



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

**REGULAR MEETING
WEDNESDAY, OCTOBER 28, 2015**

CONSENTS

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. A.1

Superintendent/President
Office

Proposal:

To consider and approve the minutes of the Special Board meeting on September 14, 2015 and the Regular Board meeting on September 23, 2015.

Background:

The Governing Board meeting minutes are prepared by the Executive Assistant to the Superintendent/President and the Governing Board, reviewed by the Superintendent/President, and submitted to the Trustees for their review and approval under the Consent Agenda. If there is an error in the meeting minutes, and the Chair and the Governing Board approves of the change, the minutes may be amended.

Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the Governing Board approves the minutes of the Special Board meeting on September 14, 2015 and of the Regular Board meeting on September 23, 2015.

Recommended By: Dr. Walter Tribley, Superintendent/President and Board Secretary

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

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

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

SPECIAL MEETING

MONDAY, SEPTEMBER 14, 2015

3:00 p.m., Library & Technology Center, Sam Karas Room
980 Fremont Street, Monterey, California 93940
<http://www.mpc.edu/about-mpc/leadership/board-of-trustees>

MINUTES

- 1. CALL TO ORDER**
- 2. ROLL CALL** – Chair Johnson asked for Roll Call at 3:00 p.m.
Present:
Mr. Rick Johnson, Chair
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
Mr. Stephen Lambert, Student Trustee
- 3. PLEDGE OF ALLEGIANCE**
The Board of Trustees recited the Pledge of Allegiance.
- 4. NEW BUSINESS**
 - A. PUBLIC HEARING: 2015-16 Budget

Dr. Walter A. Tribley, Superintendent/President, reported that the following sentence, while appropriate in the 2015-2016 Tentative Budget, should have been removed from the 2015-2016 Final Budget, as additional state funding is no longer expected: “Significant additional funding from the State is anticipated this year that can be used to address the structural deficit and other needs of the District.” (Page 6, “Unrestricted General Fund” / second paragraph.)

Dr. Tribley and Dr. Steven L. Crow, Professional Expert in Administrative Services, then presented the Governing Board with a report on the 2015-2016 Final Budget.

2015-2016 Final Budget presentation.

Dr. Tribley noted that the 2015-2016 Final Budget does not set aside monies for the eventuality of the cessation of Prop 30 funds because the District is not in the position to do so, given the deficit and necessary expenditures.

B. BE IT RESOLVED, that the Governing Board adopt the 2015-16 Final Budget.

Motion Dunn Gustafson / Second Coppernoll / Carried.

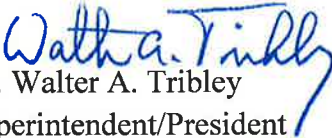
2015-2016/26

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

5. **PUBLIC COMMENTS** – None.

6. **ADJOURNMENT** – Chair Johnson adjourned the meeting at 3:41 p.m.

Respectfully Submitted,


Dr. Walter A. Tribley
Superintendent/President

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

REGULAR BOARD MEETING

WEDNESDAY, SEPTEMBER 23, 2015

11:00am, Closed Session: Stutzman Room, Library Technology Center
2:00pm, Regular Meeting (Business): Sam Karas Room, Library Technology Center
3:00pm, Regular Meeting (Reports): Sam Karas Room, Library Technology Center

980 Fremont Street, Monterey CA 93940
<http://www.mpc.edu/about-mpc/leadership/board-of-trustees>

MINUTES

1. **CALL TO ORDER** – Chair Rick Johnson called the meeting to order at 11:00 a.m.
2. **ROLL CALL** – present:
Mr. Rick Johnson, Chair
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppemoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
 - A. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
 - a) Case Name Unspecified: one grievance involving assignment
 - B. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCTA/CTA
 - b) Agency Representatives: Susan Kitagawa, David Brown, Michael Gilmartin, Kiran Kamath, and Steven L. Crow, Ed.D
 - C. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCEA/CSEA
 - b) Agency Representatives: Susan Kitagawa, Laurence E. Walker, and Steven L. Crow, Ed.D
 - D. Public Employee Discipline/Dismissal/Release/Complaint
 - E. Public Employee Evaluation (Government Code Section 54957)
Title: Superintendent/President
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL** – Chair Johnson asked for Roll Call at 2:00 p.m.
Present:
Mr. Rick Johnson, Chair
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppemoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President
Mr. Stephen Lambert, Student Trustee

7. PLEDGE OF ALLEGIANCE

The Board of Trustees recited the Pledge of Allegiance.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION – No report.

9. APPROVAL OF AGENDA

Motion Steck / Second Coppernoll / Carried.

2015-2016/27

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

10. RECOGNITION

A. Acknowledgement of Guests – None.

11. PUBLIC COMMENTS

Chair Johnson remarked that Melissa Kamnikar submitted a letter to the Board.

12. CORRESPONDENCE AND PUBLICATIONS

A. MPC All User Emails

- 1) Vicki Nakamura: “ ‘Citizens’ Bond Oversight Committee Meeting Agenda for August 10, 2015”
- 2) Art St. Laurent: “We ‘Permit’ You to Park”
- 3) Leslie Procive: “Revised Academic Calendar for 2015-16”
- 4) Shawn Anderson: “MPC Regular Board Meeting, August 26, 2015”
- 5) MPC Foundation: “Fall FASA Grants Available!”
- 6) Kiran Kamath: “Weekly Enrollment Comparison Report”
- 7) Michael Gilmartin: “2015-16 MPC College Catalog now available on the MPC website”
- 8) MPC Online Team: “Using MPC Online to Track Online Student Progress Toward Success – MPC Online Faculty Coffee and Conversation”
- 9) Melissa Pickford: “MPC Art Gallery New Beautiful Exhibit!”
- 10) Dr. Walt Tribley: “Rod Oka Scholarship”
- 11) Dr. Walt Tribley: “Announcing Ms. Maria Roa as MPC’s Next Custodial Supervisor”
- 12) Creative Writing Club of MPC: “Creative Writing Club Meets Thursdays, 3-4 in HU101”
- 13) Amber Thompson: “2015-2016 Athletic Season Passes”
- 14) Student Health Services: “Health Services Resources”
- 15) Student Health Services: “Health Services NAMI Presentation”
- 16) Julie Osborne: “Lobo Day – September 16th”
- 17) MPC Foundation: “You Have to See This!”
- 18) Dr. Jon Knolle: “09/11: Concerns and Opportunities for Online Student Retention – MPC Online Faculty Coffee and Conversation”
- 19) Dr. Walt Tribley: “Please Welcome Dr. Steve Crow, Professional Expert in Administrative Services”
- 20) Dr. Jon Knolle: “MPC Online Training Opportunity – Introduction to MPC Online (Moodle Training)”
- 21) Counseling Department: “Early Alert Assistance Program”
- 22) Dr. Walt Tribley: “Flags at Half-Staff Today”
- 23) Shawn Anderson: “MPC Special Board Meeting, September 14, 2015”

- B. Articles Published in *The Herald*, *The Weekly*, *The Californian*, and Other Media
- 1) *Monterey Herald* / September 5, 2015: "MPC looks to bounce back"
 - 2) *Monterey Herald* / September 9, 2015: "Panthers, MPC are both home Saturday"

13. CONSENT CALENDAR

BE IT RESOLVED,

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

- 1) That the Governing Board approves the minutes of the Regular Board meeting on August 26, 2015.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the August 14th manual payroll in the amount of \$657.00 and the August 31st regular payroll in the amount of \$1,883,146.88 and the September 10th supplemental payroll in the amount of \$23,289.09 be approved.
- 4) That Commercial Warrants:
12172942 through 12172976, 12173438 through 12173464, 12174016 through 12174035, 12174472 through 12174494, 12175165 through 12175220, 12175931 through 12175943, 12176511 through 12176553, 12177751 through 12177779, in the amount of \$877,250.47 be approved.
- 5) That Purchase Orders B1600148 through B1600252 in the amount of \$8,615,311.30 be approved.
- 6) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 1000 Object expense category	\$	39,015
Net decrease in the 3000 Object expense category	\$	232
Net increase in the 5000 Object expense category	\$	39,247

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Maria Roa, Custodial/Evening Site Supervisor, Facilities, effective September 24, 2015.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2015.

D. Classified Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Resignation of Thelma Morales, Accounting Specialist III, Fiscal Services, 40 hours per week, 12 months per year, effective at the end of the day, August 25, 2015.
 - b) Resignation of Susan Stienstra, Administrative Assistant III, Academic Affairs, 40 hours per week, 12 months per year, effective at the end of the day, August 28, 2015.
 - c) Grant an unpaid leave of absence for Nicholas Garrison, Instructional Specialist in the English and Study Skills Center. Mr. Garrison has requested to reduce his weekly work schedule of 18 hours per week, 7 months per year and 19 days, to 14 hours per week, 7 months per year and 19 days, effective September 24, 2015 through May 26, 2016.

E. Short Term and Substitute Personnel

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

Motion Steck / Second Coppernoll / Carried.

2015-2016/28

Student Advisory Vote:	AYE:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

14. NEW BUSINESS

- A. BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending August 31, 2015, be accepted.

Motion Brown / Second Steck / Carried.

2015-2016/29

Student Advisory Vote:	AYE:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

- B. BE IT RESOLVED, that the Governing Board approves the corrected Schedule A – Contract Faculty, effective July 1, 2015.

Motion Coppernoll / Second Steck / Carried.

2015-2016/30

Student Advisory Vote:	AYE:	Lambert
AYES: 5	MEMBERS:	Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 0	MEMBERS:	None
ABSTAIN: 0	MEMBERS:	None

- C. INFORMATION: First Reading of Board Policies: 4010 – Academic Calendar; 4030 – Academic Freedom; 4050 – Articulation; 4225 – Course Repetition; 4300 – Field Trips and Excursions; 4330 – Instructional Service Agreements; 4334 – Contract Education; and 5052 – Open Enrollment

Dr. Tribley reported that these policies have been through shared governance and were recently reviewed by the Board Policies Subcommittee, comprised of Trustees Coppernoll and Dunn Gustafson. He explained that the policy regarding concurrent enrollment, which was also reviewed by the Board Policies Subcommittee, will not be brought forward for approval until additional clarification can be provided. / In response to the Subcommittee's question as to whether College Council approval should be stipulated in Board Policy 4010 – Academic Calendar, he explained that the calendar is not under the purview of College Council, but is instead under the purview of MPC's Calendar Committee. / He also responded to the Subcommittee's question as to the reason for the removal from Board Policy 4225 – Course Repetition, of the more favorable language regarding repeatability, which appears in MPC's existing Board Policy 3110. He explained that its removal was due to Title V changes regarding repeatability and the District's responsibility to

implement those regulations. / The Board expressed concern that the shared governance process will not allow timely review and approval of the policies by the Board. Dr. Tribley reported that although sufficient staffing in administration has been and continues to be a challenge, a mechanism for the Board to review these policies more quickly and in greater numbers is being developed. He noted that the Community College League of California (CCLC) provides community colleges with Board Policy and Administrative Procedure Templates, which are reviewed by MPC's shared governance groups and tailored to ensure compatibility with the District's needs. He noted the importance of that process while also acknowledging that changes to the CCLC's templates delay the speed with which the policies are recommended to the Board for approval, and risk noncompliance with legally approved language. He explained that almost all of the Board policies in Academic Affairs have been vetted, but that the policies in other areas have not yet been through the review process. He also emphasized the importance of adopting a quicker process for the review and approval of the policies that have not yet been vetted. Vice Chair Steck suggested bringing forward to the Board any policies that the shared governance groups have decided not to alter, to accelerate the process. / Dr. Tribley noted that administrative procedures to accompany the appropriate board policies will need to be written to meet appropriate standards and regulations. / Chair Johnson noted that although he is impressed by the philosophy expressed in Board Policy 4030—Academic Freedom, it doesn't conform to policy language. Dr. Tribley agreed, but explained that the CCLC legally requires boards to adopt a statement of academic freedom and suggests that the District insert its current policy as developed collegially with the Academic Senate, which MPC has done.

- D. BE IT RESOLVED, that the Board authorize the District to file a Notice of Completion of Contracts for the Graphic Arts and Nursing Buildings Re-roofing and Exterior Painting Scheduled Maintenance Project.

Dr. Tribley commended Vicki Nakamura, Assistant to the President, for her outstanding efforts to ensure the completion of these projects. Ms. Nakamura then presented to the Governing Board a report, noting that these scheduled maintenance projects were just completed last week.

Graphic Arts and Nursing Buildings Scheduled Maintenance Projects presentation.

Ms. Nakamura was commended for her efforts by the Board. Ms. Nakamura, in turn, commended all involved parties, including Fiscal, Facilities, those impacted by the scheduled maintenance, and Mike Carson, the project manager.

Motion Steck / Second Coppernoll / Carried. 2015-2016/31

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- E. BE IT RESOLVED, that the 2017-2021 Five-Year Construction Plan, be ratified.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/32

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- F. BE IT RESOLVED, that the Governing Board authorizes the District to enter into a contract with Nuventive, LLC, effective September 24, 2015 through September 24, 2020.

Motion Steck / Second Dunn Gustafson / Carried.

2015-2016/33

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

Catherine Webb, Technical Services Librarian and Faculty Coordinator for Accreditation, presented to the Governing Board a report entitled, "TracDat Background."

- G. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding (MOU) "Mandatory Training Part-Time Faculty" dated September 14, 2015 between Monterey Peninsula College District and Monterey Peninsula College Teachers Association, which provides part-time faculty compensation for mandated training.

Motion Brown / Second Dunn Gustafson / Carried.

2015-2016/34

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	0	MEMBERS: None

- H. INFORMATION: Calendar of Events
The Trustees reviewed Community College League of California conferences.

BREAK: 3:05-3:10 p.m.

15. REPORTS AND PRESENTATIONS

- A. Student Success and Achievement Report: "Success for CTE Students: 'Results from the Career Technical Education Outcomes Survey (CTEOS),' Dr. Rosaleen Ryan and Mr. Michael Gilmartin

Dr. Ryan and Mr. Gilmartin presented the presentation, "Success for CTE Students: 'Results from the Career Technical Education Outcomes Survey (CTEOS).'"

- B. Superintendent/President's Report: Dr. Walter Tribley
Dr. Tribley remarked on the competence and efficiency of the hard-working members of the executive cabinet, "PVP," which is once again at full capacity. He emphasized that we must take advantage of the strengths and new ideas of PVP, which will lead to new opportunities. He also encouraged embracing change to improve efficiency. / Dr. Tribley reported on the retreat, "Recruitment to Completion" (R2C), in which the participants, represented by faculty, staff, students, and administrators, generated ideas through the lens of the student experience to make MPC more efficient. These ideas will help MPC put into action the nine recommendations of College Council, as well as the President's Planning Assumptions from last year. He commended Ms. Kiran Kamath and Mr. Larry Walker for their leadership of the retreat, and the attendees for their participation. / He reported on the status of the proposed operational audit of the college, noting that FCMAT and the Collaborative Brain Trust are among the organizations being considered to conduct the audit. He explained that this topic has been discussed in College

Council. He reported that this will be brought before the Board in October as an information item, following College Council's recommendation. He also noted that Dr. Crow is conducting a fiscal analysis of MPC in the meantime. / He reported on the status of the Spring Schedule, noting that the printed copy likely will be published later than usual, since Ms. Kamath is engaged with the Academic Affairs team to make the schedule more accurate. / He also reported on the status of our course assessments, noting that our slow progress was identified by the Accrediting Commission for Community and Junior Colleges (ACCJC) and through the writing of our self-study. He reported on the efforts being undertaken to ensure that the college makes significant progress in course assessment by March 2016, when we prepare our annual report to the ACCJC. These efforts include "All Hands On Deck" meetings to address course assessment concerns and determine immediate action to be taken; the development of strategies for tackling course assessments; Ms. Catherine Webb's creation of a program management document; the identification of courses that have and haven't been assessed; and a plan to provide assessment training to our faculty. He reported that additional information regarding our actions to address the ACCJC's concerns will be provided to the Board. / A discussion ensued regarding the number of courses to be addressed. Dr. Tribley and Ms. Kamath explained that all 1,572 MPC courses on record with the Chancellor's Office must be assessed. Approximately 25% of those courses have been assessed. The entire state was supposed to reach 100% assessment in the Fall of 2012. Ms. Kamath noted that MPC has 2.5 times the number of courses a comparable college has.

C. Academic Affairs Report: Ms. Kiran Kamath

Ms. Kamath highlighted items from the Academic Affairs report. / She expounded upon the "R2C" retreat held on September 11, 2015, noting that the purpose of the retreat was to determine solutions that MPC can implement to enhance access, retention, and completion to improve enrollments in a fiscally sustainable manner. The five ideas that resulted from this retreat were: 1) to develop and build a sustainable, student-centered, dynamic schedule; 2) to celebrate and encourage a culture of student success; 3) to create strategic alliances that position MPC as the preferred highway from middle school to university or career; 4) to define and communicate a vibrant, consistent student-centered identity and message; and 5) to enhance the culture of success through customer service. She reported that teams within the college will be working on these ideas. / She also reported on her efforts, along with those of Laura Franklin and Dr. Tribley, to build a robust continuing education program that can thrive in this environment and serve our community. She noted that their goal is to have this continuing education program in place by the next academic year. / She elaborated on MPC's efforts to turn around the declining enrollment trend, noting that we have to determine our best productivity target. / A brief discussion then ensued regarding the benefits of concurrent enrollment.

D. Student Services Report: Mr. Larry Walker

Mr. Walker highlighted items from the Student Services report. / Mr. Walker commended the ASMPC for extending Lobo Day activities to the Education Center at Marina, where a "Mini Lobo Day" was held. / Mr. Walker was commended for MPC's participation at the Monterey County Fair.

E. Academic Senate Report: Dr. Alfred Hochstaedter

Dr. Hochstaedter highlighted items from the Academic Senate report. / He was commended for his leadership, candor, positive attitude, and for his approach to problem-solving.

F. MPCEA Report: Mr. Kevin Haskin, President

Mr. Haskin read from the MPCEA report. / Mr. Haskin also provided an update on former MPCEA president, Mr. Loran Walsh, and expressed appreciation to the Board for attending the farewell event in Mr. Walsh's honor.

G. Administrative Services Report: Steven L. Crow, Ed.D.

Dr. Crow was invited to speak by the Board. He thanked the trustees for their hospitality. He briefly noted his involvement in several projects listed today. He also reported on his efforts to

work on the over 22 policies and procedures in Business and Financial Affairs, which involve budget preparation management.

- H. MPCTA Report: Ms. Paola Gilbert, President
Ms. Gilbert read from the MPCTA report.
- I. ASMPC Report: Mr. Stephen Lambert, Student Trustee
Student Trustee Lambert reported on Lobo Day and Mini Lobo Day activities. He noted that a couple of clubs were present at the Education Center at Marina for Mini Lobo Day. He estimated that approximately 500 students attended Mini Lobo Day and reported that the ASMPC plans to continue holding Mini Lobo Day at the Marina campus. He noted that the ASMPC distributed surveys during Lobo Day in an effort to determine possible improvements in their offerings to students. / He reported that there is a waiting list of people who wish to join the ASMPC. / He also reported that the ASMPC justice department is working on the ASMPC constitution.
- J. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chair – No report.
- K. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael
Ms. Michael highlighted items from the Executive Director's report. / She added that the Alumni Committee netted just over \$10,000 from their annual BBQ on Saturday, September 12, 2015.
 - 2) Monthly Donations: \$158,000.
- L. Governing Board Reports
 - 1) Community Human Services (CHS) Report
Vice Chair Steck reported that CHS' outpatient drug-abuse program is operational. This puts CHS in a better position to receive money from the Obamacare plan. / He reported that CHS is celebrating National Recovery Month by hosting a free lunch at a train station in Salinas on Thursday, September 24, 2015. / He also reported that CHS is hosting a fundraiser on Saturday, September 26, 2015 at All Saints Episcopal Church.
 - 2) Trustee Reports
 - a) Student Trustee Lambert reported that he participated in the Marina Labor Day Parade, dressed as the MPC Lobo. / He reported on his experience as an intern for the Monterey Jazz Festival (MJF). He expressed respect for the work of the MJF organizers—particularly their efforts to distribute donated tickets to students who couldn't otherwise afford to attend.
 - b) Trustee Dunn Gustafson noted a number of upcoming events: 1) Monterey Peninsula Chamber of Commerce's Annual Leadership Luncheon on September 24, 2015; 2) CSUMB's Women's Leadership Council Luncheon on October 2, 2015; 3) Middlebury Institute of International Studies' Inaugural Symposium and Reception in honor of President Laurie Patton on October 4, 2015; 4) World Affairs Council Discussion Group at MPC on October 12, 2015; 5) World Affairs Council Scholarship Luncheon featuring William Arrocha on September 25, 2015; and 6) Gentrain's scholarship event on October 17, 2015. / She reported that the Summer Arts Program will move from CSUMB to another campus. / She thanked Ms. Susan Kitagawa, Associate Dean of Human Resources, for the opportunity to take her first online training course.
 - c) Trustee Brown reported on his attendance at a recent meeting of the Booster Club. He noted that the Booster Club will have a presence at MPC sporting events and at the downtown Monterey Farmer's Market for the purpose of recruitment. He also promoted the Booster Club's advertising program. / Dr. Tribley noted that all funds raised by the Booster Club support the direct costs of the athletics teams. He expressed appreciation to Trustee Brown for his work with the Booster Club, noting that athletics is a proven student success program.

- d) Trustee Coppennoll thanked Student Trustee Lambert and Jude Acosta, the driver of the fire engine, for their participation in the Marina Labor Day Parade. / She reported on the touching stories our student athletes told at the Alumni Association's BBQ, noting the profound impact that MPC made on their lives. / She commended Flex Days.
- e) Vice Chair Steck reported that AB 1504, regarding all-mailed ballot elections, has passed the California State Assembly and the California State Senate and is currently with Governor Brown. He noted that this bill, if passed, will result in huge savings to MPC.
- f) Chair Johnson announced his plans to attend the Monterey Peninsula Chamber of Commerce's Annual Leadership Luncheon on September 24, 2015. / He also provided a brief report on his recent meeting with delegates from Nanao, Japan (Monterey's sister city). He noted their interest in the possibility of an exchange program with MPC.


16. ADVANCE PLANNING

- A. Regular Board Meeting, Wednesday, October 28, 2015 at the Public Safety Training Center (PSTC):
 - 1) Closed Session: 11:00am, SPS-106
 - 2) Regular Meeting (Business): 1:30pm, SPS-119
 - 3) Regular Meeting (Reports): 3:00pm, SPS-119
- B. Regular Board Meeting, Wednesday, November 18, 2015 at MPC:
 - 1) Closed Session: 11:00am, Stutzman Room, LTC
 - 2) Regular Meeting (Business): 1:30pm, Sam Karas Room, LTC
 - 3) Regular Meeting (Reports): 3:00pm, Sam Karas Room, LTC
- C. Future Topics

17. ADJOURNMENT – Chair Johnson adjourned the meeting at approximately 5:15 p.m.

18. CLOSED SESSION – Not required.

Respectfully Submitted,


Dr. Walter A. Tribley
Superintendent/President

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

Posted October 29, 2015

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. A.2

Superintendent/President
Office

Proposal:

That the Governing Board accepts and acknowledges the following donations to Monterey Peninsula College.

Background: The following donations have been made to Monterey Peninsula College:

- Elaine Finnberg 159 books and 175 periodicals to the Library Technology Center in memory of Rod Herndon and Judith Power
- Jeffrey Johnsen 14 books and 40 new binders to the Library Technology Center
- George Lerek 22 books and 4 media to the Library Technology Center
- Naomi Smith, RN \$500 to the Maurine Church Coburn School of Nursing
- Dr. Loren Steck 2001 Toyota Prius (VIN JT2BK12U710020782)
- Sharon Williams, RN \$1,500 to the Maurine Church Coburn School of Nursing in memory of Patti Nervino

Budgetary Implications: None.

RESOLUTION: BE IT RESOLVED, that the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.

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 A. Tribley
Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. A.3

Fiscal Services
College Area

Proposal:

Approve September regular payroll along with October supplemental payroll.

Background:

September 3, 2015	Regular Payroll	\$2,143,922.23
October 9, 2015	Supplemental Payroll	<u>\$ 102,266.27</u>
Total		\$2,246,188.50

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that the:

September 30th regular payroll in the amount of \$2,143,922.23 and the October 9th supplemental payroll in the amount of \$102,266.27 be approved.

Recommended By:



Steven L. Crow, Ed. D., Professional Expert, Administrative Services

Prepared By:

Michelle Moore or Sean Willis, Payroll Analyst Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. A.4

Fiscal Services
College Area

Proposal:

Approve Commercial Warrants for September 2015.

Background:

Number 12178406 through Number 12178430.....	\$61,346.64
Number 12178954 through Number 12178980.....	\$211,886.04
Number 12179693 through Number 12179719.....	\$61,077.29
Number 12180204 through Number 12180224.....	\$129,673.01
Number 12181719 through Number 12181768.....	\$217,409.86
Number 12184281 through Number 12184346.....	\$411,379.11
Total.....	\$1,092,771.95

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Commercial Warrants:

12178406 through 12178430, 12178954 through 12178980, 12179693 through 12179719, 12180204 through 12180224, 12181719 through 12181768, 12184281 through 12184346, in the amount of \$1,092,771.95 be approved.

Recommended By: 

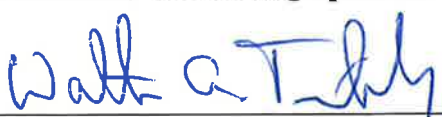
Steven L. Crow, Ed.D., Professional Expert, Administrative Services

Prepared By:


Angela Ramirez, Accounting Specialist


Rosemary Barrios, Controller

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Checks Dated 09/01/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12178406	09/01/2015	AT&T	01-5500	MPC Ed Center- Open order		965.64
12178407	09/01/2015	Behnam MD, Shaida	01-5100	Health Services		400.00
12178408	09/01/2015	Big Sur Fire Brigade	01-5100	PV 2890 Fire 413 Sect 8377		242.00
12178409	09/01/2015	Brianna Anderson	01-5100	EOPS		400.00
12178410	09/01/2015	CCCADA	01-5300	PV 2891 CCCADA Membership		100.00
12178411	09/01/2015	Clovis Fire Dept	01-5100	PV 2892 Fire 413 Sect 0198		1,889.70
12178412	09/01/2015	Edges Electrical Group	01-4500	Maintenance- Open order		454.69
12178413	09/01/2015	Epico Systems Inc	48-6200	Art Studio/Ceramics-Re-encumber B1500828		2,155.00
12178414	09/01/2015	GBMI Inc	14-5600	LB 150720		1,350.00
12178415	09/01/2015	Leone, Bill	01-5100	Student Veterans Advocate-Independent Contr		325.00
12178416	09/01/2015	LINCOLN Aquatics	01-4500	Custodial- Open order for pool chemical		2,057.93
12178417	09/01/2015	Marina Fire Department	01-5100	PV 2893 Fire 413 Sect 8373		214.10
12178418	09/01/2015	Mid Coast Fire Brigade	01-5100	PV 2894 Fire 413 Sect 0298		215.00
12178419	09/01/2015	MPC District	01-5800	PV 2899 Bank Fees Pell/SEOG		680.00
12178420	09/01/2015	OCLC INC	01-4500	Library- Open order		3,806.19
12178421	09/01/2015	On Course Workshops	01-5200	Matriculation-Workshop fees		2,055.00
12178422	09/01/2015	PACIFIC GAS & ELECTRIC	01-5500	General Instit.-Open order for electrcity	18,015.94	
			47-5500	General Instit.-Open order for electrcity	1,226.92	19,242.86
12178423	09/01/2015	PACIFIC MONARCH LTD	01-5600	PV 2895 Football Game Aptos	1,290.00	
				PV 2895 Football Game Eureka	4,200.00	
				PV 2895 Football Game Reedley	2,000.00	
				PV 2895 Football Game Salinas	1,290.00	
				PV 2895 Football Game San Jose	1,365.00	10,145.00
12178424	09/01/2015	Christine Pein	01-5100	PV 2900 July 2015 Work		2,880.00
12178425	09/01/2015	CULLIGAN WATER CO	01-4300	Chemistry- Open order for DI system		44.00
12178426	09/01/2015	Red Lion Hotel Eureka	01-5200	PV 2896 Rooms for Football		6,927.95
12178427	09/01/2015	Rosaleen Ryan	01-5200	PV 2897 Conf Reimb		679.45
12178428	09/01/2015	Schneiderman, Dr Scott	01-5800	PV 2898 Men Physicals	1,080.00	
				PV 2898 Women Physicals	180.00	1,260.00
12178429	09/01/2015	Standard Insurance Company CB	01-3400	GI-Support Insurance-Open order		1,302.23
12178430	09/01/2015	Symetra Life Insurance	01-3400	GI-Support Ins.-Open order		1,554.90
Total Number of Checks					25	61,346.64

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/01/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	23	56,614.72
14	Capital Projects Fund (M)	1	1,350.00
47	College Center (M)	1	1,226.92
48	Building Fund (M)	1	2,155.00
Total Number of Checks		25	61,346.64
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			61,346.64

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/03/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12178954	09/03/2015	AT&T	01-5500	Gen Instit. Telecom- Open order		38.62
12178955	09/03/2015	Ausonio Inc	14-5600	PV 2901 July Work		28,191.00
12178956	09/03/2015	CALIFORNIA AMERICAN WATER CO	01-5500	General Instit-Open order	5,257.79	
			47-5500	General Instit-Open order	358.07	5,615.86
12178957	09/03/2015	Leandro Castillo	01-5700	PV 2902 Settlement		3,500.00
12178958	09/03/2015	CDW GOVERNMENT INC	01-5600	IS Network & Tech- Cisco Smartnet Agreement	31,553.02	
			01-6400	MPC Foundation- Computer & monitor	426.10	
				PV 2903 Cisco Switch	6,270.01	
				TRIO- computer & monitor	426.10	
				ARC- computer and monitor	213.05	
				Dean of Instructional Planning-Monitor	213.05	
				IS Network & Tech- 5 monitors	1,065.24	40,166.57
12178959	09/03/2015	CHEVRON USA INC	01-5500	Athletics- Men & Womens- Open order	47.74	
				Warehouse-Open order for gas & oil	1,316.82	1,364.56
12178960	09/03/2015	Colton Fire Dept	01-5100	PV 2911 Summer 15 Fire 413 Sect 0076		1,638.00
12178961	09/03/2015	Alethea De Soto	01-5200	PV 2904 Travel Reimb		487.24
12178962	09/03/2015	Ewing Irrigation	01-4500	Grounds- Open order		692.48
12178963	09/03/2015	FEDERAL EXPRESS	01-5800	Warehouse- Open order		10.57
12178964	09/03/2015	Fitness Edge	01-5600	PV 2905 Maint Agreement		6,749.00
12178965	09/03/2015	HGHB	14-6200	PV 2906 Architect Services		692.50
12178966	09/03/2015	Hope Services	01-5100	PV 2912 Summer 15 Sect 0139		3,757.00
12178967	09/03/2015	KBA Docusys	01-5600	Print Shop		8,713.14
12178968	09/03/2015	Monterey County Regional Fire	01-5100	PV 2913 Summer 15 Fire 413 Sect 8378		1,565.50
12178969	09/03/2015	MONTEREY FIRE DEPARTMENT	01-5100	PV 2914 Summer 15 Fire 413 sect 8365		2,207.75
12178970	09/03/2015	NAFSA MEMBERSHIP	01-4500	PV 2907 Advisor's Manual		975.00
12178971	09/03/2015	North Bay Rehabilitation	01-5100	PV 2915 Summer 15 Sect 0138		4,552.75
12178972	09/03/2015	NORTH COUNTY FIRE DISTRICT	01-5100	PV 2916 Sum 15 Fire 413 Sect 8366		1,246.75
12178973	09/03/2015	Office Depot	01-4300	Physical Science- open order	110.40	
				Div Office-Business & Tech- open order	289.61	
				DO-Physical Education- Open order	25.97	
				Fire Protection Tech- Open order	15.14	
			01-4500	Human Resources- open order	240.07	
				Matriculation Office- Open order	372.25	
				EOPS- open order	62.56	
				Division Office-Creative Arts-Open order	164.75	
				Print Shop- Open order	235.27	
				ARC- Open order	66.00	1,582.02

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/03/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12178974	09/03/2015	Pacific Telemanagement Service	01-5500	Gen. Instit. Tele Comm.-Open PO		53.00
12178975	09/03/2015	PENINSULA MESSENGER SERVICE	01-5800	Fiscal Services- Open order		369.00
12178976	09/03/2015	SEASIDE FIRE DEPT	01-5100	PV 2917 Sum 15 Fire 413 Sect 8371		320.70
12178977	09/03/2015	Toyota Material Handling	39-5600	PV 2908 Cart Repair		212.00
12178978	09/03/2015	United Parcel Service(UPS)	01-5800	Warehouse- Open order		101.12
12178979	09/03/2015	US Bank Service Center	01-4500	PV 2910 Aug 15 US Bank		88,488.91
12178980	09/03/2015	WASSON'S CLEANING AND	14-5800	PV 2909 Post Construction Cleaning		8,595.00
Total Number of Checks					27	211,886.04

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	23	173,837.47
14	Capital Projects Fund (M)	3	37,478.50
39	Parking Fund (M)	1	212.00
47	College Center (M)	1	358.07
Total Number of Checks		27	211,886.04
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			211,886.04

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/08/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12179693	09/08/2015	AEP Span	14-5600	PV 2922 Roofing Materials		3,693.43
12179694	09/08/2015	Alliant Insurance Services Inc	35-5100	Self Insurance-Medical Broker for Self Insurance		4,166.67
12179695	09/08/2015	Brian Finegan	01-5700	Office of the President-Open order for Legal		262.50
12179696	09/08/2015	CACHAGUA FIRE DISTRICT	01-5100	PV 2923 Summer 15 Fire 413 Sect 8368		174.00
12179697	09/08/2015	Maia Hopkins Carpenetti	01-5200	PV 2918 Reimb for Conf		253.09
12179698	09/08/2015	CASEY PRINTING	01-4500	Matriculation Office-Pers10 handbook		1,950.71
12179699	09/08/2015	CDW GOVERNMENT INC	01-4500	Human Resources-HP printer	237.56	
				IS Network & Tech.- 6 DVD players	423.64	
				Library- 2 Lenovo computers	1,433.85	
			01-5600	IS Network & Tech.-5 Cisco IP phones	1,606.29	
			01-6400	Matriculation Office-computers	1,505.01	
				Matriculation-computer and monitor	213.05	5,419.40
12179700	09/08/2015	Central Coast Lighthouse Keepers	01-5100	PV 2924 Summer 15 Sect 8156		731.50
12179701	09/08/2015	Elaney Karabetsov	01-5100	PV 2926 Summer Lecturer		960.00
12179702	09/08/2015	Epico Systems Inc	01-4500	IS Network & Tech.-Install network rack		435.00
12179703	09/08/2015	Kacey Giammanco	01-5200	PV 2930 Mileage for Training		367.50
12179704	09/08/2015	Sunshine Giesler	01-5200	PV 2919 Reimb for Idex Prep Class		295.00
12179705	09/08/2015	Governet	01-5600	PV 2925 Maint And Support Fees		15,000.00
12179706	09/08/2015	Karoline Grasmuck	01-5200	PV 2920 Reimb for Conf		765.48
12179707	09/08/2015	KBA Docusys	01-5600	Print Shop-Copier rental for Life Science		293.29
12179708	09/08/2015	M3 Enviromental Consulting LLC	14-5600	Office of the President-Scheduled Maintenance		1,057.90
12179709	09/08/2015	Kenneth McQuarrie	01-5200	PV 2931 Reimb	160.70	
			01-5800	PV 2931 Stipend	2,214.29	2,374.99
12179710	09/08/2015	Monterey City Disposal Inc	01-5500	General Instit.-Open order	834.87	
			47-5500	Student Center- Open order	224.26	1,059.13
12179711	09/08/2015	MPC FOUNDATION	01-5800	MPC Foundation-Foundation services		8,333.33
12179712	09/08/2015	Office Depot	01-4300	DO Humanities- Open order		38.01
12179713	09/08/2015	On Course Workshops	01-5200	Matriculation- Registration Fees		2,190.00
12179714	09/08/2015	Maria Osiadacz	01-5100	Lo State Univ Grant-Independent Contractor		3,920.00
12179715	09/08/2015	Patterson Dental Supply	01-4300	PV 2927 Dental Supplies	93.42	
				PV 2928 Dental Supplies	814.63	908.05
12179716	09/08/2015	Stephanie Perkins	01-5200	PV 2932 Mileage Reimb		317.50
12179717	09/08/2015	Melissa Pickford	01-4300	PV 2929 Reimb		310.81
12179718	09/08/2015	USA Funds	01-5800	PV 2933 Borrower Connect Renewal		5,000.00
12179719	09/08/2015	Marcos Garcia Villasenor	01-7500	PV 2921 Youth Fund Scholarship		800.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 09/08/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
					Total Number of Checks	27
						<u>61,077.29</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	24	51,935.03
14	Capital Projects Fund (M)	2	4,751.33
35	Self Insurance Fund (M)	1	4,166.67
47	College Center (M)	1	224.26
Total Number of Checks		27	61,077.29
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>61,077.29</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/10/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12180204	09/10/2015	Air & Lube System Inc	01-4300	CTE Enhancement Fund-Equipment		14,109.81
12180205	09/10/2015	Alan's Auto Glass	01-5600	PV 2936 Windshield Van # 1		245.00
12180206	09/10/2015	Jessica Bray	01-5100	LSU Grant- Independent Contractor		550.00
12180207	09/10/2015	CCCSAA	01-5300	PV 2937 Membership Dues		75.00
12180208	09/10/2015	CDW GOVERNMENT INC	01-5600	Admission & Records-Call attendant project	10,125.00	
			01-6400	ARC- computer and monitor	738.65	
				Matriculation Office-computers	1,236.63	
				Matriculation- Printer for Veteran's Center	518.73	
				MPC Foundation- Computer & monitor	738.65	
				Office of VP Admin Svc-computer & monitor	426.10	
				Upward Bound-Computers for staff	852.20	
				VP Student Services-Computers & monitors	2,116.45	16,752.41
12180209	09/10/2015	COASTWIDE ENVIRONMENTAL	14-5600	Scheduled Maintenance- Re-encumber B1500862		74,019.25
12180210	09/10/2015	COMPUTERLAND OF SILICON VALLEY	01-6300	IS Network & Tech-Acrobat Pro licenses		3,375.00
12180211	09/10/2015	FEDERAL EXPRESS	01-5800	Warehouse- Open order		7.57
12180212	09/10/2015	Geo H Wilson Inc	01-5500	Maintenance- open order		1,211.01
12180213	09/10/2015	Greenwaste Recovery, INC	01-5500	Marina Ed Center-Open order	259.14	
				MPC Public Safety Training Ctr-Open order	587.14	846.28
12180214	09/10/2015	Home Depot Credit Services	01-4500	Maintenance- Open order		365.06
12180215	09/10/2015	Kiran Kamath	01-5200	PV 2938 Reimb		150.45
12180216	09/10/2015	Loomis, Kathryn	01-5100	MATE Resouce Ctr-Independent Contractor		652.50
12180217	09/10/2015	Media Systems Group	01-4300	PV 2939 Amplifier		1,161.00
12180218	09/10/2015	Monterey City Disposal Inc	01-5500	General Instit.-Open order		2,579.28
12180219	09/10/2015	Office Depot	01-4300	Div Office-Business & Tech- open order	58.07	
				DO Humanities- Open order	6.25	
				English Center- Open order	5.01	
				Fire Protection Tech- Open order	162.30	
			01-4500	Health Services- Open order	270.92	
				Human Resources- open order	81.92	
				Matriculation Office-Open order	134.86	
				MPC Ed Center- open order	134.75	
				Plant Services- open order	35.07	
				Print Shop- Open order	883.43	
				Financial Services- open order	482.08	2,254.66
12180220	09/10/2015	Kim Panis	01-5100	PV 2940 Reimb for Flight		150.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 09/10/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12180221	09/10/2015	Port Supply	01-4300	Lo State Univ Grant- open order for motors		1,680.00
12180222	09/10/2015	SupplyWorks	01-4500	Custodial- Open order		3,943.28
12180223	09/10/2015	ULINE	01-4500	Admission & Records-Certificate envelopes	163.60	
			01-5600	PV 2941 Supplies	326.37	489.97
12180224	09/10/2015	Wild Plum Cafe & Bakery	01-5200	PV 2934 Food for Summer Institute	2,387.24	
				PV 2935 Foor for Summer Institute	2,668.24	5,055.48
Total Number of Checks					21	129,673.01

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	20	55,653.76
14	Capital Projects Fund (M)	1	74,019.25
Total Number of Checks		21	129,673.01
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			129,673.01

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/17/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12181719	09/17/2015	Agile Research & Tech.	01-5100	IS & Matriculation-Web Support & Project Mngmnt		4,860.00
12181720	09/17/2015	Airgas USA	01-4300	Chemistry- Open order for Helium tank rental		5.15
12181721	09/17/2015	American Sign Language SC	01-5100	PV 2942 Interpreting		195.71
12181722	09/17/2015	AmeriPride Uniform Services	01-6200	Art-Open order for rag service/printmaking		46.52
12181723	09/17/2015	AT&T	01-5500	Gen Instit. Telecom- Open order		2,367.98
12181724	09/17/2015	AT&T	01-5500	Gen Instit. Telecom- Open order		412.71
12181725	09/17/2015	Brian Finegan	01-5700	Office of the President-Open order for Legal		2,887.50
12181726	09/17/2015	CCCCIO	01-5200	PV 2948 K. Kamath Conf Reg	525.00	
			01-5300	PV 2943 15-16 Membership Dues	300.00	825.00
12181727	09/17/2015	CDW GOVERNMENT INC	01-4300	Media Services- computer for Karas room	213.05	
			01-6400	TRIO- computer & monitor	738.65	
				VP Student Serv.-Laptop for VPSS	719.93	
				IS Network & Tech- 3 computers	2,215.95	3,887.58
12181728	09/17/2015	Central Coast Media Enterprise	01-4500	Health Services- name tags		15.21
12181729	09/17/2015	Central Coast Sign Language	01-5100	Access Resource Ctr-Independent Contractor		1,137.84
12181730	09/17/2015	CHOMP	01-5100	Enrollment Growth-Encumber faculty salarie&bene	31,051.50	
				School of Nursing-Encumber for salaires&benefits	13,139.00	44,190.50
12181731	09/17/2015	Steve Crow	01-5200	PV 2944 Travel Reimb		512.20
12181732	09/17/2015	CSUMB Library	01-5600	PV 2949 Online Catalog		17,031.83
12181733	09/17/2015	Cypress Painting & Decorating	14-5600	Scheduled Maint. Reencumber B1500860		27,884.87
12181734	09/17/2015	Deaf & Hard of Hearing Srv Ctr	01-5100	Access Res. Ctr-Independent Contractor		1,714.00
12181735	09/17/2015	Edges Electrical Group	01-4500	Maintenance- Open order		396.22
12181736	09/17/2015	FEDERAL EXPRESS	01-5800	Warehouse- Open order		32.55
12181737	09/17/2015	GAVILAN PEST CONTROL	01-5500	Grounds- open order		180.00
12181738	09/17/2015	Glove Nation	01-4300	Chemistry- open order		847.08
12181739	09/17/2015	GRAINGER INC-salinas	01-4500	Maintenance- Open order		155.97
12181740	09/17/2015	JC PAPER CO	01-4500	Print Shop- Open order		511.90
12181741	09/17/2015	Jet Tec LLC	01-4300	PV 2950 Ink Cartridges		314.85
12181742	09/17/2015	KBA Docusys	01-5600	Print Shop		286.30
12181743	09/17/2015	Keenan & Associates	69-5100	Workman Comp Runoff claims 15-16		1,375.00
12181744	09/17/2015	Liebert Cassidy Whitmore	01-5700	Office of the President-Open order for Legal serv		265.50

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 09/17/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12181745	09/17/2015	Liebert Cassidy Whitmore	01-5700	Office of the President-Open order for Legal serv		3,347.00
12181746	09/17/2015	Liebert Cassidy Whitmore	01-5700	Office of the President-Open order for Legal serv		2,336.00
12181747	09/17/2015	Liebert Cassidy Whitmore	01-5700	Office of the President-Open order for Legal serv		5,965.60
12181748	09/17/2015	LOOMIS	01-5800	Fiscal Services- Open order		1,037.77
12181749	09/17/2015	LOZANO SMITH, LLP	01-5700	Office of the President-Open order for Legal		7,060.36
12181750	09/17/2015	Marina Coast Water District	01-5500	MPC Ed Center-Open order	1,015.52	
				MPC Public Safety Training Ctr-Open order	1,098.61	2,114.13
12181751	09/17/2015	David Martin	01-5800	PV 2945 Refund		869.00
12181752	09/17/2015	MONTEREY COUNTY HERALD	01-4500	PV 2952 Job Ad		388.01
12181753	09/17/2015	Monterey County Weekly	01-5800	PIO- Open order for newspaper advertising		1,362.00
12181754	09/17/2015	Monterey Fire Extinguisher	01-5500	PV 2951 Annual Svc	4,569.21	
				PV 2951 Annual Svc Kitchens	1,138.97	5,708.18
12181755	09/17/2015	MONTEREY REGIONAL WASTE	01-5500	Gen Instit. Utilities- Open order		90.10
12181756	09/17/2015	Mountain Measurement, Inc	01-4300	PV 2946 Program Reports		525.00
12181757	09/17/2015	MPC Revolving Fund	01-5800	PV 2954 Aug/Sep Ck Reimb	2,999.87	
				PV 2955 Aug/Sep 15 Cash Reimb	399.10	3,398.97
12181758	09/17/2015	MPC-Federal Fund Account	01-5800	PV 2953 E. Munoz Delarosa Pell Fall	641.00	
				PV 2953 J. Contreras Chavez Pell Fall	605.00	1,246.00
12181759	09/17/2015	Office Depot	01-4300	DO-Physical Education- Open order	118.62	
				Life Science- Open order	257.85	
				PV 2956 Pens	8.91	
			01-4500	Plant Services- open order	150.93	
				EOPS- open order	75.56	
				Human Resources- open order	156.94	
				ARC- Open order	10.07	
				Distance Ed- Office supplies	70.63	849.51
12181760	09/17/2015	Oppenheimer Funds Svc	01-5800	PV 2957 L. Castillo Acct 002002009838471		29,995.30
12181761	09/17/2015	Kim Panis	01-5100	PV 2947 Travel Advance		210.68
12181762	09/17/2015	Rackspace	01-5600	IS Network & Tech.-Open order		720.39
12181763	09/17/2015	Riddell/All American	01-4300	Athletics- Men's- Open order		171.47
12181764	09/17/2015	Scudder Roofing	14-5600	Scheduled Maintenance- Re-encumber B1500861		33,060.00
12181765	09/17/2015	Sinclair, Timandra	01-5100	MATE MOV- Independent Contractor		2,333.00
12181766	09/17/2015	United Parcel Service(UPS)	01-5800	Warehouse- Open order		66.42

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/17/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12181767	09/17/2015	Virtual VRI	01-5100	Access Resource Ctr- Independent Contractro		465.00
12181768	09/17/2015	White Page Communications	01-5100	PIO- Open order		1,750.00
Total Number of Checks					50	217,409.86

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	47	155,089.99
14	Capital Projects Fund (M)	2	60,944.87
69	Workers Compensation Fund	1	1,375.00
Total Number of Checks		50	217,409.86
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			217,409.86

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/24/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12184281	09/24/2015	ACEN	01-5300	PV 2965 Accreditation Fee		2,625.00
12184282	09/24/2015	ACSIG Dental	01-3400	GI-Support/Ins. - Open order		33,636.82
12184283	09/24/2015	AEP Span	14-5600	PV 2966 Roofing Material		256.10
12184284	09/24/2015	Airgas USA	01-4300	Chemistry- Open order for Helium tank rental		5.15
12184285	09/24/2015	AIT5 INC	01-5600	PV 2967 Van Rental		2,400.00
12184286	09/24/2015	ALAMEDA COUNTY SCHOOLS	01-3400	GI-Support Ins.-Open order		3,654.88
12184287	09/24/2015	AmeriPride Uniform Services	01-6200	Art-Open order for rag service/printmaking		47.49
12184288	09/24/2015	Anderson, Judy	01-5100	MATE Resouce Ctr-Independent Contractor		1,898.00
12184289	09/24/2015	Anthem Blue Cross	01-3400	GI-Support Insurance- Open order		3,444.19
12184290	09/24/2015	ARIEL THEATRE INC	01-5100	PV 2985 Fall 15 Sect 1636		901.45
12184291	09/24/2015	AT&T Yellow Pages	01-5800	PIO-Open order		192.52
12184292	09/24/2015	AT&T	01-5500	Gen Instit. Telecom- Open order		47.90
12184293	09/24/2015	Bay Brakes Automotive & Tires	01-5600	PV 2968 Tires for Pickup		306.19
12184294	09/24/2015	Board of Governors	01-5200	PV 2969 EOPS Conf		125.00
12184295	09/24/2015	Bookmark	01-4300	PV 2986 Ave Maria	226.18	
				PV 2986 Slava	185.97	412.15
12184296	09/24/2015	Sonia Brugger	01-5800	MATE Internship Prog-Long term Intern 2015		835.72
12184297	09/24/2015	Canon Business Solutions	01-5600	Library Office Equipment- Go Print lease		629.46
12184298	09/24/2015	Canon Business Solutions	01-5600	Print Shop-Open order for Copier Lease		7,171.64
12184299	09/24/2015	CCLC/CCCAA	01-4500	PV 2970 Database Package		30,939.71
12184300	09/24/2015	CCL	01-5300	PV 2971 Annual Membership		150.00
12184301	09/24/2015	CDW GOVERNMENT INC	01-4300	English Center-HP Printer	776.99	
			01-6400	Upward Bound-Computers for staff	738.65	1,515.64
12184302	09/24/2015	Churchill's Piano Service	01-5600	PV 2958 Move Pianos		400.00
12184303	09/24/2015	COADN	01-5300	PV 2987 Membership Renewal		200.00
12184304	09/24/2015	COMPUTERLAND OF SILICON VALLEY	01-6300	IS Network & Tech-Microsoft Annual Camus Agr		52,152.00
12184305	09/24/2015	Crouch, Perry	01-5100	Matriculation Office-Independent Contractor		300.00
12184306	09/24/2015	Edges Electrical Group	01-4500	Maintenance- Open order		168.74
12184307	09/24/2015	FEDERAL EXPRESS	01-5800	Warehouse- Open order		65.24
12184308	09/24/2015	Field Turf	14-5600	PE Facilities-Rental Proceeds- Field Maintenance		3,500.00
12184309	09/24/2015	Kelly Fletes	01-4300	PV 2980 Supplies	101.28	
			01-4700	PV 2980 Food	332.03	
			01-7600	PV 2980 Academic Supply	29.95	463.26
12184310	09/24/2015	GAVILAN PEST CONTROL	01-5500	Grounds- Open order		500.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/24/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12184311	09/24/2015	GRAINGER INC-salinas	01-4500	Maintenance- Open order		147.69
12184312	09/24/2015	Harland Technology Services	01-5600	PV 2959 Class Climate		5,594.00
12184313	09/24/2015	HOBART SALES AND SERVICE	01-5500	PV 2972 Repair at CDC		190.06
12184314	09/24/2015	Holiday Inn Sacramento-Capitol	01-5200	PV 2973 Hotel		266.50
12184315	09/24/2015	Jet Tec LLC	01-4500	PV 2960 Ink Cartridge	564.63	
				PV 2988 Ink Cartridge	280.09	844.72
12184316	09/24/2015	Jobelephantcom Inc	01-4500	PV 2989 Job Ad		110.00
12184317	09/24/2015	McKesson Medical Surgical	01-4500	Health Services- Open order		222.65
12184318	09/24/2015	MONTEREY AUTO SUPPLY INC	01-4300	Automotive Technology-Open order		892.20
12184319	09/24/2015	MPC Trust	01-4500	PV 2981 Mate Trust		11,306.74
12184320	09/24/2015	NAFSA MEMBERSHIP	01-4500	PV 2982 License Renewal		975.00
12184321	09/24/2015	Office Depot	01-4300	Business Skills Ctr-Open order	95.78	
				Div Office-Business & Tech- open order	58.99	
				DO Humanities- Open order	39.35	
				DO-Physical Education- Open order	496.33	
				Fire Protection Tech- Open order	56.82	
				Physical Science- open order	362.37	
			01-4500	Fiscal Services- Open order	110.76	
				Human Resources- open order	97.75	
				Library-Open order-	219.52	
				Division Office-Creative Arts-Open order	82.49	
				Dean of Instructional Planning -Open order	307.63	
				ARC- Open order	242.13	
			47-4500	ASMPC Revolving fund-open order	76.02	2,245.94
12184322	09/24/2015	OMEGA INDUSTRIAL SUPPLY	01-4500	Custodial- Open order		624.66
12184323	09/24/2015	Ordway Drug Store	01-4500	Health Services- Open order		255.09
12184324	09/24/2015	Otis Elevator Co	01-5500	PV 2974 Repairs Theater Elevator		772.75
12184325	09/24/2015	OTTO FREI	01-4300	PV 2961 Art Supplies		707.30
12184326	09/24/2015	Overhead Door	01-5500	PV 2975 Service on Roll Up Door		235.00
12184327	09/24/2015	PACIFIC GAS & ELECTRIC	01-5500	LB 150182	22,708.87	
				Marina Ed Center-open order for electricity	6,710.01	
				MPC Ed Center-Open order for natural gas	61.87	
				MPC Public Safety Training- Open order/gas	50.03	
				MPC Public Safety Training-Open order/electricity	2,163.39	31,694.17
12184328	09/24/2015	PALACE ART & OFFICE SUPPLY	01-4300	PV 2962 Supplies		420.57
12184329	09/24/2015	Kim Panis	01-5100	PV 2983 Reimb for Las Vegas Conf		555.17

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 09/24/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12184330	09/24/2015	Peninsula Cafe	01-4700	PV 2963 International Breakfast	486.32	
				PV 2976 In Service Training	568.22	1,054.54
12184331	09/24/2015	Peninsula Pool Service	01-4500	Custodial- Open order		393.72
12184332	09/24/2015	PENINSULA WELDING SUPPLY	01-4500	Maintenance- Open order		18.00
12184333	09/24/2015	SAFETY-KLEEN SYSTEMS	01-6200	Art-Open order for solvent disposal		442.30
12184334	09/24/2015	San Francisco Chronicle	01-4500	PV 2984 Subscription Renewal		670.80
12184335	09/24/2015	San Jose Mercury News	01-4500	PV 2977 Renewal		416.00
12184336	09/24/2015	SMART & FINAL	04-4500	Children's Center- Open order for Meals	95.60	
			04-4700	Children's Center- Open order for Meals	478.00	573.60
12184337	09/24/2015	South Bay Regional Pub Safety	01-5100	Instructional contracts- Open order		175,346.25
12184338	09/24/2015	SupplyWorks	01-4500	Custodial Services-Open order		8,992.02
12184339	09/24/2015	Sysco Food Service of SF	04-4500	Children's Center-Open order for Meals	234.85	
			04-4700	Children's Center-Open order for Meals	2,818.23	3,053.08
12184340	09/24/2015	Thompson, Shawnell	01-5100	Access Resource Ctr- Independent Contractor		345.00
12184341	09/24/2015	Toyota Material Handling	01-5600	PV 2978 Repairs on Cart		1,850.73
12184342	09/24/2015	ULINE	01-4500	PV 2979 Custodial Supplies		1,361.32
12184343	09/24/2015	United Parcel Service(UPS)	01-5800	Warehouse- Open order		67.32
12184344	09/24/2015	Varidesk LLC	01-4300	DO Humanites-adjustible monitor stand		375.00
12184345	09/24/2015	VERIZON WIRELESS	01-4500	Verizon Cell Phone bills	37.32	
			01-5500	Verizon Cell Phone bills	1,059.06	
			39-5500	Verizon Cell Phone bills	128.59	1,224.97
12184346	09/24/2015	Vision Technology Solutions	01-5600	PV 2964 Web Hosting		8,190.00
Total Number of Checks					66	411,379.11

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	62	403,791.72
04	Children Center	2	3,626.68
14	Capital Projects Fund (M)	2	3,756.10
39	Parking Fund (M)	1	128.59
47	College Center (M)	1	76.02
Total Number of Checks		66	411,379.11
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			411,379.11

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. A.5

Fiscal Services
College Area

Proposal:

It is proposed that the Board of Trustees approves the September 2015 Purchase Orders, Numbers B1600253 through B1600308.

Background:

Purchase Orders B1600253 through B1600308 were produced in September 2015. These orders totaled \$587,256.81 in college expenditures. The list of Purchase Orders is attached.

Budgetary Implications:

Budgeted.

[X] RESOLUTION: BE IT RESOLVED, that Purchase Orders B1600253 through B1600308 in the amount of \$587,256.81 be approved.

Recommended By:

[Handwritten signature of Steven L. Crow]

Steven L. Crow, Ed.D., Professional Expert, Administrative Services

Prepared By:

[Handwritten signature of Mary Weber]
Mary Weber, Purchasing Coordinator

[Handwritten signature of Rosemary Barrios]
Rosemary Barrios, Controller

Agenda Approval:

[Handwritten signature of Dr. Walter Tribley]
Dr. Walter Tribley, Superintendent/President

(See Last Page) ***

Board Meeting Date October 28, 2015

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B16-00253	Office Depot	057	ASMPK Revolving fund-open order	47-4500	300.00
B16-00254	CDW GOVERNMENT INC	041	IS Network & Tech- 3 computers	01-6400	2,215.95
B16-00255	Gardner, Matt	047	MATE MOV: Independent Contractor	01-5100	16,670.00
B16-00256	CDW GOVERNMENT INC	057	Matriculation- Printer for Veteran's Center	01-6400	518.73
B16-00257	On Course Workshops	057	Matriculation- Registration Fees	01-5200	2,190.00
B16-00258	Liebert Cassidy Whitmore	058	Office of the President-Open order for Legal serv	01-5700	40,000.00
B16-00259	Brian Finegan	058	Office of the President-Open order for Legal	01-5700	20,000.00
B16-00260	M3 Enviromental Consulting LLC	058	Office of the President-Scheduled Maintenane	14-5600	1,244.00
B16-00261	LOZANO SMITH, LLP	058	Office of the President-Open order for Legal	01-5700	40,000.00
B16-00262	CDW GOVERNMENT INC	041	Office of VP Admin Svc-computer & monitor	01-6400	1,164.75
B16-00263	CDW GOVERNMENT INC	057	Upward Bound-Computers for staff	01-6400	2,329.50
B16-00264	MPC District	080	OPEB Fund for 2015/2016	01-3400	102,409.00
B16-00265	MPC District	080	CA preschool contract-OPEB medical	04-3400	9,000.00
B16-00266	MPC District	080	Parking- OPEB Medical for Security	39-3400	9,000.00
B16-00267	MPC District	080	Student Equity-Open order for heath & welfare	01-3400	664.96
B16-00268	ITC Systems	044	Library- Go Print Cards	01-4500	1,089.09
B16-00269	Office Depot	026	Business Skills Ctr-Open order	01-4300	300.00
B16-00270	Office Depot	021	Distance Ed- Office supplies	01-4500	70.63
B16-00271	CDW GOVERNMENT INC	041	Media Services- computer for Karas room	01-4300	951.70
B16-00272	PACIFIC COAST BATTERY	051	Men & Women's Athletics-Cart Batteries	01-4300	1,743.93
B16-00273	Kelley/FMC	080	Fiscal Services-Fed Student Financial Aid checks	01-4500	949.43
B16-00274	CDW GOVERNMENT INC	057	Matriculation Office-computer & monitor	01-6400	1,235.35
B16-00275	CDW GOVERNMENT INC	032	English Center-HP Printer	01-4300	776.99
B16-00276	CDW GOVERNMENT INC	057	TRIO- computer & monitor	01-6400	1,164.75
B16-00277	Office Depot	031	Graphic Arts-Open order	01-4300	300.00
B16-00278	Central Coast Media Enterprise	038	Health Services- name tags	01-4500	15.21
B16-00279	Freedom Scientific	059	ARC-upgrade from Jaws 13 to 16	01-4300	824.97
B16-00280	Hanna Bell	047	Lo State Univ. Grant-Independent Contractor	01-5100	5,000.00
B16-00281	Riddell/All American	051	Athletics- Men's- Open order	01-4300	450.00
B16-00282	Odyssey Power	052	Maintenance- Generator Maintenance	01-5500	919.00
B16-00283	CHOMP	048	School of Nursing-Encumber for salaires&benefits	01-5100	52,556.00
B16-00284	CHOMP	048	Enrollment Growth-Encumber faculty salarie&bene	01-5100	124,206.00

*** See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 3

(See Last Page) ***			Board Meeting Date October 28, 2015			
PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount	
B16-00286	ModoMed	045	VATEA- medical supplies	01-6400	1,022.51	
B16-00287	Pocket Nurse	045	VATEA-medical supplies	01-6400	280.36	
B16-00288	CDW GOVERNMENT INC	057	TRIO- computer and monitor	01-6400	951.70	
B16-00289	Maria Osiadacz	047	MATE MOV: Independent contractor	01-5100	30,000.00	
B16-00290	MONTEREY AUTO SUPPLY INC	025	Automotive Technology-Open order	01-4300	2,000.00	
B16-00291	Crouch, Perry	057	Matriculation Office-Independent Contractor	01-5100	1,200.00	
B16-00292	SupplyWorks	052	Custodial Services-Open order	01-4500	25,000.00	
B16-00293	Palace Art	080	Gen. Instit. Cont. Ergo chair-L. Castillo	01-6400	391.65	
B16-00294	Palace Art	080	Gen Instit. Cont.-Ergo Chair-DJ Singh	01-6400	391.65	
B16-00295	Palace Art	080	Gen Instit. Cont. Ergo Chair-G. Stanica	01-6400	367.10	
B16-00296	VENTEK INTERNATIONAL INC	022	Parking-Preventive maintenance	39-5600	2,052.19	
B16-00297	CHOMP	048	Song Brown Program Grant-salaries & benefits	01-5100	40,000.00	
B16-00298	Sysco Food Service of SF	027	Children's Center-Open order for Meals	04-4500	1,500.00	
				04-4700	18,000.00	
B16-00299	SMART & FINAL	027	Children's Center- Open order for Meals	04-4500	500.00	
				04-4700	2,500.00	
B16-00300	Nob Hill Foods -Sacto	027	Children's Center- Open order for meals	04-4500	500.00	
				04-4700	1,200.00	
B16-00301	Central Electric	052	Maintenance-Install 2 breakers in Art Dimension	01-5500	1,274.00	
B16-00302	Epico Systems Inc	041	IS Network & Tech-Run CAT6 cable at CDD	01-4500	630.00	
B16-00304	Epico Systems Inc	041	IS Network & Tech-Replace Network Cabinet	01-4500	4,735.00	
B16-00305	Central Coast Media Enterprise	045	Life Science- nametags	01-4300	22.81	
B16-00306	CDW GOVERNMENT INC	041	IS Network & Tech-UPS, remote monitor, Cisco AP	01-6400	4,520.07	
B16-00307	CDW GOVERNMENT INC	041	Gen. Instit-Telecommunications-Switch&p hones	01-5500	7,930.67	
B16-00308	ASAP Sign & Printing	040	Human Resources-Signature Stamp	01-4500	27.16	
Total Number of POs				54		
				Total	587,256.81	

Fund Recap

Fund	Description	PO Count	Amount
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*** See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

(See Last Page) ***

Board Meeting Date October 28, 2015

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	46	541,460.62
04	Children Center	4	33,200.00
14	Capital Projects Fund (M)	1	1,244.00
39	Parking Fund (M)	2	11,052.19
47	College Center (M)	1	300.00
		Total	587,256.81

Information is further limited to: Purchase Orders starting with text between b16-00253 and b16-00308

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 3 of 3

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. B

Human Resources
College Area

Proposal:

To approve the Management personnel actions shown in the table below.

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of _____, Human Resources Analyst, Human Resources, 40 hours per week, 12 months per year effective _____.	Included in budget
b)	Resignation	Resignation of Shirley Kim, Human Resources Benefits & Retirement Coordinator, Human Resources, 40 hours per week, 12 months per year, effective at the end of the day, November 2, 2015.	N/A
c)	Recruitment	Approve the recruitment for an Interim Dean of Student Services to support the Interim Vice President of Student Services while a full recruitment is conducted for the Vice President of Student Services. This assignment is for the remainder of the 2015/2016 academic year.	Included in budget

RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following item(s):

- a) Employment of _____, Human Resources Analyst, Human Resources, 40 hours per week, 12 months per year effective _____.
- b) Resignation of Shirley Kim, Human Resources Benefits & Retirement Coordinator, Human Resources, 40 hours per week, 12 months per year, effective at the end of the day, November 2, 2015.
- c) Approve the recruitment for an Interim Dean of Student Services to support the Interim Vice President of Student Services while a full recruitment is conducted for the Vice President of Student Services. This assignment is for the remainder of the 2015/2016 academic year.

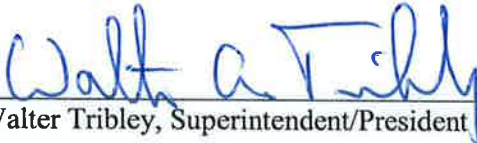
Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Shirley Kim, HR Benefits & Retirement Coordinator

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. C

Human Resources
College Area

Proposal:

To approve the Faculty personnel actions shown in the table below.

Background:

Item	Action	Details	Fiscal Implication
a)	Resignation for the Purpose of Retirement	Resignation of Deborah Ruiz, Public Services Librarian, effective July 25, 2016 for the purpose of retirement, and confer upon her the title of Professor Emeritus. Ms. Ruiz has served as a faculty member since 1990.	N/A
b)	Resignation for the Purpose of Retirement	Resignation of Gilles JC Prado, CSIS Instructor, effective June 5, 2016 for the purpose of retirement, and confer upon him the title of Professor Emeritus. Dr. Prado has served as a faculty member since 2000.	N/A
c)	Employment (list attached)	Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2015.	Included in budget

Budgetary Implications:

See Table.



RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following items:

- Resignation of Deborah Ruiz, Public Services Librarian, effective July 25, 2016 for the purpose of retirement, and confer upon her the title of Professor Emeritus.
- Resignation of Gilles JC Prado, CSIS Instructor, effective June 5, 2016 for the purpose of retirement, and confer upon him the title of Professor Emeritus.
- Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2015.

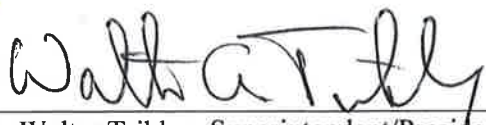
Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Shirley Kim, HR Benefits & Retirement Coordinator

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula College
Part-time, substitute, and/or overload
Fall 2015 - October

B1-Teaching With Benefits

Abend	Richard	LING
Bishop	Elizabeth	MATH
Bosserman	Homer	PHYS
Boynton	Diane	SPCH
Castillo	Leandro	BUSI
Catania	Tracie	MATH
Craig	Heather	BIOL
Cristobal	John	MATH
Davis	Dawn	GWOS
De Soto	Alethea	PERS
Dennehy	Merry	ENGL
Durstenfeld	Andres	BIOL
Faust	Heather	ANAT
Fox	Daniel	SPCH
Gerhardt	Sarah	CHEM
Gilbert	Paola	ENGL
Grasmuck	Karoline	DNTL
Haffa	Alan	HUMA
Hochstaedter	Alfred	OCEN
Jansen	Molly	HOSP
Johnson	Anita	ENGL
Johnson	Mary	ECED
Joplin	David	ENGL
Joplin	Susan	ENGL
Kary	Elias	ANTH
Kerchner	Amber	PERS
Kotecki	Adrienne	PSYC
Lawrence	James	AUTO
Mikkelsen	Jon	BUSI
Moller	Scott	ADMJ
Nelson	John	ENSL
Nguyen	Tuyen	MATH

Osburg	Jonathan	ENGL
Partch	Penny	ENSL
Philley	Peyton	MATH
Pickering	Joel	MATH
Prado	Gilles	CSIS
Ritsema	Todd	CHEM
Rivera	Frank	CHEM
Rozman	Kathleen	LNSK
Singh	Damanjit	CSIS
Spence	Luke	MATH
Stanica	Gabriela	MATH
Turner	Rushia	CHEM
Villarreal	Anthony	SOCI
Washburn	Andrew	MATH

B2-Teaching Without Benefits

Daniels	Regina	SIGN
Kirk	Bonnie	FREN
Vitanza	Elizabeth	PFIT

C1-Non-Teaching With Benefits

Bowers	Heather	PERS
Penney	Beth	ENGL

C2-Non-Teaching Without Benefits

Duong	Thu	LIBR
Forte	Kimberlyn	ENGL
Harray	Nancy	ENGL
Hulanicki	Alexander	ENGL
Niewenhous	Tracy	ENGL
Wendt	Emily	ENGL

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. D

Human Resources
College Area

Proposal:

To approve the Classified personnel actions listed in the table below.

Background:

Item	Action	Details	Fiscal Implication
a)	Establish New Position and Approve Job Description (attached)	Establish new classification and approve attached job description, Categorical Services Coordinator II, Student Services, effective July 1, 2015.	Included Categorically funded
b)	Reclassify Existing Position	Reclassify Categorical Services Coordinator position assigned to the Veterans' Center, Range 17, 40 hours per week, 12 months per year to Categorical Services Coordinator II, Range 22, 40 hours per week, 12 months per year effective July 1, 2015.	Included Categorically funded
c)	Freeze Position	Freeze Assessment Specialist, Range 14, 40 hours a week, 12 months per year.	NA
d)	Establish New Position	Establish new position of Categorical Services Coordinator, Range 17, 40 hours per week, 12 months per year to replace Assessment Specialist.	Included Categorically funded
e)	Resignation	Resignation of Michael Coyne, Unit Office Manager, Admission & Records, 40 hours per week, 12 months per year, effective at the end of the day, October 30, 2015.	N/A
f)	Employment	Employment of William Guevarra, Custodian, Facilities, 40 hours per week, 12 months per year, effective October 29, 2015.	Included
g)	Employment	Employment of _____, Lead Custodian, Facilities, 40 hours per week, 12 months per year, effective _____.	Included
h)	Employment	Employment of _____, Administrative Assistant II Bilingual, Marina, 24 hours per week, 10 months and 11 days per year, effective _____.	Included

Budgetary Implications:

See table.



RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following item(s):

- a) Establish new position, and approve attached job description, Categorical Services Coordinator II, Student Services, 40 hours per week, 12 months per year, effective July 1, 2015.
- b) Reclassify Categorical Services Coordinator position assigned to the Veteran's Center, Range 17, 40 hours per week, 12 months per year to Categorical Services Coordinator II, Range 22, 40 hours per week, 12 months per year effective July 1, 2015.
- c) Freeze Assessment Specialist, Range 14, 40 hours a week, 12 months per year.
- d) Establish new position of Categorical Services Coordinator, Range 17, 40 hours per week, 12 month to per year replace Assessment Specialist.
- e) Resignation of Michael Coyne, Unit Office Manager, Admission & Records, 40 hours per week, 12 months per year, effective at the end of the day, October 30, 2015.
- f) Employment of William Guevarra, Custodian, Facilities, 40 hours per week, 12 months per year, effective October 30, 2015.
- g) Employment of _____, Lead Custodian, Facilities, 40 hours per week, 12 months per year, effective _____.
- h) Employment of _____, Administrative Assistant II Bilingual, Marina, 24 hours per week, 10 months and 11 days per year, effective _____.

Recommended By: *Susan Kitagawa*
Susan Kitagawa, Associate Dean of Human Resources

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

Agenda Approval: *Walter Tribble*
Dr. Walter Tribble, Superintendent/President

Job Description: Categorical Services Coordinator II
Approved, Bargaining Unit President: 6/17/15
Approved, MPC Associate Dean, Human Resources: 6/17/15
Board Approved: 10/28/15

MONTEREY PENINSULA COLLEGE

CATEGORICAL SERVICES COORDINATOR II

JOB SUMMARY

Under general direction, plan, coordinate and participate in a variety of complex and responsible administrative activities related to the assigned day-to-day operations of a special program. Receive limited supervision from the supervisor within a broad framework of standard policies and procedures. Coordinate and lead day-to-day program office activities; coordinate and lead day-to-day program activities, as well as perform research, assist with reports and monitor budgets; maintain confidentiality regarding all matters and records. Provide information and assistance for students not requiring the services of a counselor.

Interpret and exercise good judgment in the application and follow through of departmental decisions and college policies; provide information on college policies, procedures, standards and requirements; establish and maintain good public relations with staff, students, and the community at large.

EXAMPLES OF FUNCTIONS

Essential Functions

Process administrative details not requiring the immediate attention of the supervisor; perform a variety of paraprofessional and administrative duties in support of the assigned program.

Meet with action committees to facilitate grant and program development needs.

Lead the planning, development, implementation, coordination and evaluation of the day-to-day operations of the assigned program services and procedures.

Serve as a source of information regarding the policies and procedures of assigned program; provide information where judgment, knowledge and interpretation are necessary; refer inquires to appropriate sources.

Coordinate student recruitment and assist with registration of participants within assigned program; check on progress of enrolled students; collect and monitor compliance and outcome data on assigned program's participants.

Create assigned program binders as needed; maintain student files and enter student data into the database; assist students to enroll.

Maintain ongoing working relationships with Federal, State, county and/or regional administrators and managers as needed with assigned program.

Monitor a variety of data for completion and conformance with established program compliance procedures.

Develop and prepare a variety of documents, forms and procedures for the assigned program's office, which may also include, but is not limited to: statistical reports, brochures, pamphlets and flyer, newsletter, agendas, manuals, event programs, invitation flyers, yearbooks, program brochures, and posters.

Serve as liaison with college administration, academic personnel and students as well as community agencies, organization, professionals, vendors and other colleges to maintain up-to-date resource data.

Coordinate preparation of workshops and meetings, including travel arrangements for staff members and students in assigned programs.

Attend and lead sponsored workshops, seminars and other events as assigned.

Participate in budget development and justification; monitor budget expenditures; monitor and maintain spreadsheet and database for budgets and assigned programs; inventory and requisition necessary supplies using District procedures.

Develop a wide variety of community contacts for resources for referrals; give general consultation and assist individual students in utilizing the many and varied services available.

Assist students in resolving paper work or system problems; expedite resolution of problems requiring utilization of on- and off-campus resources.

Maintain control files on matters in progress and expedite their completion; coordinate, lead, and monitor special projects, assignments and activities; check reports, records, and other materials for accuracy, completeness and conformity with established standards of Federal, State, county, regional, and/or institutional guidelines and regulations.

Lead the preparation of special program projects which may include, but is not limited to, annual grant applications, budgets, periodic and annual reports, and program evaluations.

Consult with other program related organizations, advisory committees, and social service agencies on matters of program quality and enhancement.

Research and compile information and prepare periodic reports and evaluations in assigned program.

Other Duties:

Attend meetings and serve on college, local and state committees and organizations, as required.

Assist in the hiring process, train and direct the work of part-time temporary and student employees, as required.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of education, experience, and training which would indicate possession of the required knowledge, skills, and abilities listed herein. For example, two years of course work in public or business administration or a related field, and three years of administrative support experience.

Knowledge

Knowledge of: public and human relations techniques; research methods; report writing; presentation skills; current office procedures and practices including filing systems; a variety of word processing, spreadsheet and/or database programs as needed to fulfill the requirements of the job.

Abilities

Ability to: learn and apply Federal, State, regional and District regulations, policies, and procedures; understand and independently carry out oral and written instructions; prioritize tasks and manage several tasks

simultaneously; accurately and efficiently use a variety of word processing, spreadsheet and/or database programs to create/produce letters, reports, spreadsheets and other documents as needed to fulfill the requirements of the job; learn and successfully use new software programs as required to fulfill the duties of the job; use appropriate and correct English spelling, grammar, and punctuation; perform arithmetical calculations with speed and accuracy; learn and successfully apply current office policies and procedures; analyze situations and make decisions on procedural matters without immediate supervision; communicate effectively in both oral and written form; efficiently use a variety of office equipment as needed to fulfill the needs of the job; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for, the academic, ethnic, socio-economic, disability and gender diversity of students and staff attending or working on a community college campus.

PHYSICAL EFFORT/WORK ENVIRONMENT

Light to moderate physical effort; occasional standing or walking; periodic handling of parcels, supplies or equipment up to 15 pounds. Indoor work environment.

Monterey Peninsula Community College District

Governing Board Agenda

October 28, 2015

Consent Agenda Item No. E

Human Resources
College Area

Proposal:

To approve the employment of the individuals on the attached list for short term and substitute assignments.

Background:

Education Code 88003 authorizes the Governing Board to hire short term and substitute employees to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. Employment of the individuals on the attached list is consistent with District policy and Education Code provisions.

Budgetary Implications:

The cost to employ short term and substitute employees is included in division/department budgets.

RESOLUTION: BE IT RESOLVED, that the individuals on the recommended list (Short Term and Substitute Employees) employed for short term and substitute assignments subject to future modifications, be approved.


Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Shirley Kim, HR Benefits & Retirement Coordinator

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

**MONTEREY PENINSULA COLLEGE
SHORT TERM AND SUBSTITUTE EMPLOYEES**

WARD AGENDA:	10/21/2015					
ATHLETICS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
O'Hare	Erin	Ass't. Women's Basketball Coach	4,527.00	11/1/2015	2/28/2016	Flat Rate
CONTINUING ED						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Grasmuck	Karoline	Professional Expert	316.25	9/8/2015	9/24/2015	Flat Rate
Hopkins-Carpinetti	Maia	Professional Expert	316.25	9/8/2015	9/24/2015	Flat Rate
EARLY CHILDHOOD ED CENTER						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Marmolejo	Zhante	Sub-Early Childhood Ed Lab	20.92	9/28/2015	12/17/2015	20 Hrs. Per Wk.
Shresta	Namrata	Sub-Early Childhood Ed Lab	20.92	9/28/2015	12/17/2015	20 Hrs. Per Wk.
ESSC						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Stark	Virginia	Instructional Specialist	18.30	9/24/2015	5/26/2016	22 Hrs. Per Wk.
HUMAN RESOURCES						
LAST NAME	NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Alarcon	Griselda	Substitute-HR Admin Assist II	16.34	10/9/2015	12/9/2015	24Hrs. Per Wk.
Garcia	Kayla	Substitute-HR Admin Assist II	16.34	10/9/2015	12/9/2015	24Hrs. Per Wk.
HEALTH SERVICES						
LAST NAME	NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Anderson	Brianna	Substitute-Health Services Specialist	16.75	10/16/2015	12/16/2015	29 Hrs. Per Wk.
INFORMATION SYSTEMS						
LAST NAME	NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Cepeda	Aaron	I.T Support Technician	20.92	10/3/2015	12/31/2015	20 Hrs. Per Wk.
MARINA ED CENTER						
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES FROM: TO:		HOURS
Mann	Kalin	Substitute-Admin Assist II	15.56	11/2/2015	12/17/2015	12-20 Hrs. Per Wk.
MATE						
LAST NAME	NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Sullivan	Deidre	Director	10,080.00	10/1/2015	12/31/2015	Flat Rate

