

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

REGULAR BOARD MEETING

WEDNESDAY, FEBRUARY 22, 2017

10:30am, 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>

AGENDA (Revised)

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. 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, Dr. Kim McGinnis, Dr. Steven L. Crow

C. Conference with Labor Negotiators (Government Code Section 54957.6)

1) Employee Organization: MPCTA/CTA

2) Agency Representatives: Susan Kitagawa, Dr. Jon Knolle, Kiran Kamath, and Dr. Steven L. Crow

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

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) Ms. Medric Wade, Retired Director of Financial Aid
- 2) Mr. Richard Nitsche, Former MPC Faculty, Asian Student Association Co-Founder and Club Advisor

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 approves the minutes of the Regular Board meeting on January 25, 2017.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the January 13th manual payroll in the amount of \$957.18, the January 31st regular payroll in the amount of \$1,722,325.91, and the February 3rd manual payroll in the amount of \$9,203.74 be approved.
- 4) That Commercial Warrants: 12283841 through 12283872, 12284410 through 12284444, 12285356 through 12285378, 12285928 through 12285952, 12286428 through 12286440, 12287016 through 12287031, 12287842 through 12287890, 12289286 through 12289298, 12290179 through 12290221 in the amount of \$4,083,614.96 be approved.
- 5) That Purchase Orders B1700414 through B1700456 in the amount of \$551,439.58 be approved.
- 6) That the following budget increases in the Restricted Fund be approved:

Increase of \$91,196.00 in funds received for FY 2016-2017.

- 7) That the following budget adjustments in the Restricted General Fund be approved:
- | | | |
|--|----|--------|
| Net decrease in the 1000 (Certificated Salary) Object expense category | \$ | 12,000 |
| Net increase in the 2000 (Classified Salary) Object expense category | \$ | 12,000 |
| Net increase in the 4000 (Supply) Object expense category | \$ | 10,000 |
| Net increase in the 5000 (Other/Services) Object expense category | \$ | 2,111 |
| Net decrease in the 6000 (Capital Outlay) Object expense category | \$ | 12,111 |
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:
- | | | |
|---|----|-------|
| Net decrease in the 4000 (Supply) Object expense category | \$ | 1,582 |
| Net decrease in the 5000 (Other/Services) Object expense category | \$ | 4,418 |
| Net increase in the 6000 (Capital Outlay) Object expense category | \$ | 6,000 |

B. Management Personnel

- 1) That the Governing Board ratifies the following item(s):
- Dr. Jon Knolle will assume the additional duties of serving on the MPCTA District negotiating teams for the 2016-2017 academic year.
 - Resignation of Elizabeth Schalaus, Human Resources Analyst, Human Resources, 40 hours per week, 12 months per year, effective February 17, 2017.

C. Faculty Personnel

- 1) That the Governing Board ratifies the following item(s):
- Resignation of Mai Soua Lee, Access & Public Services Librarian, effective January 31, 2017.
 - Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2017.

D. Classified Personnel

- 1) That the Governing Board ratifies the following item(s):
- Employment of Tiffany Thomas, Records Evaluator, Admissions and Records, Range 15, 40 hours per week, 12 months per year, effective February 23, 2017.

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.

F. Volunteers

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

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 Monterey Peninsula College employ the following probationary employees as tenured employees for all subsequent academic years starting with the 2017-2018 academic year:

- Dr. Abeje Ambaw, Anatomy/Physiology Instructor
- Ms. Jaqueline Evans, Counselor-Access Resource Center
- Ms. Susanne Muszala, Counselor
- Mr. Luke Spence, Mathematics Instructor
- Mr. Andrew Washburn, Mathematics Instructor

- B. BE IT RESOLVED, that Monterey Peninsula College enter into a contract with the following contract (probationary) employees for the 2017-2018 academic year:
- 1) Mr. Bruce Barrie, Business Instructor
 - 2) Mr. Marcus Carroll, Physical Education
 - 3) Mr. John Taylor Finell, History Instructor
 - 4) Ms. Connie Hebert, Math Instructor
 - 5) Ms. Leila Jewell, Physics Instructor
 - 6) Ms. Carol Karian, Early Childhood Instructor
 - ~~7) Mr. David Kersnar, Creative Arts Instructor~~
 - 8) Ms. Andrea Mann, Counselor
 - 9) Ms. Tiffany Price, Anatomy Instructor
 - 10) Mr. David Seagal, Computer Science Instructor
 - 11) Ms. Davina Walker, Counselor
- C. BE IT RESOLVED, that Monterey Peninsula College enter into a contract with the following contract (probationary) employees for the 2017-2018 and 2018-2019 academic years:
- 1) Ms. Carrie Ballard, Counselor
 - 2) Mr. Francisco de Borja Dorsch, Spanish Instructor
 - 3) Ms. Kacey Giammanco, Counselor
 - 4) Ms. Gabriela Stanica, Math Instructor
- D. INFORMATION: MPC's Plan to respond to the Accreditation Report from the Accrediting Commission of Community and Junior Colleges
- E. BE IT RESOLVED, that the 2016-2017 Monthly Financial Report for the period ending January 31, 2017, be accepted.
- F. INFORMATION: County of Monterey Investment Report for the quarter ending December 31, 2016.
- G. BE IT RESOLVED, that the following new programs be approved:
- New Programs
American Sign Language (Certificate of Training – Credit Only)
American Sign Language Linguistics (Certificate of Training – Credit Only)
Japanese Language (Certificate of Training – Credit Only)
- H. BE IT RESOLVED, that the Governing Board approves submission of an application for Monterey Peninsula College to participate in the California Guided Pathways Project.
- I. BE IT RESOLVED, that the Governing Board approves the Child Development Services Agreement (CSPP-6292) between the California Department of Education and Monterey Peninsula College.
- J. BE IT RESOLVED, that the Governing Board ratifies the employment agreement between the Monterey Peninsula Community College District and Paul Long, serving as an Interim Dean of Instruction, for the period of November 1, 2016 through June 30, 2017.
- K. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding of December 7, 2016, entitled "Pool Operator/Groundskeeper," in which the California Employees School Association Chapter #245 MPCEA/CSEA and the Monterey Peninsula Community College District agreed to establish the classification of Pool Operator/Groundskeeper; and

BE IT FURTHER RESOLVED, that the Governing Board approves the recruitment to fill the position.

- L. BE IT RESOLVED, that the Governing Board approves the job description and salary placement for Human Resources Technician; and

BE IT FURTHER RESOLVED, that the Governing Board approves the recruitment to fill the position.

- M. RESOLUTION: BE IT RESOLVED, that the Governing Board approves the job description and salary placement for Associate Researcher; and

BE IT FURTHER RESOLVED, that the Governing Board approves the recruitment to fill the position.

- N. RESOLUTION: BE IT RESOLVED, that the Governing Board approves the job description and salary placement for Dean of ~~Research, Planning~~ **Planning, Research**, and Institutional Effectiveness; and

BE IT FURTHER RESOLVED, that the Governing Board approves the recruitment to fill the position.

- O. BE IT RESOLVED, that the Governing Board endorses _____, _____, and _____ as candidates for the 2017 Monterey County School Boards Association “Excellence in Education” Award.

- P. INFORMATION: Calendar of Events

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: To be reported on February 22, 2017.
- B. Academic Senate Report: Dr. Heather Craig, President
- C. MPCEA Report: Mr. Kevin Haskin, President
- D. MPCTA Report: Ms. Lauren Blanchard, President
- E. ASMPC Report: Mr. Tyler Strode, Director of Representation
- F. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs
- G. Student Services Report: Mr. Larry Walker, Dean of Student Services
- H. Administrative Services Report: Dr. Steven Crow, Vice President of Administrative Services
- I. Superintendent/President’s Report: Dr. Walter Tribley, Superintendent/President
- J. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports

15. ADVANCE PLANNING

- A. Regular Board Meeting, March 22, 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, April 26, 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)

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.

Posted February 16, 2017