

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

REGULAR BOARD MEETING

WEDNESDAY, DECEMBER 10, 2014

1:30pm, Closed Session, Stutzman Room, Library & Technology Center
3:00pm, Regular Meeting, Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey CA 93940
www.mpc.edu/GoverningBoard

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Regular Meeting. Documents that are public records and are provided to the Governing Board regarding a Regular Meeting item on this Agenda will be made available for public inspection in the Superintendent/President's Office at Monterey Peninsula College, 980 Fremont Street, Monterey, California, during normal business hours the Thursday preceding the meeting. If you intend to submit documents at this meeting, the Brown Act requires you to bring enough copies for the Trustees and the audience. In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at a Board meeting, can contact the Superintendent's Office at (831) 646-4272. Notification at least 72 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or translation services.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.

4. CLOSED SESSION

The Governing Board will meet in Closed Session (before the Regular Meeting on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7-54957.7, Government Code and Section 72122, Education Code, and as otherwise provided by law. Required action on these matters will be taken when the Board meets in Regular Meeting or at the next public meeting.

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

a) Employee Organization: MPCEA/CSEA

b) Agency Representatives: Susan Kitagawa & Larry Walker

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

a) Employee Organization: MPCTA/CTA/NEA

b) Agency Representatives: Susan Kitagawa & Michael Gilmartin

5. RECONVENE TO OPEN SESSION / CALL TO ORDER

6. ROLL CALL

7. REPORT OF ACTION TAKEN IN CLOSED SESSION

8. APPROVAL OF AGENDA

The Board will take action to approve the Agenda. Agenda items may be rearranged here. If there are any urgent items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required.)

9. ORGANIZATION

- A. Election of Chair of the Governing Board, Monterey Peninsula Community College District: _____ . Seating of new Board Chair.
- B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District: _____ . Seating of new Board Vice Chair.
- C. Election of Secretary to the Governing Board, Monterey Peninsula Community College District: _____ .
- D. BE IT RESOLVED, that the fourth Wednesday of each month at 3:00 p.m. in the Sam Karas Room, Library and Technology Center, Monterey Peninsula College, be designated as the day, time and place of the regular meetings of the Monterey Peninsula Community College District Governing Board, with the attached 2014 exceptions.
- E. BE IT RESOLVED, that the standing policies and procedures of the Governing Board of the Monterey Peninsula Community College District be continued in force for 2014.
- F. BE IT RESOLVED, that _____ and _____ be designated as the Board Subcommittee for Governing Board Policies for 2014.
- G. BE IT RESOLVED, that _____ be designated as the educational liaison to the Monterey County School Board Association's Executive Committee for 2014.
- H. BE IT RESOLVED, that _____ be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2014, and that _____ be designated as an alternate.
- I. BE IT RESOLVED, that _____ be designated as the 2014 Designated Director on the MPC Foundation Board of Directors with full voting rights and that _____ be designated as alternate Designated Director.

10. RECOGNITION

- A. Acknowledgment of Guests

11. PUBLIC COMMENTS

Note to Audience: Anyone wishing to address the Governing Board on matters within the jurisdiction of the Board may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Agenda will not receive action at this meeting, but may be referred to staff for consideration at a future meeting. Presentations will be limited to three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

12. CORRESPONDENCE AND PUBLICATIONS

- A. MPC All User Emails
 - 1) Student Health Services: "Call Me Crazy" Film Screening
 - 2) ASMPC: "ASMPC 7th Annual Thanksgiving Feast"
 - 3) MPC Library: "Free Popcorn at MPC Library"
 - 4) Walter Tribley: "Greg Gumbrell"

- 5) Jeanette Haxton: "Registration Begins!"
- 6) Marija Alcazar: "Thanksgiving Holiday Bookstore Closure Dates"
- 7) Amy Cavender: "Reminder! Student Center Grand Re-Opening is Monday!"
- 8) Marija Alcazar: "Student Center Grand Re-Opening Raffle!"
- 9) College Career Night Committee: "College Career Night Tuesday 11/18/14"
- 10) Student Health Services: "Help Enrolling in Health Insurance & Other Benefits"
- 11) Eileen Crutchfield: "Veterans Mobile Van December 1"
- 12) Melissa Pickford: "New Exhibit at MPC Art Gallery"
- 13) Demetrius A. Kastros: "New CERT Class – Spring 2015"
- 14) Walter Tribley: "Passing of AJ Farrar, Professor Emeritus"
- 15) Admissions and Records Department: "Today's The Last Day to Drop!"
- 16) MPC String Ensemble: "MPC String Ensemble Concert 11/23"
- 17) Student Activities: "Red Cross Blood Drive – December 1st"

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

- 1) *Monterey Herald* / November 7, 2014: "Local colleges should let veterans observe"
- 2) *Monterey Herald* / November 9, 2014: "Teacher will miss Dad in Veterans Day parade"
- 3) *Monterey Herald* / November 16, 2014: Obituary: MPC Professor Emeritus, Arthur James "A.J." Farrar

13. REPORTS AND PRESENTATIONS

Routine status reports and announcements regarding campus activities, meeting schedules, conferences attended and recent developments.

- A. Institutional Report: No report.
- B. Superintendent/President's Report: Dr. Walter Tribley
- C. Administrative Services Report: Mr. C. Earl Davis
- D. Academic Affairs Report: Mr. Michael Gilmartin
- E. Student Services Report: Mr. Larry Walker
- F. Academic Senate Report: Dr. Alfred Hochstaedter
- G. MPCEA Report: Mr. Loran Walsh, President
- H. MPCTA Report: Ms. Paola Gilbert, President
- I. ASMPC Report: Mr. Justyn Jones, Director of Representation
- J. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chair
- K. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael
 - 2) Monthly Donations: To be announced at the December 10, 2014 Board meeting.
- L. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports
- M. Legislative Advocacy Report, Dr. Walter Tribley
- N. Student Success Report: No report.
- O. Special Report: Bond Expenditure Report

14. 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.

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

BE IT RESOLVED,

- 1) That the Governing Board approves the minutes of the Regular Board meeting on November 19, 2014.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the November 5th payroll in the amount of \$27,784.26 and the November 10th payroll in the amount of \$24,286.61 and the November 26th payroll in the amount of \$2,195,428.27 be approved.
- 4) That Commercial Warrants:
12115553 through 12115595, 12116160 through 12116185, 12116860 through 12116876,
12118087 through 12118134, in the amount of \$273,981.84 be approved.
- 5) That Purchase Orders B1500453 through B1500480 in the amount of \$152,928.01 be approved.

B. Faculty Personnel

- 1) That the Governing Board approve the following items:
 - a) Grant Equivalency to Minimum Qualifications to Lisa Gonzales to teach English as a Second Language, effective Fall 2014.
 - b) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2014.

C. Classified Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Employment of _____, Admissions & Records Specialist, 40 hours per week, 12 months per year, effective DATE, 2014.
 - b) Employment of _____, Admissions & Records Specialist, 40 hours per week, 12 months per year, effective DATE, 2014.
 - c) Resignation of Irma Dimas, Student Financial Services Outreach Coordinator, Student Financial Services, 40 hours per week, 12 months per year, effective at the end of the day, January 16, 2015.

D. Short Term and Substitute Personnel

- 1) That the individuals on the recommended list (Short Term and Substitute Employees), employed for short term and substitute assignments subject to future modifications, be approved.

15. NEW BUSINESS

Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

A. INFORMATION: Citizens' Bond Oversight Committee Annual Report for 2013-14

B. BE IT RESOLVED, that the appointment of Maury Vasquez to a second term as a member of the Citizens' Bond Oversight Committee, effective December 10, 2014, be approved.

C. BE IT RESOLVED, that the 2014-2015 Monthly Financial Report for the period ending October 31, 2014, be accepted.

- D. BE IT RESOLVED, that the Governing Board approve the 2013-14 year-end transfer of \$900,000 from the Unrestricted General Fund to the Worker Comp Fund and the Capital Outlay Fund.
- E. BE IT RESOLVED, that the Governing Board approve the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective January 1, 2015:
- Dr. Walter Tribley (Superintendent/President), Earl Davis (Vice President, Administrative Services) for all expenditure warrants, contracts and other official documents.
 - Rosemary Barrios (Controller) for all expenditure warrants and other official documents with the exception of contracts.
- F. BE IT RESOLVED, that the Governing Board approve Dr. Walter Tribley, Superintendent/President; Earl Davis, Vice President, Administrative Services; and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective January 1, 2015.
- G. BE IT RESOLVED, that the following course revisions be approved:
- Course Revisions:
- | | |
|-----------|--|
| CSIS 10A | Programming Methods I: Java |
| CSIS 10C | Bridge to C and C++ Programming |
| DNTL 115 | Dental Specialties |
| ENGL 301L | Introduction to Academic Reading and Writing Lab |
| ENGL 321L | Fundamentals of Reading and Writing Lab |
| MEDA 112 | Medical Office Computer Applications |
- H. BE IT RESOLVED, that the Governing Board approve the Monterey Peninsula College Student Equity Plan dated December 2014.
- I. INFORMATION/ACTION: Pledge of Allegiance at Board Meeting
- J. INFORMATION: Calendar of Events
- K. BE IT RESOLVED, that the Governing Board unanimously approve the attached Resolution #2014-15/78 for \$59,800 for the repair of the Library Technology Center (LTC) rooftop HVAC ductwork system.

16. ADVANCE PLANNING

- A. Regular Board Meeting, Friday, January 30, 2015 at MPC:
- 1) Closed Session, 1:30pm, Stutzman Room, LTC
 - 2) Open Session, 3:00pm, Sam Karas Room
- B. Governing Board Retreat: Friday, January 23, 2015, Time and Location TBD
- C. Regular Board Meeting, Monday, February 23, 2015 at MPC:
- 1) Closed Session, 1:30pm, Location TBD
 - 2) Open Session, 3:00pm, Location TBD
- D. Future Topics
- 1) Tour of PSTC (Public Safety Training Center) Phase II (Dates TBA)

17. ADJOURNMENT

18. CLOSED SESSION

When required on non-routine matters and/or to continue discussion of items from earlier Closed Session.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this Agenda will be made available for public inspection in the District Office located at 980 Fremont Street, Monterey, CA, during normal business hours. Governing Board documents are also available on the Monterey Peninsula College website at www.mpc.edu/GoverningBoard.

Posted December 5, 2014