



MONTEREY PENINSULA COLLEGE

Wednesday, September 23, 2020
MPC Regular Governing Board Meeting

3:30 pm. - 3:50 pm, Closed Session, via Zoom
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.

To the members of the Monterey Peninsula Community College School District, community members, organizations and those radio stations, television stations, digital media, and newspapers of general circulation and all individuals who have requested in writing notice of meetings of the Governing Board.

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ZOOM TELECONFERENCE - JOIN FROM:

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

https://cccconfer.zoom.us/j/630209623?pwd=ZFIPaS9FaklaVkJb1ZEckZybG0rZz09

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

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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

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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.

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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 implicitly 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

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**Subject**                    **A. Roll Call for Closed Session**

Meeting                    Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                    1. OPENING ITEMS

Access                      Public

Type                        Procedural

**Subject**                    **B. Public Comments on Closed Session Items**

Meeting                    Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                    1. OPENING ITEMS

Access                      Public

Type                        Procedural

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.

## 2. CLOSED SESSION

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

Meeting                    Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                    2. CLOSED SESSION

Access                      Public

Type                        Procedural

Employee Organization: MPCTA/CTA

## 3. RECONVENE TO OPEN SESSION / CALL TO ORDER

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**Subject**                    **A. Roll Call**

Meeting                    Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                    3. RECONVENE TO OPEN SESSION / CALL TO ORDER

Access                      Public

Type                        Procedural

**Subject**                    **B. Pledge of Allegiance**

Meeting                    Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                    3. RECONVENE TO OPEN SESSION / CALL TO ORDER

Access                      Public

Type                        Procedural

**Subject** **C. Report of Action Taken in Closed Session**  
Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 3. RECONVENE TO OPEN SESSION / CALL TO ORDER  
Access Public  
Type Information, Procedural  
Chair Report:

**Subject** **D. Approval of Agenda**  
Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 3. RECONVENE TO OPEN SESSION / CALL TO ORDER  
Access Public  
Type Action  
Recommended Action BE IT RESOLVED, That the Governing Board approves today's agenda.

**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

**4. RECOGNITION**

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**Subject** **A. Acknowledgement of Guests**  
Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 4. RECOGNITION  
Access Public  
Type Procedural

**5. PUBLIC COMMENT**

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**Subject** **A. Public Comment**  
Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 5. PUBLIC COMMENT  
Access Public  
Type Information, Procedural

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 Comment:

**6. ORGANIZATIONS' & STAFF REPORTS & PRESENTATIONS**

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**Subject**                      **A. ASMPC Report**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category                    6. ORGANIZATIONS' & STAFF 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  
[09-23-20 ASMPC Board Report.pdf \(138 KB\)](#)

**Subject**                      **B. Academic Senate Report**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category                    6. ORGANIZATIONS' & STAFF 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  
[09-23-20 VP Academic Senate Board Report.pdf \(56 KB\)](#)

**Subject**                      **C. MPCEA Report**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category                    6. ORGANIZATIONS' & STAFF 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                      Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category                    6. ORGANIZATIONS' & STAFF 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 & Staff Reports**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 6. ORGANIZATIONS' & STAFF REPORTS & PRESENTATIONS  
Access Public  
Type Information, Reports  
Report(s): Mr. David Martin, Interim Superintendent/President and/or staff representatives will provide the Governing Board with updates.

**File Attachments**

09-23-20 SP Board Report-Mailbag.pdf (842 KB)  
09-23-20 VP Advancement Board Report.pdf (657 KB)  
09-23-20 VPAS Report.pdf (289 KB)  
09-23-20 VPAA Report.pdf (587 KB)  
09-23-20 VPSS Board Report.pdf (102 KB)

## 7. CONSENT CALENDAR

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**Subject A. Approval of the Consent Calendar**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 7. 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

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject B. Minutes from the August 26, 2020 Regular Board Meeting**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting  
Category 7. 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 August 26, 2020.

Minutes [View Minutes](#) for Aug 26, 2020 - MPC Regular Governing Board Meeting

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

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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

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

<b>Subject</b>	<b>C. Minutes from the September 10, 2020 Special Board Meeting - Midterm Report</b>
Meeting	Sep 23, 2020 - MPC Regular Governing Board Meeting
Category	7. CONSENT CALENDAR
Access	Public
Type	Action (Consent), Minutes, Procedural
Recommended Action	BE IT RESOLVED, that the Governing Board approves the minutes of the Special Board meeting on September 10, 2020.
Minutes	<a href="#">View Minutes</a> for Sep 10, 2020 - Special Board Meeting - MPC Midterm Report

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

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### Motion & Voting

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

<b>Subject</b>	<b>D. Donations</b>
Meeting	Sep 23, 2020 - MPC Regular Governing Board Meeting
Category	7. 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: Wendy LaGrange  
Items Donated To: Maurine Church Coburn School of Nursing  
Description of Donation: 10 Practi-Injecta Pads

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### Motion & Voting

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.  
Final Resolution: Motion Carries  
Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject** **E. Action: Accept August 2020 Monthly Financial Statements**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the 2020-2021 Monthly Financial Report for the period ending August 31, 2020, be accepted.

**Proposal:**

That the Governing Board review and discuss the 2020-21 Monthly Financial Report for the period ending, August 31, 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 2020-2021 Monthly Financial report for the period ending August 31, 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-end August 31, 2020.pdf \(44 KB\)](#)  
[Summary of All Funds - August 31, 2020.pdf \(70 KB\)](#)

*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

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject F. Action: Accept August and September Monthly Payrolls**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the August 31, 2020 Regular Payroll, and the September 10, 2020 Supplemental Payroll be accepted.

**Background:**

DATE:	PAYROLL TYPE:	Total:
August, 31, 2020	Regular Payroll	\$2,070,348.24
September 10, 2020	Supplemental Payroll	\$14,097.81
	<b>Total:</b>	<b>\$2,084,446.05</b>

**Budgetary Implications:**

**RESOLUTION: BE IT RESOLVED that the:** August 31, 2020, Regular Payroll in the Amount of \$2,070,348.24 and the September 10, 2020, Supplemental Payroll in the amount of \$14,097.81 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

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject G. Action: Approve August 2020 Purchase Orders**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. CONSENT CALENDAR



Access Public  
Type Action (Consent)  
Recommended Action Be it Resolved, that Purchase Orders B2100128 through B2100173 in the amount of \$ 774,874.61 be approved.

**Background:**

Purchase orders B2100128 through B2100173 were produced in August 2020. These totaled \$ 774,874.61 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  
[9-23-20 New Business\\_Aug Financials \(1\).pdf \(67 KB\)](#)

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject H. Action: Approve August 2020 Monthly Commercial Warrants**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that Commercial Warrants for August 2020: 12573078 through 12573137, 12573977 through 12574004, 12574966 through 12575008, in the amount of \$ 1,216,399.53 be approved.

**Background:**

Number 12573078 through Number 12573137.....	\$ 321,148.08
Number 12573977 through Number 12574004.....	\$ 192,593.48
Number 12574966 through Number 12575008.....	\$ 702,657.97

Total..... \$ 1,216,399.53

**Budgetary Implications:**

Budgeted

**Recommended By:**

Rosemary Barrios, Controller

**Prepared By:**

Veronica Garcia, Accounting Specialist II

**Approved By:**

Steve Haigler, Interim Vice President of Administration Services

File Attachments  
[August 2020.pdf \(351 KB\)](#)

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.  
Final Resolution: Motion Carries  
Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject I. Approve the 2020-2021 MOU and Budget for MCCSN (Maurine Church Coburn School of Nursing)**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action BE IT RESOLVED, that the Governing Board approve the Memorandum of Understanding with Montage Health for the funding and operation of the Maurine Church Coburn School of Nursing for 2020-2021.

**Background:**

To approve the Maurine Church Coburn School of Nursing budget and Memorandum of Understanding with Montage Health. The School of Nursing is funded and operated in partnership with Montage Health. The stipulations of the partnership are summarized in the attached Memorandum of Understanding.

**Budgetary Implications:**

2019-2020 budget for MCCSN is attached.

**Recommended By:**

Dr. Jon Knolle - Interim Provost & Vice President of Academic Affairs

**Prepared By:**

Laura Loop - Director, Maurine Church Coburn School of Nursing

File Attachments  
MOU MPC-CHOMP 2020-2021.pdf (259 KB)

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject J. ACTION: Ratify Faculty Personnel Actions**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. 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:** Kayla Valentine, Acting Director, Human Resources

File Attachments

[Adjunct List September 2020.pdf \(130 KB\)](#)

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject**                      **K. Ratify Management Personnel Actions**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                      7. CONSENT CALENDAR

Access                      Public

Type                      Action (Consent)

Recommended Action      Be it resolved that the Board ratify the Management Personnel actions listed in the table below.

**Background:**

a)	Additional Assignment	Additional assignment, Samara Simeone, Human Resources Specialist, to Acting Human Resources Analyst, effective August 1, 2020.	N/A
b)	Resignation	Resignation of Francisco Tostado, Director of Student Financial Services, 40 hours per week, 12 months per year, effective October 19, 2020.	N/A

**Budgetary Implications:** See table.

**Recommended By:** Kayla Valentine, Acting Director, Human Resources

**Prepared By:** Samara Simeone, Human Resources Specialist

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject L. Ratify Classified Personnel Actions**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. CONSENT CALENDAR

Access Public

Type Action (Consent)

Recommended Action Be it resolved, that the Board ratifies the Classified personnel actions listed in the below table.

**Background:**

Item	Action	Details	Fiscal Implication
a)	Resignation for the purpose of retirement.	Resignation of Mary Weber, Purchasing Agent, Fiscal, 40 hours per week, 12 months per year, effective October 1, 2020 for the purpose of retirement.	N/A
b)	Employment	Employment of Carlos Ocampo, Categorical Services Coordinator, EOPS/CARE & CalWORKS, 40 hours per week, 12 months per year, effective September 30, 2020.	Restricted Funds

**Budgetary Implications:** See table.**Recommended By:** Kayla Valentine, Acting Director, Human Resources**Prepared By:** Samara Simeone, Human Resources Specialist

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**Subject M. ACTION: Ratify Employment Agreements for Short-Term and Substitute Assignments.**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 7. 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 9.23.2020.pdf \(331 KB\)](#)

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**Motion & Voting**

Approval of the Consent Calendar

Motion by Rosalyn Green, second by Marilyn Dunn Gustafson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilyn Dunn Gustafson, Rick Johnson

**8. NEW BUSINESS**

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**Subject A. ACTION: Second Read & Approval of the 2020 MPC Midterm Report**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 8. NEW BUSINESS

Access Public

Type Action

Recommended Action BE IT RESOLVED, that the Governing Board approve the 2020 MPC Midterm Report.

**Background:**

MPC is required to submit a Midterm Report halfway through its accreditation cycle. The Midterm Report provides progress on both the accrediting commission's improvement recommendations and the College's self-identified actionable improvement plans arising from the institution's 2016 comprehensive visit. In addition, the Midterm Report describes the progress on institutional performance as well as on the action projects identified in the MPC Quality Focus Essay. The board was provided a presentation on the report generation process on August 26, 2020 and conducted a full first read of the Midterm Report on September 10, 2020 at a special board meeting.

**Budgetary Implications: None**

**Recommended By:**

David Martin, Interim Superintendent/President

**Prepared By:**

Robert Pacheco, Ed.D., Dean of PRIE

## File Attachments

[MPC 2020 Midterm Report - final draft.pdf \(4,789 KB\)](#)[Comparison of MPC 2020 Midterm Report 1.5 and 1.6 \(Final\).docx \(3,627 KB\)](#)**Motion & Voting**

BE IT RESOLVED, that the Governing Board approve the 2020 MPC Midterm Report.

Motion by Loren Steck, second by Rick Johnson.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson

**Subject** **B. ACTION (REVISED/CORRECT TITLE): Approve Memorandum of Understanding (MOU) dated July 9, 2020, between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding the Tentative Agreement ("T.A."), to establish a contract July 1, 2020 through July 30, 2023.**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 8. NEW BUSINESS

Access Public

Type Action

Recommended Action BE IT RESOLVED, That the Governing Board approves the Tentative Agreement (TA) between The Monterey Peninsula Community College District and Monterey Peninsula College Employees Association, Chapter #245 (the Parties) dated July for a successor agreement for the period July 1, 2020 through June 30, 2023.

**Background:**

The Parties have negotiated in good faith using Interest Based Bargaining and completed their negotiations for a successor agreement. A tentative agreement (TA) between the Parties was signed on July 9, 2020 and was ratified by the membership on September 7, 2020.

The new terms of the MPCEA collective bargaining agreement (CBA) are set forth in the attachments hereto, addressing the following articles:

1. Article II, Association Rights
2. Article III, Hours and Overtime
3. Article IV, Pay and Allowances
4. Article V, Reclassification
5. Article VI, Professional Growth
6. Article VII, Holidays
7. Article XII, Evaluation Procedure

**Budgetary Implications:**

The TA will adjust the existing CBA and will not require any additional funding that would not have already been incurred under the existing CBA.

**Recommended By:**

Laurence Walker, Vice President of Student Services

**Prepared By:**

Kayla Valentine, Acting Director of Human Resources

## File Attachments

[09232020 MPC 245 TA on Successor with signatures 2020-07-09.pdf \(3,919 KB\)](#)

**Motion & Voting**

BE IT RESOLVED, That the Governing Board approves the Tentative Agreement (TA) between The Monterey Peninsula Community College District and Monterey Peninsula College Employees Association, Chapter #245 (the Parties) dated July for a successor agreement for the period July 1, 2020 through June 30, 2023.

Motion by Yuri Anderson, second by Rosalyn Green.

Final Resolution: Motion Carries

Aye: Yuri Anderson, Loren Steck, Rosalyn Green, Marilynn Dunn Gustafson, Rick Johnson

**Subject C. INFORMATION: Administrative Procedure 6620 - Naming of Facilities**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 8. NEW BUSINESS

Access Public

Type Discussion, Information, Procedural

Goals [2020 Board Goal 3. Board Effectiveness](#)

**Background:**

The Monterey Peninsula Community College District is in the process of developing/updating administrative procedures for policy implementation. Administrative Procedure 6620 - Naming of Facilities, in the area of Business and Fiscal Affairs, has been completed.\* This procedure is recommended by the CCLC Policy and Procedure Subscriber Service (to which the District subscribes), in partnership with law firm Liebert Cassidy Whitmore, and reflects the CCLC's numbering structure. The language reflects feedback received from the President's Advisory Group and members of the public.

Administrative Procedure 6620 - Naming of Facilities is provided for information to the Governing Board of Trustees in accordance with MPC [Board Policy 2410](#).

<b>ADMINISTRATIVE PROCEDURE</b> <i>For information &amp; to ensure consistency with board policy</i>	<b>CCLC DESIGNATION</b>	<b>BOARD POLICY</b> <i>For information</i>	<b>BOARD and PARTICIPATORY GOVERNANCE REVIEW</b>
<a href="#">AP 6620 - Naming of Facilities</a>	Suggested as Good Practice	<a href="#">BP 6620 - Naming of Facilities</a>	2020 Subcommittee for Governing Board Policies: 8/20/20 President's Advisory Group/President's Cabinet: 8/25/20 & 9/8/20

Based on the direction provided by the Board of Trustees at their June 22, 2020 regular meeting, college staff will prepare an action item for the upcoming regular board meeting in October regarding the naming of MPC's stadium.

**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. This new administrative procedure supersedes any and all related board policy appendices approved under the former, now defunct, structure.*

**Subject**                      **D. INFORMATION: MPC Fall 2020 Mission Review Process & Committee**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                      8. NEW BUSINESS

Access                      Public

Type                      Information

**Background:**

The Mission Statement describes the College's broad educational purposes, intended student population, the types of degrees and credentials it offers, and its commitment to student learning and student achievement. The mission statement of Monterey Peninsula Community College District is defined in Governing Board Policy (BP) 1200. The mission of the Monterey Peninsula Community College District is:

Monterey Peninsula College is an open-access institution that fosters student learning and achievement within its diverse community. MPC provides high-quality instructional programs, services, and infrastructure to support the goals of students pursuing transfer, career training, basic skills, and lifelong learning opportunities.

Per MPC's Integrated Planning Handbook (IPH), the MPC's mission statement is to reviewed every six academic years. The last review of the mission statement was during the Fall 2014 semester. Based on the six-year cycle, MPC's will spend the Fall 2020 semester reviewing the college's mission statement. MPC's Integrated Planning Handbook (IPH) identifies the process to be used for mission statement review:

- The Superintendent/President initiates a mission review process by appointing a Mission Review Task Force.
- Following a review of the relevant ACCJC Standards and Eligibility Requirements related to mission, the Mission Review Task Force will develop and implement a review process that includes opportunities for input from all College stakeholders, including discussions in open, public meetings.
- Based on college-wide feedback, the Mission Review Task Force makes a recommendation to the Superintendent/President that the mission statement either be reaffirmed or revised. The Superintendent/President reviews and discusses the recommendation with the President's Advisory Group, and either accepts the recommendation or returns to the Mission Review Task Force for further revision.
- Upon approval of the recommendation by the Superintendent/President, the recommended mission statement is presented to the Board of Trustees for reaffirmation (in the case of no changes) or approval. Board Policy (BP 1200) is revised to reflect the Board's action.

The college has defined it's process in a flowchart, which is attached to this Board informational item. The proposed process meets the established criteria above.

Staff will present the process flowchart, timelines, and Mission Review Committee structure for the Board's feedback in input prior to commencing the review of the mission. Additionally, staff will ask the Governing Board to include process timelines on the advanced planning agenda for the Fall 2020 semester.

**Budgetary Implications: None****Recommended By: David Martin, Interim Superintendent/President****Prepared By: David Martin, Interim Superintendent/President**

**Subject** **E. INFORMATION: First Reading of the 2021 Proposed Governing Board Goals**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 8. NEW BUSINESS

Access Public

Type Information, Procedural

**Background:**

As a part of Monterey Peninsula College's ongoing commitment to continuous improvement, the MPCCD Governing Board adopted Board Policy and Administrative Procedure 2745 – Board Self-Evaluation (Attachments), which calls for an annual self-evaluation and development of Board goals. Per Board Policy and Administrative Procedure 2745, the Board self-evaluation is to be conducted from August – October, with the Board goals to be approved at the end of the evaluation process in November.

An ad hoc subcommittee comprised of Vice Chair Steck and Trustee Green met with Mr. David Martin, MPC interim Superintendent/President, on September 16, 2020, to develop a draft of the 2021 Board Goals

- At the August 26, 2020, Board meeting, the Board approved the Timeline and Process schedule with the option for the Board to ratify the 2021 Board Goals at the beginning of 2021.
- The proposed goals are being presented with a discussion and feedback from the Board members at the September 23, 2020, Board meeting after the Board Evaluation Survey results are discussed.
- The proposed goals, with Board feedback incorporated, will be presented for approval at the October 28, 2020, Board meeting.

Goals remain a draft document until approved by the Governing Board.

**Budgetary Implications:**

None.

**Recommended By:**

Mr. David Martin, Interim Superintendent/President

File Attachments  
2021 (v1) DRAFT Board Goals Board (1).pdf (198 KB)  
2020 Board Evaluation Timeline Process - Board Approved 08-26-20.pdf (215 KB)  
AP 2745 BoardSelfEvaluationP.pdf (138 KB)  
BP 2745 BoardSelfEvaluationr.pdf (139 KB)

## **9. TRUSTEE & COMMITTEE COMMENTS & REPORTS**

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**Subject** **A. Board Ad Hoc Committee Reports**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 9. TRUSTEE & COMMITTEE COMMENTS & REPORTS

Access Public

Type Information

**Superintendent/President Search Ad Hoc: Chair Yuri Anderson & Trustee Marilyn Dunn Gustafson**

Last met: September 14, 2020

First Level Interviews: October 1 & 2, 2020

Finalist Forums: Week of October 19 (confirmed dates and time TBD)

*(On June 17, 2020, the 2020 MPC Superintendent/President Search Committee collectively agreed to release all names of the committee members and created a tentative recruiting schedule (subject to change). See attached documents.*

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 discussed regarding the search process at Regular Board Meetings)

### Board Evaluation and Goals Ad Hoc: Vice-Chair Loren Steck & Trustee Green

Last met: September 16, 2020

Next Scheduled meeting: October 8, 2020

### Board Policies Subcommittee: Vice-Chair Loren Steck & Trustee Marilynn Dunn Gustafson

Last met: August 20, 2020

Next meeting: TBD

#### File Attachments

[09-23-20 \(rev\) Recruiting Tentative Schedule.pdf \(741 KB\)](#)

[2020 FINAL S\\_P Search Committee.pdf \(342 KB\)](#)

## Subject

## B. Governing Board Comments

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 9. TRUSTEE & COMMITTEE COMMENTS & REPORTS

Access Public

Type Information, Reports

TRUSTEE COMMENTS:

## 10. ADVANCE PLANNING

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## Subject

## A. Advance Planning (Tentative Schedule): Future Topics, Annual Items, and Items for Study Sessions/Retreats

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 10. ADVANCE PLANNING

Access Public

Type Information

2020 Advanced Planning / Future Topics / Study Sessions

(Future items **are tentative** and may change)

Last revised on: 09/21/20

### SEPTEMBER 23, 2020 BOARD MEETING

1. ~~September 10, 2020 - TBD Board Retreat/Study Session (Topic/facilitator TBD)~~ Moved to Spring 2021
2. South Bay (PST) presentation (Tentative - September Board Meeting)
3. 2020-2021 Proposed Budget (present to the Board)
4. ACCJC Mid-Term Report (Present final draft for Board approval)
5. Facilities Renaming AP
6. MPC Mission Statement Revise (September for Board Direction)
  - a. Resources:
    - i. [Integrated Planning Handbook](#) (via [PRIE Integrated Planning webpage](#)). Mission Statement review process begins on page 7.
    - ii. [Planning and Evaluation Calendar](#) (via [PRIE Integrated Planning webpage](#))
7. Board Goals (review on agenda to ensure items are linked to correct Board/EMP goals)
  - a. Board Evaluation - timeline, process, drafting goals
    - i. Resource (procedures, timing, etc.): [AP 2745 - Board Self Evaluation](#)

### OCTOBER 28, 2020 BOARD MEETING

8. 2020-21 Final Budget (for approval October Regular Meeting)
9. Student Homelessness, Food (Tentative - October Board Meeting)
10. Facilities Renaming AP

11. MPC Mission Statement Revise (Tentative - Oct for Board 1st Read)
  - a. Resources:
    - i. [Integrated Planning Handbook](#) (via [PRIE Integrated Planning webpage](#)). Mission Statement review process begins on page 7.
    - ii. [Planning and Evaluation Calendar](#) (via [PRIE Integrated Planning webpage](#))
12. Board Goals (tentative approval)
  - a. Board Evaluation - timeline, process, drafting goals
    - i. Resource (procedures, timing, etc.): [AP 2745 - Board Self Evaluation](#)

**NOVEMBER 18, 2020 BOARD MEETING**

13. MPC Mission Statement Revise (Tentative - Nov for Board adoption)
  - a. Resources:
    - i. [Integrated Planning Handbook](#) (via [PRIE Integrated Planning webpage](#)). Mission Statement review process begins on page 7.
    - ii. [Planning and Evaluation Calendar](#) (via [PRIE Integrated Planning webpage](#))

**DECEMBER 16, 2020 BOARD MEETING**

14. Swearing in new trustees
15. Organizational Meeting

**QUARTERLY / ANNUAL / CONTINUOUS**

16. Board Reviews the Board Goals Quarterly: Jan, April,
  - a. June - Ad Hoc is appointed
  - b. Aug- Oct Board Eval, survey & new Goals drafted
17. Board Policy / Administrative Procedures: cycle, process, review
  - a. Resources: [BP 2410](#) and [AP 2410](#) - Board Policies and Administrative Procedures
  - b. Suggestion: Review in January since new trustees will be seated in December.
18. Curriculum Approval Process - internal and external (local / Chancellor Office approval)
  - a. Resources:
    - i. [BP 4020 - Program, Curriculum, and Course Development](#),
    - ii. [AP 4020 - Student Learning Hours and Units of Credit](#),
    - iii. [Resource Guide to Institutional Decision-Making](#)
    - iv. [Curriculum Advisory Committee webpage](#)
19. Accreditation / Course & Program Assessment updates
  - a. Resource:
    - i. [Outcomes Assessment webpage](#) (via [PRIE webpage](#))
    - ii. [Program Review webpage](#) (via [PRIE webpage](#))

File Attachments  
[09-23-20 Advanced Planning Schedule.pdf](#) (146 KB)

**Subject B. Undocumented Student Action Week: October 19-23, 2020**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 10. ADVANCE PLANNING

Access Public

Type Information

**Subject C. Superintendent/President Finalist Forums: October 19-23, 2020**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 10. ADVANCE PLANNING

Access Public

Type Information

**Subject D. Regular Board Meeting: October 28, 2020**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 10. ADVANCE PLANNING

Access Public

Type Information

This meeting will be located at MPC's **Public Safety Training Center (PSTC):**

**2642 Colonel Durham St, Seaside, CA 93955**

**Subject E. November 17-20, 2020 - 2020 Annual CCLC Trustee Convention - Virtual Event**

Meeting Sep 23, 2020 - MPC Regular Governing Board Meeting

Category 10. ADVANCE PLANNING

Access Public

Type Information

### **2020 Annual CCLC Trustee Convention**

Tue, Nov 17, 2020 to Fri, Nov 20, 2020

Virtual Event

For 30 years, the Community College League of California (League) has served the California Community College system through advocacy, leadership development, and district services. **This year, we are proud to present the 2020 Annual Convention as a fully online virtual event, November 17-20, 2020.** The Annual Convention is the state's premier professional development conference for California community college leadership. This event brings together CEOs, trustees, faculty, staff, administrators, and partners from across the system to share tools, models, and solutions to system issues.

While the statewide impacts of the Novel Coronavirus 2019 (COVID-19) continue to evolve daily, California's community colleges have not only played a pivotal role in educating and training the state's first responders but will also be critical in the state's recovery. The Annual Convention's theme, **Resilience Reimagined: Advancing California Community Colleges**, spotlights our colleges' ability to transform their institutions and exhibit resiliency in the wake of COVID-19.

As we continue to address the current crisis, the League invites you to our first virtual Annual Convention to discuss advancing our system and maintaining our service for the next 30 years.

### **League Celebrates 30th Anniversary with First-Ever Virtual Annual Convention, Offering Complimentary Admission to All Attendees**

This November, the Community College League of California (League) celebrates its 30th anniversary during the 2020 Annual Convention, now offered as a fully online virtual event November 17-20. For 30 years, the League has proudly served California Community Colleges through advocacy, leadership development, and district services. This year, the League is pleased to present the 2020 Annual Convention as a free event open to all California Community College employees, students, stakeholders, and partner organizations.

"To honor our 73 member districts and to thank them for their continued support over the last 30 years, the League will offer the Annual Convention at no cost to attendees. We recognize this has been a challenging year, and budgets are tight at California's community colleges. A free virtual convention with our new schedule and layout will accommodate many who haven't attended a League event in the past," **said Larry Galizio, President and CEO of the Community College League of California.** "We encourage our membership to share their expertise, strategic approaches, and practitioner-informed perspectives at this year's Annual Convention."

In addition to the new virtual format and complimentary admission, the 2020 Annual Convention delivers four general sessions and 42 concurrent sessions covering a range of topics over four days. As the state's premier professional development conference for California community college leadership, this year's Annual Convention serves as an opportunity for community college CEOs, trustees, faculty, staff, administrators, and partners from across the system to hear from a phenomenal list of curated speakers, including the below general session keynotes:

**Tuesday, November 17, 11:00 a.m.**  
**Eloy Ortiz Oakley**, Chancellor, California Community Colleges

**Wednesday, November 18, 11:00 a.m.**  
**Diversity Equity and Inclusion Panel: John Stanskas**, Past President, Academic Senate for California Community Colleges; **Daisy Gonzales**, Deputy Chancellor, California Community Colleges; **Martha Garcia**, Superintendent/President, Imperial Valley College; **Greg Smith**, Vice President, Shasta College/ACHRO/DEI Workgroup

**Thursday, November 19, 11:00 a.m.**  
**John Kroger**, Vice President, The Aspen Institute

**Friday, November 20, 11:00 a.m.**  
**Michael V. Drake**, President, University of California

The 2020 convention theme, **Resilience Reimagined: Advancing California Community Colleges**, spotlights how colleges have transformed and adapted quickly to new challenges brought on by COVID-19 and the California wildfires. As we continue to address the current crises, the League invites California Community Colleges to the first-ever virtual Annual Convention to discuss advancing our system and maintaining our service for the next 30 years.

**Subject**                      **F. \*Regular Board Meeting: November 18, 2020**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                      10. ADVANCE PLANNING

Access                      Public

Type                      Information

\* The November 2020 Regular Board Meeting will be held on the third Wednesday due to the observance of Thanksgiving.

**Subject**                      **G. \*\*Regular Board Meeting: December 16, 2020**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                      10. ADVANCE PLANNING

Access                      Public

Type                      Information

\* \*Per AB 2449: the December Board Meeting (Organizational meeting) must held between Dec 11 – 25, a 15-day period from the 2<sup>nd</sup> Friday of December, to swear in new trustee(s) and commence at the "Organizational" meeting.

The December 2020 Regular/Annual Organizational Meeting will be held on December 16, 2020.

## **11. ADJOURNMENT**

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**Subject**                      **A. Time Meeting Adjourned**

Meeting                      Sep 23, 2020 - MPC Regular Governing Board Meeting

Category                      11. ADJOURNMENT

Access                      Public

Type                      Information, Reports

**TIME:**