

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

Open Session 1:30pm Roll call
Closed Session 1:35pm, Stutzman Room, LTC
Open Session, 3:00pm, San Karas Room, LTC
980 Fremont Street, Monterey, California 93940

TUESDAY, DECEMBER 15, 2009

AGENDA

The Monterey Peninsula College Governing Board welcomes you to the Governing Board of Trustees Meeting. Documents that are public records and are provided to a majority of the Governing Board regarding an Open Session item on this agenda will be made available for public inspection in the Superintendent/President's Office at Monterey Peninsula College, 980 Fremont Street, Monterey, California, during normal business hours the Wednesday preceding the meeting. If you intend to submit documents at this meeting, the Brown Act requires you to bring enough copies for the Trustees and the audience.

1. OPENING BUSINESS

A. Call Public Session to Order

B. Roll Call

C. Closed Session

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

Items under discussion:

- 1) Conference with Real Property Negotiator: Parcels L23.5.1. and L23.5.2
Negotiating Party – Monterey Peninsula Community College District, Joe Bissell
- 2) Public Employees Discipline/Dismissal/Release, Barbara Lee

D. Reconvene to Open Session

E. Reporting of Any Action Taken During Closed Session

2. RECOGNITION

A. Acknowledgment of Visitors

B. Moment of Silence for Hazel Mohler, English Instructor and Department Chair; obituary attached is from son Chaco Mohler.

C. Monterey Peninsula College Foundation Donations for November, 2009, totaling \$27,195.00.

- D. Monterey Peninsula Foundation Youth Fund Grant of \$33,905 for eight programs:
- 1) Drama Department Scholarships for summer 2010 - \$2,500
 - 2) Athletics Department Uniform Replacement - \$10,000
 - 3) Golf Program Equipment, Supplies and Fees - \$2,500
 - 4) Math/Science Upward Bound/Marine Science Camp for summer 2010 - \$2,905
 - 5) Financial Services Dan Searle Scholarships - \$10,000
 - 6) Women's Programs Student Textbook Loan Program - \$2,500
 - 7) Supportive Services Financial Aid for Students with Disabilities - \$2,500
 - 8) Child Development Center Equipment and Materials \$1,000

3. COMMUNICATIONS

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

A. Comments from Visitors

B. Written Communications:

- 1) "Noteworthy News: New Student Services Center for Monterey Peninsula College", article in *College Planning & Management Magazine*, December 1, 2009
- 2) Letter to the Board on MPC Theater and Student Actors, December 1, 2009
- 3) Letter from Scott Lay, President and CEO of Community College League of California, December 7, 2009

The following articles were published in the Monterey County Herald Event Calendar:

- 4) MPC Fall Dance Concert on 12/5 and 12/6
- 5) MPC I Cantori de Carmel Winter Concert on 12/6 and 12/7
- 6) MPC Jazz Combo and Big Band Concert on 12/9, 7:30pm in Music Hall
- 7) MPC Choral Ensemble on 12/13, 2:00pm at St. Angela's Church, Pacific Grove.

C. Reports and Presentations:

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

- 1) INSTITUTIONAL REPORT - Study Session on District and Campus Demographics by Dr. Rosaleen Ryan, Director, Institutional Research
- 2) SUPERINTENDENT
- 3) VICE PRESIDENTS
- 4) ACADEMIC SENATE
- 5) MPCEA
- 6) MPCTA
- 7) ASMPC
- 8) COLLEGE COUNCIL
- 9) MPC FOUNDATION
- 10) GOVERNING BOARD – Community Human Services Regular Board Meeting Minutes for November 19th meeting

- 11) SPECIAL REPORT - Bond Update Reports, Joe Demko:
 - a. Active Bond/Facility Projects Update
 - b. MPC Master Schedule/Construction Phase Only
 - c. Cost Control Report

4. CONSENT CALENDAR

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

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

BE IT RESOLVED:

- 1) That the Governing Board approves the minutes for the Regular Meeting on November 24, 2009.
 - 2) That the Governing Board accepts gifts donated to the college with appropriate acknowledgement to donors.
 - 3) That the November 30th Regular Payroll in the amount of \$2,258,576.94 be approved.
 - 4) That purchase orders #'s 100559 through 100645, totaling \$1,925,450.04, be approved.
- B. Faculty Personnel:
- 9) That the Governing Board approves the academic personnel actions listed:
 - a. Authorize the full-time, tenure track replacements for three positions: Political Science Instructor, Math Learning Center Coordinator, and Technical Services Librarian.
 - b. Grant Equivalency to Minimum Qualifications to Eric Moberg to teach English/Reading, effective Spring 2010.
 - c. Grant Equivalency Based on Eminence to James Pagnella to teach FIRE 105 Firefighter I Academy, effective Fall 2009.
 - d. Each month individuals are hired as part-time, substitute, and overload. The attached list includes faculty hires for Fall 2009.
- C. Classified Personnel:
- 10) That the Governing Board approves the classified personnel actions listed:
 - a. Employment of _____, Administrative Assistant IV, Vice President of Academic Affairs, 40 hours per week, 12 months per year, effective _____, 2009.
 - b. Change in weekly and yearly work year schedules of Stephen Thompson and Jorge DaCosta, Library Specialists-Circulation Desk, from current 19 hours

per week, 9 months and 6 days per year to 21.25 hours per week, 8 months and 7 days per year, effective January 1, 2010.

D. Short Term, Non-continuing and Substitute Personnel:

- 11) That the Governing Board approves the personnel actions listed:
 - a. That the individuals on the recommended list (Short Term and Substitute Employees) employed for short term, non-continuing and substitute assignments, subject to future modifications, be approved.

5. ORGANIZATION

BE IT RESOLVED, in accordance with Education Code Section 35143 at the Board's annual organization meeting in December:

- 1) Election of Chair of the Governing Board, Monterey Peninsula Community College District _____.
- 2) Election of the Vice Chair of the Governing Board, Monterey Peninsula Community College District _____.
- 3) Election of Secretary to the Governing Board, Monterey Peninsula Community College District _____.
- 4) That the (fourth Tuesday) of each month at (3:00pm) in the Sam Karas Room, Library and Technology Center, be designated as the day, time and place of the Regular Meetings of the Monterey Peninsula Community College District Governing Board.
- 5) That the standing Policies and Procedures of the Governing Board of the Monterey Peninsula College District be continued in force for 2010.
- 6) That _____ and _____ be designated as the Board Subcommittee for Governing Board Policies.
- 7) That _____ be designated as the educational liaison to the State of California.
- 8) That _____ be designated as the educational liaison to the Monterey County School Boards Association (MCSBA) Executive Council, to meet February 25 and May 13, 2010.
- 9) That _____ be designated as the Monterey Peninsula Community College District Governing Board liaison to the Monterey Peninsula College Foundation.
- 10) That _____ be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2010, and that _____ be designated as an alternate.

6. NEW BUSINESS

- A. INFORMATION: 2008-2009 Citizens' Bond Oversight Committee Annual Report.
- B. BE IT RESOLVED, that the appointment of David Collyer, as the Student Trustee member of the Citizens' Bond Oversight Committee, effective December 16, 2009, be approved.
- C. FIRST READING – that the Governing Board receive the Addendum to the Institutional Self Study Report compiled for the Accrediting Commission for Community and Junior Colleges (ACCJC) in preparation for MPC's Comprehensive Evaluation Visit scheduled for March 8-11, 2010.
- D. BE IT RESOLVED, that the following courses be approved:
 - 1) ETNC 24 - African Americans in United States History to 1865
 - 2) ETNC 25 - African Americans in United States History since 1865
 - 3) ETNC 45 - Introduction to American Dialects
 - 4) HIST 24 - African Americans in United States History to 1865
 - 5) HIST 25 - African Americans in United States History Since 1865
 - 6) HOSP 68 - Introduction to Ecotourism
 - 7) LING 50 - Introduction to Standard American English
- E. BE IT RESOLVED, that the Governing Board approve the updated Facility Construction Plan (revised October 30, 2009) as recommended by the District's Facilities Committee and College Council.
- F. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Public Safety Training Center Project (Renovation of two buildings at the former Fort Ord in Seaside, DSA Application No. 01-109282, File No. 27-C1).
- G. BE IT RESOLVED, that the Board authorize the Vice President for Administrative Services to sign a Project Assignment Amendment #5 (PAA) submitted by HGA Architects in the amount of \$15,000 for a proposed study to explore the feasibility of renovating the existing Music Building for the purpose of meeting programs' needs.
- H. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment #20 (PAA) with HGHB Architecture, Planning, Urban Design, for schematic design architectural services at a fixed fee of \$93,000 for the first phase of renovation of Life Science and Physical Sciences Buildings.
- I. INFORMATION: County of Monterey Investment Report for the quarter ending September 30, 2009.
- J. BE IT RESOLVED, that the Governing Board declare surplus two pieces of "Monterey" style furniture currently in use in the coaches' lounge.

- K. BE IT RESOLVED, that the Governing Board adopt Board Policy 2260, Weapons on Campus.
- L. BE IT RESOLVED, that the Governing Board approve Board Policy 5001, Institutional Code of Ethics.
- M. BE IT RESOLVED, that the Governing Board approve the 2009/2010 Salary Schedule for Short Term, Non-continuing Employees (non-classified), effective January 1, 2010.
- N. BE IT RESOLVED, that the Governing Board authorizes entering into Amendment 01 to the 2009/2010 Local Agreement number CSPP-9327 with the California Department of Education in their California State Preschool Program.
- O. BE IT RESOLVED, that the Governing Board approve the signing of Amendment 01 to the 2009/2010 Local Agreement number CSTR-9175 for General Child Care and Development Programs at Monterey Peninsula College
- P. INFORMATION: Calendar of Events.

6. **ADVANCE PLANNING**

- A. Meeting Dates:
 - Regular Meeting Tuesday, January 26, 2010
 - Closed Session, 1:30pm - Stutzman Seminar Room, Library and Technology Center
 - Open Session, 3:00pm - Karas Room, Library and Technology Center
 - Regular Meeting Tuesday, February 23, 2010
 - Closed Session, 1:30pm - Stutzman Seminar Room, Library and Technology Center
 - Open Session, 3:00pm - Karas Room, Library and Technology Center
- C. Future Topics:
 - 2) Board Goals
 - 3) Study Session - Board Orientation
 - 4) Study Session February – Budgets and FTE’s
 - 5) Study Session March – Shared governance and Collective Bargaining

7. **CLOSED SESSION**

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

Posted December 8, 2009