

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

**REGULAR BOARD MEETING**

**WEDNESDAY, APRIL 26, 2017**

10:30 a.m., Closed Session: Stutzman Room, Library & Technology Center  
1:30 p.m., 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**

*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 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

**B. Conference with Labor Negotiators (Government Code Section 54957.6)**

1) Employee Organization: MPCTA/CTA

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

**C. Superintendent/President Quarterly Evaluation (Government Code Section 54947)**

**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. Acknowledgement of Guests

- 1) Grace Anongchanya-Calima – Advocate of the Year, WESTOP Central California Chapter

**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 March 22, 2017.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the March 15<sup>th</sup> manual payroll in the amount of \$1,119.23, the March 31<sup>st</sup> regular payroll in the amount of \$3,184,898.45, the April 5<sup>th</sup> manual payroll in the amount of \$2,873.06 and the April 10<sup>th</sup> supplemental payroll in the amount of \$69,554.64 be approved.
- 4) That Commercial Warrants: 12296854 through 12296873, 12297672 through 12297721, 12298434 through 12298484, 12299289 through 12299289, 12299892 through 12299948, 12300769 through 12300800, 12301469 through 12301481, 12302914 through 12302938, 12303638 through 12303654 in the amount of \$3,063,076.24 be approved.
- 5) That Purchase Orders B1700501 through B1700540 in the amount of \$232,597.55 be approved.
- 6) That the following budget increases in the Restricted Fund be approved:  
Increase of \$937,801.00 in funds received for FY 2016-2017.
- 7) That the following budget decreases in the Restricted Fund be approved:  
Decrease of \$619,567.00 in funds received for FY 2016-2017.
- 8) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	78,419
Net increase in the 2000 (Classified Salary) Object expense category	\$	10,830
Net increase in the 3000 (Benefits) Object expense category	\$	9,263
Net increase in the 4000 (Supply) Object expense category	\$	11,452
Net increase in the 5000 (Other/Services) Object expense category	\$	138,316
Net increase in the 6000 (Capital Outlay) Object expense category	\$	63,064
Net decrease in the 7000 (Other Outgo) Object revenue category	\$	154,506

9) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	2,183
Net decrease in the 2000 (Classified Salary) Object expense category	\$	307
Net increase in the 4000 (Supply) Object expense category	\$	680
Net increase in the 5000 (Other Services) Object expense category	\$	1,810

10) That the following budget increase in the Trust Fund be approved:

Revenue Increase of \$700,000  
Expense Increase of \$700,000

11) That the following budget increase in the Capital Outlay Fund be approved:

Increase of \$548,925 in revenue budget

12) That the following budget increase in the OPEB Fund be approved:

Increase of \$112,014 in expense budget

13) That the following budget increase in the Building Fund be approved:

Increase of \$29,000 in revenue and \$429,418 in expense budgets

#### B. Management Personnel

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

- Correction of the date for resignation of Michael Gilmartin, Dean of Instructional Planning, Academic Affairs, effective June 30, 2017, for the purpose of retirement and confer upon him the title of Dean Emeritus. Mr. Gilmartin has served as an administrator since 1999.
- Correction of the date for resignation of Steve Crow, Vice President of Administrative Services, effective December 29, 2017, for the purpose of retirement. Dr. Crow has served as an administrator since 2015.
- Approve the recruitment for the Dean of Instruction, STEM.

#### C. Faculty Personnel

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

- Resignation of David Clemens, Humanities, effective June 1, 2017, for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Clemens has served as a faculty member since 1971.
- Grant Equivalency to Minimum Qualifications to Alexander Hulanicki to teach English, effective Spring 2017.
- Grant Equivalency to Minimum Qualifications to Patricia Roberts to teach Speech Communication, effective Spring 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 Gloria Perez, Bilingual Categorical Services Coordinator, Marina Educational Center, Range 18, 40 hours per week, 12 months per year, effective April 27, 2017.

- b) Resignation of Colton Miller, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year, effective May 26, 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. INFORMATION: Accreditation Recommendations – Progress Report

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

- C. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending March 31, 2017, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

- D. BE IT RESOLVED, that the 2016-2017 Bond Expenditure Report for the quarter ending March 31, 2017, be accepted.

- 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 June 30, 2017.

- F. BE IT RESOLVED, that the following new course and program be approved:

New Course

GWOS 15 Introduction to LGBTQ Global Literatures

New Program

Computer Programming and Game Design Fundamentals (Certificate of Training – Credit Only)

- G. BE IT RESOLVED, that the Governing Board approves AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Monterey Peninsula Unified School District for 2017-2018.

- H. INFORMATION: AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Pacific Grove Unified School District.

- I. INFORMATION: Historically Black Colleges and Universities College Tour

- J. BE IT RESOLVED, that the Governing Board approves the Services Agreement between Monterey Peninsula College and The Foundation for California Community Colleges / Career Ladders Project for provision of technical assistance in designing guided pathways.

- K. BE IT RESOLVED, that the Governing Board adopts the following resolution recognizing the contributions of the classified employees of Monterey Peninsula College and designating May 22 through May 26, 2017 as Classified School Employee Week.

**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**  
**Classified School Employee Week**

WHEREAS, classified professionals provide valuable services to the students of Monterey Peninsula Community College District and contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in the efficient and productive operations of Monterey Peninsula College; and

WHEREAS, classified professionals employed by Monterey Peninsula Community College District strive for excellence in the performance of their duties; and

WHEREAS, the Monterey Peninsula Community College District wishes to acknowledge and thank the classified employees for their dedication and hard work;

THEREFORE, BE IT RESOLVED, that the Monterey Peninsula Community College District hereby recognizes and honors the contributions of the classified professionals to the quality education of the students at Monterey Peninsula College and declares the week of May 22 through May 26, 2017, as Classified School Employee Week in the Monterey Peninsula Community College District.

- L. INFORMATION: First Reading: The Equal Employment Opportunity Fund Multiple Measures Allocation Model Certification Form, Fiscal Year 2016-2017.
- M. BE IT RESOLVED, that the annual authorization for the student trustee to have an advisory vote and the ability to make and second motions, to be in effect until May 31, 2018, be approved.
- N. BE IT RESOLVED, that the 2017-2018 allocation of \$ \_\_\_\_\_ to Community Human Services, be approved.
- O. BE IT RESOLVED, That Board Policy 5052 – Open Enrollment, be reviewed and accepted; and

BE IT FURTHER RESOLVED, That Board Policies: 4020 – Program, Curriculum, and Course Development; 4226 – Multiple and Overlapping Enrollments; 5010 – Admissions and Concurrent Enrollment; 5012 – International Students; 5015 – Residence Determination; 5020 – Nonresident Tuition; 5030 – Fees; 5035 – Withholding of Student Records; 5040 – Student Records, Directory Information, and Privacy; 5050 – Student Success and Support Program; 5055 – Enrollment Priorities; 5110 – Counseling; 5120 – Transfer Center; 5130 – Financial Aid; 5140 – Disabled Student Programs and Services (DSPS); 5150 – Extended Opportunity Programs and Services (EOPS); 5200 – Student Health Services; 5205 – Student Accident Insurance; 5210 – Communicable Disease; 5300 – Student Equity; 5400 – Associated Students Organization; 5410 – Associated Students Elections; 5420 – Associated Students Finance; 5500 – Standards of Student Conduct; 5510 – Off-Campus Student Organizations; 5570 – Student Credit Card Solicitations; 5700 – Intercollegiate Athletics; 5800 – Prevention of Identity Theft in Student Financial Transactions; and 7211 – Faculty Services Areas, Minimum Qualifications, and Equivalencies, be adopted.

- P. INFORMATION: First Reading of Board Policies: 2015 – Student Member; 2110 – Vacancies on the Governing Board; 2210 - Officers; 2220 – Committees of the Governing Board; 2305 –

Annual Organizational Meeting; 2310 – Regular Meetings of the Governing Board; 2315 – Closed Sessions; 2320 – Special and Emergency Meetings; 2330 – Quorum and Voting; 2342 – Superintendent/President Succession; and 2717 – Personal Use of Public Resources

Q. 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) Professional Expert, Institutional Advancement Report: Ms. Beccie Michael
- 2) Monthly Donations: To be reported on April 26, 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: Dr. Kim McGinnis, Vice President 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 Comments

- 1) Community Human Services (CHS) Report
- 2) Trustee Comments

**15. ADVANCE PLANNING**

A. Regular Board Meeting, May 31, 2017 at Education Center at Marina

- 1) Closed Session: 11:00am, MA402
- 2) Regular Meeting: 1:30pm, MA404

B. Regular Board Meeting, June 28, 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) Board Retreat – Friday, July 28, 9:30am
- 2) Study Session: Enrollment Management System (EMS) – Tentative
- 3) Study Session: Budget – Tentative

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

*Posted April 21, 2017*