

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

**REGULAR BOARD MEETING**

**WEDNESDAY, DECEMBER 11, 2013**

1:30pm, Closed Session, Stutzman Room, LTC  
3:00pm, Regular Meeting, Sam Karas Room, LTC

980 Fremont Street, Monterey CA 93940  
[www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard)

**MINUTES**

1. **CALL TO ORDER** – Chair Charles Brown called the meeting to order at 1:30 p.m.
2. **ROLL CALL**– present:  
Mr. Charles Brown, Chair  
Dr. Margaret-Anne Coppemoll, Trustee  
Ms. Marilyn Dunn Gustafson, Trustee  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Vice Chair  
Dr. Walter Tribley, Superintendent/President  
  
Staff:  
Ms. Barbara Lee, Associate Dean of Human Resources  
Mr. Joe Bissell, Special Assistant to the Superintendent/President  
Mr. Marty Johnson, VP of Student Services  
Dr. Céline Pinet, VP of Academic Affairs  
Mr. Larry Walker, Dean of Student Services
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: Barbara Lee, Joe Bissell & Larry Walker
  - B. Conference with Labor Negotiators (Government Code Section 54957.6)
    - a) Employee Organization: MPCTA/CTA/NEA
    - b) Agency Representatives: Barbara Lee, Joe Bissell & Céline Pinet
  - C. Public Employee Discipline/Dismissal/Release (Government Code Section 54957): Barbara Lee
  - D. Public Employee Performance Evaluation: Superintendent/President
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL**  
Chair Brown asked for Roll Call at 3:08 p.m.  
Present:  
Mr. Charles Brown, Chair  
Dr. Margaret-Anne Coppemoll, Trustee

Ms. Marilynn Dunn Gustafson, Trustee  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Vice Chair  
Dr. Walter Tribley, Superintendent/President  
Mr. Maury Vasquez, Student Trustee

7. **REPORT OF ACTION TAKEN IN CLOSED SESSION**

Chair Brown reported that the Board took action not to renew employee #5422's contract for 2014-2015, but will reserve the option to enter into a new contract at a later date.

8. **APPROVAL OF AGENDA**

Motion (excluding New Business Item F) Steck / Second Dunn Gustafson / Carried. 2013-2014/50

9. **OATH OF OFFICE** – by Dr. Loren Steck, Governing Board Vice Chair:

A. Swearing in of Trustee Charles Brown

Chair Brown was sworn in with support of special guests Carlos Ramos and Reverend Lusk.

B. Swearing in of Trustee Dr. Margaret-Anne Coppernoll

Trustee Coppernoll was sworn in with support of Marina City Councilmember David Wayne Brown.

10. **ORGANIZATION**

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

Motion Dunn Gustafson / Second Johnson/ Carried. 2013-2014/51

B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District:  
Loren Steck. Seating of new Board Vice Chair.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2013-2014/52

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

Motion Steck / Second Johnson / Carried. 2013-2014/53

D. BE IT RESOLVED, that the fourth Wednesday of each month at 3:00 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 2014 exceptions.

Dr. Tribley noted that all meetings will be held at MPC except one in Seaside and one in Marina.

Motion Johnson / Second Steck / Carried. 2013-2014/54

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 2014.

Motion Steck / Second Coppernoll / Carried. 2013-2014/55

F. BE IT RESOLVED, that Rick Johnson and Margaret-Anne Coppernoll be designated as the Board Subcommittee for Governing Board Policies for 2014.

Motion Steck / Second Dunn Gustafson /Carried. 2013-2014/56

G. BE IT RESOLVED, that Charles A. Brown be designated as the educational liaison to the Monterey County School Board Association's Executive Committee for 2014.

Motion Johnson / Second Coppernoll / Carried. 2013-2014/57

H. BE IT RESOLVED, that Loren Steck be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2014, and that Marilynn Dunn Gustafson be designated as an alternate.

Motion Dunn Gustafson/ Second Johnson / Carried. 2013-2014/58

I. BE IT RESOLVED, that Margaret-Anne Coppernoll be designated as the 2014 Designated Director on the MPC Foundation Board of Directors with full voting rights and that Rick Johnson be designated as alternate Designated Director.

Motion Steck / Second Dunn Gustafson / Carried. 2013-2014/59

## 11. RECOGNITION

### A. Moment of Silence

- 1) Former MPC Instructional Specialist, Sal Ventimiglia, deceased November 2013.

## 12. PUBLIC COMMENTS - None

## 13. CORRESPONDENCE AND PUBLICATIONS

### A. Written Communications

- 1) Letter from Dr. Walt Tribley to Van Ton-Quinlivan, Vice Chancellor of the Workforce & Economic Development Division of the California Community Colleges Chancellor's Office, informing her that MPC is pleased to become a member of a consortium for RFA 13-164. / November 14.
- 2) Letter to Shawn Anderson from Dean Flippo, Monterey Peninsula Foundation Youth Fund Chair, notifying her that the Monterey Peninsula Foundation Youth Fund grant committee has approved a grant of \$50,000 for nine MPC programs. / November 15.
- 3) Letter to Dr. Walt Tribley from Dr. Mike Orkin, Vice Chancellor of Educational Services of Peralta Community College District, thanking him for agreeing to write a letter of support for the Online Education Initiative. / November 20.
- 4) Letters to MPCCD from Claudio Valenzuela, Monterey County Elections' Acting Registrar of Voters, regarding the election held on November 5, 2013.

### B. MPC All User Emails

- 1) Student Health Services: Announcement of a Veteran's Outreach event on November 21.
- 2) Project Santa Committee: Request for contributions and nominations.
- 3) Student Financial Services: Announcement of the 2014-2015 Matsui Scholarship.

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

- 1) *The Herald* / November 13, 2013: "Jury: Former MPC student was sane when he killed friend."
- 2) *The Herald* / November 14, 2013: "MPC, Shimer College reach agreement."

- 3) *The Herald* / November 17, 2013: Obituary for faculty emeritus, Lynne Bynum, deceased on October 27, 2013. / “Hartnell beats MPC to earn Coast Conference title.”
- 4) *The Herald* / November 21, 2013: “MPC gives retirement incentives to older teachers.”
- 5) *The Herald* / November 27, 2013: “Culinary students to compete in ‘Food Fight’ at Carmel Valley Ranch.” / “MPC student leaders tangle after meeting.”

#### 14. REPORTS AND PRESENTATIONS

- A. Institutional Report: “Accreditation Update”: Dr. Céline Pinet and Ms. Catherine Webb  
Dr. Pinet and Ms. Webb presented their report, “Accreditation Update.” They shared information regarding instructor reflections and spoke of the importance of keeping the students at the forefront of our minds. / Dr. Tribley commended the efforts of the Student Learning Outcome Committee and thanked them for their work.
  
- B. Superintendent/President’s Report: Dr. Walter Tribley  
Dr. Tribley reported on cost reduction measures. At the January 22<sup>nd</sup> Board meeting, he will bring forth a list of positions that he will be asking the Board to remove. He discussed those positions with the Board in closed session today as part of negotiations. / Per SB571, all votes within our shared governance boards and committees have to be roll call votes as of January 1, 2014. / He commended Barbara Lee for her service to our college and students. / He announced the hiring of the new Associate Dean of Human Resources, Susan Kitagawa, pending Board approval, and spoke of her background, skills, and experience. She’ll start in December. / He also announced the offer that had been made to David Brown as the Director of the Public Safety Training Center. / Math Learning Center faculty member Blanca Morgan will start next fall. / He has assigned \$10,000 to marketing efforts for Spring enrollment. / He attended a number of events including the Fire Academy graduation and the MPC Alumni Association event.
  
- C. Vice Presidents’ Reports:  
Special Assistant, Mr. Joe Bissell  
Mr. Bissell reviewed and distributed Scott Lay’s report.  
  
Vice President of Academic Affairs, Dr. Céline Pinet  
Dr. Pinet highlighted items from her written [report](#), including the new directions on curriculum, accreditation, and our pedagogical efforts.  
  
Interim Vice President of Student Services, Mr. Marty Johnson  
Mr. Marty Johnson acknowledged ASMPCC for their Thanksgiving dinner for the campus. / The college is engaged in process mapping and plans to move forward next week with the Strata Group to review those processes and make improvements in preparation for our pursuit of the Title V grant and the new ERP. / He commended Larry Walker and his staff for their student success efforts. / The men’s basketball team lost to Irvine Community College in the finals of the 24<sup>th</sup> consecutive Monterey Bay Tournament last weekend. The women’s team will host their own tournament December 19-21.
  
- D. Academic Senate Report: Fred Hochstaedter, President  
Mr. Hochstaedter invited the Board to the Flex Days on Wednesday, January 29<sup>th</sup> and Thursday, January 30<sup>th</sup>. He acknowledged the efforts of the Flex Committee and noted that the keynote speaker, Chet McDoniel, would be speaking on diversity from the perspective of the disabled community. / Ayza Camacho organized and led an instructional reflections training session for the division office managers.
  
- E. MPCEA Report: Loran Walsh, President  
Mr. Walsh reviewed his written [report](#).
  
- F. MPCTA Report: Mark Clements, President – No report.

- G. ASMPC Report: Student Trustee Maury Vasquez reported that the ASMPC will discuss setting new goals for next semester and the next academic year at their last ASMPC meeting of the year.
- H. College Council Report: Stephanie Perkins and Diane Boynton, Co-chairs  
Ms. Boynton noted that the College Council is responsible for reviewing and potentially revising the mission and institutional goals and objectives for the institution. Different members of College Council are participating in subcommittees on the institutional goals.
- I. MPC Foundation
- 1) Executive Director Report: Ms. Beccie Michael  
See written report under "[Reports.](#)"  
Ms. Michaels welcomed Dr. Coppernoll to the Foundation Board. / The Foundation held an orientation earlier this month for four community members who are joining the Foundation Board. / The Foundation is getting ready for an audit.
  - 2) Monthly Donations: \$47,186
- J. Governing Board Reports
- 1) Community Human Services (CHS) Report: Dr. Loren Steck referred everyone to the written [report](#) in the board packet.
  - 2) Trustee Reports
    - a) Student Trustee Maury Vasquez: ASMPC is working with the Child Development Center and Trustee Johnson on a fundraiser at the Farmer's Market. / He thanked Dr. Tribley for inviting him to the alumni holiday dinner. / He noted that students are in great hands with the Foundation. He hopes to work with them more next semester.
    - b) Trustee Marilyn Dunn Gustafson: She met the new Foundation Board members at the Foundation's holiday party and saluted the efforts of the retiring Board members. / She complimented Barbara Lee's retirement celebration.
    - c) Trustee Rick Johnson: He commended Barbara Lee. / He congratulated David Brown on a terrific Fire Academy graduation.
    - d) Trustee Margaret-Anne Coppernoll: She attended the Alumni Association dinner and Barbara Lee's retirement celebration. / She congratulated David Brown on his fantastic operation at PSTC.
    - e) Vice Chair Loren Steck: He was unable to attend the Foundation alumni party, but noted that the retiring board members are not only major players in our community, they were also the people most closely associated with the turnaround of the organization. / He complimented Barbara Lee.
    - f) Chair Charles Brown: He spoke of Barbara Lee's contributions. / He said that students like Maury Vasquez are a reflection of the efforts of the MPC campus.
- K. Legislative Advocacy Report, Dr. Walter Tribley – No report.
- L. Student Success Report: No Report.
- M. Special Report – Bond Update Reports, Joe Demko, Kitchell
- 1) Active Bond/Facility Projects Update
  - 2) Cost Control Report
  - 3) Master Schedule/Construction Phase Only  
Mr. Demko highlighted items from his written report entitled, "[Active Bond/Facility Projects Update.](#)"



## 15. CONSENT CALENDAR

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

Motion (with changes to Item D) Steck / Second Dunn Gustafson / Carried. 2013-2014/60

BE IT RESOLVED,

- 1) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donor.
- 2) That the November regular payroll in the amount of \$2,250,123.33 for a total payroll of \$2,250,123.33 be approved.
- 3) That Commercial Warrants:  
12041600 through 12041644, 12042270 through 12042298, 12043016 through 12043026,  
12043647 through 12043668, 12044439 through 12044489, in the amount of \$1,268,087.68  
be approved.

### B. Management Personnel

- 1) That the Governing Board approves the following item(s):
  - a) Employment of David Brown, Director of Public Safety Training Center, effective December 12, 2013 and approve the salary placement on the Administrative Salary Schedule 2013-2014, step 1.
  - b) Employment of \_\_\_\_\_ as Interim Vice President for Administrative Services, effective \_\_\_\_\_, pending negotiation and ratification of the employment agreement.

### C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
  - a) Authorize the full-time, tenure track replacements for Chemistry Instructor; Business Instructor; Digital Services Librarian; Hospitality & Restaurant Management Instructor; Psychology Instructor; Spanish Instructor (6 positions).
  - b) Authorize the full time replacement for Upward Bound Counselor.
  - c) Employment of Mathematics Learning Center Coordinator, Blanca Morgan under faculty service area MathBA and MathDEV. Step and Column placement pending verification, effective Fall 2014.
  - d) Grant Equivalency to Minimum Qualifications to Blanca Morgan to teach Mathematics effective Spring 2014.
  - e) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2013 and Spring 2014.

### D. Classified Personnel

- 1) That the Governing Board approves the following item(s):
  - a) Employment of Irma Dimas-Guillen, Student Financial Services Outreach Coordinator, 40 hours per week, 12 months per year, effective December 12, 2013.
  - b) ~~Employment of Rosa Marie Ferris, Instructional Specialist, Mathematics Learning Center, 18 hours per week, 7 months & 19 days per year, effective December 12, 2013.~~

### 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.

Break: 4:25 p.m. – 4:37 p.m.

**16. NEW BUSINESS**

- A. BE IT RESOLVED, that the 2013-2014 Monthly Financial Reports for the period ending October 31, 2013, be accepted.

Motion Johnson / Second Coppernoll / Carried. 2013-2014/61

- B. BE IT RESOLVED, that the Governing Board approves the 2012-2013 year-end transfer of \$967,502 from the Unrestricted General Fund to the Capital Projects Fund.

Motion Steck / Second Johnson / Carried. 2013-2014/62

- C. BE IT RESOLVED, that the Governing Board approves the updated Facilities Master Budget as recommended by the district's Facilities Committee.

Motion Steck / Second Coppernoll / Carried. 2013-2014/63

- D. BE IT RESOLVED, that the Governing Board authorizes Joseph Bissell, Special Assistant to the Superintendent/President, to enter into a contract with Kitchell for Program Management Services for the period of January 1, 2014 through August 31, 2014.

Motion Dunn Gustafson / Second Steck / Carried. 2013-2014/64

- E. BE IT RESOLVED, that the Governing Board approves the spending of 2012-2013 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.

Motion Johnson / Second Coppernoll / Carried. 2013-2014/65

- ~~F. BE IT RESOLVED, that the Superintendent/President be authorized to accept the Quitclaim Deed, and the terms, covenants, exclusions and reservations, and restrictions therein, for a portion of parcel E19a.5 (Parcel Q) at the former Fort Ord, granted from the Fort Ord Reuse Authority.~~

~~Motion / Second / Carried. 2013-2014/57~~

- G. INFORMATION ONLY: Fort Ord Habitat Conservation Plan Report.  
Ms. Vicki Nakamura reviewed her report, "Fort Ord Habitat Conservation Plan (HCP)."

Ms. Nakamura reported that UCSC and FORA will be managing the endowments. Our only financial contribution is through the infrastructure payment. / Loran Walsh asked if the college could develop a course to provide maintenance so we don't have to pay for it. Ms. Nakamura didn't believe that a course would substitute for that payment and felt that a class probably would be unable to take care of all the responsibilities required by the Habitat Conservation Plan. However, she thought that the college could possibly be involved in training the technicians.

- H. BE IT RESOLVED, that the 2015-2016 College Academic Calendar be approved as proposed.

Motion Dunn Gustafson / Second Steck / Carried. 2013-2014/66

- I. BE IT RESOLVED, that the following new courses be approved:  
1) ENGL 40A, American Literature I  
2) ENGL 40B, American Literature II

- 3) ETNC 6, Culture in American Film
- 4) NURS 400, Supervised Nursing Skills Lab
- 5) THEA 58B, Theatre for Young Audiences – Dramatic
- 6) THEA 58C, Theatre for Young Audiences – Classical
- 7) THEA 58D, Theatre for Young Audiences – Original/Experimental
- 8) THEA 60B, Studio Theatre – Dramatic
- 9) THEA 60C, Studio Theatre – Classical

Motion Coppernoll / Second Vasquez / Carried.

2013-2014/67

- J. BE IT RESOLVED, that the Governing Board ratify the attached agreement to employ Susan Kitagawa as the Associate Dean of Human Resources from December 23, 2013 through June 30, 2015.

Motion Dunn Gustafson / Second Coppernoll / Carried.

2013-2014/68

Student Trustee Vasquez noted that he's very excited that Dr. Tribley chose Ms. Kitagawa, as he was very impressed by her.

- K. INFORMATION: Calendar of Events.

## 17. ADVANCE PLANNING

- A. Regular Board Meeting, Wednesday, January 22, 2014 at MPC:

- 1) Closed Session, 1:30pm, Stutzman Room, LTC
- 2) Open Session, 3:00pm, Lecture Forum 103

- B. Regular Board Meeting, Wednesday, February 26, 2014 at MPC:

- 1) Closed Session, 1:30pm, Stutzman Room, LTC
- 2) Open Session, 3:00pm, Lecture Forum 103

- C. Future Topics

- 1) Board Study Session regarding Parking Lot A.
- 2) Board Study Session regarding new repeatability regulations that impact programs such as Gentrain.
- 3) Tour of PSTC (Public Safety Training Center) Phase II.
- 4) Board Study Session regarding budget.
- 5) Tour of Physical Science Building.

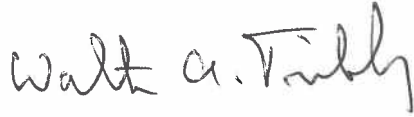
Dr. Tribley reported that he will be looking into holding the study session regarding repeatability regulations in the spring. The tour of the physical science building will be held in February, at the earliest. / Dr. Steck would like to hear from the nursing program, so Dr. Tribley suggested that we include the nursing program update as an institutional report. Chair Brown referred to the nursing student impacted by the new admissions policy. Dr. Tribley noted that there has been communication with this student. He would not recommend that the Board make an exception for one student because other students are also impacted. Changes to the admission standards largely came from the Chancellor's Office and were reinforced by the wishes of CHOMP. Trustee Johnson suggested counseling to assist this student and wants to make sure the student knows that he is being heard. Dr. Tribley said that he and Mr. Johnson will make an attempt to speak with the student, although he can't take action. / Dr. Tribley reported that we can't extend the library hours until we are able to address our budgetary issues. He noted that the students who discussed the library hours were organized, articulate, very professional, and complimentary of our library. Dr. Steck requested that we send a letter to this class from the Board. Trustee Johnson noted that we're



looking for those pathways to make it work. Dr. Tribley noted that this doesn't just involve library staff, but also custodial, security, and maintenance.

18. **ADJOURNMENT** Chair Brown adjourned the meeting at 5:30 p.m.
19. **CLOSED SESSION** – Not required.

Respectfully Submitted,



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](http://www.mpc.edu/GoverningBoard).*

*Posted February 28, 2014*