefighters  
HOSP 21 Urban Agriculture Culinary Arts  
HOSP 22 Farm to Table Sustainable Cooking  
HOSP 23 Culinary Foundations of Professional Cooking I  
HOSP 24 Culinary Foundations of Professional Cooking II  
HOSP 70 Hospitality Cost Control  
PHED 43 Theory of Coaching

Motion Johnson / Second Brown / Carried.

2016-2017/68

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

- N. INFORMATION: Enrollment Management System (EMS) Update – Ms. Kiran Kamath

The Board received from Ms. Kamath an update on the Enrollment Management System, a schedule planning tool that MPC is in the process of implementing. She reminded the Board that the EMS will better enable us to track our enrollment and productivity data and do accurate projections by providing data that is adequate, useable, accessible, and transparent. She also provided the Board with an example of a [recent EMS report](#). / Ms. Kamath commended all involved in the implementation of the EMS.

- O. INFORMATION: Strong Workforce Program Update

The Board received from Michael Gilmartin, Dean of Instructional Planning, and Denise Moss, Professional Expert, CTE, information regarding the Strong Workforce Program, which is intended to increase the quality and quantity of CTE programs. The Board was provided with a

presentation entitled, “[Strong Workforce Program Funding Implementation](#).” Mr. Gilmartin reported that our plan must be submitted by January 31, 2017.

- P. INFORMATION: Enterprise Resource Planning (ERP) Overview and Timeline  
The Board received from Dr. Steven Crow, Vice President of Administrative Services, [information regarding the ERP](#), including a brief history, scope of work, and draft proposal.
- Q. INFORMATION: PowerFAIDS Update  
The Board received from Dr. Kim McGinnis, Vice President of Student Services, and Mr. Francisco Tostado, Director of Student Financial Services, an update regarding the implementation of PowerFAIDS, a financial aid management system that is replacing our current system, FAMS. They reviewed the benefits of the new system: 1) it is compatible with a variety of ERPs; 2) MPC will be able to recruit students earlier, because we’ll be able to estimate their financial aid awards based on information they submitted; and 3) students, faculty, and staff will be able to see the financial aid students have been awarded. / Dr. McGinnis explained that we’ve been able to leverage work for ourselves that has already been completed for Santa Rosa Junior College, which selected the same system, and with whom we share programmers. She also reported on the implementation schedule, noting that the consultant group visited MPC for a three-day implementation beginning in October. She noted that the implementation and testing of PowerFAIDS is approximately 70% complete, with an anticipated completion date of January or March 2017.
- R. INFORMATION: Calendar of Events  
The Board requested that Dr. Tribley review the date of the May Board meeting.

BREAK: 4:17-4:35 p.m.

## 15. REPORTS AND PRESENTATIONS

- A. MPC Foundation
- 1) Executive Director Report: Ms. Beccie Michael  
The Board received Ms. Michael’s [Executive Director report](#) from Dr. Tribley.
  - 2) Monthly Donations: \$125,567.12.
- B. Academic Senate Report: Dr. Heather Craig, President  
Dr. Craig spoke about administrative restructuring and stressed the importance of timely communication to—and collaboration with—the Academic Senate regarding any issues (10+1) under the Academic Senate’s purview. / She expressed concern regarding the status of board policies previously recommended to the Board by the Academic Senate and urged an expedited approval process. She also distributed the [proposed board policy on SLO Assessments](#). / Dr. Craig also requested that the Board build more collaborative relationships with the Academic Senate, both directly and through their administrative representatives.
- C. MPCEA Report: Mr. Kevin Haskin, President  
Mr. Haskin submitted his [written report](#).
- D. MPCTA Report: Ms. Lauren Blanchard, President – No report.
- E. ASMPC Report: Mr. Tyler Strode, Director of Representation  
Mr. Strode reported on ASMPC activities, including the Thanksgiving Feast, the December 7<sup>th</sup> holiday event, and their \$300 donation to Project Santa. / He reported on presentations given to the ASMPC by Lauren Blanchard, MPCTA President (MPCTA/District negotiations) and by Dr. Tribley and Dr. McGinnis (leadership). / He remarked on a number of well-received events, including the Career Transfer Resource Center’s Campus Connection series, the World Language Department’s free showing of *Elsa and Friends*, and the visit by a Middlebury Institute focus

group to solicit input from the community on the City of Monterey's economic plan. / Mr. Strode also announced upcoming ASMPC events, including Lobo Day on Tuesday, February 14, 2017 and "Pizza with the President" on Wednesday, March 8, 2017.

F. Academic Affairs Report: Ms. Kiran Kamath

The Board received Ms. Kamath's [Academic Affairs report](#).

G. Student Services Report: Dr. Kim McGinnis

The Board received Dr. McGinnis' [Student Services report](#). / Dr. McGinnis also provided the Board with an update regarding MPC's progress related to AB 288 (Dual Enrollment), which gives community colleges the ability to provide closed courses on high school campuses.

- 1) MPC's Student Services and Academic Affairs staff are working together to develop partnership agreements with the high schools in our district. We have met with representatives from Carmel Unified School District, Pacific Grove Unified School District, and Monterey Unified School District, with the objective to begin offering those courses in Fall 2017.
- 2) Four workgroups, with representatives from MPC and service area high school districts (working closely with MPC and high school faculty), have been assembled to focus on the agreement (including the cost of textbooks and materials), academic pathways and policies, student support services, and staffing and labor.
- 3) Six service area high schools have expressed interest in developing dual enrollment programs. Each of these high schools has identified five programs of interest to them.
- 4) Our target, to start, is to develop one pathway with each of the high schools. (Dr. McGinnis noted that pathways have to be developed first, because the AB 288 College and Careers Access Pathway Act requires community colleges to provide a specific pathway to these high school students.) She reported that we've developed agreements with some of these high schools regarding the provision of services (admissions and records, student success and support, and access resource center).
- 5) Dual enrollment courses are MPC courses and as such, will need to be taught by faculty who meet MPC's minimum qualifications. However, these faculty also, ideally, should have K-12 training, in addition to the discipline expertise we require.
- 6) The courses, textbooks, and materials will be free to the students who fall into the AB 288 category. Additionally, due to a recent decision by Dr. Tribley and the President's Cabinet, MPC will not charge non-resident fees to any of our high school students, which also supports the action taken by the Board at today's Special Board meeting to support DACA (Deferred Action for Childhood Arrivals) students.
- 7) A new certificate program, "[Personal Wellness and Health Professions: Proposed Marina High School Dual Enrollment Pathway \(Draft\)](#)," has been developed.
- 8) Current target dates for an agreement to be brought forward to the Board: January 2017 (first reading) and February 2017 (second reading).

Dr. McGinnis also reported on an initiative spearheaded by Nicole Dunne, Director of Admissions and Records, to implement Freshdesk, a customer service suite (currently utilized by MPC Online) that can handle questions and help desk items related to admissions and records. Dr. McGinnis explained the benefits of Freshdesk, which, as an interactive system, will enable students to utilize its services day or night, and which will assist us with our business process analyses by gathering data based on questions posed by students. It is expected to go live in December.

H. Administrative Services Report: Dr. Steven Crow

Dr. Crow responded to a statement made earlier in the meeting that the Budget Advisory Committee and Health and Welfare Cost Containment Committee (HWCCC) did not meet in 2016. He listed the eight dates on which the Budget Advisory Committee met during 2016 and noted that the minutes are available on [MyMPC](#). He reported on the Committee's charge and accomplishments during Spring and Fall 2016 and noted that their work, in part, includes

reviewing and recommending to him processes and procedures related to the budget, as well as assisting in the development of the budget calendar and budget. As part of that development, he remarked, they reviewed the meeting notes of the HWCCC, which met shortly prior to the development of the budget, on April 15<sup>th</sup> and May 19<sup>th</sup>. He explained that the charge of the HWCCC is to keep down health care costs and reviewed the HWCCC's accomplishments. / Dr. Crow also reported that the ERP will be brought before other committees to discuss the development of a request for proposal (RFP). / The Board thanked Dr. Crow for his factual updates.

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

The Board received the [Superintendent/President's report](#) from Dr. Tribley. / He was commended on the many accomplishments of the College.

J. Governing Board Reports

1) Community Human Services (CHS) Report – Trustee Steck reports that CHS will meet on December 15, 2017.

2) Trustee Reports

- a) Student Trustee Lambert commended the Tuba Christmas concert, which was held on December 11<sup>th</sup> at the Golden State Theatre. / He also remarked on the proactive leadership, contagious enthusiasm, and accomplishments of the ASMPC Council, particularly commending Tyler Strode, ASMPC Director of Representation, and Stephan Edgar, ASMPC President.
- b) Trustee Johnson expressed gratitude to all for his service as Board Chair. / He commended Vicki Nakamura for her work on the December 14<sup>th</sup> Special Board Meeting and complimented the Tuba Christmas concert. / He reported on upcoming events in Monterey, with which he hopes MPC will be involved: the Language Capital of the World Cultural Festival in late spring; the City of Monterey's Summer of Love celebrations; and the City of Monterey's 200<sup>th</sup> birthday celebration.
- c) Trustee Steck expressed appreciation to all at MPC for their work. / Chair Dunn Gustafson thanked him for his work on the Board's statement of values.
- d) Trustee Coppernoll offered her kudos to MPC Faculty Molly Jansen and her culinary students for their outstanding work at a recent MPC Foundation event. / She commended the panel discussion hosted by *El Yanqui*, MPC's campus newspaper, which included attendees from MPC, Pacific Grove High School, and CSUMB. / She commended Dr. Tribley for his outstanding leadership and expressed her gratitude to everyone at MPC for their work. / She also expressed her pride in the inspirational activities and leadership of MPC's students.
- e) Vice Chair Brown remarked that the Board's job is to make MPC better for everyone—faculty, staff, and students. He reminded everyone that the students are our ultimate priority and the reason for which we work at MPC. He thanked everyone at MPC for the work they do to make the school better. / He also commended Molly Johnson for her three-fold approach to the hospitality program.
- f) Chair Dunn Gustafson commended the National Philanthropy Day Luncheon, at which former MPC Trustees R. Lynn Davis and Dr. Jim Tunney were recognized for their contributions. (Dr. Tunney's Youth Foundation, she noted, was honored as the Foundation of the Year.) / She reported that Trustee Johnson will represent her at the Fire Academy Graduation, which she will be unable to attend. / She also thanked the Board for electing her as Board Chair.

## 16. ADVANCE PLANNING

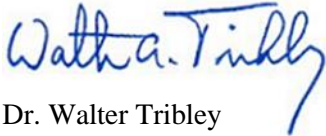
A. Regular Board Meeting, January 25, 2017 at MPC Library & Technology Center

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

- B. Regular Board Meeting, February 22, 2017 at MPC Library & Technology Center
  - 1) Closed Session: 11:00am, Stutzman Room
  - 2) Regular Meeting: 1:30pm, Sam Karas Room
- C. Future Topics
  - 1) Study Session: Enrollment Management System (EMS)

- 17. **ADJOURNMENT** – Chair Dunn Gustafson adjourned the meeting at 5:40 p.m.
- 18. **CLOSED SESSION** – Not required.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Walter Tribley". The signature is written in a cursive style with a large, sweeping initial 'W'.

Dr. Walter Tribley  
Superintendent/President

*Posted January 26, 2016*