



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

**REGULAR MEETING
WEDNESDAY, DECEMBER 9, 2015**

CONSENTS

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 2015

Consent Agenda Item No. A.1

Superintendent/President
Office

Proposal:

To consider and approve the minutes of the Regular Board meeting on October 28, 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 approve of the change, the minutes may be amended.

Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the Governing Board approves the minutes of the Regular Board meeting on October 28, 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**

REGULAR BOARD MEETING

WEDNESDAY, OCTOBER 28, 2015

1:00pm, Closed Session: SPS-106, Public Safety Training Center
1:30pm, Regular Meeting (Business): SPS-119, Public Safety Training Center
3:00pm, Regular Meeting (Reports): SPS-119, Public Safety Training Center

2642 Colonel Durham St., Seaside, CA 93955

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

MINUTES

1. **CALL TO ORDER** – Chair Rick Johnson called the meeting to order at 1:00 p.m.
2. **ROLL CALL**
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
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**

A. 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
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL** – Chair Johnson asked for Roll Call at 1:36 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
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 Dunn Gustafson / Vice Chair Steck noted that revisions were made to the Board packet and included on the agenda. Carried. 2015-2016/35

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 – None.

12. CORRESPONDENCE AND PUBLICATIONS

A. MPC All User Emails

- 1) Henry Marchand: “Poet Ada Limon at MPC Wednesday, October 7”
- 2) Athletics Department: “Lobo Gear – Deadline 9/30/15”
- 3) Art Department: “Art Department Open House – Celebrating the Renovation”
- 4) Student Health Services: “Blood Drive”
- 5) Dr. Jon Knolle: “9/25 – MPC Online Student Panel & Discussion – MPC Online Coffee & Conversation Session”
- 6) EOPS/CARE, TRiO, CalWORKS, Veterans, ESSC, and Student Financial Services: “Scholarship Workshop – Thursday 10/22”
- 7) Student Health Services: “Art with Impact Event Tomorrow”
- 8) Gender Studies Club: “Gender Studies Club First Meeting”
- 9) MPC Bookstore: “Curiosity Day – September 30th at 10:30-12:30”
- 10) Veteran’s Club: “Veterans Club Fundraiser”
- 11) Career/Transfer Resource Center: “Transfer Day November 3rd”
- 12) Dr. Walt Tribley: “American Flags at Half-Staff to Honor Victims of Tragedy in Roseburg, Oregon”
- 13) David Clemens: “MPC Great Books Program Presents William Deresiewicz”
- 14) Dr. Walt Tribley: “Please offer your suggestions to improve our draft self-study document”
- 15) MPC Art Gallery: “NEW Color Exhibit at MPC Art Gallery!”
- 16) ASMPC: “Homecoming Pep Rally and Game!”
- 17) Asian Student Association: “Egg Roll Sale 10/13”
- 18) Dr. Walt Tribley: “All Clear”
- 19) Suzanne Ammons: “The California Shakeout Oct 15”
- 20) Child Development Center: “CDC Bake Sale Today”
- 21) Veteran’s Club: “Veterans Club Fundraiser Winner”
- 22) Dr. Jon Knolle: “Register Now for the Next MPC Online Training – Building Online Community with Social Media (COTL 5)”
- 23) Dr. Walt Tribley: “Appropriate Use of Email – Annual Reminder”
- 24) Dr. Steve Crow: “Training Available for Going GOOGLE”

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

- 1) *Monterey Herald* / September 13, 2015: Local Roundup “MPC falls to Los Medanos 14-7”
- 2) *Monterey Herald* / September 23, 2015: College Notebook: “MPC soccer alumnus gets pro arena contract”
- 3) *Monterey Herald* / September 27, 2015: “Five-year absence from game hasn’t slowed MPC lineman”
- 4) *Monterey Herald* / September 27, 2015: JC Football: “MPC Falls 17-9 to West Hills”

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 Special Board meeting on September 14, 2015 and of the Regular Board meeting on September 23, 2015.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) 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.
- 4) 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.
- 5) That Purchase Orders B1600253 through B1600308 in the amount of \$587,256.81 be approved.

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Elizabeth Schalaus, Human Resources Analyst, Human Resources, 40 hours per week, 12 months per year, effective October 29, 2015.
 - 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.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) 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.
 - b) 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.
 - c) 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) 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 per week, 12 months per year.
 - d) Establish new position of Categorical Services Coordinator, Range 17, 40 hours per week, 12 months per year to 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 29, 2015.
- g) Employment of Ferdinand Ramirez, Lead Custodian, Facilities, 40 hours per week, 12 months per year, effective October 29, 2015.
- h) ~~Employment of _____, Administrative Assistant II, Bilingual, Marina, 24 hours per week, 10 months and 11 days per year, effective _____.~~

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 / *Chair Johnson noted the changes to Consent Agenda Items B.1.a, D.1.g, and D.1.h.* Carried. 2015-2016/36

Trustee Dunn Gustafson expressed concern regarding the amount of attorney fees indicated in the Purchase Orders.

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 & Budgetary Report for the period ending September 30, 2015, be accepted.

Motion Coppernoll / Second Steck / Carried. 2015-2016/37

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

Vice Chair Steck and Chair Johnson commended the illuminating narrative.

- B. BE IT RESOLVED, that the Governing Board authorize Steven L. Crow, Ed.D, Professional Expert, Administrative Services, to enter into an agreement with the Chancellor's Office of the California Community Colleges, State of California, to participate in the Chancellor's Office Tax Offset Program.

Motion Steck / Second Coppernoll / Carried. 2015-2016/38

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: The Community College League of California (CCLC) Retiree Health Benefit Program Joint Powers Authority.

Dr. Walt Tribley and Dr. Steven Crow provided information regarding the CCLC Retiree Health Benefit Program Joint Powers Authority. Dr. Tribley noted that the District has an obligation to cover the benefits of MPC retirees. Although funds have been earmarked for years to cover Other Post-Employment Benefits (OPEB), those funds aren't invested in a fund that generates much interest and they are not protected. At Dr. Tribley's request, Dr. Crow researched setting aside this money in a trust: \$3 million into a balanced (irrevocable) investment fund, and \$1 million into a liquid account. / Dr. Crow reported that Governing Accounting Standards Board (GASB) 43 and 45 require California community colleges to show their liability in their books. He noted that there will soon be a practice requiring MPC to show our full liability—including STRS and PERS—as current liabilities. He indicated that it also will be very important for our accreditation process that MPC has prepared long-range planning for our obligations. He explained that the CCLC created a Joint Powers Authority to assist college districts invest these funds. He reported that the OPEB trust administered by the CCLC is the most successful in the state and gets very good performance over time. He shared his professional experience and association with the CCLC's investment board and explained some of the methods by which the CCLC ensures that they are consistently getting the best performing investment managers in the state. He explained that these funds would be spread over a portfolio that prevents any large mishaps with the investment. He noted that over half of California community college districts have set aside monies in irrevocable trusts. He remarked that he would normally recommend placing the entire amount in a balanced fund, as the District's proposed plan to invest \$1 million in a liquid account is uncommon. However, setting aside some money in a liquid account would provide the Board with some flexibility in times of crisis. The trust will protect these funds for the purpose of OPEB, while still providing the District with a small emergency fund to be used in a directed manner by the Board. He reported that this item will be brought to College Council on November 3, 2015, and noted the importance of bringing it to the Board for their input prior to that date, since the Board has the responsibility of balancing the budget, along with he and Dr. Crow. Drs. Tribley and Crow explained that setting aside these funds in a trust will be viewed favorably by the ACCJC. However, they also noted the District will not meet the Annual Required Contribution (ARC). Dr. Crow explained that to meet the ARC, the District would need to set aside approximately \$11 million, or regularly set aside the total ARC, instead of paying such costs as they occur (the "pay as you go" approach). Dr. Crow noted that setting aside \$4 million, rather than only using the "pay as you go" approach, will allow the District to pay less money into the total obligation over time, because we're earning interest on that money over time. He also noted that this investment, over time, would more than compensate for our membership fee and annual contribution.

Trustee Coppernoll expressed her approval of this balanced and diversified plan.

Public Comment

Paola Gilbert commented that she was uncertain of her view on this matter. She remarked that the CTA indicated that the District shouldn't put money into an irrevocable trust and asked when the MPCTA would be able to speak on this matter in the future, should they wish to do so. Dr. Tribley responded that this will be brought before College Council on November 3, 2015 and at a subsequent College Council meeting. He also noted that it would be brought to the Board for approval in November.

- D. BE IT RESOLVED, that the Governing Board authorize the District to enter into an agreement (attached) with Murley Consulting Group to assist with the solicitation and evaluation of Solar Proposals and the procurement process for Solar Electric Systems.

Motion Steck / Second Brown / Carried.

2015-2016/39

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 following new courses be approved:

New Courses:

COOP 91.50	Education Work Experience
CSIS 178A	Network Scaling Concepts
DANC 15D	Ethnic Dance IV

Motion Brown / Second Steck / Carried. 2015-2016/40

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 approve "Amendment 01" to contract number CSPP-5284 with the California Department of Education.

Motion Steck / Second Brown / Carried. 2015-2016/41

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

The Trustees commended Mary Johnson and Cathy Nyznyk for their work to expand the Early Education Program.

G. BE IT RESOLVED, that the 2016-2017 College Academic Calendar be approved as proposed.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/42

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. BE IT RESOLVED, that the Governing Board will appoint Michael Gilmartin, Dean of Instructional Planning, as the District's representative to the Adult Education Regional Consortium of the Monterey Peninsula.

Motion Steck / Second Dunn Gustafson / Carried. 2015-2016/43

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

- I. BE IT RESOLVED, that the Governing Board approve the Memorandum of Understanding (MOU) "Mandatory Training Full-Time Faculty" dated September 21, 2015 between Monterey Peninsula Community College District and Monterey Peninsula College Teachers' Association, which provides full-time faculty compensation for mandated training for the 2015/2016 academic year.

Motion Coppernoll / Second Dunn Gustafson / Carried. 2015-2016/44

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

- J. BE IT RESOLVED, that the Governing Board approve the Memorandum of Understanding (MOU) of June 17, 2015, entitled Student Services Reorganization in which the California Employees School Association Chapter #245 MPCEA/CSEA and the Monterey Peninsula Community College District agree to the reorganization of Student Services.

Motion Steck / Second Coppernoll / Carried. 2015-2016/45

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

- K. BE IT RESOLVED, that the Tentative Agreement between the California Employees School Association Chapter #245 MPCEA/CSEA and the Monterey Peninsula Community College District continue the current contract for the period July 1, 2014 through June 30, 2017, be approved.

Motion Brown / Second Steck / Carried. 2015-2016/46

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

- L. BE IT RESOLVED, that the amended Citizens' Bond Oversight Committee Bylaws, as attached hereto, be approved.

Motion Dunn Gustafson / Second Steck / Carried. 2015-2016/47

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

- M. BE IT RESOLVED, that the appointment of Wayne Cruzan, Rick Heuer, Birt Johnson, Jr., and James Panetta, to a third term as members of the Citizens' Bond Oversight Committee, effective October 29, 2015, be approved.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/48

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

- N. BE IT RESOLVED, that the appointment of Stephen Lambert, as a member of the Citizens' Bond Oversight Committee, effective October 29, 2015, be approved.

Motion Brown / Second Dunn Gustafson / Carried. 2015-2016/49

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

- O. BE IT RESOLVED, that 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, be adopted.

Motion Dun Gustafson / Second Steck / Carried. 2015-2016/50

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

Trustee Brown thanked Dr. Tribley and Trustees Dunn Gustafson and Coppernoll for their work on the policies.

- P. BE IT RESOLVED, that Charles A. Brown be designated as the 2016 Designated Director on the MPC Foundation Board of Directors with full voting rights and that Margaret-Anne Coppernoll be designated as alternate Designated Director.

Motion Steck / Second Dunn Gustafson / Carried. 2015-2016/51

Student Advisory Vote:	AYE:	Lambert
AYES:	5	MEMBERS: Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	2	MEMBERS: Brown, Coppernoll

Trustee Brown commented that he hopes for this to be made into a two-year appointment in the future.

Q. INFORMATION: Calendar of Events – No discussion.

BREAK: 3:06-3:20pm

15. REPORTS AND PRESENTATIONS

A. Student Success and Achievement Report: “A View through a Student Equity Lens: Access,” Dr. Rosaleen Ryan and Mr. Laurence Walker

Dr. Ryan and Mr. Walker presented the presentation, “A View through a Student Equity Lens: Access.” / The trustees commended their presentation.

B. Update on District Operational Audit: Dr. Walter A. Tribley and Dr. Steven L. Crow
 Dr. Tribley provided an update on the status of the proposed District Operational Audit. He spoke of the benefits of bringing in impartial, expert consultants to offer suggestions for improving the health of the college. He reported that this topic has been addressed at multiple meetings of College Council. He provided a brief overview of the discussions, which included the scope of work and the companies that provide such services [Financial Crisis Management Assistance Team (FCMAT), Cambridge West, School Services, and Collaborative Brain Trust (CBT)]. Of the four companies reviewed, CBT appeared to offer a greater depth of services. He reported that a representative from CBT attended a meeting of College Council to provide information to the group. Dr. Tribley distributed and reviewed the proposal from CBT and highlighted the expertise of the consultants identified to work with MPC. He shared that some members of College Council expressed concern about CBT’s ability to maintain their impartiality if they are hired by the District to conduct the audit. He expressed confidence in CBT’s ability to remain impartial. However, he also emphasized administration’s desire for this process to be open and transparent, and to take into consideration the concerns expressed by some members of College Council. He reviewed the steps he has undertaken to alleviate their concerns: 1) College Council would preside over the audit and serve as CBT’s point of contact once the audit is underway. 2) CBT would provide reports to College Council, which also would ensure that the entire campus is represented in this process. 3) He has indicated to College Council that MPC could also ask the Chancellor’s Office to perform an independent review of the District’s finances and any other areas of concern. Dr. Tribley also spoke about CBT’s process, if their proposal were to be accepted. He confirmed CBT’s plan to complete the audit within three months and noted that they would provide MPC with suggested action plans. He explained that College Council will receive, but not approve, CBT’s final report. CBT would then provide their report to the Board. He assured the Board that College Council would be notified when CBT’s report is presented to the Board, so that members may attend the meeting, should they wish to do so. He also indicated that the Board meeting can be held in a larger venue to accommodate College Council and members of the community who may wish to hear the report. He commended all of MPC’s constituent groups, particularly College Council and the MPCTA, for supporting an operational audit, noting that he sees it as a healthy process for the college to undergo. He emphasized the urgency with which the college needs to undergo the audit and reported that CBT’s proposal would be brought to College Council for action on November 3, 2015. If there is a consensus to move forward with the proposal, it will be brought before the Board for approval on November 18, 2015. He noted that one-time funds for

this purpose were set-aside in the consensus budget and credited the constituents who voted to approve the general plan. He reported that CBT's proposal is \$10,000 over what was budgeted and explained that he will request an internal transfer to cover the cost of the audit, if their proposal is accepted and if the cost is greater than what was set-aside in the budget.

Dr. Crow spoke of his and staff's efforts to internally review accreditation and other issues, with the goal of relaxing the pressure on our budget, as well as improving our bottom line, our service to our staff, and our energy use. He stated that the practices and decisions made on the academic side of the house also need to be considered at all stages of the game, as they also affect the budget. He endorsed CBT as the best qualified company to conduct the operational audit, given the expertise of their consultants and history of accomplishments. He gave a brief synopsis of the two reports he provided to College Council on FCMAT, Cambridge West, School Services, and CBT. His first report to College Council showed a matrix of services each company advertised on their website. He explained that FCMAT primarily services K-12 institutions. He noted that FCMAT also has provided services outside of their core set of services, for which they usually contract out to other organizations, including CBT. His second report to College Council included a recap of his communication with FCMAT and their declination to submit a proposal, because the scope of what MPC was asking for was beyond the scope of services they could accommodate at the time. He indicated that FCMAT referred him to their core set of services and said that they'd be happy to help with that in the future, with notice.

Drs. Tribley and Crow explained that the ACCJC may look favorably upon the operational audit, because it will show that the college has undergone an assessment and identified the standards on which it needs to work. It also will be essential, for the accreditation process, for the college to have implemented a plan of action to address any areas of deficiency. Dr. Tribley pointed out that the college has already begun this work internally, through the self-study process. They both recognized, however, that the ACCJC is ultimately looking for compliance and may still give the college some recommendations, regardless of our efforts between now and the time of our site visit. A discussion regarding the full accreditation MPC received six years ago, despite the existence of these same problems, ensued. Vice Chair Steck noted that MPC has significantly less money now than it did six years ago. Dr. Crow explained that the Board policies weren't as old then as they are now and also indicated that new standards may now be in place that weren't in place then.

Trustee Coppernoll commended CBT's integrated approach. Chair Johnson expressed confidence in CBT's ability to be impartial, noting that their business would be hurt if they weren't. He commended the lead role to be played by College Council and the transparency of the process. He didn't specifically endorse CBT because he hadn't had time to review their proposal, but he indicated support for the operational audit, noting that good businesses scrutinize themselves to determine what is and isn't working. He also expressed hope that the college would reach a consensus and move forward as quickly as possible due to the importance of the audit.

Public Comment

Paola Gilbert, MPCTA President, expressed MPCTA's support for and encouragement of an operational audit. However, she reported that the MPCTA may not vote in favor of the CBT proposal, as they still have questions regarding the proposal process, scope of work, and point-of-contact. She also emphasized that the MPCTA voted for the general budget rather than individual line items.

C. Superintendent/President's Report: Dr. Walter Tribley

Dr. Tribley reported on his site visit to Santa Barbara City College as a Fall 2015 ACCJC Evaluation Team member. He remarked that it was an extraordinary experience and has recommended to others on campus that they participate in such visits if they have the opportunity to do so. / He addressed Trustee Dunn Gustafson's concerns about large attorneys' fees, noting that attorney services have been utilized in many ways, including drafting contracts and

agreements. / He reported on his participation in the 2015 Higher Education & Research Leadership Summit, which focused on the Naval Postgraduate School and their research, and Bright Futures, the cradle-to-career initiative. He commented on his presentation with Dr. Will Lewallen, Hartnell President, and Dr. Eduardo Ochoa, CSUMB President. During his presentation, he acknowledged the need to provide level-appropriate education to students in a diverse community such as ours, and also celebrated our Early Childhood Education Program. / He noted Dr. Crow's progress on 20 Board policies in the Administrative Services area and indicated that the policies would be provided to the Board Policy Subcommittee following College Council approval. / He reported on his attendance at the opening ceremony of CSUMB's Business and Information Technology Building on October 23, 2015. He remarked that Dr. Knolle was commended by many at the event. / He noted that the MPCEA, MPCTA, and administration have participated in interest-based bargaining training, which was coordinated by Human Resources. He reported that they have agreed to move forward with interest-based bargaining with a facilitator. He expressed hope that interest-based bargaining will prove fruitful in the future.

- D. Academic Affairs Report: Dr. Jon Knolle
Dr. Knolle highlighted items from the Academic Affairs report on behalf of Ms. Kiran Kamath, Vice President of Academic Affairs.
- E. Student Services Report: Mr. Larry Walker
Mr. Walker highlighted items from the Student Services report.
- F. Administrative Services Report: Steven L. Crow, Ed.D.
Dr. Crow reported on the productive Fall 2015 meeting of ACBO (Association of Chief Business Officials). He reported his plan to share with PVP (President/Vice Presidents) the information he received at the conference on such topics as enrollment management, legal issues, and the future of STRS. / The Board commended Dr. Crow for his accomplishments during his short time at MPC.
- G. Academic Senate Report: Dr. Alfred Hochstaedter – No report.
- H. MPCEA Report: Mr. Kevin Haskin, President – No report.
- I. MPCTA Report: Ms. Paola Gilbert, President
Ms. Gilbert read from the MPCTA report. / Trustee Dunn Gustafson remarked that she doesn't appreciate being lectured; that she values and appreciates reports that are given respectfully. / A discussion ensued regarding speaking in a respectful manner of others at Board meetings. Ms. Gilbert's comments regarding FCMAT also were discussed. Dr. Crow noted that at the October 13th meeting of College Council, he read verbatim the e-mail he received from FCMAT, in which FCMAT declined to submit a proposal to MPC at the time it was requested. Trustee Brown stated the importance of abiding by MPC's Mission Statement and doing what is best for MPC's students. Chair Johnson reiterated the importance of working together utilizing the concept of interest-based bargaining.
- J. ASMPC Report: Mr. Stephen Lambert, Student Trustee
Student Trustee Lambert announced the upcoming ASMPC's Annual Thanksgiving Feast. / Trustee Brown called attention to Mr. Lambert's ASMPC t-shirt.
- K. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chairs – No report.
- L. MPC Foundation
 - 1) Executive Director Report: Ms. Beccie Michael
Dr. Tribley highlighted items from the Executive Director's report on Ms. Michael's behalf.
 - 2) Monthly Donations: See written report.

M. Governing Board Reports

- 1) Community Human Services (CHS) Report – Vice Chair Steck reported that CHS had a spectacularly clean audit.
- 2) Trustee Reports
 - a) Student Trustee Lambert reported that he attended a number of events, including a tribute to John Denver.
 - b) Trustee Brown reported on his attendance at a recent MPC football game, at which the Marina High School Band was present. He commended the band and ASMPC. / He also reported on his attendance at a recent dinner for Breakthrough, an inspirational organization created to assist men with the challenges they face.
 - c) Trustee Marilyn Dunn Gustafson thanked Dr. Tribley for the opportunity to join him at the 2015 Higher Education & Research Leadership Summit and spoke of the “cradle to career” discussion at the event. / She pointed out that Dr. Tribley is quoted in the World Affairs Council’s November issue of “The Passport.” His quote appears in an announcement of MPC’s Spring 2016 deadline for applications from international students. / She also reported on her attendance at a private celebration of MPC’s Art Programs, hosted by Dale Meyers.
 - d) Vice Chair Steck noted that MPC administrators and faculty have tough jobs. He stated that he is very proud of what MPC administrators do for this college. He also commented that although every college has problems, MPC is a wonderful place.
 - e) Trustee Coppernoll reported on her attendance at the Art Department’s Open House. She commended the event, the facilities, and Dr. Tribley’s speech emphasizing the importance of creative art. / She reported on her attendance at the 2015 Higher Education & Research Leadership Summit and commended Dr. Tribley’s presentation regarding the CDC. / She also applauded Dr. Ryan and Mr. Walker for their presentation and for their work.
 - f) Chair Johnson reported that the Monterey police chief would like MPC to talk about campus safety. / He also reported that he’s working with the Middlebury Institute of International Studies at Monterey (MIIS) on their new strategic plan. / Dr. Tribley reported that Mr. Walker is MPC’s representative on the steering committee for Bright Futures. He also noted that PVP recently heard a report on Emergency Preparedness and commended Art St. Laurent, MPC Security Director, and David Brown, Public Safety Training Center Director, for their work. He noted that Dr. Crow is researching internal door locks.

16. ADVANCE PLANNING

A. Regular Board Meeting, Wednesday, November 18, 2015 at MPC:

- 1) Closed Session: 11:00am, Stutzman Room, LTC
- 2) Regular Meeting (Business): 2:00pm, Sam Karas Room, LTC
- 3) Regular Meeting (Reports): 3:00pm, Sam Karas Room, LTC

The Board changed the November 18th Board meeting start time to 2:00 p.m., to enable them to attend the Monterey County Office of Education’s Leadership Summit on that date. The Board also decided to begin Closed Session after the conclusion of the Regular meeting on November 18th.

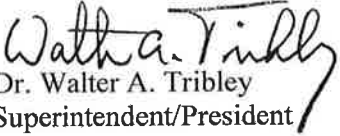
B. Regular Board Meeting, Wednesday, December 9, 2015 at MPC:

- 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 5:23 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 December 11, 2015

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 2015

Consent Agenda Item No. A.3

Fiscal Services
College Area

Proposal:

Approve November supplemental and regular payroll.

Background:

November 10, 2015	Supplemental Payroll	\$ 62,213.91
November 30, 2015	Regular Payroll	<u>\$2,238,280.23</u>
Total		<u>\$2,300,494.14</u>

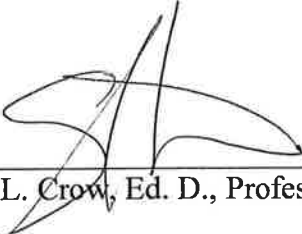
Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that the:

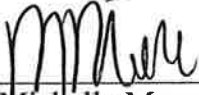
November 10th supplemental payroll in the amount of \$62,213.91 and the November 30th regular payroll in the amount of \$2,238,280.23 be approved.

Recommended By:

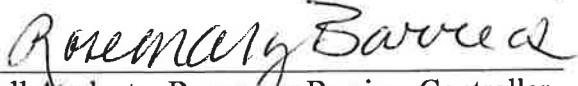


Steven L. Crow, Ed. D., Professional Expert, Administrative Services

Prepared By:

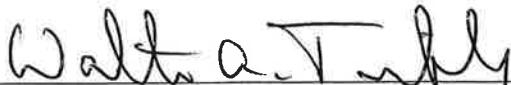


Michelle Moore or Sean Willis, Payroll Analyst



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 2015

Consent Agenda Item No. A.4

Fiscal Services
College Area

Proposal:

Approve Commercial Warrants for November 2015.

Background:

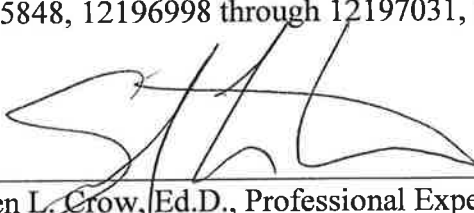
Number 12193024 through Number 12193024.....	\$138,326.96
Number 12193744 through Number 12193796.....	\$271,582.91
Number 12195068 through Number 12195121.....	\$413,255.71
Number 12195848 through Number 12195848.....	\$68,500.00
Number 12196998 through Number 12197031.....	\$72,494.23
Total.....	\$964,159.81

Budgetary Implications:


Budgeted.


- RESOLUTION: BE IT RESOLVED**, 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.

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 11/03/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12193024	11/03/2015	Monterey Peninsula College	01-9510	PV 3333 Amt Due to MPC Trust		138,326.96
Total Number of Checks					1	138,326.96

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	1	138,326.96
Total Number of Checks		1	138,326.96
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			138,326.96

Checks Dated 11/05/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12193744	11/05/2015	Agile Research & Tech.	01-5100	IS & Matriculation-Web Support & Project Mngmnt		9,840.00
12193745	11/05/2015	AITS INC	01-5600	PV 3334 Van Rental		115.66
12193746	11/05/2015	AmeriPride Uniform Services	01-6200	Art-Open order for rag service/printmaking		47.49
12193747	11/05/2015	Anderson, Judy	01-5100	MATE Resource Ctr-Independent Contractor		2,372.50
12193748	11/05/2015	AT&T	01-5500	MPC Ed Center- Open order		983.56
12193749	11/05/2015	Behnam MD, Shaida	01-5100	Health Services		500.00
12193750	11/05/2015	Hanna Bell	01-5100	Lo State Univ. Grant-Independent Contractor		226.50
12193751	11/05/2015	Nancy Bingaman	01-5200	PV 3335 Reimbursement		1,188.39
12193752	11/05/2015	C.A.R. Specialists	47-5600	PV 3336 Repair		497.67
12193753	11/05/2015	CALIFORNIA AMERICAN WATER CO	01-5500	General Insitit-Open order	8,213.14	
			47-5500	General Insitit-Open order	559.33	8,772.47
12193754	11/05/2015	Canon Business Solutions	01-5600	Library Office Equipment- Go Print lease		591.35
12193755	11/05/2015	Canon Business Solutions	01-5600	Print Shop-Open order for Copier Lease		7,090.02
12193756	11/05/2015	Cardinale Moving & Storage Co	14-5800	PV 3355 Moving		1,945.00
12193757	11/05/2015	CCCCSSAA	01-5500	PV 3337 Dues for 15-16		300.00
12193758	11/05/2015	CDW GOVERNMENT INC	01-5600	Graphic Arts-repair parts		615.59
12193759	11/05/2015	Central Coast Sign Language	01-5100	Access Resource Ctr-Independent Contractor		734.08
12193760	11/05/2015	Kathleen Clark	01-5200	PV 3351 Travel Reimb		313.33
12193761	11/05/2015	Constellation New Energy	01-5500	General Insitit.-Open order for electricity	19,256.58	
			47-5500	General Insitit.-Open order for electricity	1,311.42	20,568.00
12193762	11/05/2015	Jennifer Davis	01-5100	PV 3358 2012-2015 One Time Py		2,192.55
12193763	11/05/2015	Deaf & Hard of Hearing Srv Ctr	01-5100	Access Res. Ctr-Independent Contractor		1,575.00
12193764	11/05/2015	Dynamic Press	01-4500	PV 3349 Diploma Printing		100.78
12193765	11/05/2015	Edges Electrical Group	01-4500	Maintenance- Open order		301.72
12193766	11/05/2015	Fastenal Company	01-4300	PV 3338 Supplies		140.13
12193767	11/05/2015	Foundation of CA Comm Colleges	01-5200	PV 3352 E. Crutchfield Registration		250.00
12193768	11/05/2015	Gardner, Matt	01-5100	MATE MOV: Independent Contractor		3,334.00
12193769	11/05/2015	Home Depot	01-4500	PV 3339 Leveling Shed		2,000.00
12193770	11/05/2015	Howard's Piano Moving	01-5600	PV 3340 Piano Moving		200.00
12193771	11/05/2015	INDIAN JEWELRY SUPPLY	01-4300	Art-open order		914.89
12193772	11/05/2015	ITPI	01-5100	Information Systems-ERP PREP		18,400.00
12193773	11/05/2015	Jet Tec LLC	01-4500	PV 3342 Ink Cartridge		445.15
12193774	11/05/2015	Beshoy Kanz	01-4300	PV 3343 Reimbursement		431.07
12193775	11/05/2015	KBA Docusys	01-5600	Print Shop-Copier rental for Life Science		293.29
12193776	11/05/2015	Patrick Kelly	01-5800	PV 3344 Stat Crew Football		125.00

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 11/05/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12193777	11/05/2015	Khan-Bernier	01-5100	MATE & ITEST- Independent Contractor		7,860.00
12193778	11/05/2015	MPC FOUNDATION	01-5800	MPC Foundation-Foundation services		8,333.33
12193779	11/05/2015	Nob Hill Foods -Sacto	04-4700	Children's Center- Open order for meals		225.91
12193780	11/05/2015	Nuventive	01-5800	TracDat software		138,000.00
12193781	11/05/2015	Office Depot	01-4300	Life Science- Open order	200.95	
				MPC Ed Center- Open order	18.75	
				Physical Science- open order	110.76	
			01-4500	ARC- Open order	103.71	
				EOPS- open order	1,200.82	1,634.99
12193782	11/05/2015	Michele Oka	01-5100	PV 3357 2012-2015 onetime py		2,157.58
12193783	11/05/2015	John Orzel	01-5100	PV 3360 2012-2015 One Time PY		72.85
12193784	11/05/2015	Maria Osladacz	01-5100	MATE MOV: Independent contractor		673.75
12193785	11/05/2015	Paatterson Dental Supply	01-4300	PV 3345 Supplies	231.01	
12193786	11/05/2015	Pocket Nurse	01-4300	PV 3346 Supplies	972.97	1,203.98
12193787	11/05/2015	Radiation Detection Company	01-4300	Enrollment Growth-Demo Dose		518.00
12193788	11/05/2015	Radiation Detection Company	01-4300	PV 3347 Supplies		25.00
12193789	11/05/2015	Ri'kee Ross	01-4300	PV 3347 Supplies		406.00
12193790	11/05/2015	San Jose State University	01-5100	PV 3356 SAT Workshop		75.00
12193791	11/05/2015	Victoria Simmons	01-5500	PV 3348 Stipend B. Lechner		15,820.00
12193792	11/05/2015	Sinclair, Timandra	01-5800	PV 3350 IBB Training		2,020.68
12193793	11/05/2015	Toyota Material Handling	01-5100	MATE MOV- Independent Contractor		2,333.00
12193794	11/05/2015	Janis Trendt	39-5600	PV 3354 Repair		701.00
12193795	11/05/2015	VENTEK INTERNATIONAL INC	01-5100	PV 3359 2012-2015 One Time PY		5.41
12193796	11/05/2015	White Page Communications	39-5600	PV 3353 Service Repair		361.24
			01-5100	PIO- Open order		1,750.00
Total Number of Checks					53	271,582.91

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	48	265,981.34
04	Children Center	1	225.91
14	Capital Projects Fund (M)	1	1,945.00
39	Parking Fund (M)	2	1,062.24
47	College Center (M)	3	2,368.42

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 Check be approved.

Checks Dated 11/05/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
			53			271,582.91
				Total Number of Checks		
				Less Unpaid Sales Tax Liability		.00
				Net (Check Amount)		271,582.91

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 11/12/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12195068	11/12/2015	ACSIG Dental	01-3400	GI-Support/Ins. - Open order		27,885.50
12195069	11/12/2015	AdSpec	01-4500	PV 3361 Lanyards		734.37
12195070	11/12/2015	Alliant Insurance Services Inc	35-5100	Self Insurance-Medical Broker for Self Insurance		4,166.63
12195071	11/12/2015	AT&T	01-5500	Gen Instit. Telecom- Open order		37.39
12195072	11/12/2015	Jessica Bray	01-5100	LSU Grant- Independent Contractor		910.00
12195073	11/12/2015	CALIFORNIA AMERICAN WATER CO	01-5500	General Instit.-Open order	1,788.05	
12195074	11/12/2015	Steve Crow	47-5500	General Instit.-Open order	121.77	1,909.82
12195075	11/12/2015	Dept of Industrial Relations	01-5200	PV 3362 Reimb ACBO Travel		636.20
12195076	11/12/2015	Epico Systems Inc	01-5600	PV 3363 Elevators		1,350.00
12195077	11/12/2015	FEDERAL EXPRESS	48-5100	PV 3381 Install Fiber Cable		1,919.00
12195078	11/12/2015	Home Depot Credit Services	01-5800	Warehouse- Open order		204.27
12195079	11/12/2015	Jet Tec LLC	01-4500	Maintenance- Open order		486.89
12195080	11/12/2015	KBA DocuSys	01-5600	PV 3341 Printer Fix		100.00
12195081	11/12/2015	Leone, Bill	01-5600	Print Shop		7,658.75
12195082	11/12/2015	LOOMIS	01-5100	Student Veterans Advocate-Independent Confr		362.50
12195083	11/12/2015	McMaster-Carr	01-5800	Fiscal Services- Open order		1,038.00
12195084	11/12/2015	Microfit	01-4300	PV 3384 Supplies		178.78
12195085	11/12/2015	Monterey City Disposal Inc	01-5600	PV 3375 Phone Support	1,791.16	120.00
12195086	11/12/2015	Monterey County Fence	01-5500	General Instit.-Open order		2,015.42
12195087	11/12/2015	MONTEREY COUNTY HERALD	47-5500	Student Center- Open order	224.26	
12195088	11/12/2015	Monterey County Weekly	01-5500	PV 3364 Bollards		340.00
12195089	11/12/2015	Matthew Mora	01-5700	PV 3376 Legal Notice		357.69
12195090	11/12/2015	MPC District	01-4500	PV 3383 Job Ad		519.15
12195091	11/12/2015	MPC District	01-5100	MATE Resource Ctr-Independent Contractor		286.70
12195092	11/12/2015	MPC District	01-3400	First 5-Health & welfare		7,215.95
12195093	11/12/2015	MPC District	01-3400	Deposits to self insurance fund-open order		39,569.52
12195094	11/12/2015	MPC District	01-3400	OPEB Fund for 2015/2016		8,500.00
12195095	11/12/2015	MPC District	04-3400	CA preschool contract-open order		1,469.80
12195096	11/12/2015	MPC District	04-3400	CA Preschool Contract&Self insurance		3,699.19
12195097	11/12/2015	MPC District	04-3400	CA preschool contract-OPEB medical		750.00
12195098	11/12/2015	MPC District	39-3400	Parking- OPEB Medical for Security		750.00
12195099	11/12/2015	MPC District	39-3400	Parking & Self Insurance-Open order		4,976.49
12195098	11/12/2015	MPC Revolving Fund	01-5800	PV 3379 RF Check Reimb	3,639.90	
12195099	11/12/2015	Terri Murphy	01-5800	PV 3380 RF cash Reimb	413.88	4,053.78
12195099	11/12/2015	Terri Murphy	01-5200	PV 3365 Travel Reimb		279.74

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 11/12/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12195100	11/12/2015	Office Depot	01-4300	Graphic Arts-Open order	162.08	
12195101	11/12/2015	Alexis Olsen	01-4500	Print Shop- Open order	221.53	383.61
12195102	11/12/2015	Peninsula Cafe	01-4300	PV 3382 Reimb		534.61
12195103	11/12/2015	PSTS INC	01-5800	PV 3385 Trio Breakfast	477.95	
12195104	11/12/2015	Rackspace	01-7600	PV 3366 Sep 15 Care Meal Plan	4,520.00	4,997.95
12195105	11/12/2015	Scott Rose	01-5500	PV 3367 Snake Drain		247.50
12195106	11/12/2015	Scudder Roofing	01-5600	IS Network & Tech.-Open order		720.39
12195107	11/12/2015	Alison Shelling	01-5100	PV 3377 Filming Guest Author		550.00
12195108	11/12/2015	Siemens Industry Inc	14-5600	Scheduled Maintenance- Re-encumber		57,855.00
12195109	11/12/2015	Signature Glass & Windows	B1500861			
12195110	11/12/2015	Cynthia Singletary	01-5200	PV 3368 Travel Reimb		243.31
12195111	11/12/2015	SMART & FINAL	01-4500	PV 3369 Repair Parts		104.33
12195112	11/12/2015	South Bay Regional Pub Safety	01-5500	PV 3370 Window Student Ctr		120.00
12195113	11/12/2015	Sysco Food Service of SF	01-4300	PV 3374 Reimb		103.74
12195114	11/12/2015	Francisco Tostado	04-4500	Children's Center- Open order for Meals	126.52	
12195115	11/12/2015	Toyota Material Handling	04-4500	Children's Center- Open order for Meals	255.45	
12195116	11/12/2015	United Parcel Service(UPS)	01-5100	Instructional contraccis- Open order		175,346.25
12195117	11/12/2015	United States Treasury	04-4500	Children's Center-Open order for Meals	94.89	
12195118	11/12/2015	VERIZON WIRELESS	04-4700	Children's Center-Open order for Meals	954.28	
12195119	11/12/2015	Virtual VRI	01-5200	PV 3371 Travel Reimb		1,048.97
12195120	11/12/2015	White Page Communications	39-5600	PV 3372 Cart Repair		416.99
12195121	11/12/2015	Wico Supply	01-5800	Warehouse- Open order		1,002.77
			35-5800	PV 3378 Transitional Fee 15		75.90
			01-4500	Verizon Cell Phone bills	37.32	37,796.00
			01-5500	Verizon Cell Phone bills	2,550.66	
			39-5500	Verizon Cell Phone bills	128.59	
			01-5100	ARS-Independent Contractor		2,716.57
			01-5100	PIO- Open order		2,310.00
			01-4500	PV 3373 Repair Parts		1,750.00
						68.32
Total Number of Checks					54	413,255.71

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	42	296,965.27
04	Children Center	5	7,349.93

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 Check be approved.

Checks Dated 11/12/2015

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
14	Capital Projects Fund (M)	1	57,855.00
35	Self Insurance Fund (M)	2	41,962.63
39	Parking Fund (M)	4	6,857.85
47	College Center (M)	2	346.03
48	Building Fund (M)	1	1,919.00
Total Number of Checks			54
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			413,255.71

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 11/17/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12195848	11/17/2015	Monterey Pen College Trust	01-7500	PV 3386 Fall 15 Disbursement		68,500.00
Total Number of Checks					1	68,500.00

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	1	68,500.00
Total Number of Checks		1	68,500.00
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			68,500.00

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 11/19/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12196998	11/19/2015	Airgas USA	01-4300	Chemistry- Open order for Helium tank rental		5.15
12196999	11/19/2015	ALAMEDA COUNTY SCHOOLS	01-3400	GI-Support Ins.-Open order		2,034.37
12197000	11/19/2015	APPLE COMPUTER INC	01-6400	IS network & tech.-Mac Book & ipad		1,872.17
12197001	11/19/2015	AT&T	01-5500	Gen Instit. Telecom- Open order		48.31
12197002	11/19/2015	B & H PHOTO/VIDEO	01-4300	Music- Microphone		449.95
12197003	11/19/2015	Brian Finegan	01-5700	Office of the President-Open order for Legal		1,575.00
12197004	11/19/2015	Crouch, Perry	01-5100	Matriculation Office-Independent Contractor		300.00
12197005	11/19/2015	EMPLOYMENT DEVELOPMENT DEPT	01-5800	Fiscal Services- Open order		6,881.27
12197006	11/19/2015	Evident	01-4300	VATEA-Perkins Instructional Supplies		715.74
12197007	11/19/2015	Fastenal Company	01-4500	Grounds- Open order		468.39
12197008	11/19/2015	GAVILAN PEST CONTROL	01-5500	Grounds- open order	259.14	180.00
12197009	11/19/2015	Greenwaste Recovery, INC	01-5500	Marina Ed Center-Open order	587.14	846.28
12197010	11/19/2015	KBA DocuSys	01-5600	MPC Public Safety Training Ctr-Open order		286.30
12197011	11/19/2015	James Lawrence	01-5200	Print Shop		2,020.40
12197012	11/19/2015	Loomis, Kathryn	01-5100	PV 3387 Travel Reimb	2,092.50	
12197013	11/19/2015	LOZANO SMITH, LLP	01-5200	MATE Resource Ctr-Independent Contractor	1,345.54	3,438.04
12197014	11/19/2015	Marina Coast Water District	01-5700	PV 3388 Travel Reimb Mate 2016	4,406.24	11,091.90
12197015	11/19/2015	McKesson Medical Surgical	01-4500	Office of the President-Open order for Legal		5,473.78
12197016	11/19/2015	Mobile Modular Mgmt Corp	01-5600	MPC Ed Center-Open order	284.51	95.94
12197017	11/19/2015	Monterey City Disposal Inc	01-5500	PV 3390 010045 004 Oct 15	432.38	615.90
12197018	11/19/2015	Monterey County Weekly	01-5800	PV 3390 010045002 Oct 15	350.65	276.11
12197019	11/19/2015	Matthew Mora	01-5100	PV 3390 010045003 Oct 15		454.00
12197020	11/19/2015	Office Depot	01-4300	Health Services- Open order		195.80
				Gen Instit. Minor Cap-Lease GC restroom	91.91	
				General Instit.-Open order	270.01	
				PIO- Open order for newspaper advertising	91.96	
				MATE Resource Ctr-Independent Contractor	92.96	
				MPC Ed Center- Open order	58.18	
				Physical Science- open order	165.67	
				Div Office-Business & Tech- open order	74.52	
				Fire Protection Tech- Open order	204.25	
				Life Science- Open order	170.31	
				Matriculation Office-Open order		
				Human Resources- open order		
				International Student Program-Open order		
				EOPS-Open order		

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 11/19/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12197020	11/19/2015	Office Depot	01-4500	Print Shop- Open order	288.21	
				VP of Academic Affairs-open order	75.37	
				ARC- Open order	69.98	
12197021	11/19/2015	Ordway Drug Store	01-4500	Dean of Instructional Planning -Open order	127.44	1,780.77
				Health Services- Open order	139.86	
				Health Services- Open order for medical supplies	255.09	394.95
12197022	11/19/2015	PACIFIC GAS & ELECTRIC	01-5500	General Instit.-Open order for electricity	19,277.48	
12197023	11/19/2015	Palace Office Interiors	47-5500	General Instit.-Open order for electricity	1,312.84	20,590.32
12197024	11/19/2015	PAST Foundation	01-6400	Gen. Instit. Cont.-Modifications to office furn.		1,052.52
12197025	11/19/2015	PENINSULA MESSENGER SERVICE	01-5200	PV 3389 Travel Reimb		721.20
12197026	11/19/2015	PENINSULA WELDING SUPPLY	01-5800	Fiscal Services- Open order		738.00
12197027	11/19/2015	Port Supply	01-4500	Maintenance- Open order		18.00
12197028	11/19/2015	RAPID PRINTERS	01-4300	Lo State Univ Grant- open order for motors		520.00
12197029	11/19/2015	SupplyWorks	01-4500	EOPS-Business cards		370.41
				Custodial Services-Open order	4,408.45	
12197030	11/19/2015	VENTEK INTERNATIONAL INC	39-5600	Custodial- Open order	181.97	4,590.42
12197031	11/19/2015	Waxie Sanitary	01-4500	Parking-Preventive maintenance		2,052.19
				Custodial- Open order		340.65
Total Number of Checks					34	72,494.23

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	33	69,129.20
39	Parking Fund (M)	1	2,052.19
47	College Center (M)	1	1,312.84
Total Number of Checks		34	72,494.23
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			72,494.23

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 Check be approved.

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 2015

Consent Agenda Item No. A.5

Fiscal Services
College Area

Proposal:

It is proposed that the Board of Trustees approves the November 2015 Purchase Orders, Numbers B1600345 through B1600373.

Background:

Purchase Orders B1600345 through B1600373 were produced in November 2015. These orders totaled \$123,874.11 in college expenditures. The list of Purchase Orders is attached.

Budgetary Implications:

Budgeted.

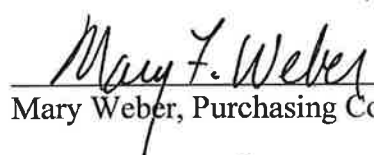
RESOLUTION: BE IT RESOLVED, that Purchase Orders B1600345 through B1600373 in the amount of \$123,874.11 be approved.

Recommended By:



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

Prepared By:




Mary Weber, Purchasing Coordinator



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

(See Last Page) ***

Board Meeting Date December 9, 2015

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount	
B16-00345	APPLE COMPUTER INC	041	IS network & tech.-Mac Book & ipad	01-6400	1,872.17	
B16-00346	APPLE COMPUTER INC	041	IS network & tech-Mac Pro Server	01-6400	3,040.41	
B16-00347	B & H PHOTO/VIDEO	031	Music- Microphone	01-4300	449.95	
B16-00348	CDW GOVERNMENT INC	041	IS Network & Tech-Cisco Direct Unity	01-5600	11,870.39	
B16-00349	Onix Networking	041	IS Network & Tech- AO Docs File Server	01-6300	8,820.00	
B16-00350	UCSF Willd Body Program	045	Anatomy/Physiology- Cadaver	01-6200	3,045.00	
B16-00351	Remote-Learner US Inc	021	Distance Ed-Moodle hositng, support & storage	01-5600	28,500.00	
B16-00352	Glove Nation	045	Anatomy/Physiology-Gloves	01-4300	278.62	
B16-00353	Montgomery Shop Equipment	025	Automotive Tech-Sanding Block	01-4300	97.81	
B16-00354	Valine Moreno	057	Upward Bound-Independent Contractor	01-5100	1,100.00	
B16-00355	CDW GOVERNMENT INC	031	Graphic Arts	01-4300	409.23	
B16-00356	Pocket Nurse	045	Medical Assisting- supplies	01-4300	156.27	
B16-00357	Teracai	041	IS Network & Tech-Cloudlink Licenses	01-5600	7,980.00	
B16-00358	Silke Communications	022	Parking-Radio equipment	39-6400	2,738.85	
B16-00359	Palace Office Interiors	080	Gen Instit. Cont.-Ergo Chair	01-6400	395.34	
B16-00360	APPLE COMPUTER INC	027	VATEA-10 ipad mini	01-6400	5,233.14	
B16-00361	VENTEK INTERNATIONAL INC	022	Parking-Printer	39-6400	1,623.94	
B16-00362	Ordway Drug Store	038	Health Services- Open order for medical supplies	01-4500	500.00	
B16-00363	Office Depot	021	Dean of Instruct. Planning-Open order	01-4500	200.00	
B16-00364	Central Restaurant Products	045	CTE Enhancement-2 Refrigerator, 1 Freezer	01-6400	9,066.90	
B16-00365	Greene, Evette	059	Access Resouce Center-Independent Contractor	01-5100	1,600.00	
B16-00366	ITC Systems	044	Library-Go Print Software & Support	01-5600	9,260.55	
B16-00367	Bruce Kiddle	022	Bond-Stu. Ctr Cafeterai Awning	48-5600	3,000.00	
B16-00368	Chris Dinner Heating Inc	022	Bond-Student Ctr-Cafeteria Ventilation	48-5600	8,200.00	
B16-00369	Cintas Corp #630	052	Facilities-Open order for uniforms	01-4500	7,500.00	
B16-00370	Printworx	052	Warehouse-#10 Envelope-Non-Window	01-4500	3,122.97	
B16-00371	Fluke Networks	041	IS Network & Tech.-AirMagnet Training Credit	01-5100	2,600.00	
B16-00372	Pocket Nurse	048	Enrollment Growth-Medical supplies	01-4300	412.57	
B16-00373	Cintas Corp #630	052	Custodial-Open order	01-4500	800.00	
Total Number of POs				29	Total	123,874.11

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

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	25	108,311.32
39	Parking Fund (M)	2	4,362.79
48	Building Fund (M)	2	11,200.00
		Total	123,874.11

Information is further limited to: Purchase Orders starting with text between B16-00345 and B16-00373

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

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 2015

Consent Agenda Item No. B

Human Resources
College Area

Proposal:

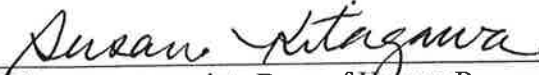
To approve the Management personnel actions shown in the table below.

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of Douglas Ridgeway, Theatre Technical Director and Operations Manager, Theatre Arts, 40 hours per week, 12 months per year, effective January 4, 2015.	Included in budget
b)	Approval of Recruitment	Approve 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. This position was previously frozen in 2008 as a budget reduction measure. Cost projections are based on annual salary and benefits. Actual cost for the 2015/2016 budget will be prorated based on time worked and initial placement of new hire. Costs include fringe benefits. Transfer of funds from account # 01-0080-0-7900-0982-5800-000-00-5880 to the Human Resources Budget.	Annual salary, including fringe benefits, ranges from \$ 68,228-\$81,757

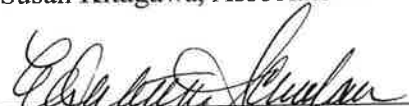
RESOLUTION: BE IT RESOLVED, that the Governing Board approve the following item(s):

- 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.


Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Elizabeth Schalan, Human Resources Analyst

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 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)	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
b)	Resignation	Resignation of Scott Moller, full time faculty Administration of Justice, Social Science effective December 17, 2015.	NA
c)	Employment	Employment of Thatcher Weldon, Adult Education Coordinator, under Education Code 87470, Range V, Step 6, effective January 1, 2016 through June 30, 2016.	Categorically Funded

Budgetary Implications:

See Table.




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

- Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2015.
- Resignation of Scott Moller, full time faculty Administration of Justice, Social Science effective December 17, 2015.
- Employment of Thatcher Weldon, Adult Education Coordinator, under Education Code 87470, Range V, Step 6, effective January 1, 2016 through June 30, 2016.


Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Elizabeth Schlatu, Human Resources Analyst

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

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

B1-Teaching With Benefits

Bell	Monika	MEDA
May	Molly	ENSL

B2-Teaching Without Benefits

Das	Arijit	CSIS
Gabrielson	Linda	PSYC
Giammanco	Kacey	PERS
Horn	Claire	MUSI
Okelberry	Maryellen	ART
Santana	Jose	ARTD
Shields-Bispo	Melissa	ART

C1-Non-Teaching With Benefits

Anongchanya	Grace	PERS
Rebold	Thomas	ENGR

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 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)	Transfer	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.	NA
b)	Resignation	Resignation of Katherine Moore, Instructional Specialist, Math Learning Center, 18 hours per week, 7 months, 19 days per year, effective November 30, 2015.	NA
c)	Employment	Employment of Denina Speights-Carrol, Instructional Specialist, Reading Center, 18 hours per week, 8.5 months per year, effective December 10, 2015.	Included
d)	Employment	Employment of Chrystal Taguiran, Instructional Specialist, Reading Center, 18 hours per week, 8.5 months per year, effective December 10, 2015.	Included
e)	Employment	Employment of Allison Watson, Accounting Specialist III, Fiscal Services, 40 hours per week, 12 months per year, effective December 10, 2015.	Included

Budgetary Implications:

See table.

RESOLUTION: BE IT RESOLVED, 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.

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

Prepared By: Elizabeth Schalau
Elizabeth Schalau, Human Resource Analyst

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

Monterey Peninsula Community College District

Governing Board Agenda

December 9, 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.

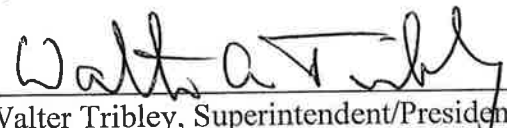
Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Elizabeth Schalau, Human Resource Analyst

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

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

BOARD AGENDA: 12/9/2015

AUTOMATIVE TECHNOLOGY						
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Hishan	Nawar	Lab Specialist	18.50	1/4/2016	2/29/2016	29 hrs wkly
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Nguyen	Eric	Custodian	\$ 13.75	11/5/2015	1/5/2015	24 hrs. weekly
HUMAN RESOURCES						
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Alarcon	Griselda	Benefits	\$ 19.43	12/9/2015	1/31/2015	29 hrs. weekly
Alarcon	Griselda	Administrative Assistant II	\$ 16.34	12/9/2015	1/31/2015	29 hrs. weekly
Bozant	Andrea	Professional Expert	\$ 24.00	12/31/2015	6/31/15	40 hrs. weekly
Garcia	Kayla	Administrative Assistant II	\$ 16.34	12/9/2015	1/31/2015	29 hrs. weekly
Kim	Shirley	Professional Expert-Increasing hours for Training, Projects & MIS Report	\$ 25.00	11/24/2015	2/3/2016	24 hrs. weekly
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Miller	Colton	Library Specialist/Circulation Desk	\$ 16.76	11/16/2015	12/18/2015	7.75 add'l hrs.
Teresa	Donna	Library Specialist/Circulation	\$ 15.94	11/16/2015	12/18/2015	8 add'l hrs. weekly
STUDENT SUCCESS AND SUPPORT						
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Hines	Katrina	College Assistant XII	\$ 18.00	1/4/2016	2/29/2016	29 hrs. weekly
Vasquez	Yuliana	College Assistant XII	\$ 18.00	1/4/2016	2/29/2016	29 hrs. weekly
TRIO/SSS						
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Do	Jasmine	College Assistant IX	\$ 16.50	1/4/2015	6/3/2016	10 weekly
TRIO-Upward Bound						
LAST NAME	FIRST NAME	POSITION	PAY RATE	FROM:	TO:	HOURS
Tri	Nguyen	College Assistant III English Tutor	\$ 10.00	11/23/2015	12/17/2015	19 hrs. weekly