

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

REGULAR BOARD MEETING

WEDNESDAY, AUGUST 26, 2015

11:00am, Closed Session: Stutzman Room, Library & Technology Center
1:30pm, Regular Meeting (Business): Sam Karas Room, Library & Technology Center
3:00pm, Regular Meeting (Reports): Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey CA 93940

<http://www.mpc.edu/about-mpc/leadership/board-of-trustees>

AGENDA

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

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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 Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
Name of Case: Coppernoll v. Monterey Peninsula College, et al, Case No. M117870
- B. Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9)
 - a) Significant exposure to litigation pursuant to Section 54956.9(b)
 - b) One potential case
- C. Public Employee Discipline/Dismissal/Release/Complaint
- D. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
 - a) Case Name Unspecified: one grievance involving assignment
- E. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
 - a) Case Name Unspecified: one grievance involving salary placement
- F. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCTA/CTA
 - b) Agency Representatives: Susan Kitagawa, David Brown, Michael Gilmartin, and Kiran Kamath
- G. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCEA/CSEA
 - b) Agency Representatives: Susan Kitagawa and Larry Walker

5. RECONVENE TO OPEN SESSION / CALL TO ORDER

6. ROLL CALL

7. PLEDGE OF ALLEGIANCE

The Board of Trustees will recite the Pledge of Allegiance. Participation by meeting attendees is at their option.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

9. APPROVAL OF AGENDA

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

10. RECOGNITION

A. Moment of Silence

- 1) Mr. Rodney Oka, MPC Professor Emeritus (Chemistry), deceased August 3, 2015.

B. Acknowledgement of Guests

- 1) Francisco de Borja Dorsch, MPC Spanish Instructor
- 2) Gabriela Stanica, MPC Math Instructor
- 3) Ms. Carrie Ballard, MPC Counselor
- 4) Ms. Kacey Giammanco, MPC EOPS Counselor/CARE Coordinator

11. PUBLIC COMMENTS

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

12. CORRESPONDENCE AND PUBLICATIONS

A. MPC All User Emails

- 1) Shawn Anderson: "MPC Regular Board Meeting, July 22, 2015"
- 2) Dr. Walt Tribley: "American Flags at Half-Staff to Honor Victims of Tragedy in Chattanooga, Tennessee"
- 3) Henry Guevara: "MPC Theatre Presents Mistery Machine"
- 4) Dr. Walt Tribley: "Promotional Video"
- 5) JYK Program: "Invitation to JYK/MPC Farewell Program"
- 6) Vicki Nakamura: "Citizens" Bond Oversight Committee Meeting Agenda for August 10, 2015"
- 7) Dr. Alfred Hochstaedter: "Welcome"
- 8) Dr. Walt Tribley: "The Flex Days of August"
- 9) Dr. Walt Tribley: "Important Letter from the ACCJC Regarding MPC and Assessment of Student Learning Outcomes"
- 10) Dr. Walt Tribley: "Welcome Dr. Steve Crow, Professional Expert in Administrative Services and Educational Leadership"
- 11) Dr. Walt Tribley: "The passing of Professor Rod Oka"

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

- 1) *Monterey Herald* / July 19, 2015: "MPC to hold trustee candidate orientation"
- 2) *Monterey Herald* / Obituary / August 15, 2015: Rodney Oka, MPC Professor Emeritus (Chemistry)

13. CONSENT CALENDAR

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests that specific item(s) be discussed and/or removed from the Consent Calendar. It is understood that the Administration recommends approval on all Consent items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

BE IT RESOLVED,

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

- 1) That the Governing Board approves the minutes of the Regular Board meeting on July 22, 2015.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the July 31st payroll in the amount of \$1,421,424.69 and the August 5th payroll in the amount of \$122,442.12 and the August 10th supplemental payroll in the amount of \$29,430.34 be approved.
- 4) That Commercial Warrants:
12167454 through 12167457, 12167943 through 12167954, 12168457 through 12168467, 12169053 through 12169126, 12169834 through 12169847, 12170855 through 12170903, 12172159 through 12172249, in the amount of \$1,360.468.54 be approved.
- 5) That Purchase Orders B1600001 through B1600147 in the amount of \$3,438,907.69 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:
Increase of \$27,869 in funds received for FY 2014-2015.
Increase of \$1,927 in funds carried forward from FY 2013-14 to FY 2014-15.
- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 Object expense category	\$	715
Net decrease in the 2000 Object expense category	\$	605
Net decrease in the 3000 Object expense category	\$	81
Net increase in the 4000 Object expense category	\$	90,615
Net decrease in the 5000 Object expense category	\$	12,286
Net decrease in the 6000 Object expense category	\$	76,928
- 8) That the following budget adjustments in the Child Development Fund be approved:

Net decrease in the 2000 Object expense category	\$	4,554
Net increase in the 3000 Object expense category	\$	5,028
Net decrease in the 5000 Object expense category	\$	474
- 9) That the following budget increases in the Child Development Fund be approved:
Increase of \$46,740 in funds received for FY 2014-2015.
Increase of \$8,059 in funds carried forward from FY 2013-14 to FY 2014-15.

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of _____, Theatre Technical Director and Operations Manager, Theatre Arts, effective _____.

- b) Compensate Ms. Nicole Dunne a 5% stipend for assuming temporary duties in the absence of the Dean of Student Services, effective July 1, 2015 through December 31, 2015.
- c) Compensate Mr. Francisco Tostado a 5% stipend for assuming temporary duties in the absence of the Dean of Student Services, effective July 1, 2015 through December 31, 2015.
- d) Resignation of Kali Viker, Human Resources Analyst, Human Resources, 40 hours per week, 12 months per year, effective at the end of the day, August 3, 2015.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Adult Education Coordinator, under Education Code 87470, _____. Step and Column placement pending verification, effective _____.
 - b) Grant Equivalency to Minimum Qualifications to _____ to teach Astronomy/Physics, effective Fall 2015.
 - c) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Summer 2015 and Fall 2015.

D. Classified Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Victoria Curreri, Record Evaluator, Admissions & Records, 40 hours per week, 12 months per year, effective August 27, 2015.
 - b) Employment of Jasmine Do, Instructional Specialist, TRiO Programs, 19 hours per week, 9 months per year, effective _____, 2015.
 - c) Employment of _____, Campus Security Officer, Administrative Services, 40 hours per week, 12 months per year, effective _____, 2015.
 - d) Employment of _____, Instructional Technology Specialist, Humanities Division, 40 hours per week, 12 months per year, effective _____, 2015.
 - e) Employment of Wesley Harden, Instructional Technology Specialist, Business & Technology Division, 40 hours per week, 12 months per year, effective August 27, 2015.
 - f) Employment of Curtis Harrison, Categorical Services Coordinator, Student Services, 40 hours per week, 12 months per year, effective August 27, 2015.
 - g) Employment of Marisa Mercado, Categorical Services Coordinator, Student Services, 40 hours per week, 12 months per year, effective August 27, 2015, 2015.
 - h) Resignation of Sara Thompson, Administrative Assistant III/Faculty Contracts, Academic Affairs, 40 hours per week, 12 months per year, effective at the end of the day, August 6, 2015.
 - i) Resignation of Ernesto Becerra, Administrative Assistant II, Marina Education Center, 24 hours per week, 10 months and 11 days per year, effective at the end of the day, July 27, 2015.
 - j) Resignation of Kristen Lansdale, Instructional Specialist, Reading Center, 18 hours per week, 8 months and 11 days per year, effective at the end of the day, June 6, 2015.
 - k) Placement of employee #148042, position #191, 40 hours per week, 12 Months on the 39 month re-employment list, effective at the end of day, August 14, 2015, pursuant to Educational Code 88192.

E. Short Term and Substitute Personnel

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

14. 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. BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending July 31, 2015, be accepted.
- B. INFORMATION: County of Monterey Investment Report for the quarter ending June 30, 2015.
- C. BE IT RESOLVED, that the Governing Board approves the 2015-2016 Appropriation Limit per Article XIII-B, California Constitution (Gann Limit) as computed on the attached worksheet.
- D. BE IT RESOLVED, that the Governing Board approves the spending of 2015-2016 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.
- E. BE IT RESOLVED, that the Governing Board ratifies the employment agreement between the Monterey Peninsula Community College District and Dr. Steven L. Crow, serving as a professional expert in Administrative Services, for the period of September 3, 2015 through December 23, 2015.
- F. BE IT RESOLVED, that the Governing Board approves the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective September 3, 2015:
- Dr. Walter Tribley, Superintendent/President, and Dr. Steven L. Crow, Professional Expert, 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.
- G. BE IT RESOLVED, that the Governing Board approves Dr. Walter Tribley, Superintendent/President, Dr. Steven L. Crow, Professional Expert, and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective September 3, 2015.
- H. BE IT RESOLVED, that the Governing Board approves the appointment of Dr. Steven L. Crow, Professional Expert, as the District's primary representative, and Dr. Walter Tribley, Superintendent/President, as the District's alternate representative to the Bay Area Community College District's Pool-JPA for Property and Liability, for Monterey Peninsula College.
- I. BE IT RESOLVED, that the Governing Board approves the appointment of Dr. Steve L. Crow, Professional Expert, as the District's primary representative, and Susan Kitagawa, Associate Dean of Human Resources, as the District's alternate representative to the Northern California Community College Pool-JPA for Workers Compensation, for Monterey Peninsula College.
- J. BE IT RESOLVED, that the 2015-16 salary schedules for Contract Faculty (Schedule A), Hourly Academic – Teaching (Schedules B1, B2), Hourly Academic – Non Teaching (C1, C2), and Coaching Pay, effective July 1, 2015, be approved; and
- BE IT FURTHER RESOLVED, that the Governing Board approve a one-time, off-schedule payment of 1.08% to full-time and part-time faculty employees employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period; and
- BE IT FURTHER RESOLVED, that the Governing Board approve a retroactive payment of 1.08% for the months of July through September 2015 to faculty employees who were employed during this period.
- K. BE IT RESOLVED, that the 2015-16 salary schedules for classified employees, effective July 1, 2015, be approved; and

BE IT FURTHER RESOLVED, that the Governing Board approve a one-time, off-schedule payment of 1.08% to all classified employees employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period; and

BE IT FURTHER RESOLVED, that the Governing Board approve a retroactive payment of 1.08% for the months of July through September 2015 to classified employees who were employed during this period.

- L. BE IT RESOLVED, that the 2015-16 salary schedules for administrative, management/supervisory, and confidential employees, effective July 1, 2015, be approved; and

BE IT FURTHER RESOLVED, that the Governing Board approve a one-time, off-schedule payment of 1.08% to all administrative, management/supervisory, and confidential employees employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period; and

BE IT FURTHER RESOLVED, that the Governing Board approve a retroactive payment of 1.08% for the months of July through September 2015 to administrative, management/supervisory, and confidential employees who were employed during this period.

- M. BE IT RESOLVED, that the Governing Board approves the evaluation survey instrument, process, and calendar for 2015.

N. INFORMATION: Calendar of Events

15. REPORTS AND PRESENTATIONS

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

- A. Student Success and Achievement Report: "Success for CTE Students: 'Skill Builders' and the Scorecard," Dr. Rosaleen Ryan
- B. Institutional Report: "Annual Applicant Pool and Employee Demographics Report," Ms. Susan Kitagawa
- C. Superintendent/President's Report: Dr. Walter Tribley
- D. Academic Affairs Report: Ms. Kiran Kamath
- E. Student Services Report: Mr. Larry Walker
- F. Academic Senate Report: Dr. Alfred Hochstaedter
- G. MPCEA Report: Mr. Kevin Haskin, Vice President
- H. MPCTA Report: Ms. Paola Gilbert, President
- I. ASMPC Report: Mr. Stephen Lambert, Student Trustee
- 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: \$118,493.14
- L. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports

16. ADVANCE PLANNING

- A. Special Board Meeting, Monday, September 14, 2015: 3:00pm, Sam Karas Room, LTC
- B. Regular Board Meeting, Wednesday, September 23, 2015 at MPC:
 - 1) Closed Session: 11:00am, Stutzman Room, LTC
 - 2) Regular Meeting (Business): 1:30pm, Sam Karas Room, LTC

3) Regular Meeting (Reports): 3:00pm, Sam Karas Room, LTC

C. Regular Board Meeting, Wednesday, October 26, 2015 at the Public Safety Training Center (PSTC):

1) Closed Session: 11:00am, Room TBA

2) Regular Meeting (Business): 1:30pm, Room TBA

3) Regular Meeting (Reports): 3:00pm, Room TBA

D. Future Topics

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 August 21, 2015