

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

Monterey Peninsula College  
980 Fremont Street  
Monterey, California 93940

TUESDAY  
January 22, 2008

1:30 p.m. – 1:35 p.m. Open Session for purposes of opening meeting – Stutzman Seminar Room  
1:35 p.m. 2:55 p.m. = Closed Session – Stutzman Seminar Room/Library and Technology Center  
3:00 p.m. - Public Session - Sam Karas Room/Library and Technology Center

**AGENDA**

I. **OPENING BUSINESS**

- A. Call Public Session to Order
- B. Roll Call
- C. Take Action to Add Items (if any) That Arose Since Posting of Agenda (2/3 vote required)
- D. Comments from Visitors (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.)
- E. Closed Session Topic/s of Discussion:

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). Item/s under discussion this date:

- a. Conference with Legal Counsel Regarding Pending Litigation: There are two (2) potential lawsuits.
- b. Public Employee Performance Evaluation.  
Title: Superintendent/President
- c. Public Employee Performance Evaluations:

Faculty: Economics, EOPS (2 positions) Women's Programs, Physics, Student Health Services, Photography, English (Reading), Biology, Physical Education/Women's Basketball, Physical Education/Fitness, English (3 positions), Accounting.

F. Action from Closed Session

## II. RECOGNITION

A. Acknowledgment of Visitors

B. Monterey Peninsula Foundation Youth Fund: Total: \$35,445.00

Dan Searle Scholarships: \$10,000

Golf Program: \$4,500

Drama Department Youth Scholarships: \$2,400

Math/Science Upward Bound Program: \$2,400

Supportive Services – Evacuation Chair: \$4,000

Athletic Department – Treadmill Replacement: \$5,000

Athletic Department – Tennis/Track (Windscreen Replacement): \$4,000.

Supportive Services/Instruction – Communication Equipment: \$3,145

C. Monterey Peninsula College Foundation: December 2007 = \$51,333.04

## III. 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:

- a) A letter dated December 3, 2007 to Lyndon Schutzler, Athletic Director from Stephen M. Stearns, Assistant Commission, California Interscholastic Federation Central Coast Section, thanking A.D. Schutzler for his cooperation as a gracious host during the 2007 Central Coast Section Football Championships.
- b) The Monterey County Herald, Tuesday, December 4, 2007, New look at MPC districting...County Panel, College Trustees Take Up Issue This Week, by Clarissa Aljentera.

- c) The Monterey County Herald, Wednesday, December 3, 2007, JC Basketball, MPC 77, Skyline College 63.
- d) The Monterey County Herald, Wednesday, December 5, 2007, MPC to add soccer, by Dennis Taylor.
- e) The Monterey County Herald, Wednesday, December 5, 2007, Action needed now on MPC districts.
- f) An email from Dr. Douglas Garrison dated December 6, 2007, regarding Action by the Monterey County Committee on School District Organization.
- g) The Monterey County Herald, Thursday, December 6, 2007, Panel sets stage for MPC district elections, Issue May Appear on 2008 Ballot, by Clarissa Aljentera.
- h) The Monterey County Herald, Friday, December 7, 2007, Lobos picking up play, by Dennis Taylor.
- i) The Monterey County Herald, Saturday, December 8, 2007, MPC will wait for county on districting, by Clarissa Aljentera.
- j) The Monterey County Herald, Wednesday, December 12, 2007, MPC reaching toward potential, by Dennis Taylor.
- k) GO!...The Monterey County Herald, December 13-19, 2007, Dutch treat...MPC presents "The Dutchman," a Benefit Production of Amiri Baraka's Explosive Commentary on Racial Tension.
- l) Campus Kudos...Monterey Peninsula College...Fall 2007 Edition.
- m) Monterey County Herald, Saturday, December 15, 2007, Women's JC, MPC 64, Sequoias 57.
- n) The Monterey County Herald, Monday, December 17, 2007, MPC men clobber Columbia.
- o) Monterey County Weekly, December 20-26, 2007, Short-Takes, Every Writer has a story. Even if it's only 101 Words. Third Place, Smooth Landing, Tom Rebold, Marina.
- p) A letter to Dr. Garrison dated December 29, 2007 from Tino Plank of Santa Rosa regarding nursing pre-requisite courses at MPC and commending the instructors and staff in the Life Sciences department and Supportive Services staff.
- q) The Monterey County Herald, Friday, December 21, 2007, Major/Minor, by Kathryn Petrucelli.
- r) The Monterey County Herald, Friday, December 21, 2007, Mel Mason chosen for NAACP state post, by Andre Brisco.
- s) GO!...The Monterey County Herald, Thursday, January 2, 2008, Bill Minor reads his poetry on Tuesday night at the East Village Coffee Lounge.
- t) GO!...The Monterey County Herald, Thursday, January 2, 2008, Well seasoned...MPC Theatre Company's 2008 Season 'Too Darn Hot' to Miss, by Kathryn Petrucelli.
- u) The Monterey County Herald, Monday, January 7, 2008, Readers share images from massive storm.
- v) The Monterey County Herald, Thursday, January 10, 2008, MPC men stun West Valley in conference opener, by Herald Staff Reports.

- w) GO!...The Monterey County Herald, Thursday, January 10, 2008, MPC Theatre Company's "Kiss me Kate;" MPC Theatre Company: "Plaza Suite;" Civil War Roundtable talk with Thomas Brown; and Gentrain Society Lecture: Back Stage at the Symphony.
- x) The Monterey County Herald, Monday, January 14, 2008, The Monterey Peninsula College Foundation receives grants.

Reports and Presentations:

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

- INSTITUTIONAL REPORT: No report this month.
- SUPERINTENDENT
- VICE PRESIDENTS' REPORTS
- ACADEMIC SENATE
- MPCEA
- MPCTA
- ASMPC
- COLLEGE COUNCIL
- MPC FOUNDATION
- GOVERNING BOARD
  - Community Human Services
  - MPC Foundation Report
- Special Report/s:
  - Bond Update – Joe Bissell
  - Bon Issuance – Jim Roth

IV. 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, notices of public hearings, proclamations, etc.:

BE IT RESOLVED,

- 1. That the Governing Board minutes for the Regular meeting held Tuesday, November 27, 2007; the Special meeting held Friday, November 30, 2007; and the Regular meeting held Friday, December 7, 2007, be approved.

2. That the Governing Board accept \$70,383.04 and other gifts donated to the college with appropriate thanks to the donors.
3. That the November 30<sup>th</sup> Regular Payroll in the amount of \$2,212,366.93, the December 10<sup>th</sup> Supplemental Payroll in the amount of \$45,871.32, the December 14<sup>th</sup> Manual Payroll in the amount of \$1,203.50, the December 28<sup>th</sup> Regular Classified Payroll in the amount of \$769,735.23, the January 2<sup>nd</sup> Regular Certificated Payroll in the amount of \$1,412,784.95 and the January 10<sup>th</sup> Supplemental Payroll in the amount of \$64,755.73, be approved.
4. That September Purchase Orders #802485 through #802590 in the amount of \$1,729,040.13, be approved.
5. That Purchase Orders #802591 through #802625 in the amount of \$2,066,870.68, be approved.
6. That Commercial Warrants #1258515130 through #12585157, #12586278 through #12586337 #12587350 through #12587374, #12588158 through #12588213, #12589103 through 12589145, #12591280 through #12591362, #12594099 through #12594246, #12595181 through #12595215, & #12596091 through #12596125 in the amount of \$3,186,790.50 , be approved.
7. That the following budget adjustments in the Child Development fund be ratified.
 

Net increase in the 2000 Object expense category	\$171
Net decrease in the 3000 Object expense category	\$171.
8. That the following budget increases in the Child Development Fund be approved.
 

Increase of \$2,114 in revenue and matching expenses, to reflect funds received for FY 2007-2008.
9. That the following budget adjustments in the Unrestricted General Fund be ratified.
 

Net decrease in the 2000 Object expense category	\$10,000
Net increase in the 2000 Object expense category	\$ 9,582
Net increase in the 3000 Object expense category	\$ 596
Net decrease in the 4000 Object expense category	\$16,030
Net increase in the 5000 Object expense category	\$23,522
Net decrease in the 6000 Object expense category	\$ 7,670.
10. That the following budget increases in the Unrestricted General Fund be approved.

Increase of \$40,395 in revenue and matching expenses, to reflect additional funds received for FY 2007-2008.

11. That the following budget adjustments in the Unrestricted General Fund be ratified.

Net increase in the 1000 Object expense category \$12,050  
Net decrease in the 3000 Object expense category \$12,050.

12. That the following budget increases in the Restricted General Fund be approved:

Increase of \$7,000 in revenue and matching expenses, to reflect funds received for FY 2007-2008.

13. That the Governing Board ratify the following 2006-2007 year end transfers from the Unrestricted General Fund: \$500,000 to the Self Insurance Fund for the purpose of funding the retiree benefit and workers' compensation liabilities; \$300,000 to the Capital Projects Fund for technology refreshment and sabbaticals; and \$140,000 to the Debt Services Fund for the payment to Sun Trust Leasing for energy projects.

14. That the Governing Board authorizes the creation of a new bank account, Monterey Peninsula College, Keenan and Associates Administrator, with Union Bank of California, for payment of health insurance claims.

BE IT FURTHER RESOLVED, That effective January 22, 2008, Joseph Bissell, Vice President for Administrative Services; Rosemary Barrios, Controller; David De Wenter, Chief Operating Officer; David Sere, Chief Financial Officer; Suleman Moloo, Controller; Connie Kieller, Director Financial Analysis; John Keenan, COB Facsimile; be authorized as signatories for the Monterey Peninsula College, Keenan and Associates Administrator, bank account maintained by Monterey Peninsula College at Union Bank of California.

15. That the Governing Board approve Dr. Douglas Garrison, Superintendent/President, and Joseph Bissell, Vice President for Administrative Services, to be authorized signatories for all expenditure warrants on behalf of Monterey Peninsula Community College District, as requested by the Monterey County Office of Education.

16. That the Governing Board approve Dr. Douglas Garrison, Superintendent/President, Joseph Bissell, Vice President for

Administrative Services, and Rosemary Barrios, Controller to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at First National Bank of Central California, as requested by the Monterey County Office of Education.

17. That the Governing Board approve Dr. Douglas Garrison, Superintendent/President, and Joseph Bissell, Vice President for Administrative Services, to be authorized signatories for contracts and other official documents on behalf of Monterey Peninsula Community College District, as requested by the Monterey County Office of Education.

18. That the following courses be approved:

ENSL 313, Beginning English I

ENSL 413, Beginning English I

ENSL 338, Pronunciation II

ENSL 438, Pronunciation II

MAST 178, Field and Career Experiences in Marine Science.

B. Academic Personnel

19. That the Governing Board approves the following academic personnel items:

a. Establish the positions and authorize the recruitments for two full-time, tenure-track positions: Math Learning Center Coordinator and a Physical Education Instructor/Baseball Coach.

b. Authorize the recruitment for a full-time, tenure-track COOP Instructor.

c. Grant Equivalency to Minimum Qualifications to Lavester Boykin to teach Computer Information Systems courses, effective Spring 2008.

d. Grant Equivalency to Minimum Qualifications to Robert Cruickshank to teach Political Science courses, effective Spring 2008.

e. Grant Equivalency to Minimum Qualifications to Merry Dennehy to teach Reading courses, effective Spring 2008.

f. Grant Equivalency to Minimum Qualifications to Steve Bruemmer to teach Computer Science courses, effective Spring 2008.

g. Grant Equivalency Based on Eminence to Morag Elizabeth to teach ENGL 351 Phonemic Awareness for Improved Reading, Writing and Speech, effective Early Spring 2008.

h. Grant Equivalency Based on Eminence to Daniel Phillips to teach PHED 6 Soccer, effective Fall 2007.

- i. Grant Emergency Equivalency to Andre Adam to teach HOSP 87 International Cuisine, effective Spring 2008 only.
  - j. Grant Emergency Equivalency to Paula Stoddard to teach CHDV 55 Child, Family, and Community, effective Spring 2008 only.
  - k. Grant Emergency Equivalency to Justin Russo to teach PHED 29 Varsity Athletic Conditioning effective Early Spring 2008 only.
  - l. Grant Emergency Equivalency to Daniel Phillips to teach PHED 29 Varsity Athletic Conditioning, effective Early Spring 2008 only.
  - m. Each month individuals are hired as part-time, substitute, and overload. The list includes hires for Fall 2007, Early Spring 2008, and Spring 2008.
20. That Professor Tom Logan be authorized to travel to and within Morocco, March 21 through March 31, 2008, as the instructor of the Morocco and the Sahara travel-study course.

C. Classified Personnel

21. That the Governing Board approves the classified personnel actions listed to include:
- a) Employment of \_\_\_\_\_, Campus Security Guard (Service Category 2), Administrative Services, 40 hours per week, 12 months per year, effective \_\_\_\_\_.
  - b) Resignation of Lauren Patron, Clerical Assistant II (Service Category 3), Humanities, 19 hours per week, 9 months per year, effective February 7, 2008.
  - c) Resignation of Brian Sanford, Custodian (Service Category 2) Facilities, 40 hours per week, 12 months per year, effective at the end of the day, January 2, 2008.
  - d) Resignation of Jose Alva, Custodian (Service Category 2) Facilities, 40 hours per week, 12 months per year, effective at the end of the day, December 14, 2007.
  - e) Resignation of David Albright for the purpose of retirement, Laboratory Technician-Science II (Service Category 7) Life Sciences, 40 hours per week, 12 months per year, effective at the end of the day, June 2, 2008.
  - f) Resignation of Teera Safi, Instructional Assistant II (Service Category 3) English Skills & Study Center, 18 hours per week, 7 months & 14 days per year, effective at the end of the day, January 9, 2008.
22. That the individuals on the recommended list (Short Term and substitute Classified Employees) employed for short term and



substitute assignments subject to future modifications, be approved.

V. NEW BUSINESS

- A. BE IT RESOLVED, That the 2007-2008 Monthly Financial Reports for the period ending December 31, 2007, be accepted.
- B. BE IT RESOLVED, That the Governing Board receive the District's annual Financial Audit Report for the fiscal year ended June 30, 2007.
- C. BE IT RESOLVED, That the Governing Board receive the District's annual General Obligation Bonds Performance Audit Report for the fiscal year ended June 30, 2007.
- D. BE IT RESOLVED, That the Board ratify the contract with Kitchell for Bond Program Management Services for the period January 2, 2008 through December 31, 2008.
- E. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 02 (PAA) with C2G/Civil Consultants Groups, Inc. in the amount of \$90,100 to perform engineering services for the reconfiguration of Parking lots E and F.
- F. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 04 in the amount not to exceed \$68,900 with D & M Consulting Engineers, Inc., for geotechnical and special inspection services associated with construction of the new Administration Building.
- G. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 11 (PAA) at the fixed fee of \$105,000 with David Foord, for ongoing inspection services in conjunction with the renovation of the old Library into the new Administration Building.
- H. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 10 (PAA) at the fixed fee of \$9,000 with David Foord, for ongoing inspection services associated with the relocatable buildings at the MPC Education Center at Marina.
- I. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 15 (PAA) in the amount of \$7,100 with Alfa Tech Inc. to prepare a redesign of the transformer work adjacent to Building 24.
- J. BE IT RESOLVED, That the 2008-2009 non-resident tuition rate for the District be established in accordance with ECS 76140 at \$181 per semester unit, with no fee for capital outlay.

K. BE IT RESOLVED, That the Governing Board approve the signing of the 2007-2008 contract with the California Department of Education for the purchase of instructional materials and supplies for the Child Development Program.

L. "FIRST READING" OF THE 2007-2010  
MONTEREY PENINSULA COLLEGE  
INSTITUTIONAL GOALS INFORMATION

M. BE IT RESOLVED, That the Governing Board of the Monterey Peninsula Community College District nominates \_\_\_\_\_ to be a candidate for the California Community College Trustees Board.

N. CALENDAR OF EVENTS INFORMATION

VI. ADVANCE PLANNING

A. Meeting Date/s:

Regular Governing Board meeting: Tuesday, February 26, 2008

Time: 1:30 p.m., Closed Session, Stutzman Seminar Room, Library &  
Technology Center

3:00 p.m., Open Session, Karas Room, Library & Technology Center

B. Suggested Future Agenda Item/s:

- International Student Program Update Report

VII. CLOSED SESSION

(When Required on Non-Routine Matters and/or to Continue Discussion of Items from Earlier Closed Session)

Posted: January 16, 2008

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January 2008