

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

REGULAR BOARD MEETING

WEDNESDAY, DECEMBER 9, 2015

1:30pm, Regular Meeting (Business): Sam Karas Room, Library Technology Center
3:00pm, Regular Meeting (Reports): Sam Karas Room, Library Technology Center
Closed Session at Conclusion of Regular Meeting: Stutzman Room, Library Technology Center

980 Fremont Street, Monterey CA 93940

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

AGENDA

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

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF AGENDA

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

5. OATH OF OFFICE (Pursuant to Education Code 5326) – by Dr. Walt Tribley, MPC Superintendent/President

A. Swearing in of Marilyn Dunn Gustafson, Trustee Area 4

B. Swearing in of Rick Johnson, Trustee Area 3

C. Swearing in of Dr. Loren Steck, Trustee Area 5

6. ORGANIZATION

A. Election of Chair of the Governing Board, Monterey Peninsula Community College District:
_____. Seating of new Board Chair.

B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District:
_____. Seating of new Board Vice Chair.

- C. Election of Secretary to the Governing Board, Monterey Peninsula Community College District:
_____.
- D. BE IT RESOLVED, that the fourth Wednesday of each month at 1:30 p.m. in the Sam Karas Room, Library and Technology Center, Monterey Peninsula College, be designated as the day, time, and place of the regular meetings of the Monterey Peninsula Community College District Governing Board, with the attached 2016 exceptions.
- E. BE IT RESOLVED, that the standing policies and procedures of the Governing Board of the Monterey Peninsula Community College District be continued in force for 2016.
- F. BE IT RESOLVED, that _____ and _____ be designated as the Board Subcommittee for Governing Board Policies for 2016.
- G. BE IT RESOLVED, that _____ be designated as the educational liaison to the Monterey County School Board Association's Executive Committee for 2016.
- H. BE IT RESOLVED, that _____ be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2016, and that _____ be designated as an alternate.

7. RECOGNITION

- A. Acknowledgement of Guests

8. PUBLIC COMMENTS

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

9. CORRESPONDENCE AND PUBLICATIONS

- A. MPC All User Emails

- 1) Dr. Walt Tribley: "Moving Forward"
- 2) Melissa Pickford: "New Drawing Exhibit at MPC Gallery"
- 3) Amy Cavender: "MPC Project Santa"
- 4) Beccie Michael: "Food for Thought"

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

- 1) *Monterey Herald* / November 7, 2015: "MPC beats Gavilan 32-9"
- 2) *Monterey Herald* / November 20, 2015: "Monterey Peninsula College hires consulting firm to conduct an audit"
- 3) *Monterey Herald* / November 20, 2015: "JC Football: Hartnell, MPC well represented on all-conference team"
- 4) *Monterey Herald* / November 22, 2015: "Your Town: MPC student vies for Miss California, USA"
- 5) *Monterey Herald* / November 23, 2015: "Chicago Bears promote former MPC, Palma QB David Fales to practice squad"

10. CONSENT CALENDAR

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests that specific item(s) be discussed and/or removed from the Consent Calendar. It is understood that the Administration

recommends approval on all Consent items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

BE IT RESOLVED,

- A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:
- 1) That the Governing Board approves the minutes of the Regular Board meeting on October 28, 2015.
 - 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
 - 3) That the November 10th supplemental payroll in the amount of \$62,213.91 and the November 30th regular payroll in the amount of \$2,238,280.23 be approved.
 - 4) That Commercial Warrants:
12193024 through 12193024, 12193744 through 12193796, 12195068 through 12195121, 12195848 through 12195848, 12196998 through 12197031, in the amount of \$964,159.81 be approved.
 - 5) That Purchase Orders B1600345 through B1600373 in the amount of \$123,874.11 be approved.
- B. Management Personnel
- 1) That the Governing Board approves the following item(s):
 - a) Employment of Douglas Ridgeway, Theatre Technical Director and Operations Manager, Theatre Arts, 40 hours per week, 12 months per year, effective January 4, 2015.
 - b) The recruitment for a Human Resources Specialist position, 40 hours per week, 12 months per year, and the transfer of funds to the Human Resources budget.
- C. Faculty Personnel
- 1) That the Governing Board approve the following item(s):
 - a) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2015.
 - b) Resignation of Scott Moller, full time faculty, Administration of Justice, Social Science, effective December 17, 2015.
 - c) Employment of Thatcher Weldon, Adult Education Coordinator, under Education Code 87470, Range V, Step 6, effective January 1, 2016 through June 30, 2016.
- D. Classified Personnel
- 1) That the Governing Board approve the following item(s):
 - a) Voluntary demotion of Alvin Covington, Custodian/Pool Operator, Facilities, 40 hours per week, 12 months per year, to Custodian, Facilities, 40 hours per week, 12 months per year, effective December 10, 2015.
 - b) Resignation of Katherine Moore, Instructional Specialist, Math Learning Center, 18 hours per week, 7 months, 19 days per year, effective November 30, 2015.
 - c) Employment of Denina Speights-Carrol, Instructional Specialist, Reading Center, 18 hours per week, 8.5 months per year, effective December 10, 2015.
 - d) Employment of Chrystal Taguiran, Instructional Specialist, Reading Center, 18 hours per week, 8.5 months per year, effective December 10, 2015.
 - e) Employment of Allison Watson, Accounting Specialist III, Fiscal Services, 40 hours per week, 12 months per year, effective December 10, 2015

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.

11. **NEW BUSINESS**

Public comments on New Business agenda items will be heard at the time the matter is under Board consideration. If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.

- A. BE IT RESOLVED, that the Governing Board ratify the addendum to extend the Professional Expert agreement with Dr. Steven L. Crow from December 23, 2015 to December 31, 2015; and

BE IT FURTHER RESOLVED, that the Governing Board approve the employment agreement with Dr. Steven L. Crow to serve as the Vice President of Administrative Services from January 1, 2016 through June 30, 2018.

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

- C. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending September 30, 2015, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

- D. BE IT RESOLVED, that the Governing Board approve the 2015-2016 Monterey Peninsula College Student Equity Plan dated December 2015.

- E. BE IT RESOLVED, that the Governing Board approves the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective January 1, 2016:

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

- F. BE IT RESOLVED, that the Governing Board approves Dr. Walter Tribley, Superintendent/President, and Dr. Steven L. Crow, Vice President of Administrative Services, and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective January 1, 2016.

- G. BE IT RESOLVED, that the Governing Board approves the appointment of Dr. Steven L. Crow, Vice President of Administrative Services, as the District's primary representative and Dr. Walter Tribley, Superintendent/President, as the District's alternate representative to the Bay Area Community College District's Pool-JPA for Property and Liability, for Monterey Peninsula College, effective January 1, 2016.

- H. BE IT RESOLVED, that the Governing Board approves entering into an agreement with Strata Information Group (SIG), for Enterprise Resource Planning (ERP) system procurement, as defined by the Scope of Work, for an amount not to exceed \$83,800.

- I. BE IT RESOLVED, that the following new courses and programs be approved:
New Courses

ARTS 40D	Painting IV
ARTS 61 D	Monotype IV
AUTO 88	Automotive Service Management
BUSI 88	Automotive Service Management
LNSK 343B	Intermediate Math Strategies Lab
LNSK 347B	Intermediate Assistive Technology Projects
MEDA 123	Medical Assisting Certification Review

New Programs

Business-Fast Track: Sales and Marketing (Certificate of Training – Credit Only)
 Business-Office Administration (Certificate of Achievement – Career Technical)
 Business-Office Administration (Associate of Science – Career Technical)

- J. BE IT RESOLVED, that the Governing Board approve the 2015-2016 pay rate schedule for hourly student pay rates, effective January 1, 2016.
- K. BE IT RESOLVED, that the Governing Board approves the attached 2015-2016 salary schedule for Short-Term Non-Continuing (non-classified) Salary schedule, effective January 1, 2016.
- L. BE IT RESOLVED, that the numbering change to Board Policy 4335 – Contract Education, be adopted.
- M. INFORMATION: 2015 Governing Board Self-Evaluation
- N. INFORMATION: Proposed Governing Board Goals for 2016
- O. INFORMATION: Calendar of Events

12. REPORTS AND PRESENTATIONS

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

- A. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael
 - 2) Monthly Donations: To be reported on December 9, 2015.
- B. Superintendent/President's Report: Dr. Walter Tribbley
- C. Academic Affairs Report: Ms. Kiran Kamath
- D. Student Services Report: Mr. Larry Walker
- E. Administrative Services Report: Dr. Steven Crow
- F. Academic Senate Report: Dr. Alfred Hochstaedter
- G. MPCEA Report: Mr. Kevin Haskin, President
- H. MPCTA Report: Ms. Paola Gilbert, President
- I. ASMPA Report: Mr. Stephen Lambert, Student Trustee
- J. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chairs
- K. Governing Board Reports
 - 1) Community Human Services (CHS) Report
 - 2) Trustee Reports

13. ADVANCE PLANNING

- A. Regular Board Meeting, **January 22 or 28** at MPC:
 - 1) Closed Session: Time and Location TBD
 - 2) Regular Meeting: Time & Location TBD

B. Regular Board Meeting, February 24, 2016 at MPC:

- 1) Closed Session: Time and Location TBD
- 2) Regular Meeting: Time & Location TBD

C. Future Topics

14. ADJOURNMENT

15. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

This is an opportunity for visitors to make comments regarding any closed session items. When the Chair recognizes a member of the public for oral comments, such comments shall be limited to three minutes.

16. CLOSED SESSION

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

- A. Public Employee Discipline/Dismissal/Release/Complaint
- B. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
Name of Case: Coppernoll v. Monterey Peninsula College, et al, Case No. M117870

17. REPORT OF ACTION TAKEN IN CLOSED SESSION

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

Posted December 4, 2015