



MONTEREY PENINSULA COLLEGE

Wednesday, May 27, 2020
MPC Regular Governing Board Meeting

MEETING VIDEO LINK:

https://cccconfer.zoom.us/rec/share/utFfLL2gpl1JUs_j5hnier4CB4u9X6a82iFI-vFfyBt-Eac1K1fX67gEYjMm4ca8

4:00 p.m., Regular Meeting, via Zoom

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Anyone wishing to attend or participate in a meeting of the MPC Governing Board may do so via the Zoom link listed on the agenda.

ZOOM TELECONFERENCE - JOIN FROM:

Join from PC, Mac, Linux, iOS or Android:

https://cccconfer.zoom.us/j/630209623?pwd=ZFIPaS9FaklaVkrJb1ZEckZybG0rZz09

Password: 970101

Or iPhone one-tap (US Toll): +16699006833,630209623# or +13462487799,630209623#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 346 248 7799 (US Toll)

+1 253 215 8782 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

+1 312 626 6799 (US Toll)

Meeting ID: 630 209 623

International numbers available: https://cccconfer.zoom.us/u/aeoPJaz97P

Or Skype for Business (Lync):

SIP:630209623.970101@lync.zoom.us

PUBLIC COMMENTS

Public comments may be made at the time of the meeting or submitted electronically by emailing JFinnell@mpc.edu.

- Electronic submissions must be received prior to the posted start time of the meeting.
- Please include in the email subject line: "Public Comments for the Governing Board Meeting of (insert meeting date).
- Please indicate in your email if you are addressing a specific agenda item or if you are making a comment regarding an item not on the agenda

Please note the following:

- Submissions of public comments will be considered a public record under the Public Records Act and are therefore subject to public disclosure.
- Submissions will be read aloud at the meeting and must comply with the three-minute time limit.
- Submissions must either address an item listed on the agenda or be within the subject matter jurisdiction of the Board.

SUSPENSION OF CERTAIN REQUIREMENTS OF THE BROWN ACT AND BAGLEY-KEENE ACT

Governor Gavin Newsom issued Executive Order No. N-25-20 on March 12, 2020, and Executive Order No. N-29-20 on March 17, 2020, announcing the suspension of certain meeting requirements of the Brown Act and Bagley-Keene Act in response to the increasing threat posed by the novel Coronavirus (COVID-19). These orders:

- authorize state and local bodies to hold public meetings by teleconference and to make public

meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local or state agencies (N-25-20);
 - waive the requirements expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting (N-25-20); and
 - state that "such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment."

1. OPENING ITEMS / CALL TO ORDER

Subject	A. Roll Call
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	1. OPENING ITEMS / CALL TO ORDER
Access	Public
Type	Procedural

Subject	B. Pledge of Allegiance
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	1. OPENING ITEMS / CALL TO ORDER
Access	Public
Type	Procedural



Subject **C. Report of Action Taken in Closed Session**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 1. OPENING ITEMS / CALL TO ORDER

Access Public

Type Information, Procedural

Chair Report:

Subject **D. Approval of Agenda**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 1. OPENING ITEMS / CALL TO ORDER

Access Public

Type Action

Recommended Action BE IT RESOLVED, That the Governing Board approves today's agenda.
10 minute break at 530 and 7

Motion & Voting

BE IT RESOLVED, That the Governing Board approves today's agenda.

Motion by Rick Johnson, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

2. RECOGNITION

Subject	A. Acknowledgement of Guests
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	2. RECOGNITION
Access	Public
Type	Procedural

Subject	B. Moment of Silence - Ms. Edith Johnsen, former English Faculty Member, Deceased April 28, 2020
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	2. RECOGNITION
Access	Public
Type	Procedural

We are sad to announce the passing of Ms. Edith Johnsen on April 28, 2020. Ms. Johnsen was a woman of many talents—she taught English at Monterey Peninsula College in the 1980s, she served as the mayor of Marina from 1990-1993, and she was a member of the Monterey County Board of Supervisors from 1993-2005.

Ms. Johnsen's memorial service, which will be held at the California Central Coast Veteran's Cemetery, will be scheduled at a later date due to COVID-19 and social distancing requirements. The date of the service will be announced when it is safe to congregate.

In lieu of flowers, please send donations to the VNA Hospice, P.O. Box 2480, Monterey, CA 93942, or to the California Central Coast Veteran's Cemetery (CCCVC) Endowment Fund, 2900 Parker Flats Road, Seaside, CA 93955.

[View the online memorial for Edith Johnsen](#)

3. PUBLIC COMMENT

Subject	A. Public Comment
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	3. PUBLIC COMMENT
Access	Public
Type	Information, Procedural

Should you wish to participate in public comments or request to "speak" to an agenda item, you may speak when authorized by the Board Chair of the meeting or submitted a comment electronically before the meeting to governingboard@mpc.edu or jfinnell@mpc.edu.

Anyone wishing to address the Governing Board on matters not listed on the agenda, and within the jurisdiction of the Board, may do so now. Anyone wishing to address the Board on an agenda item may do so when that item is called. 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. Comments 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.

PUBLIC COMMENTS

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- Please include in the email subject line: "Public Comments for the Governing Board Meeting of (insert meeting date).
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- Submissions must either address an item listed on the agenda or be within the subject matter jurisdiction of the Board.

File Attachments

- [05-27-20 Carol M - Gentrain Written Public Comment.pdf \(299 KB\)](#)
- [05-07-20 ASMPC Supports DM - Public Comment for 05-27-20.pdf \(54 KB\)](#)
- [05-27-20 Samar Hage RN - Support DM.pdf \(27 KB\)](#)

4. ORGANIZATIONS'/COMMITTEE REPORTS & PRESENTATIONS

Subject

A. ASMPC Report

Meeting

May 27, 2020 - MPC Regular Governing Board Meeting

Category

4. ORGANIZATIONS'/COMMITTEE REPORTS & PRESENTATIONS

Access

Public

Type

Information, Reports

Report: The ASMPC President or another representative from the Associated Students of MPC will provide the Governing Board with a report.

File Attachments

- [05-27-20 ASMPC Report.pdf \(73 KB\)](#)

Subject

B. Academic Senate Report

Meeting

May 27, 2020 - MPC Regular Governing Board Meeting

Category

4. ORGANIZATIONS'/COMMITTEE REPORTS & PRESENTATIONS

Access

Public

Type

Information, Reports

Report: The Academic Senate President or another representative from the MPC Academic Senate will provide the Governing Board with a report.

File Attachments
[05-27-2020 AS Report.pdf \(49 KB\)](#)

Subject C. MPCEA Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 4. ORGANIZATIONS'/COMMITTEE REPORTS & PRESENTATIONS

Access Public

Type Information, Reports

Report: The MPCEA President or another representative from the MPCEA will provide the Governing Board with a report.

Subject D. MPCTA Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 4. ORGANIZATIONS'/COMMITTEE REPORTS & PRESENTATIONS

Access Public

Type Information, Reports

Report: The MPCTA President or another representative from the MPCTA will provide the Governing Board with a report.

Subject E. Superintendent/President Search Ad Hoc Committee Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 4. ORGANIZATIONS'/COMMITTEE REPORTS & PRESENTATIONS

Access Public

Type Information

Update on current Superintendent/President Search Process

Per Governing Board Policy 2431, the Board of Trustees shall establish a search process to fill the vacancy with the Superintendent/President.

An update on progress made will be presented and discussion regarding the formulation of the search process will continue as needed.

5. CONSENT CALENDAR

Subject A. Approval of the Consent Calendar

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent), Procedural

Recommended Action Approval of the 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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject B. Minutes from the April 22, 2020 Regular Board Meeting

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent), Minutes, Procedural

Recommended Action BE IT RESOLVED, that the Governing Board approves the minutes of the Regular Board meeting on April 22, 2020.

Minutes [View Minutes](#) for Apr 22, 2020 - MPC Regular Governing Board Meeting - via Zoom

The minutes are considered draft form until the Governing Board approves.

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject C. Minutes from the May 5, 2020 Board Policy Subcommittee Meeting

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent), Minutes, Procedural

Recommended Action BE IT RESOLVED, that the Governing Board approves the minutes of the Board Policy Subcommittee Meeting on May 5, 2020.

Minutes [View Minutes](#) for May 5, 2020 - Special Meeting: Board Subcommittee for Governing

The minutes are considered draft form until the Governing Board approves.

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject

D. Donations

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donor.

Donor Name: Bob and Leslie Mulford

Items Donated To: Creative Arts - Music Department

Description of Donation: Yamaha Baby Grand Piano including soundboards, bridges, tuning pins action and case

Donor Name: Valerie Moule

Items Donated To: Maurine Church Coburn School of Nursing

Description of Donation: \$200 gift for the Doris Etcorn Prewitt Scholarship

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject

E. ACTION: April 2020 Monthly Financial Statement

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access	Public
Type	Action (Consent)
Recommended Action	BE IT RESOLVED, that the 2019-2020 Monthly Financial Report for the period ending April 30, 2020, be accepted.

Proposal:

That the Governing Board review and discuss the 2019-2020 Monthly Financial Report for the period ending, April 30, 2020.

Background:

That the Board routinely reviews financial data regarding expenses and revenue to monitor District Fiscal Operations.

Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the 2019-2020 Monthly Financial report for the period ending April 30, 2020, be accepted.

Recommended By:

Steve Haigler, Interim Vice President of Administrative Services

Prepared By:

Rosemary Barrios, Controller

Approved By:

David J. Martin, Interim Superintendent/President

File Attachments

[Financial and Budgetary Report for the month-ending April 30, 2020.pdf \(53 KB\)](#)

[Summary of All Funds - April 30, 2020.pdf \(72 KB\)](#)

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **F. ACTION: Approve April 2020 Purchase Orders**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action Resolution: Be it Resolved, that Purchase Orders B2000580 through B2000609 in the amount of \$257,968.45 be approved.

Background:

Purchase orders B2000580 Through B2000609 were produced in April 2020. These totaled \$257,968.45 in college expenditures. The list of Purchase Orders is attached.

Budgetary Implications:

Budgeted

Recommended By:

Steve Haigler, Interim Vice President of Administrative Services

Prepared By:

Mary Weber, Purchasing Coordinator Rosemary Barrios, Controller

Approved By:

David J. Martin, Interim Superintendent/President

File Attachments
5-27-20 New Business_April Financials.pdf (64 KB)

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **G. ACTION: Approve April and May Monthly Payrolls**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the April 30, 2020 Regular Payroll, and the May 8, 2020 Supplemental Payroll be approved.

Background:

DATE:	PAYROLL TYPE:	TOTAL:
April 30, 2020	Regular Payroll	\$2,634,959.30
May 8, 2020	Supplemental Payroll	\$58,435.28
	Total:	\$2,693,394.58

Budgetary Implications:

RESOLUTION: BE IT RESOLVED that the: April 30, 2020, Regular Payroll in the Amount of \$2,634,959.30 and the May 8, 2020, Supplemental Payroll in the Amount of \$58,435.28 be approved.

Recommended By:

Rosemary Barrios, Controller, Fiscal Services

Prepared By:

Gina Davi, Payroll Analyst and Sean Willis, Payroll Analyst

Approved By:

Steven Haigler, Interim Vice President of Administrative Services

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject H. ACTION: Approve April 2020 Monthly Commercial Warrants

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action RESOLUTION: BE IT RESOLVED, that Commercial Warrants for April 2020: 12549733 through 12549770, 12551033 through 12551089, 12551956 through 12551983, 12552841 through 12552909, 12554541 through 12554584, in the amount of \$ 4,240,948.63 be approved.

Background:

Number 12549733 through Number 12549770.....	\$ 235,562.28
Number 12551033 through Number 12551089.....	\$ 2,735,300.74
Number 12551956 through Number 12551983.....	\$ 210,692.20
Number 12552841 through Number 12552909.....	\$ 623,606.01
Number 12554541 through Number 12554584.....	\$ 435,787.40

Total..... \$ 4,240,948.63

Budgetary Implications:

Budgeted

Recommend By:

Rosemary Barrios, Controller

Prepared By:

Veronica Garcia, Accounting Specialist II

Approved By:

Steve Haigler, Interim Vice President of Administrative Services

File Attachments
[April 2020.pdf \(609 KB\)](#)

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject	I. ACTION: Approve Community College Search Services Contract for the 2020 Superintendent/President Search
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	5. CONSENT CALENDAR
Access	Public
Type	Action (Consent)
Recommended Action	BE IT RESOLVED, that the Governing Board approves the contract with Community College Search Services for professional consulting services pertaining to the upcoming Superintendent/President search.

Background:

The search for the Superintendent/President conducted in 2018-19 did not result in the selection of a permanent appointment. Therefore, at the request of the Board of Trustees, CCSS will facilitate a new search for a permanent Superintendent/President. Based on the CCSS Guarantee, the fee for this repeated search is for direct expenses only. The direct expenses fee for conducting this second comprehensive search for the next Superintendent/President of Monterey Peninsula College is \$19,000. Please note that this fee includes all services described in this proposal including consultants' travel expenses if public health officials permit on-campus meetings.

Expenses not included in the CCSS fee are:

- Position announcement printing (if a print position announcement is desired);
- Candidate travel and expenses;
- All advertising for the positions;
- Search committee incidentals; and
- Costs for interview sites.

Listed below are the prospective services in which the contractor would provide to MPC's Board of Trustees and the selected Superintendent/President Search Committee:

1. Needs Assessment – Working in partnership with the Board Chair and Search Committee, the Contractor will determine the required set of skills and competencies, and define the required experience and other characteristics necessary to meet the needs of the District.
2. Support and assist, through the Board Chair and the Search Committee, throughout all phases of the search and selection process.
3. Support and assist in the development and advertisement of the position announcement/brochures, including mailing of position announcement/brochures to prospective candidates.
4. Conduct outreach and recruitment beyond the scope and standard of District practice.
5. Conduct confidential personal recruitment when needed.
6. Provide guidance and direction to the Governing Board during interviews, open forums, and site visits, as required.
7. Finalize a process with the Search Committee and Board Chair for interviews of the candidates during the first and second interviews.
8. Conduct in-depth reference checks of finalist candidates.
9. Assist and provide information to the Governing Board with the final selection and negotiations with the selected candidate as directed by the Board Chair.

Budgetary Implications:

This expense has been budgeted for in the 2018-19 budget within the unrestricted general fund college operational funds.

Prepared by:

JoRene Finnell, Executive Assistant to Superintendent/President and the Governing Board

Recommended by:

Yuri Anderson, Chair of the 2020 Superintendent/President Search Committee and Board Ad Hoc Committee

Marilynn Dunn Gustafson, Co Chair of the 2020 Superintendent/President Search Committee and Board Ad Hoc Committee

File Attachments

05-27-20 MPC Cover Letter Search Proposal May 2020.pdf (223 KB)
05-27-20 CCSS Proposal for Direct Expenses 05-21-2020 (1).pdf (218 KB)

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject	J. ACTION: Ratify the contract with Testorff Construction Inc.
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	5. CONSENT CALENDAR
Access	Public
Type	Action (Consent)
Recommended Action	BE IT RESOLVED, that the Board ratifies a contract for construction and installation of the Baseball Field Scoreboard, at a fixed fee of \$37,906 in conjunction with the Baseball Field Turf Project.

Background:

The Baseball Scoreboard Replacement will require the construction of framework to support a new scoreboard. The contractor will build the framework and install the signs based on DSA approved Architectural plans.

Budgetary Implications:

This project is funded through the Capital Outlay Project Fund. The total cost of the contract is \$37,906.00.

Recommended By: Steven Haigler, Interim Vice President, Administrative Services

Prepared By: Suzanne Ammons, Administrative Assistant

File Attachments

MPC-Testorff Const. Baseball Scoreboard Apr 2020.pdf (553 KB)

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject	K. ACTION: Authorize the District to enter into an Educational Training Agreement with Mercedes-Benz USA
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	5. CONSENT CALENDAR
Access	Public
Type	Action (Consent)
Recommended Action	BE IT RESOLVED, That the Governing Board authorize the District to enter into an Educational Training Agreement with Mercedes-Benz USA, LLC as of May 1, 2020, until May 1, 2025.

Background:

The Office of Instruction has been actively pursuing training partnership opportunities for development in the area of CTE. One such training partnership opportunity is with Mercedes-Benz USA (MBUSA) and an educational training agreement housed within the MPC Auto Tech program. In this agreement, MBUSA through its MB Star Connect Program and the MB Campus Program would provide students with concentrated training in maintenance and repair of Mercedes-Benz cars--with an emphasis on electrical systems. MBUSA will provide training aids (equipment) and online training modules to support student learning, for use in the program. In addition, they will provide support for MPC Marketing of the program, and provide annual professional development for MPC Auto Tech faculty (up to 2 persons), travel expenses paid by MBUSA to the Mercedes-Benz training center in Long Beach, CA. This technical training will be provided by automotive service professionals. The local dealership, Mercedes-Benz of Monterey, has already provided three cars (first German cars) currently in our fleet at Auto Tech. MPC will be the first California Community College with the MBUSA partnership program in the State.

Budgetary Implications: There is no anticipated cost.

Recommended By:

Steve Haigler, Vice President, Administrative Services

Prepared By:

Suzanne Ammons, Administrative Assistant

MercedesBenz - Form Educational Training Agreement - MPC Final_4_2020 (1) (2).pdf (253 KB)

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Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **L. ACTION: Authorize the District to amend the terms of the current Bookstore Operating Agreement**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, That the Governing Board approve the extension of the current Bookstore Operating Agreement with Follett Higher Education Group, Inc. through June 30, 2024 and amend the terms of the commission.

Background:

The current operating agreement between MPC and Follett Higher Education Group is being extended to June 30, 2024.

Budgetary Implications:

Commission under previous terms	Commission under amended terms
12% of all Gross Revenue up to \$2M	10% of all Gross Revenue up to \$1.5M
14% of any part of Gross Revenue over \$2M	14% of any part of Gross Revenue over \$1.5M

Recommended By:

Steve Haigler, Interim Vice President, Administrative Services

Prepared By:

Suzanne Ammons, Administrative Assistant

File Attachments
MPC-Follett Bookstore Amendment 5-2020.pdf (79 KB)

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **M. ACTION: Approve the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding job classification of the Academic Affairs Coordinator.**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED: That the Governing Board approves Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association (CSEA)- Chapter 245 regarding the job classification of the Academic Affairs Coordinator.

Background: MPCEA and the District negotiated and agreed to the change the classification for three full-time bargaining unit members employed in the Office of Academic Affairs. The new classification of Academic Affairs Coordinator provide will provide strategic support in the areas of class scheduling, curriculum, enrollment management systems and program reporting.

Budgetary Implications: Unrestricted funds.

Recommended By: Dr. Jon Knolle, Interim Vice President of Academic Affairs

Prepared By: Kayla Valentine, Human Resources Analyst

File Attachments
[MOU - OAA Coordinator.pdf \(302 KB\)](#)

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **N. ACTION: Approve the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding job classification of the Online Instructional Design and Accessibility Specialist.**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED: That the Governing Board approves Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association (CSEA)- Chapter 245 regarding the job classification of the Online Instructional Design and Accessibility Specialist.

Background: MPCEA and the District negotiated and agreed to the new classification for one full-time bargaining unit member employed in the classification of the Online Instructional Design and Accessibility Specialist. The Online Instructional Design and Accessibility Specialist will be responsible for providing support for faculty to design and re-design online course content to ensure it is accessible to students with disabilities. This position will also provide support to ensure the delivery of high quality online courses and programs as well as face-to-face instruction that is enhanced by the use of online technology.

Budgetary Implications: Unrestricted funds.

Recommended By: Dr. Jon Knolle, Interim Vice President of Academic Affairs

Prepared By: Kayla Valentine, Human Resources Analyst

File Attachments

04092020 JD Online Instructional Design & Accessibility Specialist.pdf (88 KB)

MOU for OTA.pdf (54 KB)

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **O. ACTION: Faculty Personnel Actions**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the Governing Board ratifies the faculty personnel actions listed in the table.

Background:

Item	Action	Details	Fiscal Implication
a)	Employment (list attached)	Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2020.	Included in budget

Budgetary Implications: See table.**Recommended By:** David Martin, Interim Superintendent/President**Prepared By:** Samara Simeone, Human Resources Specialist

File Attachments
[Adjunct List May 2020.pdf \(148 KB\)](#)

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **P. ACTION: Classified Personnel**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type	Action (Consent)		
Recommended Action	BE IT RESOLVED, that the Governing Board ratifies the Classified personnel actions listed in the below table.		
a)	39-Month Medical Rehire List	Placement of employee #160988 on the 39-month medical re-employment list effective April 28, 2020.	N/A

Budgetary Implications: See table.

Recommended By: David Martin, Interim Superintendent/President

Prepared By: Kayla Valentine, Human Resources Analyst

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject Q. ACTION: Employment for Short-Term and Substitute Assignments.

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 5. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the Governing Board ratifies that the individuals on the recommended list (Short-Term Non-Continuing and Substitute Employees) be employed for short-term and substitute assignments, subject to future modifications, be ratified.

Background:

Education Code 88003 designates the Governing Board to employ substitute employees to replace any classified employee who is temporarily absent from duty. Education Code 88003 also designates the Governing Board to employ short-term employees to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. Employment of the individuals on the attached list is consistent with District policy and Education Code provisions. The attached list of assignments meet the employment justification, length, and responsibilities outlined within the Education Code, Section 88003.

Budgetary Implications:

The cost to employ short-term and substitute employees is included in division/department budgets.

Recommended By:

Kayla Valentine, Human Resources Analyst

Prepared By:

Nancy Morales, Human Resources Technician

File Attachments
[Board Agenda Items 5.27.2020.pdf \(306 KB\)](#)

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.

Motion & Voting

Approval of the Consent Calendar excluding consent item I.

Motion by Rosalyn Green, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

6. NEW BUSINESS

Subject **A. INFORMATION: MPC Fall Plans & Proposed Reopening Plan**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Information

Background: In March, the Monterey County Department of Health issued a shelter-in-place order in response to the COVID-19 situation. At this time, MPC closed its campuses and transitioned most of its instruction online.

MPC is in the process of planning for its fall semester of instruction and student support services. To facilitate planning and allow both employees and students to prepare for their fall semester, the decision to continue online for most instruction for the fall 2020 semester was communicated to the campus. Furthermore, the current shelter-in-place order is set to expire, or be revised, on June 1st. At this time, depending on any additional guidance and/or directives from state or local health officials, MPC will begin a process to reopen the campus. This reopening process will occur in stages and will be implemented with the utmost care for the safety of our campus community.

The plan was drafted and presented to several campus-wide groups for feedback and input. The plan is being presented to the Board of Trustees for final feedback and directives before the expiration of the existing shelter-in-place on June 1, 2020.

Budgetary Implications: None at this time, although, depending on future plan implementation measures, costs may be incurred by the District.

Recommended By: David Martin, Interim Superintendent/President

Prepared By: David Martin, Interim Superintendent/President

File Attachments
MPC Campus Proposed Reopening Plan.pdf (100 KB)

Subject **B. ACTION: Approve the Tentative Agreement (TA) between the Monterey Peninsula Community College District and California School Employees Association, Chapter 245 (the parties) for the contract effective July 1, 2017 to June 30, 2020.**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Action

Recommended Action BE IT RESOLVED, that the Governing Board approves the Tentative Agreement between Monterey Peninsula Community College District and California School Employees Association, Chapter 254 (the Parties) for the contract effective July 1, 2017 to June 30, 2020.

Background: The parties negotiated in good faith using Interest Based Bargaining and completed their tentative agreement on April 20, 2020.

For the full TA language and individual contract highlights, please see the attached documents. The following articles were addressed in the new terms:

- Article II, Association Rights
- Article X, Leaves
- Article VII, Benefits

Attached to this item are the following documents:

- Full contract text with track changes.

Budgetary Implications: None at this time.

Recommended By: Laurence Walker, Vice President of Student Services

Prepared By: Kayla Valentine, Human Resources Analyst

File Attachments
.04292020 Signed TA MPC and MPCEA.pdf (89 KB)
04202020 CSEA.MPCCD Reopeners Articles.pdf (72 KB)

Motion & Voting

BE IT RESOLVED, that the Governing Board approves the Tentative Agreement between Monterey Peninsula Community College District and California School Employees Association, Chapter 254 (the Parties) for the contract effective July 1, 2017 to June 30, 2020.

Motion by Loren Steck, second by Rosalyn Green.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **C. ACTION: Approve Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding the 2017-2020 contract extension.**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Action

Recommended Action BE IT RESOLVED: That the Governing Board approves the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding the 2017-2020 contract extension.

Background: As a result of the campus closure and emergency plans in response to coronavirus (COVID 19) epidemic, the California School Employees Association (CSEA) Chapter 245 and the District mutually agree to extend their current 2017-2020 contract which currently expires on June 30, 2020 to September 30, 2020. Both parties mutually agree to extend the MPCEA contract to complete interest based bargaining in summer 2020 to complete their successor agreement.

Budgetary Implications: None

Recommended By: Laurence Walker, Vice President of Student Services

Prepared By: Kayla Valentine, Human Resources Analyst

File Attachments
[052720 MPC MPCEA Extension 2017-2019.pdf \(139 KB\)](#)

Motion & Voting

BE IT RESOLVED: That the Governing Board approves the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding the 2017-2020 contract extension.

Motion by Rick Johnson, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject **D. PUBLIC HEARING: MPCCD & MPCEA/CSEA Sunshine Successor Agreements for 2020-2023**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Discussion, Information, Procedural

Background: The current agreement between Monterey Peninsula Community College District and California School Employees Association, Chapter #245, MPCEA/CSEA expires on June 30, 2020. Governing Board Policy 2610 implements Government Code Section 3547 that requires public notice of matters to be negotiated. In accordance with the aforementioned policy and code, the Governing Board must, following the presentation of and public comment on the employee proposal, present its initial proposal for negotiations for a successor agreement and receive public comment at an open board meeting prior to formal adoption of the proposal.

Budgetary Implications: The outcome of negotiations will determine any budgetary implication.

Recommended By: Laurence Walker, Vice President of Student Services

Prepared By: Kayla Valentine, Human Resources Analyst

File Attachments

[05062020. District Sunshine Letter to MPCEA 2020.2023.pdf \(163 KB\)](#)

[CSEA Sunshine Letter to District.pdf \(58 KB\)](#)

Subject **E. ACTION: Adopt the MPCCD & MPCEA/CSEA Sunshine Successor Agreement for 2020-2023**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Action, Discussion

Recommended Action BE IT RESOLVED, That the Governing Board of Trustees, adopt the initial proposals related to the successor agreement between Monterey Peninsula Community College District and California School Employees Association, Chapter #245, MPCEA/CSEA.

Background: The current agreement between Monterey Peninsula Community College District and California School Employees Association, Chapter #245, MPCEA/CSEA expires on June 30, 2020. Governing Board Policy 2610 implements Government Code Section 3547 that requires public notice of matters to be negotiated. In accordance with the aforementioned policy and code, the Governing Board must, following the presentation of and public comment on the employee proposal, present its initial proposal for negotiations for a successor agreement and receive public comment at an open board meeting prior to formal adoption of the proposal.

Budgetary Implications: The outcome of negotiations will determine any budgetary implication.

Recommended By: Laurence Walker, Vice President of Student Services

Prepared By: Kayla Valentine, Human Resources Analyst

File Attachments
 05062020. District Sunshine Letter to MPCEA 2020.2023.pdf (163 KB)
 CSEA Sunshine Letter to District.pdf (58 KB)

Motion & Voting

BE IT RESOLVED, That the Governing Board of Trustees, adopt the initial proposals related to the successor agreement between Monterey Peninsula Community College District and California School Employees Association, Chapter #245, MPCEA/CSEA.

Motion by Marilyn Dunn Gustafson, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject F. ACTION: Approval of New Programs

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Action

Recommended Action BE IT RESOLVED, that the Governing Board approves the new programs as listed.

Goals 2020 Board Goal 1. Student Access, Success, and Completion
 EMP Goal 1. Excellent Education - Provide programs and services that meet student and community needs.

Background: The programs listed below are recommended by the Curriculum Advisory Committee and endorsed by the MPC Administration.

New Programs:

1. Massage Therapist - Certificate of Achievement
2. Sustainable Food and Beverage Management - Certificate of Achievement

Budgetary Implications:

When offered, courses generate instructor and support costs which are offset by student attendance driven income.

Recommended By:

Dr. Jon Knolle, Interim Vice President of Academic Affairs

Prepared By:

Kim Kingswold, Academic Curriculum and Catalog Technician

File Attachments
 MPC New Programs Description and Justification - May 27, 2020 Board Meeting - FINAL.pdf (116 KB)

Motion & Voting

BE IT RESOLVED, that the Governing Board approves the new programs as listed.

Motion by Student Trustee Robert Mountain Advise Vote Only, second by Rosalyn Green.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject	G. ACTION: Approve Letter Supporting Financial Assistance for Undocumented Students to Mitigate the Effects of the COVID-19 Pandemic and Endorsing California Community Colleges' May 2020 Lawsuit against the Secretary of Education
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	6. NEW BUSINESS
Access	Public
Type	Action
Recommended Action	BE IT RESOLVED, that the Governing Board approves the May 27, 2020 letter addressed to Representative Panetta, Senator Monning, and Assembly Members Rivas and Stone, supporting financial assistance for undocumented students to mitigate the effects of the COVID-19 pandemic, and endorsing California Community Colleges' May 2020 lawsuit against the Secretary of Education.

Background:

The \$13.95 billion Higher Education Emergency Relief Fund, established as part of the CARES Act to help higher education institutions defray expenses related to the COVID-19 pandemic, allocates \$579 million to California Community Colleges. Approximately \$289 million of these funds are to be used for the purpose of providing direct emergency financial aid to students to mitigate the effects of the COVID-19 pandemic. Although Congress did not impose eligibility requirements on these relief funds, Education Secretary Betsy DeVos has directed our institutions to distribute these funds only to students who are eligible for federal financial aid. These eligibility requirements have resulted in the exclusion of California community colleges' approximately 72,000 undocumented students, including Deferred Action for Childhood Arrival (DACA) recipients.

On May 11, 2020, California Community Colleges filed a federal lawsuit against Education Secretary DeVos to halt the implementation of these eligibility requirements for emergency grants to students under the CARES Act and to have them declared unlawful and unconstitutional.

The Monterey Peninsula Community College District Governing Board of Trustees is asked to approve the May 27, 2020 letter addressed to Representative Jimmy Panetta, Senator Bill Monning, and Assembly Members Robert Rivas and Mark Stone, supporting financial assistance for undocumented students to mitigate the effects of the COVID-19 pandemic, and endorsing California Community Colleges' lawsuit against Education Secretary DeVos.

Budgetary Implications:

None at this time.

Prepared by:

Shawn Anderson, Assistant to the President

Recommended by:

Mr. David Martin, Interim Superintendent/President

File Attachments

[Letter_Advocacy-COVID-19 Relief for Undocumented Students_DRAFT.pdf \(223 KB\)](#)

Motion & Voting

BE IT RESOLVED, that the Governing Board approves the May 27, 2020 letter addressed to Representative Panetta, Senator Monning, and Assembly Members Rivas and Stone, supporting financial assistance for undocumented

students to mitigate the effects of the COVID-19 pandemic, and endorsing California Community Colleges' May 2020 lawsuit against the Secretary of Education.

Motion by Marilyn Dunn Gustafson, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson, Student Trustee Robert Mountain Advise Vote Only

Subject H. INFORMATION: California May Revise & MPC Budget Assumptions

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Information

Background: On May 14th, the California Governor released the 2020-21 May Revise. This budget is the first look into the impact the current COVID-19 situation has had on the California economy. In addition to the government programs, the May Revise provides California community colleges the ability to see the planned state funding levels for Proposition 98 as well as numerous college programs and initiatives.

Staff will present to the Board a presentation on the May Revise and key highlights for both the state of California and the system of California community colleges. Additionally, staff will present information on the potential impacts of this May revise budget that are specific to MPC.

Staff will also present the draft tentative budget assumptions to the Board in accordance with Board Policy 6200, Budget Preparation. The budget assumptions will be presented for the Board for their review. Board members will have an opportunity to provide feedback, input, and ask questions of staff regarding the development process of the assumptions.

Budgetary Implications: None.

Recommended By: David Martin, Interim Superintendent/President

Prepared By: Steve Haigler, Interim Vice President, Administrative Services

File Attachments

[May Revise BoT Presentation Slides.pdf \(119 KB\)](#)

[2020_2021 Tentative Budget Assumptions.pdf \(54 KB\)](#)

Subject I. INFORMATION: First Reading of 29 Board Policies

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 6. NEW BUSINESS

Access Public

Type Discussion, Information, Procedural

Goals [Goal 3: Review, revise, and communicate policies and procedures to support the college mission.](#)

Background:

In May 2012, the Monterey Peninsula Community College District approved a new approach for revision of board policies where the policy language provided through the Community College League of California (CCLC) Policy and Procedure Subscriber Service would be adopted without change, including the numbering, except in limited circumstances. This adoption of the CCLC's policy manual as a replacement for the District's former policies ensures the District has the essential legally vetted policies in place.

To support the regular review of board policies and administrative procedures, the District continues to subscribe to the CCLC Policy and Procedure Subscriber Service. As a subscriber to this service, the District receives the CCLC's policy and procedure legal updates, which are issued in partnership with the law firm Liebert Cassidy Whitmore. The updates reflect revisions in federal and state statutes and regulations, legal opinions, and accreditation standards, which ensure that the District's board policies and administrative procedures remain current.

Twenty-nine MPC board policies recently have been revised to reflect CCLC legal updates and have undergone relevant participatory governance review.

- In accordance with [Administrative Procedure 2410](#), President Martin provided to President's Advisory Group (PAG), on May 6, 2020, the proposed updates for review. PAG endorsed the updated policies on May 12, 2020.
- Board Policy 3900 - Speech: Time, Place, and Manner is undergoing additional participatory governance review. The Academic Senate conducted its first review of this board policy on May 21, 2020.
- The 2020 Board Subcommittee for Governing Board Policies (Vice Chair Loren Steck and Trustee Marilyn Dunn Gustafson) received the twenty-nine updated policies for information for the board policy subcommittee meeting on May 5, 2020, and for review on May 14, 2020.

The twenty-nine updated board policies (attached) are presented to the Governing Board of Trustees for a first reading. The subcommittee's recommendations (to accept the revisions and adopt all 29 policies, or to make additional revisions to some or all of the policies prior to adoption) will be provided during Board discussion of this item. The policies will return for action at the June Governing Board meeting.

Budgetary Implications:

None

Prepared by:

Shawn Anderson, Assistant to the President

Recommended by:

Mr. David Martin, Interim Superintendent/President

File Attachments

[Board Policies with CCLC Legal Updates_5-14-20.pdf \(152 KB\)](#)

Subject	J. INFORMATION: Ten New Administrative Procedures
Meeting	May 27, 2020 - MPC Regular Governing Board Meeting
Category	6. NEW BUSINESS
Access	Public

Type	Discussion, Information, Procedural
Goals	<p>2020 Board Goal 4. Fiscal Stewardship</p> <p>2020 Board Goal 2. Institutional Quality</p> <p>2020 Board Goal 1. Student Access, Success, and Completion</p> <p>Goal 3: Review, revise, and communicate policies and procedures to support the college mission.</p>

Background:

The Monterey Peninsula Community College District is in the process of developing/updating administrative procedures for policy implementation. Ten new administrative procedures in the area of Business and Fiscal Affairs have been completed.* These administrative procedures are recommended by the CCLC Policy and Procedure Subscriber Service (to which the District subscribes), in partnership with law firm Liebert Cassidy Whitmore, and reflect the CCLC's procedural language and numbering structure.

The ten administrative procedures have been endorsed by the appropriate MPC participatory governance groups and were approved by President's Cabinet as part of the President's Advisory Group meeting on April 28, 2020. The 2020 Board Subcommittee for Governing Board Policies reviewed these procedures in May 2020 to ensure consistency with board policy.

These administrative procedures (attached) are provided for information to the Governing Board of Trustees in accordance with [MPC Board Policy 2410](#).

Budgetary Implications:

None

Prepared by:

Shawn Anderson, Assistant to the President

Recommended by:

Mr. David Martin, Interim Superintendent/President

** Under the District's former, now defunct board policy structure, administrative procedures were referred to as board policy appendices. These new administrative procedures supersede any and all related board policy appendices approved under the former, now defunct, structure.*

File Attachments

New Administrative Procedures - President's Cabinet and PAG Approved 4-28-2020.pdf (106 KB)

7. REPORTS AND PRESENTATIONS

Subject**A. Superintendent/President's Report**

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 7. REPORTS AND PRESENTATIONS

Access Public

Type Information, Reports

Report: Mr. David Martin, Interim Superintendent/President (or a representative) will provide the Governing Board with an update.

File Attachments
[05-27-20 Supt_President Report.pdf \(538 KB\)](#)

Subject B. MPC Office of Advancement Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 7. REPORTS AND PRESENTATIONS

Access Public

Type Information, Reports

Report: The Vice President or another representative from the MPC Foundation will provide the Governing Board with a report.

Monthly Donations: \$88,189

File Attachments
[05-27-20 VP of Advancement Report.pdf \(221 KB\)](#)

Subject C. Academic Affairs Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 7. REPORTS AND PRESENTATIONS

Access Public

Type Information, Reports

Report: The Vice President or another representative from Academic Affairs will provide the Governing Board with a report.

File Attachments
[05-27-20 VPAA Report.pdf \(126 KB\)](#)

Subject D. Student Services Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 7. REPORTS AND PRESENTATIONS

Access Public

Type Information, Reports

Report: The Vice President or another representative from Student Services will provide the Governing Board with a report.

File Attachments
05-27-20 VPSS Report.pdf (119 KB)

Subject E. Administrative Services Report

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 7. REPORTS AND PRESENTATIONS

Access Public

Type Information, Reports

Report: The Vice President or another representative from Administrative Services will provide the Governing Board with a report.

File Attachments
05-27-20 VPAS Report.pdf (181 KB)

Subject F. Governing Board Comments

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 7. REPORTS AND PRESENTATIONS

Access Public

Type Information, Reports

1) Community Human Services (CHS) Report by Trustee Steck:

2) Trustee Comments:

8. ADVANCE PLANNING

Subject A. MAY 26-29, 2020: Final Exams:

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

Subject B. May 30, 2020: Drive Through Graduation Celebration (Noon)

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

This event does not replace the in-person commencement tentatively scheduled for late Fall 2020.

Participation by faculty, staff, and students is optional and county and state health safety measures will be followed. If you plan on attending, please feel free to bring custom congratulatory posters and "noise-makers" to cheer on our grads as supplies may run out! Faculty and Administrators are encouraged to wear regalia but it is optional.

RAIN OR SHINE! MPC will be using our originally scheduled commencement date of Saturday, May 30th to recognize our 2020 GRADUATES in a drive-through celebration on Fishnet Road from noon until 1:00 pm (see map below)!

Graduates and their families are invited to drive down Fishnet Road where our MPC campus community will line up and celebrate them as they drive by. Students are not required to wear caps, gowns and tassels when participating in the drive-through celebration.

A 2020 Graduation video created by faculty and staff will be placed on a special MPC webpage. Stay tuned!

ADM ADMINISTRATION

- Fiscal Services
- Human Resources
- Information Center
- Information Technology
- Marketing & Communications
- Mail Room
- MPC Foundation
- President's Office
- V.P., Academic Affairs
- V.P., Administrative Services
- V.P., Student Services

AC ART CERAMICS

AD ART DIMENSIONAL

- Jewelry & Metal Arts
- Sculpture

AG ART GALLERY

AMP AMPHITHEATER

AS ART STUDIO

- Creative Arts Division Office
- Student Art Center

AT AUTOMOTIVE TECHNOLOGY

BMC BUSINESS MATH & COMPUTING

- Business & Computer Science Division Office
- Business Skills Center
- Cooperative Work Experience Office
- Internship Program Office
- Math Learning Ctr.

DA DANCE & ADAPTIVE PE

- Adaptive Physical Education

ECE EARLY CHILDHOOD EDUCATION

- Early Childhood Laboratory School

FA FACILITIES

- Custodial Services
- Grounds
- Maintenance
- Shipping / Receiving

FC FAMILY & CONSUMER SCIENCE

- FC Kitchen

FIC FITNESS / TRAINING CENTER

GA GRAPHIC ARTS

GC GENERAL CLASSROOMS

- Planning, Research & Institutional Effectiveness (PRIE)

GYM GYMNASIUM / PE

- Athletic Training
- Equipment Room
- Gymnasium
- Locker Rooms
- Physical Education Division Office

HU HUMANITIES

HSS HUMANITIES / SUPPORT SERVICES

- Access Resource Center (ARC)
- Humanities Division Office
- High Tech Center

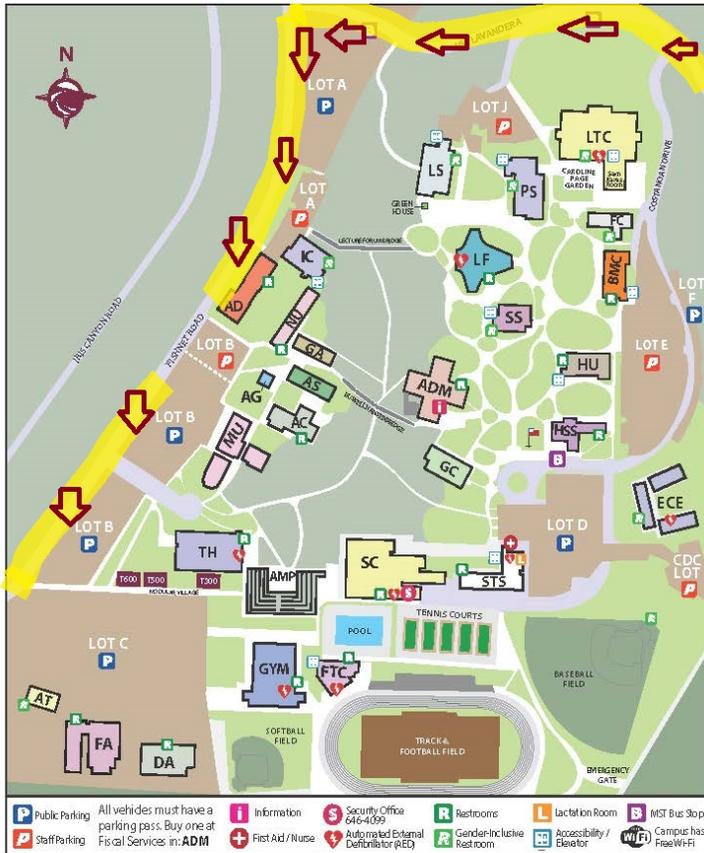
IC INTERNATIONAL CENTER

LF LECTURE FORUM

- Marine Advanced Technology Education (MATE) Center
- Print Shop

LTC LIBRARY & TECHNOLOGY CENTER

- English & Study Skills Center
- English as a Second Language (ESL) Lab
- Food for Thought Lounge
- Instructional Technology Dept.
- Leon Stutzman Room
- Online Education
- Reading Center
- Sam Karas Room



LS LIFE SCIENCES

- Life Science Division Office

MU MUSIC

- Listening Center
- Music Hall

MV MODULAR VILLAGE

- T300
- T500
- T600

NU NURSING

- Nursing Division Office

PS PHYSICAL SCIENCE

- Physical Science Division Office

SS SOCIAL SCIENCE

- Social Science Division Office
- Snack Shack

SC STUDENT CENTER

- Almaden Room
- Associated Students of MPC (ASMPC)
- Bookstore
- Cafeteria
- Costanoan Room
- Housing Information Center
- Security: 646-4099
- Student Activities Office
- TRIO Learning Center
- Veterans' Resource Center

STS STUDENT SERVICES

- Access Resource Center
- Admissions & Records
- Assessment Center
- Career/Transfer Resource Center
- Cooperative Agencies Resources for Education (CARE)
- CalWorks

STS STUDENT SERVICES CONTINUED

- Counseling Department
- Dean of Student Services
- Extended Opportunity Programs & Services (EOPS)
- First Aid & Emergency Care
- International Student Programs
- Job Center
- Residency Info
- Student Financial Services
- Student Health & Psychological Services
- Testing Center (ARC)
- TRIO Offices
- Student Equity
- Student Support Services

Subject

C. May 30, 2020: Spring 2020 Semester Ends

Meeting

May 27, 2020 - MPC Regular Governing Board Meeting

Category

8. ADVANCE PLANNING

Access

Public

Type

Information

Subject

D. June 1, 2020: Special Board Meeting

Meeting

May 27, 2020 - MPC Regular Governing Board Meeting

Category

8. ADVANCE PLANNING

Access

Public

Type

Information

Subject E. June 8, 2020: Summer 2020 Semester begins (online)

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

Subject F. June 24, 2020: Regular Board Meeting

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

Subject G. July 4, 2020: Independence Day Observance

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

Subject H. July 17, 2020: Six-Week Summer Session Ends

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

Subject I. July 22, 2020: Regular Board Meeting

Meeting May 27, 2020 - MPC Regular Governing Board Meeting

Category 8. ADVANCE PLANNING

Access Public

Type Information

Subject J. July 31, 2020: Eight-Week Summer Session Ends

Meeting May 27, 2020 - MPC Regular Governing Board Meeting
Category 8. ADVANCE PLANNING
Access Public
Type Information

9. ADJOURNMENT

Subject A. Time Meeting Adjourned

Meeting May 27, 2020 - MPC Regular Governing Board Meeting
Category 9. ADJOURNMENT
Access Public
Type Information, Reports

TIME: