



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

**REGULAR MEETING
WEDNESDAY, AUGUST 26, 2015**

NEW BUSINESS

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. A

Fiscal Services
College Area

Proposal:

That the Governing Board review and discuss the 2015-2016 Monthly Financial Report for the period ending July 31, 2015.

Background:

The Board routinely reviews financial data regarding expenses and revenues to monitor District fiscal operations.

Budgetary Implications:

None.

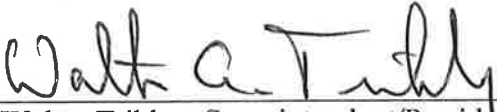
RESOLUTION: BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending July 31, 2015, be accepted.

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula College
Fiscal Year 2015-16
Financial and Budgetary Report
July 31, 2015

Enclosed please find attached the Summary of All Funds Report for the month ending July 31, 2015 for your review and approval. The financial report is an internal management report submitted to the Board of Trustees to compare actual financial activities to the approved budgets.

Operating Fund net revenue through July 31, 2015 is \$1,164,795 which is 2.3% of the operating budget for this fiscal year. Expenditures year-to-date total \$2,650,023 which is 10.7% of the operating budget for this fiscal year, for a net difference of -\$1,485,228.

Unrestricted General Fund

Revenues

- July apportionment of \$1.1M has been received this month.
- Other local revenue received which includes: enrollment fees, course material fees, and other local revenues totaling \$335.

Expenditures

Overall the District operating funds expenditures continue to track as projected.

Self Insurance Fund

- Self Insurance Fund (SIF) expenses are at 11% of budgeted expenditures.

Other Fiduciary Funds

- Fiduciary Funds are tracking close to budget.

Cash Balance:

The total cash balance for all funds is \$26,884,608 including bond cash of \$9,740,628 and \$17,143,980 for all other funds. Operating funds cash is \$9,014,052. Cash balance in the General Fund is at \$7,910,799 for the month ending July 31, 2015.

Other:

No Bond Expenditure Report was completed this month due to no bond expenditures to be reported.

Monterey Peninsula Community College

Monthly Financial Report

July 31, 2015

Summary of All Funds

<u>Funds</u>	<u>Beginning Fund Balance</u>	<u>Revised Budgets 2015 - 2016</u>		<u>Ending Fund Balance</u>	<u>Year to Date Actual 2015 - 2016</u>			<u>% Actual to Budget</u>		<u>Cash Balance</u>
	<u>07/01/15</u>	<u>Revenue</u>	<u>Expense</u>	<u>6/30/2016</u>	<u>Revenue</u>	<u>Expense</u>	<u>Encumbrances</u>	<u>Rev</u>	<u>Expense</u>	<u>7/31/2015</u>
General - Unrestricted	\$3,802,947	\$41,352,541	\$44,468,339	\$687,149	1,164,795	2,287,849	2,832,609	2.8%	11.5%	\$7,910,799
General - Restricted	0	7,248,791	7,248,791	0	0	325,128	119,197	0.0%	6.1%	0
Child Dev - Unrestricted	0	129,652	129,652	0	0	7,863	0	0.0%	6.1%	65,248
Child Dev - Restricted	0	405,461	405,461	0	0	2,012	0	0.0%	0.5%	0
Student Center	414,127	259,200	259,200	414,127	0	4,198	67,030	0.0%	27.5%	433,568
Parking	535,794	484,000	484,000	535,794	0	22,973	496	0.0%	4.8%	604,437
Subtotal Operating Funds	\$4,752,868	\$49,879,645	\$52,995,443	\$1,637,070	\$1,164,795	\$2,650,023	\$3,019,332	2.3%	10.7%	\$9,014,052
Self Insurance	1,761,464	6,728,726	6,728,726	1,761,464	0	689,066	51,332	0.0%	11.0%	2,154,022
Worker Comp	106,000	25,000	60,000	71,000	0	3,378	4,125	0.0%	12.5%	125,047
Other Post Employment Benefits	4,009,151	100,770	0	4,109,921	0	0	0	0.0%	0.0%	4,011,612
Capital Project	378,443	850,690	877,370	351,763	0	18,912	38,218	0.0%	6.5%	821,544
Building	9,759,850	20,000	0	9,779,850	0	0	0	0.0%	0.0%	9,740,628
Revenue Bond	22,331	22,100	22,100	22,331	0	0	0	0.0%	0.0%	22,332
Associated Student	92,451	90,000	90,000	92,451	2	120	0	0.0%	-0.1%	202,246
Financial Aid	17,745	5,400,000	5,400,000	17,745	0	0	0	0.0%	0.0%	18,809
Scholarship & Loans	272,948	935,000	935,000	272,948	28,465	10,236	0	3.0%	1.1%	186,225
Trust Funds	293,917	744,500	744,500	293,917	84,771	32,464	0	11.4%	4.4%	559,334
Orr Estate	12,302	5,000	5,000	12,302	0	0	0	0.0%	0.0%	28,757
Total all Funds	\$21,479,470	\$64,801,431	\$67,858,139	\$18,422,762	\$1,278,033	\$3,403,960	\$3,113,007	2.0%	5.0%	\$26,884,608

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. B

Fiscal Services
College Area

Proposal:

That the Governing Board reviews the attached County of Monterey Investment Report for the quarter ending June 30, 2015.

Background:

The majority of the funds are on deposit with the Monterey County Treasury pursuant to Ed Code. The County Treasurer provides a quarterly report to participating agencies detailing asset allocation and investment performance. The portfolio's net earned income yield for the period ending June 30, 2015, was 0.72%. Approximately 91% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. The remaining 8.52% is invested in corporate debt and is rated in the higher levels of investment grade.

Budgetary Implications:

None.

- INFORMATION:** County of Monterey Investment Report for the quarter ending June 30, 2015.

Prepared By:

Rosemary Barrios

Rosemary Barrios, Controller

Agenda Approval:

Walter Tribble

Dr. Walter Tribble, Superintendent/President



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Order

Upon motion of Supervisor Parker, seconded by Supervisor Phillips and carried by those members present, the Board of Supervisors hereby:

- a. Received and accepted the Treasurer's Report of Investments for the quarter ending June 30, 2015;
- b. Received and approved the Treasurer's Investment Policy for FY 2015-16; and
- c. Renewed the Delegation of Investment Authority to the Treasurer-Tax Collector pursuant to California Government Code 53607.

PASSED AND ADOPTED on this 28th day of July 2015, by the following vote, to wit:

AYES: Supervisors Armenta, Phillips, Salinas, Parker and Potter
NOES: None
ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 78 for the meeting on July 28, 2015.

Dated: July 29, 2015
File ID: 15-0820

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By Denise Hancock
Deputy



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 15-0820

July 28, 2015

Introduced: 7/15/2015

Version: 1

Current Status: Consent Agenda

Matter Type: General Agenda Item

- a. Receive and Accept the Treasurer's Report of Investments for the quarter ending June 30, 2015; and
- b. Receive and Approve the Treasurer's Investment Policy for FY 2015-16; and
- c. Renew the Delegation of Investment Authority to the Treasurer-Tax Collector pursuant to California Government Code 53607.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Receive and Accept the Treasurer's Report of Investments for the quarter ending June 30, 2015; and
- b. Receive and Approve the Treasurer's Investment Policy for FY 2015-16; and
- c. Renew the Delegation of Investment Authority to the Treasurer-Tax Collector pursuant to California Government Code 53607.

SUMMARY:

Government Code Section 53646 (b) (1) states the Treasurer may submit a quarterly report of investments. The attached exhibits provide a narrative portfolio review of economic and market conditions that support the investment activity during the April - June period, the investment portfolio position by investment type, a listing of historical Monterey County Treasury Pool yields versus benchmarks, and the investment portfolio by maturity range.

The Treasurer has also amended the Monterey County Investment Policy to provide additional clarification and revise outdated language and update investment categories as stated in Government Code §53601(q). In addition, annual Board approval of the Investment Policy and delegation of investment authority are prescribed by Government Code sections 53646 and 53607.

DISCUSSION:

During the April to June quarter, interest rates moved slightly higher with Treasury yields remaining essentially flat up to one year maturities and increasing in the 2- to 5-year range. The annualized rate of increase remained essentially flat except for 2-year maturities. At the June Federal Open Market Committee (FOMC) meeting the median projection for the fed funds rate was stated to be between 0.50% and 0.75% by the end of 2015 with a slower rate of increases over the next two years.

U.S. Gross Domestic Product (GDP) decreased by 0.2% in the 1st Quarter of 2015. The unemployment rate fell by 0.2% between March and June while inflation continues to undershoot the FOMC's target rate of 2%. The combination of mixed economic indicators in

the U.S. and ongoing European instability continues to make U.S. bonds attractive to all investors and kept rates low during the quarter under report.

On June 30, 2015, the Monterey County investment portfolio contained an amortized book value of \$1,120,854,255 spread among 78 separate securities and funds. The par value of those funds was \$1,118,174,319, with a market value of \$1,120,818,419 or 100.00% of amortized book value. The portfolio's net earned income yield for the period was 0.72%. The portfolio produced an estimated income of \$2,061,464 for the quarter which will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 422 days.

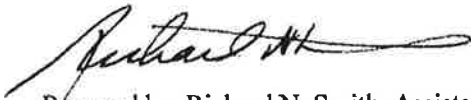
The investment portfolio was in compliance with all applicable provisions of state law and the adopted Investment Policy, and contained sufficient liquidity to meet all projected outflows over the next six months. Market value pricings were obtained through Bloomberg LLP, Union Bank of California and included live-bid pricing of corporate securities.

OTHER AGENCY INVOLVEMENT:

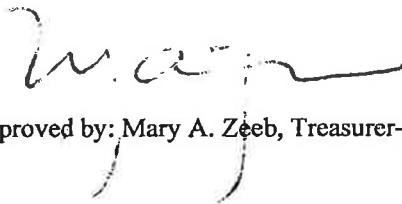
A copy of this report will be distributed to all agencies participating in the County investment pool and the Treasury Oversight Committee. In addition, the report will be published on the County Treasurer's web site. A monthly report of investment transactions is provided to the Board of Supervisors as required by Government Code 53607.

FINANCING:

The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. We estimate that the investment earnings in the General Fund will be consistent with budgeted revenue, but at historically low levels, as the Federal Reserve is expected to raise rates by only 0.25% to 0.50% by the end of 2015.



Prepared by: Richard N. Smith, Assistant Treasurer-Tax Collector, x5836



Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5015

Attachments:

- Exhibit A - Investment Portfolio Review 06-30-15
- Exhibit B - Portfolio Management Report 06-30-15
- Exhibit C - Monterey County Historical Yields vs. Benchmarks
- Exhibit D - Aging Report 07-01-15
- Exhibit E - Monterey County Investment Policy - Red Line
- Exhibit F - Monterey County Investment Policy - Proposed

cc:
County Administrative Office
County Counsel
Auditor-Controller - Internal Audit Section
All depositors
Treasury Oversight Committee

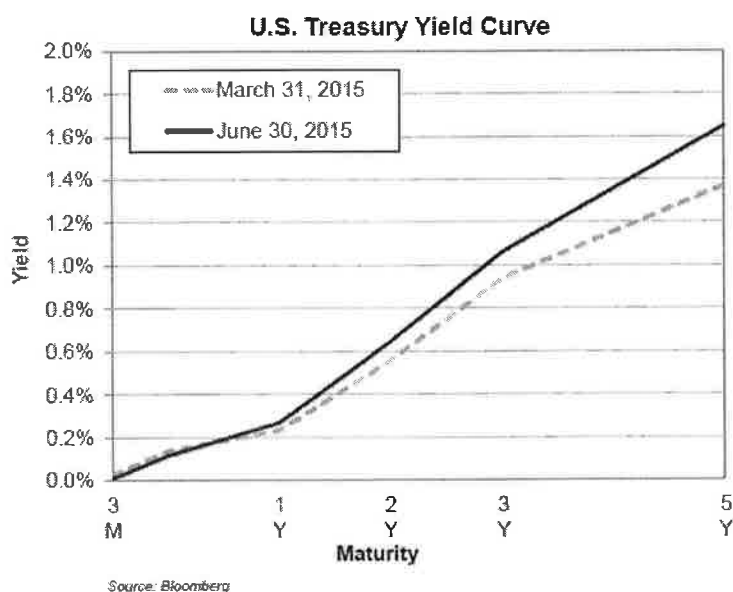
Investment Portfolio Review Quarter Ending June 30, 2015

OVERVIEW – April 1, 2015 – June 30, 2015

During the April to June quarter, interest rates moved slightly higher with Treasury yields remaining essentially flat up to one year maturities and increasing in the 2- to 5-year range. The annualized rate of increase remained essentially flat except for 2-year maturities. At the June Federal Open Market Committee (FOMC) meeting the median projection for the fed funds rate would be between 0.50% and 0.75% by the end of 2015 with a slower rate of increases over the next two years.

INTEREST RATES INCREASED IN 2- TO 5-YEAR RANGE

- Yields for securities 1 year and under were mostly unchanged while yields for maturities longer than 1 year had sizeable increases.
- The steep shape of the yield curve continues to provide valuable opportunities to “roll-down” the yield curve.



	3/31/15	6/30/15
3 Month	0.02%	0.01%
6 Month	0.14%	0.11%
1 Year	0.23%	0.27%
2 Year	0.56%	0.65%
3 Year	0.94%	1.06%
5 Year	1.37%	1.65%

The County Treasury outperformed or matched all of the portfolio benchmarks this quarter. Our consistent investment strategy ladders short term debt to provide liquidity and takes advantage of available higher rates by buying small amounts of longer term corporate and non callable securities, while maintaining positions in currently held callable debt structures. The following indicators reflect key aspects of the County’s investment portfolio in light of the above noted conditions:

1. Market Access – Access to U.S. Treasuries and Agency debt has been plentiful, but yields have continued to remain low as investors seek safe havens from an uncertain world market. These issues have continued to keep yields low on Treasury bonds from April through June.

During the quarter, the majority of County investment purchases continue to be in U.S. Treasury and Agency markets with a continued small position in shorter term, highly rated (AA or better) Corporate bonds, Certificates of Deposits and highly rated (A1, P1), short term Commercial Paper. In addition, the Treasurer continues to keep a high level of overnight liquid assets, reflecting the need to maintain increased levels of available cash to ensure the ability to meet all cash flow needs.

2. Diversification - The Monterey County Treasurer’s portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the table below:

Portfolio Asset Composition				
Corporate Assets	Overnight Liquid Assets	US Treasuries	Federal Agencies	Commercial Paper
8.52%	38.74%	1.78%	50.07%	0.89%

- Total may not equal 100% due to rounding

3. Credit Risk – Approximately 91% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. All assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt (8.52%) is rated in the higher levels of investment grade. All federal agency securities have AA ratings, or are guaranteed by the U.S. Treasury.

The portfolio credit composition is detailed in the table below:

Portfolio Credit Composition						
AAA	AA+	AA-	A-1 (Short Term)	Not Rated (LAIF/BlackRock)	AAAm	Aaf/S1+ (CalTrust)
1%	55%	2%	1%	12%	14%	12%

4. Liquidity Risk – Liquidity risk, as measured by the ability of the County’s Treasury to meet withdrawal demands on invested assets, was adequately managed during the April to June quarter. The portfolio’s average weighted maturity was 422 days, and large percentages (38.74%) of assets are held in immediately available funds.

PORTFOLIO CHARACTERISTICS

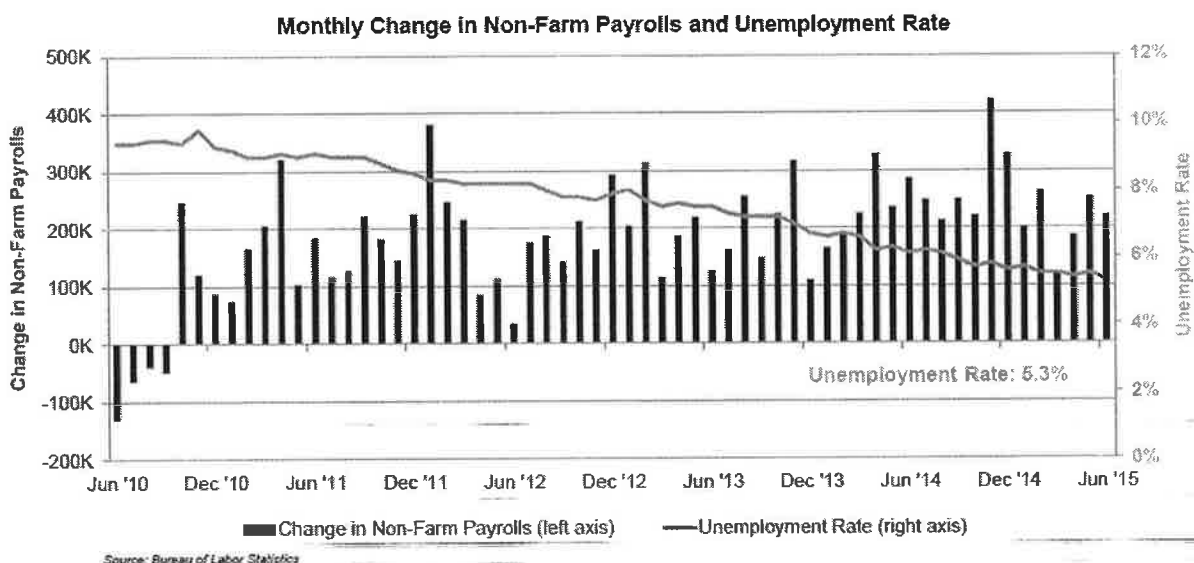
	<u>March 31, 2015</u>	<u>June 30, 2015</u>
Total Assets	\$1,105,343,895	\$1,120,854,255
Market Value	\$1,106,386,623	\$1,120,818,419
Days to Maturity	466	422
Yield	0.57%	0.72%
Estimated Earnings	\$1,528,658	\$2,061,464

FUTURE STRATEGY

Ongoing improvement in employment data and housing starts are positive economic news. However, inflation remains relatively static. These mixed economic signals and the ongoing instability in the European Union may dampen the FOMC’s stated desire to increase rates. The portfolio remains in position to take advantage of an increasing rate environment.

U.S. ECONOMY CONTINUES TO CREATE JOBS

- U.S. labor market added 664,000 jobs in the quarter, likely confirming hopes that the economy is performing well after a slow start to the year. The U.S. economy has added 2.9 million jobs over the past year.
- The unemployment rate fell to 5.3% in June, down from 5.5% in March, but the drop was due largely to a decline in labor force participation.



As long as the Federal Treasury continues to target short term rates at historically low levels, the returns on the investments in the County’s pool will remain historically low. The portfolio is adequately positioned to take advantage of changing market conditions.

**Monterey County
Portfolio Management
Portfolio Details - Investments
June 30, 2015**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Money Market Accts-GC 53601(k)(2)												
SYS11672	11672	BlackRock			80,363,378.96	80,363,378.96	80,363,378.96	0.091			1	
SYS11801	11801	CalTrust			140,000,000.00	140,000,000.00	140,000,000.00	0.501	Aaa	AAA	1	
SYS11830	11830	Federated		07/01/2014	0.00	0.00	0.00	0.101	Aaa	AAA	1	
SYS11578	11578	Fidelity Investments			108,132,312.88	108,132,312.88	108,132,312.88	0.110	Aaa	AAA	1	
Subtotal and Average			284,843,086.58		328,495,691.84	328,495,691.84	328,495,691.84				1	
State Pool-GC 53601(p)												
SYS11361	11361	LAIF			50,000,000.00	50,000,000.00	50,000,000.00	0.260			1	
Subtotal and Average			50,000,000.00		50,000,000.00	50,000,000.00	50,000,000.00				1	
CAMP-GC 56301(p)												
SYS10379	10379	Calif. Asset Mgmt			55,300,000.00	55,300,000.00	55,300,000.00	0.084		AAA	1	
SYS11961	11961	Calif. Asset Mgmt			378,627.29	378,627.29	378,627.29	0.088		AAA	1	
Subtotal and Average			20,368,737.18		55,678,627.29	55,678,627.29	55,678,627.29				1	
Negotiable CDs - GC 53601 (i)												
Subtotal and Average			9,340,659.34									
Medium Term Notes - GC 53601(k)												
084664BS9	12031	Berkshire Hathaway Finance		04/24/2015	10,000,000.00	10,107,400.00	10,162,451.28	1.600	Aa2	AA	684	05/15/2017
36962G4N1	11701	General Electric		08/11/2010	10,000,000.00	9,999,500.00	10,000,000.00	1.029	A	AA	41	08/11/2015
36962G5W0	11855	General Electric		04/27/2012	5,000,000.00	5,097,650.00	4,997,612.89	2.300	A	AA	666	04/27/2017
36962G5W0	11856	General Electric		04/27/2012	5,000,000.00	5,097,650.00	5,002,733.33	2.300	A	AA	666	04/27/2017
369604BC6	12010	General Electric		01/23/2015	10,000,000.00	10,892,900.00	10,977,323.33	5.250	Aa	AA	889	12/06/2017
478160BF0	12000	Johnson & Johnson		12/23/2014	2,000,000.00	2,004,440.00	2,000,000.00	0.700	Aaa	AAA	516	11/28/2016
478160AY0	12004	Johnson & Johnson		01/08/2015	7,000,000.00	7,094,710.00	7,097,172.36	2.150	Aaa	AAA	319	05/15/2016
89233P5S1	11839	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,079,250.00	5,034,465.00	2.050	Aa	AA	561	01/12/2017
89236TCA1	12009	Toyota Motor Corporation		01/16/2015	10,000,000.00	10,009,600.00	10,041,994.05	1.450	Aa	AA	926	01/12/2018
89233P6S0	12018	Toyota Motor Corporation		03/30/2015	10,000,000.00	10,025,500.00	10,031,840.44	1.250	Aaa	AA	827	10/05/2017
94974BFG0	12021	Wells Fargo & Company		04/07/2015	10,000,000.00	9,981,200.00	10,083,714.71	1.500	Aaa	AA	930	01/16/2018
94974BFL9	12025	Wells Fargo & Company		04/13/2015	10,000,000.00	10,042,400.00	10,057,140.26	1.250	A2	A+	385	07/20/2016
Subtotal and Average			91,011,158.09		94,000,000.00	95,432,200.00	95,486,447.65				636	
Commercial Paper Disc.- GC 53601(h)												
62478YU97	12015	Union Bank of Calif.		03/17/2015	10,000,000.00	9,999,700.00	9,999,555.56	0.200	P-1	A-1	8	07/09/2015

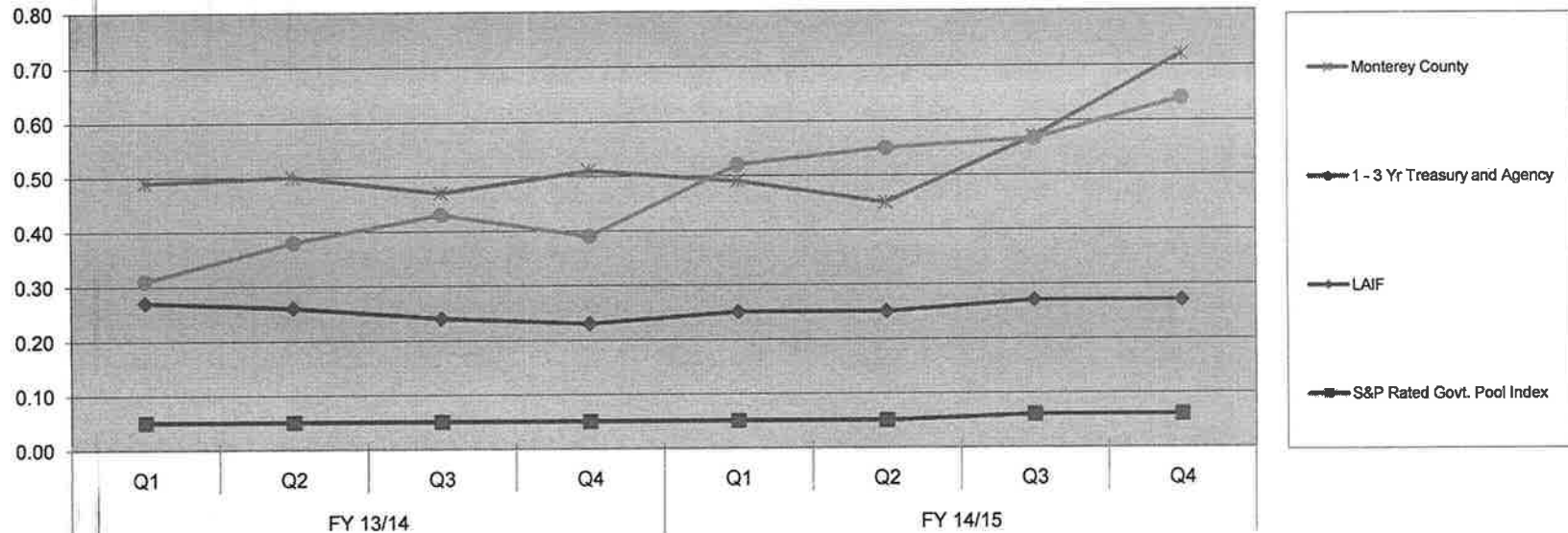
**Monterey County
Portfolio Management
Portfolio Details - Investments
June 30, 2015**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Subtotal and Average			9,997,055.56		10,000,000.00	9,999,700.00	9,999,555.56				8	
Fed Agcy Coupon Sec - GC 53601(f)												
3133EAF86	11864	Federal Farm Credit Bank		08/07/2012	10,000,000.00	9,986,100.00	10,000,000.00	0.970	Aaa	AA	768	08/07/2017
3133ECHV9	11912	Federal Farm Credit Bank		04/02/2013	10,000,000.00	10,002,100.00	10,000,096.21	0.350	Aaa	AA	29	07/30/2015
3133EDSU7	11985	Federal Farm Credit Bank		08/15/2014	10,000,000.00	10,038,200.00	10,000,000.00	1.000	Aaa	AA	776	08/15/2017
3133EEBU3	11996	Federal Farm Credit Bank		11/26/2014	10,000,000.00	10,007,100.00	10,004,038.70	0.600	Aaa	AA	502	11/14/2016
3133EEFE5	12008	Federal Farm Credit Bank		01/12/2015	10,000,000.00	10,039,800.00	10,036,286.36	1.125	Aaa	AA	901	12/18/2017
3133EEMA5	12011	Federal Farm Credit Bank		01/30/2015	10,000,000.00	9,985,200.00	10,008,598.08	1.500	Aaa	AA	1,643	12/30/2019
3133EELZ1	12012	Federal Farm Credit Bank		02/02/2015	10,000,000.00	9,983,800.00	10,029,718.21	1.000	Aaa	AA	1,002	03/29/2018
3133EESZ4	12016	Federal Farm Credit Bank		03/25/2015	10,000,000.00	10,017,900.00	10,007,149.89	0.460	Aaa	AA	377	07/12/2016
3133EDMB5	12017	Federal Farm Credit Bank		03/26/2015	10,000,000.00	10,010,800.00	10,001,698.38	0.500	Aaa	AA	419	08/23/2016
3133EETE0	12020	Federal Farm Credit Bank		04/01/2015	10,000,000.00	10,037,000.00	10,051,158.25	1.125	Aaa	AA	985	03/12/2018
313380EC7	11878	Federal Home Loan Bank		09/17/2012	10,000,000.00	9,976,600.00	9,978,622.25	0.750	Aaa	AA	800	09/08/2017
313380XB8	11881	Federal Home Loan Bank		10/17/2012	10,000,000.00	10,000,500.00	9,999,029.17	0.625	Aaa	AA	474	10/17/2016
313370TW8	11888	Federal Home Loan Bank		12/05/2012	10,000,000.00	10,180,700.00	10,173,855.24	2.000	Aaa	AA	436	09/09/2016
313373SZ6	11913	Federal Home Loan Bank		04/02/2013	10,000,000.00	10,162,300.00	10,155,325.78	2.125	Aaa	AA	345	06/10/2016
313378A43	11925	Federal Home Loan Bank		05/02/2013	10,000,000.00	10,087,000.00	10,162,570.81	1.375	Aaa	AA	982	03/09/2018
313383A68	11928	Federal Home Loan Bank		06/13/2013	10,000,000.00	9,948,600.00	10,000,000.00	1.080	Aaa	AA	1,078	06/13/2018
313378QK0	11966	Federal Home Loan Bank		04/04/2014	10,000,000.00	10,188,000.00	10,019,971.20	1.875	Aaa	AA	1,346	03/08/2019
3130A3J70	11997	Federal Home Loan Bank		12/12/2014	10,000,000.00	10,006,100.00	10,002,069.59	0.625	Aaa	AA	511	11/23/2016
313371PV2	11998	Federal Home Loan Bank		12/12/2014	10,000,000.00	10,152,900.00	10,131,920.22	1.625	Aaa	AA	527	12/09/2016
313371PV2	11999	Federal Home Loan Bank		12/12/2014	10,000,000.00	10,152,900.00	10,131,920.22	1.625	Aaa	AA	527	12/09/2016
3130A3PT5	12001	Federal Home Loan Bank		12/23/2014	10,000,000.00	9,994,500.00	9,993,082.90	0.125	Aaa	AA	160	12/08/2015
3130A3UU6	12005	Federal Home Loan Bank		01/27/2015	10,000,000.00	10,026,800.00	10,000,000.00	0.875	Aaa	AA	576	01/27/2017
3130A4U42	12019	Federal Home Loan Bank		03/31/2015	10,000,000.00	10,009,100.00	10,010,829.38	0.800	Aaa	AA	730	06/30/2017
3130A2KD7	12028	Federal Home Loan Bank		04/09/2015	10,000,000.00	10,003,300.00	10,004,094.78	0.315	Aaa	AA+	190	01/07/2016
3130A3KK9	12029	Federal Home Loan Bank		04/17/2015	10,000,000.00	9,997,300.00	9,998,891.60	0.125	Aaa	AA	147	11/25/2015
3130A0SD3	12030	Federal Home Loan Bank		04/17/2015	10,000,000.00	10,005,700.00	10,008,561.32	0.375	Aaa	AA+	233	02/19/2016
3130A4Q70	12032	Federal Home Loan Bank		04/23/2015	10,000,000.00	10,031,500.00	10,044,374.89	1.000	Aaa	AA+	870	11/17/2017
3133834R9	12034	Federal Home Loan Bank		04/23/2015	10,000,000.00	9,999,300.00	10,001,458.95	0.375	Aaa	AA+	359	06/24/2016
3134G3H52	11871	Federal Home Loan Mtg Corp		09/12/2012	10,000,000.00	9,995,900.00	10,000,000.00	1.000	Aaa	AA	804	09/12/2017
3134G3S50	11887	Federal Home Loan Mtg Corp		11/30/2012	10,000,000.00	10,019,000.00	10,008,556.59	0.625	Aaa	AA	489	11/01/2016
3134G42M9	11916	Federal Home Loan Mtg Corp		04/25/2013	10,000,000.00	9,987,100.00	10,000,000.00	0.700	Aaa	AA	664	04/25/2017
3134G42G2	11917	Federal Home Loan Mtg Corp		04/30/2013	10,000,000.00	9,998,000.00	10,000,000.00	1.050	Aaa	AA	1,034	04/30/2018
3134G43F3	11920	Federal Home Loan Mtg Corp		04/30/2013	10,000,000.00	9,936,400.00	10,000,000.00	1.020	Aaa	AA	1,034	04/30/2018
3134G43V8	11923	Federal Home Loan Mtg Corp		05/15/2013	10,000,000.00	9,977,100.00	9,999,425.56	1.050	Aaa	AA	1,049	05/15/2018
3137EADJ5	11970	Federal Home Loan Mtg Corp		04/09/2014	10,000,000.00	10,046,600.00	9,993,905.89	1.000	Aaa	AA	758	07/28/2017

**Monterey County
Portfolio Management
Portfolio Details - Investments
June 30, 2015**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
3137EADL0	11987	Federal Home Loan Mtg Corp		08/25/2014	10,000,000.00	10,023,600.00	9,977,761.87	1.000	Aaa	AA	821	09/29/2017
3137EADK2	12014	Federal Home Loan Mtg Corp		02/18/2015	10,000,000.00	9,893,800.00	9,849,717.03	1.250	Aaa	AA	1,492	08/01/2019
3134G5RF4	12024	Federal Home Loan Mtg Corp		04/06/2015	10,000,000.00	9,998,900.00	10,004,084.91	0.400		AA	331	05/27/2016
3136G0B26	11874	Federal National Mtg Assn		09/27/2012	10,000,000.00	9,997,600.00	10,000,000.00	1.000	Aaa	AA	819	09/27/2017
3135G0NH2	11876	Federal National Mtg Assn		09/13/2012	10,000,000.00	9,999,100.00	9,997,397.75	0.950	Aaa	AA	784	08/23/2017
3136G06Z9	11885	Federal National Mtg Assn		12/13/2012	10,000,000.00	9,998,500.00	10,000,000.00	0.650	Aaa	AA	531	12/13/2016
3136G14N6	11890	Federal National Mtg Assn		01/02/2013	10,000,000.00	9,985,800.00	9,996,672.34	0.750	Aaa	AA	728	06/28/2017
3135G0PP2	11903	Federal National Mtg Assn		01/18/2013	10,000,000.00	10,027,000.00	10,015,675.98	1.000	Aaa	AA	812	09/20/2017
3135G0UJ4	11906	Federal National Mtg Assn		02/22/2013	10,000,000.00	9,960,800.00	10,000,000.00	1.200	Aaa	AA	967	02/22/2018
3135G0XA6	11924	Federal National Mtg Assn		05/21/2013	10,000,000.00	9,931,600.00	10,000,000.00	1.030	Aaa	AA	1,055	05/21/2018
3135G0XK4	11927	Federal National Mtg Assn		05/30/2013	10,000,000.00	9,952,300.00	10,000,000.00	1.050	Aaa	AA	1,059	05/25/2018
3135G0WJ8	11929	Federal National Mtg Assn		05/28/2013	10,000,000.00	9,940,100.00	9,952,263.25	0.875	Aaa	AA	1,055	05/21/2018
3135G0PQ0	11948	Federal National Mtg Assn		12/04/2013	10,000,000.00	10,004,600.00	9,958,065.37	0.875	Aaa	AA	848	10/26/2017
3135G0PQ0	12007	Federal National Mtg Assn		01/12/2015	10,000,000.00	10,004,600.00	9,994,261.45	0.875	Aaa	AA	848	10/26/2017
3136FTS67	12013	Federal National Mtg Assn		02/03/2015	10,000,000.00	10,107,900.00	10,193,265.03	1.700	Aaa	AA	1,337	02/27/2019
3135G0AL7	12022	Federal National Mtg Assn		04/06/2015	10,000,000.00	10,138,300.00	10,135,841.30	2.250	Aaa	AA	258	03/15/2016
3135G0VA8	12023	Federal National Mtg Assn		04/06/2015	10,000,000.00	10,013,900.00	10,013,412.01	0.500	Aaa	AA	273	03/30/2016
3135G0YM9	12033	Federal National Mtg Assn		04/23/2015	10,000,000.00	10,215,900.00	10,256,551.76	1.875	Aaa	AA+	1,175	09/18/2018
Subtotal and Average			589,097,376.50		530,000,000.00	531,185,500.00	531,302,180.47				730	
Federal Agency Disc.-GC 53601(f)												
313384ML0	12027	Federal Home Loan Bank		04/09/2015	10,000,000.00	9,997,400.00	9,996,383.34	0.140			93	10/02/2015
313396LV3	12026	Freddie Mac Discount Security		04/09/2015	10,000,000.00	9,998,700.00	9,997,075.00	0.135			78	09/17/2015
Subtotal and Average			59,328,826.99		20,000,000.00	19,996,100.00	19,993,458.34				85	
US Treasury Note-GC 53601(b)												
912828VR8	11940	U.S. Treasury		08/29/2013	10,000,000.00	10,028,100.00	9,982,787.95	0.625	Aaa	AA	411	08/15/2016
912828UJ7	11988	U.S. Treasury		08/25/2014	10,000,000.00	10,001,600.00	9,917,936.07	0.875	Aaa	AA	945	01/31/2018
Subtotal and Average			19,894,931.69		20,000,000.00	20,029,700.00	19,900,724.02				677	
Federal Agency Step Up-GC 53601(f)												
3136G07K1	11886	Federal National Mtg Assn		12/06/2012	10,000,000.00	10,000,900.00	9,997,569.44	0.700	Aaa	AA	889	12/06/2017
Subtotal and Average			9,997,446.28		10,000,000.00	10,000,900.00	9,997,569.44				889	
Total and Average			1,143,879,278.20		1,118,174,319.13	1,120,818,419.13	1,120,854,254.61				422	

Monterey County Historical Yields vs. Benchmarks



Quarterly Yield	FY 13/14				FY 14/15			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Monterey County	0.49	0.50	0.47	0.51	0.49	0.45	0.57	0.72
1 - 3 Yr Treasury and Agency	0.31	0.38	0.43	0.39	0.52	0.55	0.57	0.64
LAIF	0.27	0.26	0.24	0.23	0.25	0.25	0.27	0.27
S&P Rated Govt. Pool Index	0.05	0.05	0.05	0.05	0.05	0.05	0.06	0.06

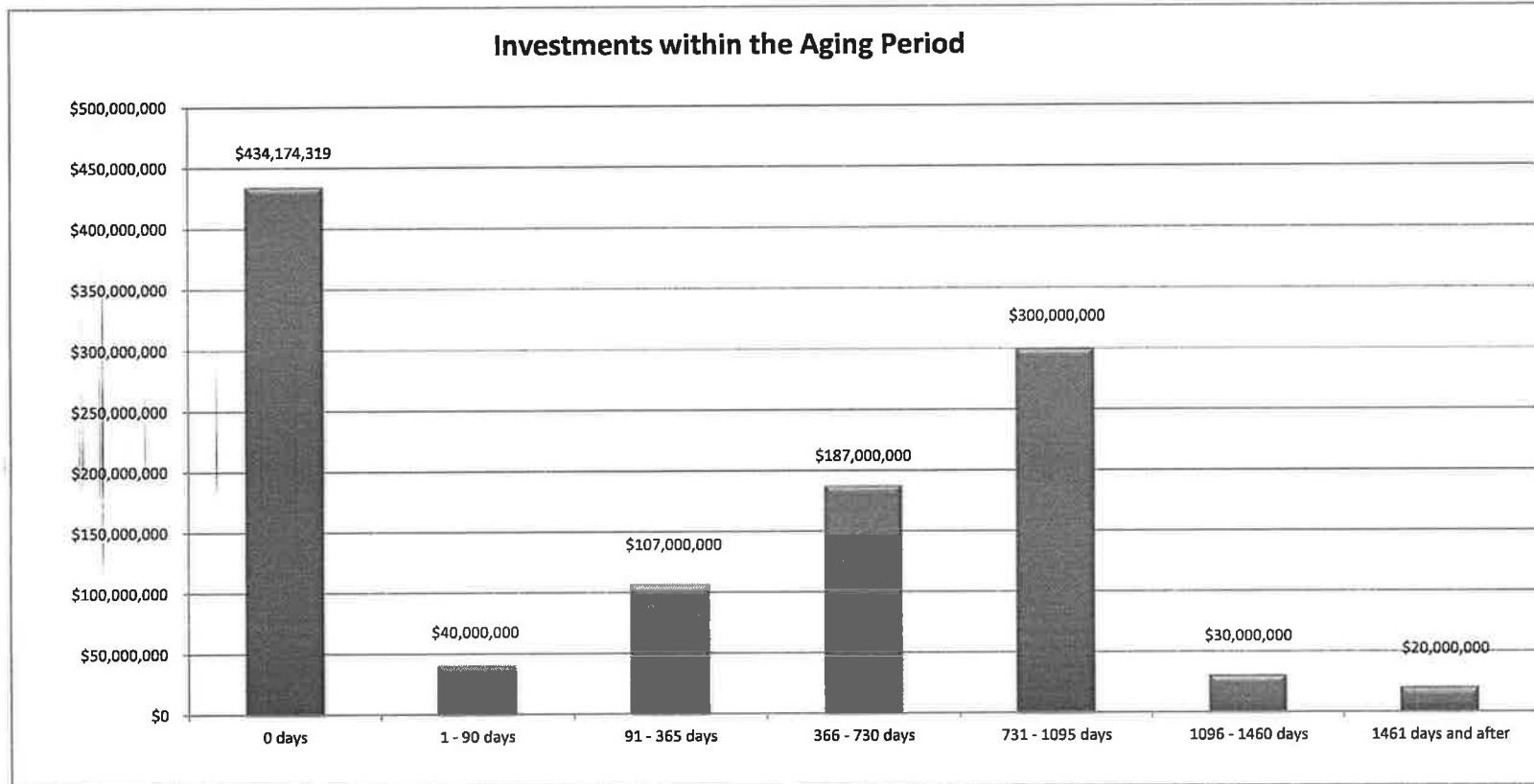
The S&P Index yields are obtained from Bloomberg

The 1-3 Yr Treas and Agy yields are obtained from the B of A Merrill Lynch Global Bond Indices/Bloomberg



**Monterey County
Aging Report
By Maturity Date
As of July 1, 2015**

Aging Interval:				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	07/01/2015 - 07/01/2015	7 Maturities	434,174,319.13	38.83%	434,174,319.13	434,174,319.13
Aging Interval:	1 - 90 days	07/02/2015 - 09/29/2015	4 Maturities	40,000,000.00	3.58%	39,996,726.77	40,000,000.00
Aging Interval:	91 - 365 days	09/30/2015 - 06/30/2016	11 Maturities	107,000,000.00	9.57%	107,408,309.25	107,405,610.00
Aging Interval:	366 - 730 days	07/01/2016 - 06/30/2017	21 Maturities	187,000,000.00	16.72%	187,704,930.43	188,012,090.00
Aging Interval:	731 - 1095 days	07/01/2017 - 06/30/2018	30 Maturities	300,000,000.00	26.83%	301,241,865.93	300,835,600.00
Aging Interval:	1096 - 1460 days	07/01/2018 - 06/30/2019	3 Maturities	30,000,000.00	2.68%	30,469,787.99	30,511,800.00
Aging Interval:	1461 days and after	07/01/2019 -	2 Maturities	20,000,000.00	1.79%	19,858,315.11	19,879,000.00
			Total for 78 Investments	1,118,174,319.13	100.00	1,120,854,254.61	1,120,818,419.13



Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

Board Meeting Date

New Business Agenda Item No. C

Fiscal Services

College Area

Proposal:

That the Governing Board approve 2015-2016 Appropriation Limit per Article XIII-B, California Constitution (GANN Limit).

Background:

Pursuant to Article XIII-B of the Constitution and Chapter 1205, Statutes of 1980, all community college districts are required to compute an annual appropriation limit. That appropriation limit is adjusted annually for changes in price index, population and other factors (if applicable). The Chancellor's Office of the California Community Colleges informs districts of the price factor to be used in establishing the appropriation limit. This price factor is defined as the change in fourth quarter California per capita personal income. The price factor to be used in setting the 2015-2016 appropriation limit is 1.0382.

Additionally, each community college district is required to report to the Chancellor of the California Community Colleges at least annually its appropriation limit, appropriations subject to limit, the amount of state aid apportionments and subventions included within the proceeds of taxes of the district, and amounts excluded from the appropriations subject to limit. Prop 30 Funds are included in Section II, line B.

The information on the attached Gann Limit Worksheet is submitted on the CCFS-311, the budget document filed in October with the Chancellor's Office.

Budgetary Implications:

None.

Information Only

Resolution: **BE IT RESOLVED**, That the Governing Board approve the 2015-2016 Appropriation Limit per Article XIII-B, California Constitution (Gann Limit) as computed on the attached worksheet.

Prepared By:

Rosemary Barrios

Rosemary Barrios – Controller

Agenda Approval:

Walter Tribley

Dr. Walter Tribley – Superintendent/President

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CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2015-16

DISTRICT NAME: Monterey Peninsula College
DATE: 8-10-15

I. **2015-16 APPROPRIATIONS LIMIT:**

A.	2014-15 Appropriations Limit	<u>\$ 59,817,553</u>
B.	2015-16 Price Factor: 1.0382	
C.	Population factor:	
1.	2013-14 Second Period Actual FTES <u>6659.94</u>	
2.	2014-15 Second Period Actual FTES <u>6502.96</u>	
3.	2015-16 Population change factor <u>.9764</u> (line C.2. divided by line C.1.)	
D.	2014-15 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)	<u>\$ 60,636,963</u>
E.	Adjustments to increase limit:	
1.	Transfers in of financial responsibility	\$ <u>0</u>
2.	Temporary voter approved increases	<u>0</u>
3.	Total adjustments - increase	<u>0</u>
	Sub-Total	<u>\$ 0</u>
F.	Adjustments to decrease limit:	
1.	Transfers out of financial responsibility	\$0
2.	Lapses of voter approved increases	<u>0</u>
3.	Total adjustments - decrease	<u>< 0 ></u>
G.	2015-16 Appropriations Limit	<u>\$ 60,636,963</u>

II. **2015-16 APPROPRIATIONS SUBJECT TO LIMIT:**

A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)	<u>\$ 15,181,000</u>
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	<u>85,000</u>
C.	Local Property taxes	<u>15,415,000</u>
D.	Estimated excess Debt Service taxes	-0-
E.	Estimated Parcel taxes, Square Foot taxes, etc.	-0-
F.	Interest on proceeds of taxes	<u>4,800</u>
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates	<u>< 0 ></u>
H.	2015-16 Appropriations Subject to Limit	<u>\$ 30,685,800</u>

Monterey Peninsula Community College District Governing Board Agenda

August 26, 2015
Board Meeting Date

New Business Agenda Item No. D

Administrative Services
College Area

Proposal:

That the Governing Board authorize the District to Spend funds Received in 2015-2016 from the Education Protection Account (EPA) in Accordance with Article XIII, Section 36 of the California Constitution.

Background:

Proposition 30, The Schools and Local Public Safety Protection Act of 2012 passed in November 2012. Proposition 30 temporarily raises the sales tax rate for all taxpayers for four years and raises the personal income tax rates for upper-income taxpayers for seven years to provide continuing funding for local school districts and community colleges. The Education Protection Account is created in the General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how these monies received from EPA are spent, provided the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually on its Internet website an accounting of how much money was received from the EPA and how that money was spent as well as record the EPA expenditures annually on the CCFS-311. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law.

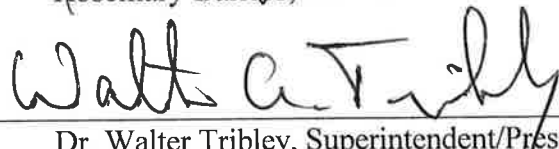
Revenue from EPA funds is unrestricted and should be recorded in object code 8630. The Act specifically prohibits the expenditure of EPA funds for administrative salaries and benefits or any other administrative costs.

Budgetary Implications:

The costs for the District's EPA compliance efforts will be covered within existing budget.

Resolution: **BE IT RESOLVED**, That the Governing Board approve the spending of 2015-2016 Prop 30 EPA funds to pay for instructional salaries coded with activity code 0100-5900.

Prepared By: 
Rosemary Barrios, Controller

Agenda Approval: 
Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. E

Human Resources
College Area

Proposal:

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, or as mutually agreed.

Background:

The District is currently conducting a search for the Vice President of Administrative Services. The final candidate is expected to begin January 2016 following the recruitment process, screening of applications, first and second interviews, and open forums.


Dr. Crow will be hired as professional expert in Administrative Services to perform special projects under the terms and conditions of the attached contract.

Budgetary Implications:

Included in budget.

- RESOLUTION: 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.

Recommended By: _____


Dr. Walter Tribley, Superintendent/President

Prepared By: _____


Shirley Kim, HR Benefits & Retirement Coordinator

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made and entered into between the MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT ("MPC") and Steven L. Crow ("Employee").

RECITALS

WHEREAS, MPC currently is in need of the services of Employee to perform special projects as the Superintendent/President may assign;

WHEREAS, Employee warrants and represents that he is specially trained, qualified, experienced and competent to perform as a professional expert the special projects assigned to him by the Superintendent/President;

WHEREAS, MPC has the authority to retain Employee as a temporary employee pursuant to Education Code section 88003; and

WHEREAS, Employee acknowledges that he will be hired as a temporary employee of MPC as defined in Education Code section 88003 and pursuant to 5 California Code of Regulations section 53021 subdivision (c)(7);

NOW, THEREFORE, based upon the Recitals above, the Parties hereby agree as follows:

1. Term. MPC shall employ Employee as a professional expert to serve as a Special Assistant to the Superintendent/President commencing on September 3, 2015 and ending on December 23, 2015, if not terminated earlier as provided in Paragraph 14 herein below.
2. Duties. Employee shall competently and expertly perform services on behalf of MPC as assigned by and to the satisfaction of the Superintendent/President. Employee shall exercise his best effort and judgment in providing services to MPC during the term of this Agreement.
3. Salary. MPC shall pay Employee a salary of Twelve Thousand Seventy-One Dollars (\$12,071.00) per month, pro rated based upon 20 work days per month for service during a period of less than one month. Employee's salary shall be processed in accordance with the payroll practices used by MPC for all other employees with deductions made according to legal requirements.
4. Doctoral Stipend. Employee shall receive a doctoral stipend of Two Hundred Forty Dollars (\$240.00) per month, pro rated based upon 20 work days per month for service during a period of less than one month.

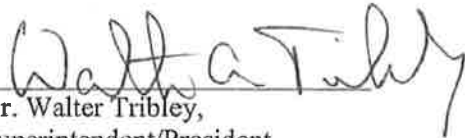
5. Health Benefits. Employee shall receive the same health and welfare benefits provided to all other administrative personnel.
6. Negotiations Stipend. Employee shall receive a 5% stipend per team for serving on MPC's labor negotiating teams. Employee shall be assigned to serve on two MPC labor negotiating teams, for a total stipend of One Thousand Two Hundred and Seven Dollars (\$1,207.00) per month, pro rated based upon 20 work days per month for service during a period of less than one month. This stipend shall be paid on a monthly basis, less applicable taxes and deductions.
7. Car Allowance. MPC will provide a Two Hundred Dollar (\$200.00) per month car allowance to Employee. The allowance shall be paid on a monthly basis, less applicable taxes and deductions.
8. Personal Expense Allowance. MPC shall provide a Two Hundred Dollar (\$200.00) per month "personal expense allowance" to the Employee. As with the salary installments, this amount will be paid on the normal payroll date of each calendar month. This "personal expense allowance" is intended to cover necessary expenses incurred in the course and scope of employment related to expenses incurred with travel in the district, including food and other travel expenses.
9. Reimbursement. MPC shall reimburse Employee for actual and necessary expenses incurred within the course and scope of Employee's employment, so long as such expenses are consistent with this Agreement and MPC's practices, and so long as the cost of the expense is not already provided for under the terms of this Agreement. For reimbursement, Employee shall submit and complete expense claims in writing prior to reimbursement in accordance with the MPC's policies, rules and regulations.
10. Cell Phone Allowance. In lieu of any reimbursement for the work-related use of a personal cell phone, MPC shall pay Employee an allowance for the use of his personal cell phone for MPC business at the rate of One Hundred Dollars (\$100.00) per month.
11. Living Expenses. Due to the temporary nature of Employee's employment by MPC, MPC shall pay to Employee a stipend of Two Thousand Dollars (\$2,000.00) per month to cover all living expenses he may incur while serving in his temporary position at MPC.
12. Vacation. Employee shall accrue 1.833 days of vacation per month during the term of employment for this contract. Vacation may be taken at any time agreeable to both parties.
13. Sick Leave. Employee shall be credited with thirty-two (32) hours of sick leave, which may be used during the term of this agreement. Unused sick leave shall not be compensable upon termination of this Agreement.

14. Termination. District and Employee agree that this Agreement may be terminated by either Party at any time upon written notice thirty (30) days in advance of termination.
15. Non-Assignment. This Agreement may not be assigned by either Party.
16. Classification as Temporary Employee. Employee acknowledges and expressly agrees that his classification is as a temporary employee of MPC and he has no continuing right to employment upon either the expiration or the termination of this Agreement.
17. Management Hours. The parties recognize that the demand of the position will require Employee to average more than eight (8) hours a day and/or more than forty (40) hours per week. The parties agree that Employee shall not be entitled to overtime compensation.
18. Tax/Retirement Issues. The District has made no representations or warranties regarding any tax or retirement consequences of this Agreement. All tax and retirement consequences/liabilities of this Agreement shall be borne exclusively by Employee. Notwithstanding any other provision of this Agreement, the District shall not be liable for any state or federal tax consequences or any retirement consequences of any nature as a result of this Agreement, including any benefits provided to Employee or any designated beneficiary, heirs, administrators, executors, successors or assigns of Employee. Employee agrees to defend, indemnify and hold the District harmless from all related state, federal and employment tax consequences and retirement consequences of this Agreement.
19. Modification of Agreement. The Parties hereby agree that this Agreement may only be modified in writing and any modification must be signed by both Parties.
20. Construction and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event that either Party brings an action to enforce the terms of this Agreement, the venue for any such action may only be in Monterey County, California.
21. Entire Agreement. This Agreement contains the entire agreement and understanding between the Parties. There are no oral representations, terms or conditions and

neither Party has relied upon any representations, express or implied, not contained in this Agreement. This Agreement is intended by the Parties to be the sole instrument governing the relationship between the Parties.

MONTEREY PENINSULA
COMMUNITY COLLEGE DISTRICT

EMPLOYEE



Dr. Walter Tribley,
Superintendent/President



Steven L. Crow

Dated: 8/11/15

Dated: August 10, 2015

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. F

Administrative Services
College Area

Proposal:

That the Governing Board approve 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.

Background:


Education Code Section 85232 states "Each order drawn on the funds of a community college district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name". The Monterey County Office of Education recommends that this authorization status be updated annually or as necessary to reflect changes in personnel for those authorized to sign orders, contracts and other official documents on behalf of the District.

Budgetary Implications: None.

RESOLUTION: 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 September 3, 2015:

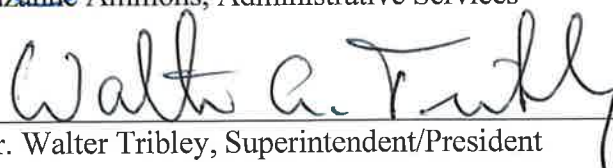
- Dr. Walter Tribley, Superintendent/President, and Dr. Steven L. Crow, Professional Expert, for all expenditure warrants, contracts and other official documents.
- Rosemary Barrios, Controller, for all expenditure warrants and other official documents with the exception of contracts.

Prepared By:



Suzanne Ammons, Administrative Services

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. G

Administrative Services
College Area

Proposal:

That the Governing Board approve Dr. Walter Tribley, Superintendent/President, Dr. Steven 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.

Background:

Education Code Section 85232 states "Each order drawn on the funds of a community college district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name".

Budgetary Implications: None.

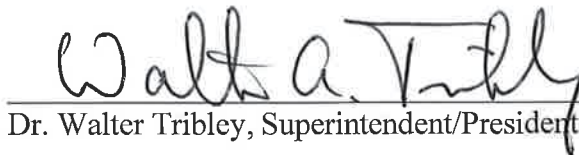
RESOLUTION: BE IT RESOLVED, That the Governing Board approve Dr. Walter Tribley, Superintendent/President, Dr. Steven L. Crow, Professional Expert, and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank effective September 3, 2015.

Prepared By:



Suzanne Ammons, Administrative Services

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. H

Administrative Services
College Area

Proposal:

That the Governing Board approve 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.

Background:

The District is a member of the Bay Area Community College District JPA for Property and Liability, which holds quarterly meetings organized by Keenan & Associates. In the event that the primary representative for Monterey Peninsula College is unavailable to attend, an alternate representative should be named.

Budgetary Implications: None

RESOLUTION: BE IT RESOLVED, That the Governing Board approve 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.

Prepared By:



Suzanne Ammons, Administrative Assistant

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. I

Administrative Services
College Area

Proposal:

That the Governing Board approve 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.

Background:

The District is a member of the Northern California Community College Pool-JPA for Workers Compensation, which holds quarterly meetings organized by Keenan & Associates. In the event that the primary representative is unavailable to attend, an alternate representative for Monterey Peninsula College should be named.

Budgetary Implications:

None

Resolution: **BE IT RESOLVED**, That the Governing Board approve 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.

Prepared By:



Suzanne Ammons, Administrative Assistant

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. J

Human Resources
College Area

Proposal:

That the Governing Board approve the 2015-16 faculty salary schedules, effective July 1, 2015; 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 a retroactive payment of 1.08% for the months of July through September 2015 to faculty employees who were employed during this period.

Background:

Pursuant to the settlement agreement regarding the Tentative Agreement of May 24, 2012, between the Monterey Peninsula College Teachers Association (MPCTA) and the District, approved by the Governing Board at the July 2015 meeting, faculty salary schedules will be increased by 1.08%, effective beginning July 1, 2012.

To implement this salary increase, 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 have been revised to reflect the 1.08% increase and are attached. The doctoral, multiple master's degree, and director stipends have also been increased by 1.08%. In addition, there will be a one-time, off-schedule payment of 1.08% for full-time and part-time faculty employees who were employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period. Further, a retroactive payment of 1.08% for the months of July through September 2015 will be made to faculty employees who were employed at the District during this period.

Budgetary Implications:

The cost of the one-time, off-schedule payment of 1.08% to full-time and part-time faculty employees for the 2012-2013, 2013-2014, and 2014-2015 years is \$548,351, including salary roll-ups. The cost of the on-going 1.08% salary schedule increase for 2015-2016 for all employee groups is \$314,258 (including salary roll-ups), with the portion for full-time and part-time faculty employees at \$186,306. These salary costs will be included in the 2015-16 Final Budget.

RESOLUTION: 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.

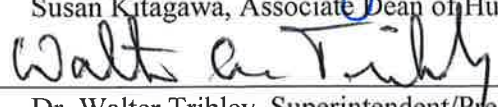
Recommended By: _____


Michael Gilmartin, Dean of Instructional Planning

Prepared By: _____


Susan Kitagawa, Associate Dean of Human Resources

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

SCHEDULE A – CONTRACT FACULTY

2015-2016
Effective July 1, 2015

Step	I	II	III	IV	V	Step
1	44,611	48,292	51,971	55,650	59,334	1
2	46,837	50,515	54,194	57,880	61,558	2
3	49,072	52,748	56,430	60,109	63,793	3
4	51,298	54,977	58,658	62,338	66,020	4
5	53,526	57,209	60,884	64,566	68,251	5
6		59,436	63,119	66,806	70,474	6
7		61,682	65,348	69,031	72,717	7
8		63,900	67,584	71,259	74,945	8
9			69,820	73,495	77,178	9
10			72,031	75,720	79,407	10
11			74,261	77,955	81,510	11
12				80,180	83,868	12
13				82,411	86,092	13
18				84,640	88,322	18
21					90,560	21
24					92,789	24
27					95,014	27

Effective July 1, 2007 – Longevity step 15 is eliminated.

Notes:

1. Unless approved by the Superintendent/President, and ratified by the Governing Board, the maximum salary at which a new person may be hired is Step 6 in the appropriate column of the schedule.
2. An annual bonus of \$2,881 will be awarded for an earned doctorate from an accredited institution.
3. An annual bonus of \$2,043 will be awarded for multiple master's degrees. Unit members receiving a stipend for an earned doctorate will not be eligible for a multiple master's degrees stipend.
4. Directors with extra responsibility pay will earn an annual stipend of \$1,805.
5. Instructors will earn a work experience stipend of \$75.00 per student unless the student is part of an instructor's load.
6. Per section 16.4.4.3 of the MPCCD/MPCTA agreement, a unit member who has reached the top of any truncated column shall not receive step credit on the next higher column for the years during which he/she was frozen at his/her step on the lower column.

Effective Date: July 1, 2015 with 1.08% increase
Board Approval: August 26, 2015

SCHEDULE A
SALARY SCHEDULE
FACULTY QUALIFIED BY STATE MINIMUM STANDARDS

I	II	III	IV	V
Academic Disciplines Requiring a Master's Degree		Master's Degree	BA + 60 Semester Units, including MA	BA + 90 Semester Units, including MA
Occupational Disciplines Requiring a Master's Degree		Master's Degree	Master's Degree + 2 Years Occupational Experience OR Bachelor's Degree + 60 Semester Units, including MA	Master's Degree + 4 Years Occupational Experience OR Bachelor's Degree + 90 Semester Units, including MA
Disciplines NOT Requiring a Master's Degree	Bachelor's Degree + 2 Years Occupational Experience OR Associate's Degree + 6 Years Occupational Experience OR Limited Service Credential, based on Associate's or High School Degree	Bachelor's Degree + 2 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree OR Associate's Degree + 6 Years Occupational Experience + 12 Semester Units in Education	Bachelor's Degree + 2 Years Occupational Experience + 30 Semester Units including 6 Semester Units in Education OR Bachelor's Degree + 4 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree + 2 Years Occupational Experience OR Associate's Degree + 6 Years Occupational Experience + 30 Semester Units including 12 Units in Education	Bachelor's Degree + 2 Years Occupational Experience + 60 Semester Units including 6 Units in Education OR Bachelor's Degree + 4 Years Occupational Experience + 30 Semester Units including 6 Units in Education OR Bachelor's Degree + 6 Years Occupational Experience + 6 Units in Education OR Master's Degree + 4 Years Occupational Experience or Associate's Degree + 6 Years Occupational Experience + 60 Semester Units including 12 Units in Education

**Monterey Peninsula Community College District
SCHEDULE B1**

2015-2016

Effective July 1, 2015

Hourly Academic – Teaching (With Benefits)

STEP	COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V	COLUMN VI	STEP
1	36.28	39.56	42.99	46.25	49.55	52.46	1
2	38.32	41.60	45.02	48.30	51.61	54.50	2
3	40.30	43.62	46.95	50.31	53.66	56.49	3
4	42.28	45.77	49.01	52.26	55.65	58.51	4
5	44.36	47.68	50.95	54.27	57.68	60.54	5
6	46.39	49.63	53.00	56.35	59.66	62.54	6
7	48.41	51.69	55.04	58.39	61.69	64.54	7
8			57.05	60.35	63.69	66.55	8
9			59.19	62.44	65.74	68.58	9
10			61.08	64.44	67.71	70.61	10
11			63.15	66.50	69.74	72.64	11

SCHEDULE B2

2015-2016

Effective July 1, 2015

Hourly Academic – Teaching (Without Benefits)

STEP	COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V	COLUMN VI	STEP
1	40.31	44.00	47.68	51.37	55.08	58.22	1
2	42.51	46.20	49.85	53.56	57.26	60.47	2
3	44.80	48.50	52.17	55.83	59.51	62.72	3
4	47.00	50.69	54.36	58.09	61.76	64.92	4
5	49.17	52.91	56.63	60.28	63.94	67.18	5
6	51.44	55.20	58.91	62.60	66.27	69.37	6
7	53.70	57.39	61.09	64.79	68.48	71.71	7
8			63.32	67.03	70.75	73.94	8
9			65.59	69.31	72.94	76.18	9
10			67.82	71.53	75.13	78.39	10
11			70.07	73.77	77.31	80.61	11

Effective Date: July 1, 2015 with 1.08% increase
Board Approval: August 26, 2015

SCHEDULES B AND C
SALARY SCHEDULE
FACULTY QUALIFIED BY STATE MINIMUM STANDARDS

I	II	III	IV	V	VI
Academic Disciplines Requiring a Master's Degree		Master's Degree	BA + 60 Semester Units, including MA	BA + 90 Semester Units, including MA	Earned Doctorate from an accredited institution
Occupational Disciplines Requiring a Master's Degree		Master's Degree	Master's Degree + 2 Years Occupational Experience OR Bachelor's Degree + 60 Semester Units, including MA	Master's Degree + 4 Years Occupational Experience OR Bachelor's Degree + 90 Semester Units, including MA	Earned Doctorate from an accredited institution
Disciplines NOT Requiring a Master's Degree	Bachelor's Degree + 2 Years Occupational Experience OR Associate's Degree + 6 Years Occupational Experience OR Limited Service Credential, based on Associate's or High School Degree	Bachelor's Degree + 2 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree OR Associate's Degree + 6 Years Occupational Experience + 12 Semester Units in Education	Bachelor's Degree + 2 Years Occupational Experience + 30 Semester Units including 6 Semester Units in Education OR Bachelor's Degree + 4 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree + 2 Years Occupational Experience OR Associate's Degree + 6 Years Occupational Experience + 30 Semester Units including 12 Units in Education	Bachelor's Degree + 2 Years Occupational Experience + 60 Semester Units including 6 Units in Education OR Bachelor's Degree + 4 Years Occupational Experience + 30 Semester Units including 6 Units in Education OR Bachelor's Degree + 6 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree + 4 Years Occupational Experience or Associate's Degree + 6 Years Occupational Experience + 60 Semester Units including 12 Units in Education	

**Monterey Peninsula Community College District
SCHEDULE C1**

2015-2016

Effective July 1, 2015

Hourly Academic – Non-Teaching (With Benefits)

STEP	COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V	COLUMN VI	STEP
1	31.07	33.92	36.82	39.69	42.51	44.75	1
2	32.85	35.68	38.49	41.42	44.25	46.55	2
3	34.54	37.40	40.23	43.09	45.97	48.24	3
4	36.28	39.14	41.95	44.83	47.68	49.99	4
5	38.02	40.89	43.72	46.58	49.43	51.70	5
6	39.75	42.60	45.47	48.30	51.15	53.40	6
7	41.45	44.35	47.18	50.03	52.87	55.14	7
8			48.93	51.73	54.59	56.93	8
9			50.63	53.45	56.35	58.63	9
10			52.34	55.20	58.09	60.30	10
11			54.07	56.93	59.84	61.99	11

SCHEDULE C2

2015-2016

Effective July 1, 2015

Hourly Academic – Non-Teaching (Without Benefits)

STEP	COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V	COLUMN VI	STEP
1	34.54	37.65	40.89	44.05	47.19	49.48	1
2	36.44	39.63	42.74	45.95	49.19	51.40	2
3	38.40	41.52	44.70	47.88	51.06	53.31	3
4	40.31	43.49	46.61	49.80	52.93	55.20	4
5	42.19	45.37	48.55	51.70	54.88	57.12	5
6	44.09	47.32	50.46	53.65	56.77	59.01	6
7	46.00	49.20	52.37	55.52	58.71	60.88	7
8			54.33	57.46	60.60	62.86	8
9			56.21	59.35	62.59	64.75	9
10			58.06	61.21	64.48	66.58	10
11			59.61	63.04	65.97	68.38	11

Effective Date: July 1, 2015 with 1.08% increase
Board Approval: August 26, 2015

**SCHEDULES B AND C
SALARY SCHEDULE
FACULTY QUALIFIED BY STATE MINIMUM STANDARDS**

I	II	III	IV	V	VI
Academic Disciplines Requiring a Master's Degree		Master's Degree	BA + 60 Semester Units, including MA	BA + 90 Semester Units, including MA	Ph.D.
Occupational Disciplines Requiring a Master's Degree		Master's Degree	Master's Degree + 2 Years Occupational Experience OR Bachelor's Degree + 60 Semester Units, including MA	Master's Degree + 4 Years Occupational Experience OR Bachelor's Degree + 90 Semester Units, including MA	Ph.D.
Disciplines NOT Requiring a Master's Degree	Bachelor's Degree + 2 Years Occupational Experience OR Associate's Degree + 6 Years Occupational Experience OR Limited Service Credential, based on Associate's or High School Degree	Bachelor's Degree + 2 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree OR Associate's Degree + 6 Years Occupational Experience + 12 Semester Units in Education	Bachelor's Degree + 2 Years Occupational Experience + 30 Semester Units including 6 Semester Units in Education OR Bachelor's Degree + 4 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree + 2 Years Occupational Experience OR Associate's Degree + 6 Years Occupational Experience + 30 Semester Units including 12 Units in Education	Bachelor's Degree + 2 Years Occupational Experience + 60 Semester Units including 6 Units in Education OR Bachelor's Degree + 4 Years Occupational Experience + 30 Semester Units including 6 Units in Education OR Bachelor's Degree + 6 Years Occupational Experience + 6 Semester Units in Education OR Master's Degree + 4 Years Occupational Experience or Associate's Degree + 6 Years Occupational Experience + 60 Semester Units including 12 Units in Education	

Monterey Peninsula Community College District

COACHING PAY SCHEDULE

2015-2016
Effective July 1, 2015

	Head coach for Football, Track, Basketball, Swimming, Soccer, Baseball, Softball	Head Coach for all other sports	Assistant Coach for Football, Track, Basketball, Swimming, Soccer, Baseball, Softball	Assistant coach for all other sports
Teaching Load Credit*	6.8 TLU	4.5 TLU	No TLU	No TLU
Experience Steps				
First year at MPC	3,518	3,163	2,810	2,462
Second year at MPC	3,861	3,518	3,163	2,810
Third year at MPC	4,214	3,861	3,518	3,163
Fourth year at MPC	4,576	4,214	3,861	3,518
Fifth year at MPC	4,934	4,576	4,214	3,861
Sixth year at MPC	5,376	4,934	4,576	4,214

Notes:

* Non-contract coaches who do not receive teaching load credit will receive the following amount in addition to the flat fee:

Step 1 in appropriate column of Schedule A for Contract Faculty x 50% x TLU% x 67%
(e. g. $\$51971 \times 50\% \times (6.8/15) \times 67\% = \$7,893$)

Head coaches with previous experience as assistant coaches will receive placement on the head coach schedule that provides the same salary rate as previous placement on the assistant coach's schedule.

Effective Date: July 1, 2015 with 1.08% increase
Board Approval: August 26, 2015

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. K

Human Resources
College Area

Proposal:

That the Governing Board approve the 2015-16 salary schedule for classified employees, effective July 1, 2015; a one-time, off-schedule payment of 1.08% to classified employees employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period; and a retroactive payment of 1.08% for the months of July through September 2015 to classified employees who were employed during this period.

Background:

The settlement agreement regarding the Tentative Agreement of May 24, 2012, between Monterey Peninsula College Teachers Association (MPCTA) and the District, approved by the Governing Board at the July 2015 meeting, provided for faculty salary schedules to be increased by 1.08%, effective beginning July 1, 2012. Per Section 4.1 of the Agreement between the Monterey Peninsula College Employees Association (MPCEA) and the District, the classified employee salary schedule will also be increased by the same percentage received by the full-time faculty.

To implement this salary increase, the salary schedule for 2015-16 has been revised to reflect the 1.08% increase and is attached. In addition, there will be a one-time, off schedule payment of 1.08% for classified employees who were employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period. Further, a retroactive payment of 1.08% for the months of July through September 2015 will be made to classified employees who were employed at the District during this period.

Budgetary Implications:

The cost of the one, time-off schedule payment of 1.08% to all classified employees for the 2012-2013, 2013-2014, and 2014-2015 years is \$284,282, including salary roll-ups. The cost of the on-going 1.08% salary schedule increase for 2015-2016 for all employee groups is \$314,258 (including salary roll-ups), with the portion for classified employees at \$91,131. These salary costs will be included in the 2015-16 Final Budget.

RESOLUTION: BE IT RESOLVED, that the 2015-16 salary schedule 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 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.

Recommended By: _____

Walter A. Tribble
Dr. Walter Tribble, Superintendent/President

Prepared By: _____

Susan Kitagawa
Susan Kitagawa, Associate Dean of Human Resources

Agenda Approval: _____

Walter A. Tribble
Dr. Walter Tribble, Superintendent/President

Monterey Peninsula Community College District
CLASSIFIED SALARY SCHEDULE
 2015-2016
 Effective July 1, 2015

	Step A	Step B	Step C	Step D	Step E	Step F
1	\$2,107 \$12.15	\$2,214 \$12.77	\$2,326 \$13.41	\$2,443 \$14.10	\$2,566 \$14.81	\$2,697 \$15.56
2	\$2,160 \$12.46	\$2,268 \$13.09	\$2,382 \$13.75	\$2,504 \$14.45	\$2,630 \$15.17	\$2,764 \$15.94
3	\$2,214 \$12.77	\$2,326 \$13.41	\$2,443 \$14.10	\$2,566 \$14.81	\$2,697 \$15.56	\$2,832 \$16.34
4	\$2,268 \$13.09	\$2,382 \$13.75	\$2,504 \$14.45	\$2,630 \$15.17	\$2,764 \$15.94	\$2,904 \$16.76
5	\$2,326 \$13.41	\$2,443 \$14.10	\$2,566 \$14.81	\$2,697 \$15.56	\$2,832 \$16.34	\$2,977 \$17.17
6	\$2,382 \$13.75	\$2,504 \$14.45	\$2,630 \$15.17	\$2,764 \$15.94	\$2,904 \$16.76	\$3,051 \$17.61
7	\$2,443 \$14.10	\$2,566 \$14.81	\$2,697 \$15.56	\$2,832 \$16.34	\$2,977 \$17.17	\$3,127 \$18.04
8	\$2,504 \$14.45	\$2,630 \$15.17	\$2,764 \$15.94	\$2,904 \$16.76	\$3,051 \$17.61	\$3,205 \$18.50
9	\$2,566 \$14.81	\$2,697 \$15.56	\$2,832 \$16.34	\$2,977 \$17.17	\$3,127 \$18.04	\$3,286 \$18.96
10	\$2,630 \$15.17	\$2,764 \$15.94	\$2,904 \$16.76	\$3,051 \$17.61	\$3,205 \$18.50	\$3,367 \$19.43
11	\$2,697 \$15.56	\$2,832 \$16.34	\$2,977 \$17.17	\$3,127 \$18.04	\$3,286 \$18.96	\$3,452 \$19.91
12	\$2,764 \$15.94	\$2,904 \$16.76	\$3,051 \$17.61	\$3,205 \$18.50	\$3,367 \$19.43	\$3,538 \$20.41
13	\$2,832 \$16.34	\$2,977 \$17.17	\$3,127 \$18.04	\$3,286 \$18.96	\$3,452 \$19.91	\$3,627 \$20.92
14	\$2,904 \$16.76	\$3,051 \$17.61	\$3,205 \$18.50	\$3,367 \$19.43	\$3,538 \$20.41	\$3,717 \$21.44
15	\$2,977 \$17.17	\$3,127 \$18.04	\$3,286 \$18.96	\$3,452 \$19.91	\$3,627 \$20.92	\$3,811 \$21.98
16	\$3,051 \$17.61	\$3,205 \$18.50	\$3,367 \$19.43	\$3,538 \$20.41	\$3,717 \$21.44	\$3,905 \$22.53

Monterey Peninsula Community College District
CLASSIFIED SALARY SCHEDULE
2015-2016
Effective July 1, 2015

	Step A	Step B	Step C	Step D	Step E	Step F
17	\$3,127 \$18.04	\$3,286 \$18.96	\$3,452 \$19.91	\$3,627 \$20.92	\$3,811 \$21.98	\$4,003 \$23.10
18	\$3,205 \$18.50	\$3,367 \$19.43	\$3,538 \$20.41	\$3,717 \$21.44	\$3,905 \$22.53	\$4,103 \$23.67
19	\$3,286 \$18.96	\$3,452 \$19.91	\$3,627 \$20.92	\$3,811 \$21.98	\$4,003 \$23.10	\$4,206 \$24.27
20	\$3,367 \$19.43	\$3,538 \$20.41	\$3,717 \$21.44	\$3,905 \$22.53	\$4,103 \$23.67	\$4,311 \$24.88
21	\$3,452 \$19.91	\$3,627 \$20.92	\$3,811 \$21.98	\$4,003 \$23.10	\$4,206 \$24.27	\$4,418 \$25.49
22	\$3,538 \$20.41	\$3,717 \$21.44	\$3,905 \$22.53	\$4,103 \$23.67	\$4,311 \$24.88	\$4,529 \$26.13
23	\$3,627 \$20.92	\$3,811 \$21.98	\$4,003 \$23.10	\$4,206 \$24.27	\$4,418 \$25.49	\$4,643 \$26.79
24	\$3,717 \$21.44	\$3,905 \$22.53	\$4,103 \$23.67	\$4,311 \$24.88	\$4,529 \$26.13	\$4,758 \$27.44
25	\$3,811 \$21.98	\$4,003 \$23.10	\$4,206 \$24.27	\$4,418 \$25.49	\$4,643 \$26.79	\$4,877 \$28.14
26	\$3,905 \$22.53	\$4,103 \$23.67	\$4,311 \$24.88	\$4,529 \$26.13	\$4,758 \$27.44	\$4,999 \$28.85
27	\$4,003 \$23.10	\$4,206 \$24.27	\$4,418 \$25.49	\$4,643 \$26.79	\$4,877 \$28.14	\$5,125 \$29.56
28	\$4,103 \$23.67	\$4,311 \$24.88	\$4,529 \$26.13	\$4,758 \$27.44	\$4,999 \$28.85	\$5,252 \$30.30
29	\$4,206 \$24.27	\$4,418 \$25.49	\$4,643 \$26.79	\$4,877 \$28.14	\$5,125 \$29.56	\$5,384 \$31.06
30	\$4,311 \$24.88	\$4,529 \$26.13	\$4,758 \$27.44	\$4,999 \$28.85	\$5,252 \$30.30	\$5,518 \$31.83
31	\$4,418 \$25.49	\$4,643 \$26.79	\$4,877 \$28.14	\$5,125 \$29.56	\$5,384 \$31.06	\$5,656 \$32.64
32	\$4,529 \$26.13	\$4,758 \$27.44	\$4,999 \$28.85	\$5,252 \$30.30	\$5,518 \$31.83	\$5,797 \$33.45

Monterey Peninsula Community College District
CLASSIFIED SALARY SCHEDULE
2015-2016
Effective July 1, 2015

	Step A	Step B	Step C	Step D	Step E	Step F
33	\$4,643 \$26.79	\$4,877 \$28.14	\$5,125 \$29.56	\$5,384 \$31.06	\$5,656 \$32.64	\$5,942 \$34.29
34	\$4,758 \$27.44	\$4,999 \$28.85	\$5,252 \$30.30	\$5,518 \$31.83	\$5,797 \$33.45	\$6,091 \$35.15
35	\$4,877 \$28.14	\$5,125 \$29.56	\$5,384 \$31.06	\$5,656 \$32.64	\$5,942 \$34.29	\$6,244 \$36.02
36	\$4,999 \$28.85	\$5,252 \$30.30	\$5,518 \$31.83	\$5,797 \$33.45	\$6,091 \$35.15	\$6,400 \$36.91
37	\$5,125 \$29.56	\$5,384 \$31.06	\$5,656 \$32.64	\$5,942 \$34.29	\$6,244 \$36.02	\$6,559 \$37.83
38	\$5,252 \$30.30	\$5,518 \$31.83	\$5,797 \$33.45	\$6,091 \$35.15	\$6,400 \$36.91	\$6,723 \$38.78
39	\$5,384 \$31.06	\$5,656 \$32.64	\$5,942 \$34.29	\$6,244 \$36.02	\$6,559 \$37.83	\$6,892 \$39.76
40	\$5,518 \$31.83	\$5,797 \$33.45	\$6,091 \$35.15	\$6,400 \$36.91	\$6,723 \$38.78	\$7,064 \$40.76

Monterey Peninsula Community College District
CLASSIFIED SALARY SCHEDULE
2015-2016
Effective July 1, 2015

	RANGE		RANGE
Academic Curriculum Scheduling & Catalog Technician	20	Library Specialist-Circulation Desk	10
Accommodations Specialist	13	Library Specialist-Interlibrary Loans, Periodicals & Circulation Desk	12
Accounting Specialist	12	Library Specialist-Technical Services	17
Accounting Specialist II	17	Library Systems Technology Coordinator	26
Accounting Specialist III	20	Maintenance Specialist	20
Administrative Assistant I	7	Matriculation Services Specialist	9
Administrative Assistant II	11	Matriculation Services Specialist, Senior	13
Administrative Assistant III	18	Matriculation/Articulation Technician	29
Administrative Assistant III- Faculty Assignments	19	Media Technician-Audio/Visual	16
Admissions & Records Specialist	10	Network Engineer	33
Art Gallery Specialist	15	Online Instructional Technology Specialist	26
Art Studio Specialist	14	Payroll Analyst	20
Assessment Specialist	14	Program Coordinator-Business Skills Center	22
Athletic Trainer	28	Program Coordinator-International Student Program	22
Athletics & Division Office Manager	19	Program Coordinator-Older Adult & Continuing Education	20
Athletics & PE Equipment Specialist	7	Program Coordinator-Reading Center	29
Attendance Accounting Specialist	18	Programmer Analyst	30
Automotive Laboratory Manager	18	Programs Specialist- Upward Bound	14
Campus Security Officer	7	Public Information/Graphic & Publications Productions Specialist	22
Career/Transfer Resource Coordinator	18	Public Relations/ Publications Production Specialist	18
Categorical Services Coordinator	17	Purchasing Coordinator	23
Ceramics Studio Specialist	14	Records Evaluator	15
College Receptionist/Dispatcher	7	Re-Entry & Multicultural Resource Center Coordinator	22
CurricuNET Specialist	18	Re-Entry Counseling Services Specialist	17
Custodian	6	Reprographics Technician	11
Custodian/Pool Operator	8	Scheduling Technician	20
Custodian-Lead	8	Sciences Laboratory Manager	23
Division Office Manager	18	Shipping/Receiving Specialist	8
Early Childhood Education Lab Mentor	23	Student Activities Coordinator	18
Food Preparer	7	Student Financial Services Advisor	20
Groundskeeper	8	Student Financial Services Coordinator	22
Health Services Specialist	14	Student Financial Services Outreach Advisor	17
Information Technology Support Technician	23	Student Financial Services Outreach Coordinator	22
Instructional Specialist-Theater-Master Carpenter	20	Theater Management Specialist	14
Instructional Specialist	14	Tutorial Site Coordinator- TRIO/Upward Bound	14
Instructional Technology Specialist	22	Unit Office Manager, Admissions & Records	18
Instructional Technology Specialist – Nursing	23	Unit Office Manager, Child Development Center	18
Job Center Coordinator	14	Unit Office Manager, EOPS / CARES	18
Laboratory Specialist I	14	Unit Office Manager, Facilities	18
Laboratory Specialist II	17	Unit Office Manager, Library	18
Library Circulation Desk Coordinator	17	Unit Office Manager, Marina Ed. Ctr.	18
Library Operations Coordinator	26	Unit Office Manager, Public Safety Training Ctr.	18

Monterey Peninsula Community College District
CLASSIFIED SALARY SCHEDULE

2015-2016
Effective July 1, 2015

Notes:

1. Each employee shall be granted a non-cumulative longevity stipend per month as described below beginning in the first month of the employee's eighth (8th) year of continuous employment, and at the beginning of each subsequent fifth (5th) year thereafter up to the maximum. Stipends are pro-rated for part-time employees. A maximum of four (4) longevity stipends will be granted at the beginning of years 8, 13, 18 and 23 of continuous employment. The amounts listed below are the total amounts paid at the designated service period; they are not added together. The maximum longevity stipend, at the beginning of 23 years of service, will be \$360.00 per month. Board Approved: 2/26/2008.

<i>Beginning Year:</i>	<i>Total Monthly Increment</i>
<i>Eight (8)</i>	<i>\$60</i>
<i>Thirteen (13)</i>	<i>\$140</i>
<i>Eighteen (18)</i>	<i>\$240</i>
<i>Twenty-three (23)</i>	<i>\$360</i>

As of January 1, 2001, those employees who have earned Longevity Increments under a previous longevity program, will have the actual dollar amount frozen and will continue to receive the actual dollar value of the increment(s). The dollar amount will remain constant until that amount is equal to or less than the longevity increment program amount described above. The employee will then receive the longevity amount available under the new program.

2. Employees who earned Professional Growth increments (5% of base salary for each increment, up to a maximum of 5 increments), prior to June 30, 2005 will continue to receive these increments as outlined in Article VI of the MPCEA Contract. Awards of new or additional Professional Growth increments are not available after June 30, 2005.
3. Qualified employees in designated positions who are required to orally translate in Spanish to English and/or English to Spanish shall receive a monthly stipend of \$50.00, pro-rated for part-time employees. Qualified employees are determined by a district selected and administered examination.
4. An employee who is assigned to work four (4) or more hours in at least one shift during swing hours shall be paid a shift differential of \$65.00 per month, pro-rated for part-time employees. Swing is defined as hours between 5:01PM and midnight (12:00AM).
5. An employee who is assigned to work four (4) or more hours in at least one shift during graveyard shift hours shall be paid a shift differential of \$85.00 per month, pro-rated for part-time employees. Graveyard is defined as hours between 12:01AM and 7:59AM.
6. A \$500/month stipend may be assigned to a Sciences Laboratory Manager in Chemistry to serve as Chemical Hygiene Officer to meet the requirements of CCR Title 8, Section 5191.
7. Substitutes are compensated at Step A of the appropriate classified position. Substitutes may only be hired for 60 days while a recruitment effort for a permanent employee takes place, or for the duration of a permanent employee's absence and no more than 180 days during a fiscal year.
8. Retroactive Pay. Retroactive pay is not paid to hourly, temporary staff.

Effective Date: July 1, 2015 with 1.08% increase
Board Approval: August 26, 2015

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. L

Human Resources
College Area

Proposal:

That the Governing Board approve the 2015-16 salary schedules for administrative, management/supervisory and confidential employees, effective July 1, 2015; 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 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.

Background:

The settlement agreement regarding the Tentative Agreement of May 24, 2012, between Monterey Peninsula College Teachers Association (MPCTA) and the District, approved by the Governing Board at the July 2015 meeting, provided for faculty salary schedules to be increased by 1.08%, effective beginning July 1, 2012. This same increase is proposed for administrative, management/supervisory, and confidential employees.

To implement this proposed salary increase, the 2015-16 salary schedules for administrative, management/supervisory, and confidential employees have been revised to reflect the 1.08% increase and are attached. The doctoral stipend has also been increased by 1.08%. In addition, there will be a one-time, off schedule payment of 1.08% made to administrative, management/supervisory, and confidential employees who were employed between July 1, 2012 and June 30, 2015, based on gross salary paid during this period. Further, a retroactive payment of 1.08% for the months of July through September 2015 will be made to administrative, management/supervisory and confidential employees who were employed at the District during this period.

Budgetary Implications:

The cost of the one, time-off schedule payment of 1.08% to administrative, management/supervisory and confidential employees for the 2012-2013, 2013-2014, and 2014-2015 years is \$102,155, including salary roll-ups. The cost of the on-going 1.08% salary schedule increase for 2015-2016 for all employee groups is \$314,258 (including salary roll-ups), with the portion for administrative, management/supervisory and confidential employees at \$36,821. These salary costs will be included in the 2015-16 Final Budget.

RESOLUTION: 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.

Recommended By: Walter Tribley
Dr. Walter Tribley, Superintendent/President

Prepared By: Susan Kitagawa
Susan Kitagawa, Associate Dean of Human Resources

Agenda Approval: Walter Tribley
Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

ADMINISTRATIVE SALARY SCHEDULE

2015-2016

Effective July 1, 2015

Title	Step 1	Step 2	Step 3	Step 4*	Step 5*
Director	6,711	6,980	7,259	7,550	7,852
Assistant Dean	7,695	8,019	8,335	8,677	9,015
Associate Dean	9,056	9,385	9,711	10,050	10,391
Dean	9,566	9,890	10,216	10,558	10,899
Administrative Dean	10,079	10,437	10,804	11,147	11,487
Vice President	10,662	11,020	11,387	11,726	12,071

* Advancement to Steps 4 and 5 requires three years full time service at the previous step.

Notes:

1. The above are twelve month contracts.
2. Twenty-two working days of vacation are authorized each year, with an accrual maximum of 44 days.
3. An additional ten working days are authorized beyond the normal vacation for study, travel and general professional improvement for Vice Presidents.
4. A monthly bonus of \$240 will be awarded for an earned doctorate from an accredited institution.
5. An additional 5% stipend will be earned by an administrator for each District negotiating team in which they have been assigned to serve.
6. The Superintendent/President, the Vice Presidents and the Associate Dean of Human Resources are on individual contracts.

Effective Date: July 1, 2015 with 1.08% increase

Board Approval: August 26, 2015

Monterey Peninsula Community College District
MANAGEMENT-SUPERVISORY SALARY SCHEDULE

2015-2016
 Effective July 1, 2015

Classification	Range
Assistant to the Superintendent/President	57
Controller	52
Custodial/ Evening Site Supervisor	40
Director, Admissions and Records	60
Director, Children's Center	44
Director, Information Systems	67
Director, Institutional Research	57
Director, Student Financial Services	52
Facilities Operations Supervisor	45
Systems and Programming Manager	57
Theater Technical Director	45

Notes:

All positions are overtime exempt

1. Effective April 1, 2000, the career longevity increment will be changed from a percentage rate to a non-cumulative flat rate of \$55.00 per month in pay beginning the first month of the employee's eighth (8th) year of full-time employment in the District, and at the beginning of each subsequent fifth (5th) year thereafter. A maximum of four (4) longevity steps will be granted at the beginning of year 8, 13, 18 and 22 beyond the date of hire for continuous employment. The maximum longevity increment, at 22 years of service, will be \$220.00 per month. Board Approved 3/28/00.

Those employees who have earned Longevity Increments under a previous longevity program, will have the actual dollar amount frozen and will continue to receive the actual dollar value of the increment(s). The dollar amount will remain constant until that amount is equal to or less than the longevity increment program amount described above. The employee will then receive the longevity amount available under the new program.

2. Employees who earned Professional Growth increments (5% of base salary for each increment, up to a maximum of 5 increments), prior to March 30, 2006, will continue to receive these increments. Awards of new or additional Professional Growth increments are not available after March 30, 2006.

Effective Date: July 1, 2015 with 1.08% increase
 Board Approval: August 26, 2015

Monterey Peninsula Community College District

MANAGEMENT-SUPERVISORY SALARY SCHEDULE

2015-2016

Effective July 1, 2015

Range	Step A	Step B	Step C	Step D	Step E	Range
30	3,047	3,199	3,358	3,526	3,705	30
31	3,127	3,283	3,447	3,620	3,801	31
32	3,203	3,362	3,532	3,708	3,893	32
33	3,279	3,442	3,616	3,796	3,986	33
34	3,363	3,533	3,709	3,895	4,089	34
35	3,449	3,624	3,804	3,994	4,193	35
36	3,526	3,705	3,890	4,083	4,287	36
37	3,617	3,800	3,988	4,188	4,397	37
38	3,695	3,881	4,128	4,278	4,492	38
39	3,796	3,986	4,187	4,396	4,615	39
40	3,889	4,083	4,287	4,500	4,725	40
41	3,986	4,187	4,395	4,614	4,846	41
42	4,083	4,287	4,500	4,727	4,963	42
43	4,190	4,399	4,620	4,851	5,091	43
44	4,287	4,500	4,725	4,963	5,211	44
45	4,395	4,612	4,845	5,085	5,339	45
46	4,506	4,732	4,967	5,216	5,478	46
47	4,603	4,832	5,075	5,329	5,594	47
48	4,720	4,957	5,205	5,464	5,737	48
49	4,843	5,084	5,338	5,606	5,886	49
50	4,967	5,216	5,478	5,750	6,040	50
51	5,084	5,337	5,605	5,884	6,180	51
52	5,208	5,466	5,739	6,029	6,330	52
53	5,339	5,607	5,888	6,182	6,491	53
54	5,470	5,744	6,030	6,332	6,648	54
55	5,606	5,886	6,181	6,490	6,814	55
56	5,745	6,033	6,333	6,650	6,983	56
57	5,884	6,180	6,487	6,813	7,151	57
58	6,035	6,336	6,652	6,985	7,335	58
59	6,185	6,496	6,821	7,161	7,519	59
60	6,336	6,652	6,985	7,335	7,700	60
61	6,500	6,827	7,166	7,524	7,901	61
62	6,660	6,994	7,343	7,709	8,098	62
63	6,824	7,164	7,522	7,899	8,294	63
64	6,994	7,343	7,710	8,098	8,501	64
65	7,170	7,528	7,904	8,300	8,715	65
66	7,341	7,710	8,094	8,499	8,925	66
67	7,514	7,892	8,286	8,699	9,135	67

Monterey Peninsula Community College District

CONFIDENTIAL SALARY SCHEDULE

2015-2016
Effective July 1, 2015

Title	A	B	C	D	E	F
Administrative Assistant IV to the Vice President for Academic Affairs	3,538	3,717	3,905	4,103	4,311	4,529
	20.41	21.44	22.53	23.67	24.88	26.13
Administrative Assistant IV to the Vice President for Administrative Services	3,538	3,717	3,905	4,103	4,311	4,529
	20.41	21.44	22.53	23.67	24.88	26.13
Administrative Assistant IV to the Vice President for Student Services	3,538	3,717	3,905	4,103	4,311	4,529
	20.41	21.44	22.53	23.67	24.88	26.13
Budget and Operations Analyst	4,311	4,529	4,758	4,999	5,252	5,518
	24.88	26.13	27.45	28.85	30.30	31.83
Executive Assistant to the President	4,003	4,206	4,418	4,643	4,877	5,125
	23.10	24.27	25.49	26.79	28.14	29.57
Human Resources Administrative Assistant II	2,832	2,977	3,127	3,286	3,452	3,627
	16.34	17.17	18.04	18.96	19.91	20.92
Human Resources Analyst	4,311	4,529	4,758	4,999	5,252	5,518
	24.88	26.13	27.45	28.85	30.30	31.83
Human Resources Benefits and Retirement Coordinator	3,367	3,538	3,717	3,905	4,103	4,311
	19.43	20.41	21.44	22.53	23.67	24.88
Human Resources Specialist	3,286	3,452	3,627	3,811	4,003	4,206
	18.96	19.91	20.92	21.98	23.10	24.27

Confidential Stipend of 5% is paid to all confidential employees in addition to the above salary amounts.

Notes:

1. Retroactive Pay. Retroactive pay is not paid to hourly, temporary staff.
2. Each employee shall be granted a non-cumulative longevity stipend per month as described below beginning in the first month of the employee's eighth (8th) year of continuous employment, and at the beginning of each subsequent fifth (5th) year thereafter up to the maximum. Stipends are pro-rated for part-time employees. A maximum of four (4) longevity stipends will be granted at the beginning of years 8, 13, 18 and 23 of continuous employment. The amounts listed below are the total amounts paid at the designated service period; they are not added together. The maximum longevity stipend, at the beginning of 23 years of service, will be \$360.00 per month.

<i>Beginning Year:</i>	<i>Total Monthly Increment</i>
<i>Eight (8)</i>	<i>\$60</i>
<i>Thirteen (13)</i>	<i>\$140</i>
<i>Eighteen (18)</i>	<i>\$240</i>
<i>Twenty-three (23)</i>	<i>\$360</i>

Effective Date: July 1, 2015 with 1.08% increase
Board Approval: August 26, 2015

Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. M

Superintendent/President
Office

Proposal:

That the Governing Board approves the proposed evaluation survey instrument, process, and calendar for 2015.

Background:

As a part of Monterey Peninsula College's ongoing commitment to continuous improvement, the MPCCD Governing Board adopted Board Policy 1009 Self Evaluation, which calls for an annual self-evaluation and development of Board goals. Per Board Policy 1009 (Attachment A), 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.

The Board goals for 2015 were adopted at the November 2014 meeting and will be used as the basis for the Board's self-evaluation. At the July 2015 meeting, Trustees Brown and Dunn Gustafson agreed to serve as an ad hoc subcommittee of the Board to develop an evaluation instrument, process, and calendar for approval at the August meeting (Attachment B).

The proposed Governing Board evaluation survey instrument, process, and calendar for 2015 (Attachment C) are presented for approval.

Budgetary Implications: None.

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

Recommended By: Dr. Walter Tribley, Superintendent/President

Prepared By:

Shawn Anderson

Shawn Anderson, Executive Assistant to Superintendent/President and the Governing Board

Agenda Approval:

Walter Tribley

Dr. Walter Tribley, Superintendent/President

MONTEREY PENINSULA COLLEGE
GOVERNING BOARD POLICIES

1000 SERIES GOVERNING BOARD POLICIES

A. Organization and Procedures for the Governing Board

1009 Board Self-Evaluation

Effective and efficient Governing Board operations are an integral part of creating and maintaining successful educational programs. In order to evaluate progress towards achieving the College's goals, the Board will annually schedule a time and place at which all members will participate in a formal self-evaluation.

The Board shall be evaluated as a whole and not as individuals. The evaluation will focus on the internal Board operations and performance and will evaluate success in achieving last year's goals. Working with the Superintendent/President, the Board members shall develop goals for the upcoming year against which the Board shall be evaluated. A self-evaluation instrument will be based on these goals. Each Board member will complete a self-evaluation instrument independently.

In addition, the Board will seek anonymous staff, faculty, student and community input through a representative sampling of each group. The sampling will be by position (example, President of the Faculty Senate). The ensuing evaluation will be based on the resulting composite picture of the Board's strengths and weaknesses. The Board will discuss the tabulated results as a group and report its outcome at a public meeting.

The Superintendent/President and the Board shall select an independent member of the administrative staff to review and tabulate the results. Each Board member will receive a complete copy of the survey data.

The evaluation process shall include the establishment of strategies for improving Board performance. Priorities will be set for the following year's performance and evaluation.

Before August Board meeting:	Work with the Superintendent/President to revise evaluation survey instrument and process as necessary.
August of each year	Approve evaluation instrument, process, and calendar.
Before September Board meeting	Collect data from all surveyed constituencies.
September of each year	Review and discuss evaluation results.
Before October Board meeting	Work with the Superintendent/President to develop goals for the upcoming year.
October of each year	Review and discuss evaluation data and results, complete self-evaluation, report on evaluation at a public meeting, and approve goals for the upcoming year.

MONTEREY PENINSULA COLLEGE
GOVERNING BOARD POLICIES

1000 SERIES GOVERNING BOARD POLICIES

A. Organization and Procedures for the Governing Board

1009 Board Self Evaluation (continued)

The purpose of the Board self-evaluation is to identify areas of Board functioning that are working well and those that may need improvement. Following the evaluation, the resulting discussion of Board roles and responsibilities should enhance communication and understanding among members and lead to a stronger, more cohesive and effective Board. At the end of the evaluation discussion, Board members should have:

- 1) identified areas for improvement, perhaps stated as goals and criteria for future evaluations;
- 2) an understanding of what they expect from themselves and each other to be an effective Board; and
- 3) a summary of accomplishments and characteristics of which they can be proud.

Adopted: August 15, 2000

Revised and adopted: May 25, 2010; November 23, 2010.

NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

- J. INFORMATION: Contract with American Fidelity to purchase services and access to the software program, Worxtime, for the 2015-2016 fiscal year.

Ms. Susan Kitagawa, Associate Dean of Human Resources, reported that Worxtime, which was referred to MPC by the health insurance broker Alliant, will assist MPC to meet federally mandated reporting requirements of the Affordable Care Act (ACA). She explained that Worxtime, which is housed off-site, will allow MPC to monitor the work schedules of up to 600 employees and will identify those who are eligible for health benefits. She noted additional advantages of this service, including a reasonable price, assistance with report preparation, and the mitigation of the cost of human resources. / Dr. Tribley explained that although the \$6,000 cost of the service does not meet the minimum amount required for Board approval, he chose to bring this forward to the Board to ensure that the District and the campus is aware of the additional work and obligations related to the ACA.

- * K. INFORMATION: Governing Board self-evaluation process for 2015
Trustees Charles Brown and Marilynn Dunn Gustafson were identified to serve as an ad hoc subcommittee to work with Dr. Tribley on the Board self-evaluation process.

- L. INFORMATION: Calendar of Events

Dr. Tribley highlighted Fall Flex Day on Thursday, August 20, 2015, as well as the special Board meeting scheduled for Monday, September 14, 2015.

RECESS: 2:05-3:00 p.m.

15. REPORTS AND PRESENTATIONS

- A. Student Success and Achievement Report: "Student Success & Achievement Report Calendar"
Dr. Tribley presented the calendar prepared by Dr. Rosaleen Ryan, Director of Institutional Research.
- B. Superintendent/President's Report: Dr. Walter Tribley
Dr. Tribley presented the MPC promotional video, "Real Students, Real Stories," which was produced by Terri DeBono and Steve Rosen of Mac + Ava Motion Pictures. He acknowledged Ms. Beccie Michael for her work with Mac + Ava, as well as the MPC Foundation, which provided most of the funding for the video. He reported that the video will be used to raise funds for MPC and to create TV commercials. He also noted that it will be posted on the MPC website and shown on Fall Flex Day. / Dr. Tribley reported that he will be engaging a consultant to perform an operations audit of MPC, which is supported by many at MPC, including the MPCTA.
- C. Academic Affairs Report: Ms. Kiran Kamath
Ms. Kamath highlighted items from the Academic Affairs report. She thanked her colleagues in Academic Affairs: Mr. Michael Gilmartin, Ms. Laura Franklin, Dr. Jon Knolle, and the faculty and division chairs for their work on the items included in her report, which she noted predate her start date at MPC. / A discussion ensued regarding the efforts being researched and undertaken to support basic skills students at MPC. Ms. Kamath explained the issues that negatively impact the success rate of basic skills students. She also spoke of the different methods that colleges are undertaking to address this issue, such as acceleration and alternate pathways. Ms. Franklin explained the methods that MPC has undertaken (and hopes to undertake) to provide extra support to basic skills students, including accelerated programs, supplemental instructional tutoring, pull-out tutoring in learning environments well-suited to basic skills students, and increasing the

Evaluation of MPC Governing Board of Trustees - 2015

1. Please answer the following questions.

1. In what areas is the Board doing well?

2. In what areas could the Board be doing better?

Evaluation of MPC Governing Board of Trustees - 2015

2. Board Organization and Operation

1. Please use the rating scale to answer each of the following questions.

	Performed Well	Performed Satisfactorily	Needs Improvement	Don't know
a. Are the Board meetings conducted in such a manner that the purposes are achieved efficiently and effectively?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Does the Board act with a spirit of harmony and cooperation, giving each member courteous consideration of his/her opinion?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Is confidentiality of privileged information maintained?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Is the role of the Chair clear?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Does the Board understand its role and that of the President, faculty, and staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Does the Board maintain current policies for the guidance of the President, faculty, and staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Does the Board establish annual goals for itself?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Does the Board take advantage of study sessions to educate itself about issues facing the college?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Evaluation of MPC Governing Board of Trustees - 2015

3. Educational Programs and Services

1. Please use the rating scale to answer each of the following questions.

	Performed Well	Performed Satisfactorily	Needs Improvement	Don't know
a. Does the Board weigh decisions in terms of what is best for students?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Is equality of opportunity for all students assured?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Does the Board understand the college's educational programs and services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Has the Board adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met? (Subject to limitations by the college's mission and funding realities.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Is the Board knowledgeable about how the college is responding to the recommendation regarding Student Learning Outcomes (SLOs) in its most recent accreditation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Is the Board knowledgeable about how the college is responding to the recommendation regarding distance learning in its most recent accreditation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Do the Board's decisions demonstrate a concern for institutional effectiveness?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Evaluation of MPC Governing Board of Trustees - 2015

4. Board Relationships with the President, Faculty, and Staff

1. Please use the rating scale to answer each of the following questions.

	Performed Well	Performed Satisfactorily	Needs Improvement	Don't know
a. Is the Board's emphasis on the establishment of policy?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Does the Board hold the President and his/her staff accountable for the administration of college programs and services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Is the Board committed to shared governance, and does the Board appropriately involve the faculty and staff in decision making?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Is the Board committed to equal opportunity and the college's Equal Employment Opportunity Plan?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Does the Board provide the support necessary for the President to be effective in carrying out his/her responsibilities in institutional leadership?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Does the Board provide the President with a clear statement of the expectations, of performance and personal characteristics, against which he/she is periodically evaluated?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Do the Board's decisions demonstrate a concern for the well-being of employees?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Evaluation of MPC Governing Board of Trustees - 2015

5. Community Relations and Representation

1. Please use the rating scale to answer each of the following questions.

	Performed Well	Performed Satisfactorily	Needs Improvement	Don't know
a. Do the Board's decisions demonstrate a concern for the interests of the community?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Does the Board encourage support for and interest in the college?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Are all Board deliberations and discussion conducted in open meetings, except where a closed session is necessary and allowed by the Brown Act?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Does the Board encourage community participation in an advisory capacity in the solution of specific problems?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Does the Board actively foster cooperation with the news media for the dissemination of information regarding the college?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Does the Board direct concerns, complaints, and criticisms of the college through the President for study and reporting back to the Board if action is required?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Does the Board communicate with members of the community regarding the status of the college and other college-related issues?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Does the Board stay knowledgeable on legislative issues affecting the college?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Does the Board communicate with legislators on issues affecting the college?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Evaluation of MPC Governing Board of Trustees - 2015

6. Fiscal Responsibilities

1. Please use the rating scale to answer each of the following questions.

	Performed Well	Performed Satisfactorily	Needs Improvement	Don't know
1. Does the Board make provisions for long-range planning for the acquisition of sites and facilities?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Does the Board adopt a realistic annual budget, which supports the college's mission, priorities, and programs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Does the Board monitor the budget and spending patterns to assure fiscal integrity?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Does the Board establish written policies to ensure efficient administration of purchasing, accounting, risk management, and other applicable procedures?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Does the Board provide leadership in promoting and securing community and legislative support for adequate funding for the college?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Evaluation of MPC Governing Board of Trustees - 2015

7. Role at MPC

1. I am a(n)...

- | | | |
|---|---|---|
| <input type="checkbox"/> MPC Board member | <input type="checkbox"/> MPC Classified Staff | <input type="checkbox"/> Community member |
| <input type="checkbox"/> MPC Administrator | <input type="checkbox"/> MPC Student | |
| <input type="checkbox"/> MPC Faculty member | <input type="checkbox"/> MPC Foundation Board | |

2. I interact with the MPC Board of Trustees...

- | | |
|------------------------------|--|
| <input type="radio"/> Daily | <input type="radio"/> Monthly |
| <input type="radio"/> Weekly | <input type="radio"/> Less often than once a month |

2015 BOARD SELF-EVALUATION PROCESS AND TIMELINE (PROPOSED)			
Month	Task	Who	Date Due
July 2015	1) Subcommittee identified	Board	Completed
August 2015	1) Subcommittee reviews/revises prior survey instrument for recommendation to the Board	Subcommittee	Completed
	2) Board approves survey instrument, process, and calendar at August meeting	Board	August 26
Sept 2015	1) Subcommittee develops self-evaluation form based on Board goals for 2015. 2) Subcommittee distributes self-evaluation form to trustees for completion 3) Subcommittee determines survey group (faculty, staff, community) to get feedback on Board performance	Subcommittee	September 21
	4) Survey instrument distributed with results to be received by early October	Subcommittee and Rosaleen	September 14 for survey distribution
October 2015	1) Survey results received	Subcommittee	October 2
	2) Trustee self-evaluation comments due to subcommittee	Trustees	October 2
	3) Subcommittee review comments and survey results and develop report for Board	Subcommittee	October 14
	4) Subcommittee meets with S/P to draft 2016 Board goals/priorities	Subcommittee and S/P	October 14
	5) Prepare Board agenda items for Self-Evaluation and Board Goals (first reading)	President's Office	October 14
	6) Board reviews and discusses evaluation report at October Board meeting	Board	October 28
	7) First reading of Board goals at October Board meeting	Board	October 28
November 2015	1) Prepare Board agenda item for Board Goals adoption	President's Office	November 4
	2) Board adopts goals for 2016 at November Board meeting	Board	November 18

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Monterey Peninsula Community College District

Governing Board Agenda

August 26, 2015

New Business Agenda Item No. N

Superintendent/President
College Area

Proposal:

To review the attached Calendar of Events.

Background:

The Trustees request that the Calendar of Events be placed on each regular Governing Board meeting agenda for review and that volunteer assignments be made so that the Trustees become more visible on campus.

Trustees will attend meetings as observers and will not represent the Board's view on issues/topics.

Budgetary Implications:

None.

INFORMATION: Calendar of Events.

Recommended By: Dr. Walter Tribley, Superintendent/President

Prepared By:

Shawn Anderson

Shawn Anderson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval:

Walter A. Tribley
Dr. Walter Tribley, Superintendent/President

MPC Governing Board 2015-2016 Calendar of Events

AUGUST 2015

Thursday, August 20 Fall Flex Day: 8:30 a.m., LF-103 (8am Continental Breakfast, Sam Karas Room)
Monday, August 24 Fall Semester Begins
Wednesday, August 26 Regular Board Meeting: MPC Library & Technology Center
Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room

SEPTEMBER 2015

Monday, September 7 Labor Day Holiday
Saturday, September 12 **Alumni Committee Homecoming Reunion: 3:00pm, Former Armory Building next to MPC Stadium (Football game follows at 6:00pm)**
Monday, September 14 Special Board Meeting: 3:00pm, MPC Library & Technology Center, Sam Karas Room
Wednesday, September 23 Regular Board Meeting: MPC Library & Technology Center
Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room
Thursday, September 24 **Art Events: 4:00-5:00pm, Private VIP Reception, Art Gallery; 5:00-7:00pm, Open House, Art Buildings**

OCTOBER 2015

Wednesday, October 28 Regular Board Meeting: MPC Public Safety Training Center
Closed Session: 11:00am, Location TBA
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Location TBA

NOVEMBER 2015

Saturday, November 7 **2nd Annual Rubber Chicken Drop / MPC vs. Gavilan, MPC Stadium, Time TBA**
Wednesday, November 11 Veteran's Day Holiday
Wednesday, November 18 Regular Board Meeting: MPC Library & Technology Center
Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room
Thursday, Nov. 26 through Friday, November 27 Thanksgiving Holiday

DECEMBER 2015

Wednesday, December 9 Annual Organizational Board Meeting and Swearing-in Ceremony: MPC Library & Technology Center
Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room
Tuesday, December 17 Fall Semester Ends
Thurs, December 24 to Friday, January 1 Winter Break

JANUARY 2016

Monday, January 18 Martin Luther King Day Holiday
Wednesday, January 27 Regular Board Meeting, 1:30pm, Closed Session, Stutzman Room,

MPC Governing Board 2015-2016 Calendar of Events

FEBRUARY 2016

Friday, February 12 Lincoln Day Holiday
Monday, February 15 Washington's Day Holiday
Wednesday, February 24 Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room

MARCH 2016

Wednesday, March 23 Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room
Mon-Sat, March 28-Apr 2 Spring Break

APRIL 2016

Mon-Sat, March 28-Apr 2 Spring Break
Wednesday, April 27 Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room

MAY 2016

Wednesday, May 25 Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room
Monday, May 30 Memorial Day Holiday

JUNE 2016

Wednesday, June 1 Automotive Technology Graduation Banquet, 5:00-8:00pm, Tarp's Roadhouse
(to be confirmed)
Thursday, June 2 Fire Academy Graduation Ceremony: 10:00am, MPC Theatre
(to be confirmed)
Thursday, June 2 Latino Ceremony, 6:00pm, LF103 (to be confirmed)
Thursday, June 2 Asian Student Assn Ceremony, 6:00pm (location to be confirmed)
Friday, June 3 Early Childhood Education Graduation Celebration, 5:00-7:00pm, CDC
Playground (to be confirmed)
Friday, June 3 Kente Ceremony, 7:00pm, (location to be confirmed)
Saturday, June 4 Faculty Retirement Breakfast, 8:30am, location to be confirmed
Saturday, June 4 Commencement: 12:00pm, MPC Stadium
(Line-up at 11:30am in Amphitheater)
Saturday, June 4 Nurse Pinning Ceremony, 3:00pm, Amphitheater
Wednesday, June 22 Closed Session: 11:00am, Stutzman Room
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, Sam Karas Room

JULY 2016

Thursday, July 4 Independence Day Holiday
Wednesday, July 27 Closed Session: 11:00am, Education Center at Marina (room to be confirmed)
Regular Meeting, Business: 1:30pm; Reports: 3:00pm, (room to be confirmed)