



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

**REGULAR MEETING
WEDNESDAY, FEBRUARY 24, 2016**

CONSENTS

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.1

Superintendent/President
Office

Proposal:

To consider and approve the minutes of the Regular Board meeting on December 9, 2015 and January 22, 2016.

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 December 9, 2015 and January 22, 2016.

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:

Walt a Tribley

Dr. Walter Tribley, Superintendent/President

**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>

MINUTES

1. **CALL TO ORDER** – Chair Rick Johnson called the meeting to order at 1:30 p.m.
2. **ROLL CALL**
Mr. Rick Johnson, Chair
Mr. Charles Brown, Trustee (Mr. Brown arrived at 1:36 p.m., during “Approval of Agenda.”)
Dr. Margaret-Anne Coppernoll, Trustee
Ms. Marilyn Dunn Gustafson, Trustee
Dr. Loren Steck, Vice Chair (Dr. Steck left at 3:34 p.m., following the conclusion of “New Business.”)
Dr. Walter Tribley, Superintendent/President
3. **PLEDGE OF ALLEGIANCE**
The Board of Trustees recited the Pledge of Allegiance.
4. **APPROVAL OF AGENDA**

Motion Steck / Second Coppernoll / Carried. 2015-2016/63

Student Advisory Vote: AYE: Lambert
AYES: 5 MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck
NOES: 0 MEMBERS: None
ABSENT: 0 MEMBERS: None
ABSTAIN: 0 MEMBERS: None
5. **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 5Trustees Dunn Gustafson, Johnson, and Steck were sworn in by Dr. Walt Tribley, MPC Superintendent/President.
6. **ORGANIZATION**

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

Motion Steck / Second Dunn Gustafson / Carried.

2015-2016/64

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

- B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District: DR. LOREN STECK. Seating of new Board Vice Chair.

Motion Dunn Gustafson / Second Coppernoll / Carried.

2015-2016/65

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. Election of Secretary to the Governing Board, Monterey Peninsula Community College District: DR. WALTER TRIBLEY.

Motion Steck / Second Coppernoll / Carried.

2015-2016/66

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

- 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.

Motion Steck / Second Coppernoll / Carried.

2015-2016/67

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

Friday, January 22, 2015 was selected as the date of the January 2016 Governing Board meeting. It is scheduled to begin at 1:30 p.m.

- 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.

Motion Coppernoll / Second Brown / Carried.

2015-2016/68

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 MARGARET-ANNE COPPERNOLL and MARILYNN DUNN GUSTAFSON be designated as the Board Subcommittee for Governing Board Policies for 2016.

Motion Steck / Second Brown / Carried.

2015-2016/69

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

- G. BE IT RESOLVED, that CHARLES BROWN be designated as the educational liaison to the Monterey County School Board Association's Executive Committee for 2016.

Motion Steck / Second Dunn Gustafson / Carried.

2015-2016/70

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 DR. LOREN STECK be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2016, and that VICTORIA PHILLIPS be designated as an alternate.

Motion Dunn Gustafson / Second Coppernoll / Carried.

2015-2016/71

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

7. RECOGNITION

- A. Acknowledgement of Guests – None.

8. PUBLIC COMMENTS

- A. Mr. Jon Mikkelsen, MPC Faculty: Mr. Mikkelsen stated his support for MPCTA President Paola Gilbert. He expressed concern that the information being conveyed by Ms. Gilbert in her speeches to the Board is being set-aside due to her delivery and urged the Board to consider Ms. Gilbert's input. He also expressed concern about the Board's interpretation of faculty comments at the

November Governing Board meeting and suggested that the Board seek more faculty input. / Chair Johnson noted that he felt that a good understanding and strong feeling of mutual respect was reached by the end of the November Board meeting.

- B. Dr. David Clemens, MPC Faculty: Dr. Clemens expressed concern about administration and the shared governance process. He indicated that the Board shouldn't remain above operational matters or insulated from faculty, students, and staff. He also read statements from the following:
 - 1) [Tuyen Nguyen](#), MPC Faculty
 - 2) [Kathleen Clark](#), MPC Faculty
 - 3) [Kelly Stack](#), MPC Faculty
 - 4) [Robynn Smith](#), MPC Faculty
- C. Dr. Alan Haffa, MPC Faculty: Dr. Haffa expressed concern about the Board's interpretation of comments by faculty at the November Governing Board meeting and urged the Board to listen to faculty. He noted the importance of understanding the state budget and what it means to MPC. He urged the Board to consider the total compensation of faculty rather than to focus on their good health care benefits. He also suggested that the Board, along with key administrators, faculty, and staff, participate in a retreat with the intent to create a positive climate at MPC.
- D. Leandro Castillo, MPC Faculty: Mr. Castillo noted that he's not a member of the faculty union but expressed support for Ms. Gilbert and solidarity with the faculty speaking at the December Governing Board meeting. He emphasized his belief in freedom of speech and the importance of setting aside emotion, engaging in dialogue, and utilizing the talent on campus to reach solutions. He also expressed support for the philosophy of leadership rather than management.
- E. Eric Ogata, MPC Faculty. Mr. Ogata's comments may be read [here](#).

Chair Johnson stressed that the faculty have been heard and noted that we will move forward together to ensure the well-being of MPC.

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

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.

Motion Steck / Second Coppernoll / Carried.

2015-2016/72

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

11. NEW BUSINESS

- 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.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/73

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

Dr. Crow was welcomed to MPC.

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

Motion Steck / Second Coppernoll / Carried. 2015-2016/74

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. 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.

Motion Brown / Second Coppernoll / Carried. 2015-2016/75

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

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

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/76

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

Mr. Walker presented a “[cheat sheet](#)” to the Board and briefly reviewed the Student Equity Plan. / The trustees commended the comprehensive plan.

- 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.

Motion Steck / Second Dunn Gustafson / Carried. 2015-2016/77

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 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.

Motion Steck / Second Dunn Gustafson / Carried. 2015-2016/78

Student Advisory Vote:	AYE:	Lambert
AYES:	4	MEMBERS: Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Brown
ABSTAIN:	0	MEMBERS: None

- 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.

New Business Agenda Item G was considered following New Business Agenda Item H.

Motion Dunn Gustafson / Second Coppernoll / Carried. 2015-2016/79

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 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.

Motion Steck / Second Coppernoll / *After some discussion, Trustee Steck amended his motion to table New Business Agenda Item H to a future meeting.* 2015-2016/80

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

Public Comment

A. Dr. Alan Haffa expressed support for an ERP, but also asked the following: 1) How many ERPs are used throughout the state? 2) Why do we need a consultant? Do we not have a competent staff to analyze the ERPs? 3) In what ways did this go through the shared governance process?

B. Paola Gilbert agreed that the budget included a category for ERP preparation but indicated her belief that this agreement will surprise a lot of faculty. She also stated her support for Dr. Haffa's comments and questions.

Dr. Tribley noted to the Board of Trustees that he and Dr. Crow would be happy to pull the item, should they wish to do so, until the February Board meeting.

- 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)

Motion Steck / Second Brown / Carried. 2015-2016/81

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 2015-2016 pay rate schedule for hourly student pay rates, effective January 1, 2016.

Motion Lambert / Second Steck / Carried.

2015-2016/82

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 Governing Board approves the attached 2015-2016 salary schedule for Short-Term Non-Continuing (non-classified) Salary schedule, effective January 1, 2016.

Motion Coppernoll / Second Steck / Carried.

2015-2016/83

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 numbering change to Board Policy 4335 – Contract Education, be adopted.

Motion Coppernoll / Second Dunn Gustafson / Carried.

2015-2016/84

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. INFORMATION: 2015 Governing Board Self-Evaluation

Dr. Tribley provided an overview of the Governing Board self-evaluation process, noting that Trustees Charles Brown and Marilyn Dunn Gustafson served on an ad hoc subcommittee of the Board to develop the evaluation instrument and process as part of the Board's yearly self-evaluation.

On behalf of the subcommittee, Trustee Brown reported on the feedback received from the fifteen respondents.

- A. Areas in which the Board is doing well or performing satisfactorily:

- 1) The Board works together and provides a unified front at Board meetings.
- 2) The Board cares deeply about the college.
- 3) The Board listens effectively and asks insightful questions.
- 4) The Board represents the college at campus and community events.
- 5) The Board focuses on big-picture issues and attempts not to micromanage.
- 6) The Board weighs decisions in terms of what is best for students.
- 7) The Board is committed to shared governance and appropriately involving the faculty and staff in decision making.
- 8) The Board satisfactorily emphasizes the establishment of policies.

- 9) The Board's deliberations and discussions are conducted in open meetings, except where a closed session is necessary and allowed by the Brown Act.
 - 10) The Board establishes written policies to ensure efficient administration of purchasing, accounting, risk management, and other applicable procedures.
- B. Areas of improvement:
- 1) The Board's understanding of their role: some trustees may be too involved in operational matters and some may be too focused on personal areas of interest within the college when their role is to represent the best interests of the entire college and District.
 - 2) The Board neglects to question potentially harmful and questionable allegations made by presenters who are conducting themselves improperly.
 - 3) The Board's knowledge about how the college is responding to the recommendation regarding Student Learning Outcomes (SLOs) in its most recent accreditation.
 - 4) The support provided by the Board to the President so that he can be effective in carrying out his responsibilities in institutional leadership.
 - 5) The Board's direction of concerns, complaints, and criticisms of the college through the President for study and reporting back to the Board, if action is required.
 - 6) The Board's adoption of a realistic annual budget, which supports the college's mission, priorities, and programs. (Trustee Brown noted that the responses to this question were mixed: 35% of respondents indicated that the Board performed well in this area, whereas 28% responded that the Board needs improvement.)

A respondent also commented that the lawsuit of one trustee indicates a lack of support for the students and the college.

Trustee Brown noted that 58% of respondents were MPC faculty members, 16% of the respondents were MPC classified staff, 16% were community members, 8% were MPC administrators, and 8% were MPC Foundation Board members. No students responded to the survey. He also emphasized that these surveys help the Board to better understand their impact on the college so that they may perform their job better. / Chair Johnson noted that these responses would be considered at a Board retreat.

N. INFORMATION: Proposed Governing Board Goals for 2016

Trustee Dunn Gustafson reviewed the draft Governing Board Goals for 2016, which she and Trustee Brown developed after taking into account the results of the Board evaluation and the 2016 accreditation site-visit. After some discussion and revisions, the trustees agreed on the Governing Board Goals for 2016, which are listed below.

Governing Board Goals for 2016 – to be brought for approval in January 2016:

- 1) Support the college as it prepares for accreditation, focusing on the 6 areas of concern: Assessment of Student Learning Outcomes; Communication; Technology; Staffing; Budget; and Data.
- 2) Encourage an open and respectful culture at MPC in partnership with the Superintendent/President.
- 3) Actively participate in and support actions taken by the college to attain fiscal stability.
- 4) Pursue learning opportunities of college programs: i.e. Student Success and Student Learning Outcomes.
- 5) Engage in legislative advocacy activities to support the college and the community college system.
- 6) Be open and accessible to community constituents.
- 7) Ensure that college policies and procedures are updated, comprehensive, and implemented.

O. INFORMATION: Calendar of Events.

Dr. Tribley directed trustees and the audience to the revised Calendar of Events.

BREAK: 3:34 p.m. – 3:47 p.m.

12. REPORTS AND PRESENTATIONS

A. MPC Foundation

1) Executive Director Report: Ms. Beccie Michael

Ms. Michael highlighted items from the [Executive Director's report](#). / She also reported four changes to her report. 1) The President's Circle Campaign has reached 92% of their goal. 2) The Foundation was awarded two additional grants in November, bringing the total number of grants awarded in 2015 to fifteen. 3) Birt Johnson, Jr. is the Foundation Board President for 2016. 4) The Foundation will focus on updating their strategic plan in early 2016 and further developing the Legacy Society.

2) Monthly Donations: \$158,000.00.

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

Dr. Tribley announced that Dan and Joanne Albert have been selected as the recipients of the 2016 President's Award. / He reported that Collaborative Brain Trust (CBT) representatives will be at MPC on December 15th to meet with College Council. One of the goals of this meeting will be to determine a recurring meeting schedule between CBT and College Council. He also distributed to the Board the [information requested by CBT representatives](#), which he reported has been shared with College Council. / Dr. Tribley spoke of the differences between this year's and last year's state budgets. He noted that this year's state budget doesn't include the ongoing monies to the base, nor the more than \$400,000 for new faculty positions that MPC received in 2015-2016, both of which will be beneficial to MPC. He also noted the significant future fiscal challenges facing MPC, including increased STRS and PERS contributions and the ending of Prop 30, which have been shared with the Board during the MPC budget process dating back to last summer. He stated that, with Dr. Crow's arrival, the District can hold an open forum to share that information with all of our constituents, who may not have attended the Board meetings or College Council meetings in which that information was shared. He reiterated that everyone at MPC must work together to meet these challenges. / He reported that MPC will fill new faculty positions to boost our academic resources in key areas. He noted that these positions reflect the collaborative work on faculty prioritization, which took place between Kiran Kamath, Vice President of Academic Affairs, MPC's academic deans, and MPC's division chairs. / Dr. Tribley also reported that the District will begin interest-based bargaining with the two bargaining units beginning the week of December 14th.

C. Academic Affairs Report: Ms. Kiran Kamath

Ms. Kamath highlighted items from the [Academic Affairs report](#). / She reported that the deans have been participating in meetings with division chairs, the Academic Affairs Advisory Group (AAAG), and the divisions to make improvements to scheduling. / She noted that the 2016-17 schedule will be finalized during the Spring semester. / She also reported that the printed copies of the Spring Schedule should arrive in approximately one week.

D. Student Services Report: Mr. Larry Walker

Mr. Walker highlighted items from the [Student Services report](#). / He also reported on the kick-off event in Marina on December 9th, which included admissions, financial aid, and counseling services.

E. Administrative Services Report: Dr. Steven Crow – No report.

F. Academic Senate Report: Dr. Alfred Hochstaedter

Dr. Hochstaedter reported that the Academic Senate approved the Student Equity Plan for 2015 at their last meeting. He thanked those who prepared the report. / He also reported that the Academic Senate approved the Spring Flex Days schedule. He announced that Elias Kary will give the

faculty key note address on Wednesday, January 27th. He also reported that Dr. Tribley and the vice presidents have been provided with additional time to speak during their Flex Day presentations, since the time provided during Fall Flex Day proved insufficient.

- G. MPCEA Report: Mr. Kevin Haskin, President – No report.
- H. MPCTA Report: Ms. Paola Gilbert, President
Ms. Gilbert read from the [MPCTA report](#).
- I. ASMPC Report: Mr. Stephen Lambert, Student Trustee
Student Trustee Lambert reported that the ASMPC concluded their semester planning phase. He reported that they will be reviewing the challenges they faced in 2015 and developing methods for addressing them. / He reported that the ASMPC will focus on training their new members. / He also reported that ASMPC members will be reviewing ASMPC's old records to determine their past successes and ways to revive them.
- J. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chairs
Ms. Boynton reported that College Council has continued to recommend board policies to Dr. Tribley. / She noted that a subcommittee comprised of Elizabeth Mullins, Luz Aguirre, Scott Gunter, and Steven Crow will be reviewing CCLC Board Policy 2410, regarding clarifying our policies and procedures for the Board. / She noted that she is looking forward to CBT's institutional review of MPC, and the action plan which CBT will develop for MPC, which she expects will be profitable. / She reported that in the spring, College Council will be reviewing methods for performing a shared governance evaluation, required by College Council by-laws, to enhance MPC's shared governance process. / She conveyed her appreciation for the Board and for all who serve on College Council, and stated that she is proud to serve MPC. / Trustee Coppernoll commended the College Council's October report for exemplifying collaboration.
- K. Governing Board Reports
 - 1) Community Human Services (CHS) Report – No report.
 - 2) Trustee Reports
 - a) Student Trustee Lambert invited the Board to attend the MPC Concert Band's Winter Concert on Sunday, December 13th at 8:00 p.m. in the MPC Music Hall.
 - b) Trustee Dunn Gustafson extended her regrets that she will be unable to attend the January Governing Board meeting. She reported that she will be participating in a theater tour in London, which will be led by Peter DeBono. / She reported that the next World Affairs Council of Monterey Bay (WACMB) event, "Divided Memories," will be held Friday, December 18th at Rancho Cañada. Daniel Snyder, of the Asia Pacific Research Center at Stanford University, will be the speaker. She noted that WACMB continues to conduct a monthly discussion group at MPC. / She also reported that she attended the recent Alumni Association dinner.
 - c) Trustee Brown reported that he attended the retirement celebration for Esther McKay and conveyed his appreciation for the work of MPC's faculty and staff.
 - d) Trustee Coppernoll congratulated the trustees who were sworn in at today's meeting. / She emphasized that the Board supports free speech. / She praised Student Trustee Lambert for representing MPC at community events, despite his many other commitments. / She commended Dr. Tribley as a natural born leader and expressed appreciation for everything he's trying to accomplish, as well as for his conduct in the face of adversity. / She thanked Vice Chair Steck for his educational report on the CCLC conference. / She shared the results of a recent neuroscience research study, which involved a group of deceased nuns who had donated their brains for the study. The results of the report indicated that some of the nuns had Alzheimer's disease, yet had not manifested the symptoms during their lifetime because they remained cognitively fit and socially interactive. She indicated that this study supports the fact that lifelong learners can remain productive citizens and

stressed the vital role that MPC plays in our community by providing learning opportunities at all critical stages of life.

- e) Chair Johnson reported that he attended the December 8th meeting of the Monterey Planning Commission. He noted that the Middlebury Institute of International Studies' master plan was approved. / He reported that the Old Monterey Foundation put together a program with artists from throughout the area who painted new angels, which were auctioned to raise money to refurbish the old angels that are displayed in Downtown Monterey during the holiday season. One of the new angels was an MPC angel, which sold for a significant amount. He then distributed a flyer of the MPC angel. / He also reported that he plans to wear his MPC sweatshirt when he visits a former college roommate who is wrapping up his teaching career at Sorbonne University.

13. ADVANCE PLANNING

- A. Regular Board Meeting, January 22, 2016 at MPC:
 - 1) Closed Session: 11:00 a.m., Stutzman Room, LTC
 - 2) Regular Meeting: 1:30 p.m., Sam Karas Room, LTC
- B. Regular Board Meeting, February 24, 2016 at MPC:
 - 1) Closed Session: 11:00 a.m., Stutzman Room, LTC
 - 2) Regular Meeting: 1:30 p.m., Sam Karas Room, LTC
- C. Future Topics

14. ADJOURNMENT – Chair Johnson adjourned the meeting at 4:41 p.m.

15. PUBLIC COMMENTS ON CLOSED SESSION ITEMS – None

16. CLOSED SESSION

- 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 – No action taken.

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 February 25, 2016

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

REGULAR BOARD MEETING

FRIDAY, JANUARY 22, 2016

11:00am, Closed Session: Stutzman Room, Library Technology Center
1:30pm, Regular Meeting: Sam Karas Room, Library Technology Center

980 Fremont Street, Monterey CA 93940

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

MINUTES

1. **CALL TO ORDER** – Chair Rick Johnson called the meeting to order at 11:00 a.m.
2. **ROLL CALL**
Mr. Rick Johnson, Chair
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President

Absent:
Ms. Marilyn Dunn Gustafson, Trustee
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**

A. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCTA/CTA
 - b) Agency Representatives: Susan Kitagawa, Michael Gilmartin, Kiran Kamath, and Steven L. Crow, Ed.D
B. Conference with Labor Negotiators (Government Code Section 54957.6)
 - a) Employee Organization: MPCEA/CSEA
 - b) Agency Representatives: Susan Kitagawa, Laurence E. Walker, and Steven L. Crow, Ed.D
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL**– Chair Johnson asked for Roll Call at 1:30 p.m.
Present:
Mr. Rick Johnson, Chair
Mr. Charles Brown, Trustee
Dr. Margaret-Anne Coppernoll, Trustee
Dr. Loren Steck, Vice Chair
Dr. Walter Tribley, Superintendent/President

Absent:
Ms. Marilyn Dunn Gustafson, Trustee
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 – Chair Johnson reported that no action was taken.

9. APPROVAL OF AGENDA

Motion Steck / Second Brown / Carried.

2015-2016/85

Student Advisory Vote:	ABSENT:	Lambert
AYES:	4	MEMBERS: Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Dunn Gustafson
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) Dr. Walt Tribley and Ms. Catherine Webb: “Getting Ready for Reaffirmation of Accreditation and the ACCJC Site-Visit October 2016”
- 2) Dr. Walt Tribley: “American Flags at Half-Staff to Honor Victims of the Attack in San Bernardino, California”
- 3) Theresa Lovering-Brown: “MPC’s 19th Annual Holiday Art Sale”
- 4) Beccie Michael: “Giving Tuesday is here!”
- 5) MPC History Club: “*Grave of the Fireflies* Movie Event”
- 6) Shawn Anderson: “MPC Regular Board Meeting, December 9, 2015”
- 7) Taylor Wilson: “CNSA Fundraiser”
- 8) Jon Knolle and the MPC Online Team: “Spring 2016 MPC Online Shells Now Available”
- 9) Dr. Walt Tribley: “Welcome Dr. Steve Crow: MPC’s New VP of Administrative Services”
- 10) Kacey Giammanco: “Thank You”
- 11) Dr. Walt Tribley: “Happy Holidays MPC!”

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

- 1) *Monterey Herald* / December 3, 2015: “MPC women win first of season”
- 2) *Monterey Herald* / December 15, 2015: “Men’s basketball preview: MPC sophomores stepping up their games”
- 3) *Monterey Herald* / December 18, 2015: “MPC men beat Hartnell in West Valley Tournament”

13. CONSENT CALENDAR

BE IT RESOLVED,

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

- 1) That the Governing Board approves the minutes of the Regular Board meeting on November 18, 2015.

- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the December 10th supplemental payroll in the amount of \$44,037.83 and the December 30th regular payroll in the amount of \$2,234,511.51 and the January 8th supplemental payroll in the amount of \$77,426.82 be approved.
- 4) That Commercial Warrants: 12198584 through 12198643, 12199421 through 12199460, 12200970 through 12201012, 12202023 through 12202129, 12202864 through 12202890, in the amount of \$2,826,349.96 be approved.
- 5) That Purchase Orders B1600374 through B1600410 in the amount of \$298,958.00 be approved.

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Employment of Kayla Garcia, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective January 25, 2016.
 - b) Employment of Rachelle Uganiza, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective January 27, 2016.
 - c) Employment of Roger Satof, Budget & Operations Analyst, Fiscal Services, 40 hours per week, 12 months per year, effective January 25, 2016.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
 - a) Each month, individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring 2016.

D. Classified Personnel

- 1) That the Governing Board approve the following item(s):
 - a) Employment of Daisy Chaidez, Administrative Assistant II, Bilingual, Academic Affairs, 24 hours per week, 10 months, 11 days per year, effective January 25, 2016.
 - b) Establish new position of Categorical Services Coordinator, Marina Education Center, Range 17, 40 hours per week, 12 months per year.
 - c) Establish new position of Categorical Services Coordinator, EOPS/CARE and CalWORKS, Range 17, 40 hours per week, 12 months per year.
 - d) Establish new position of Instructional Technology Specialist, Access Resource Center, Range 22, 18 hours per week, 7 months, 28 days per year.
 - e) Employment of Maliha Arshad, Instructional Specialist, ESSC, Range 14, 18 hours per week, 8 months per year, effective January 25, 2016.
 - f) Employment of Dylan Music, Writing Tutor, Writing Center, Range 14, 18 hours per week, 8 months per year, effective January 25, 2016.
 - g) Resignation of Angela Ramirez, Accounting Specialist, Fiscal Services, 40 hours per week, 12 months per year, effective at the end of the day, January 20, 2016.

E. Short Term and Substitute Personnel

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

Motion Steck / Second Coppernoll / Carried.

2015-2016/86

Student Advisory Vote: ABSENT: Lambert

AYES: 4 MEMBERS: Brown, Coppernoll, Johnson, Steck

NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Dunn Gustafson
ABSTAIN:	0	MEMBERS:	None

14. NEW BUSINESS

- A. BE IT RESOLVED, that the Governing Board accepts the District’s annual Financial Audit Report for the fiscal year ended June 30, 2015.

Motion Steck / Second Coppernoll / Carried. 2015-2016/87

Student Advisory Vote:	ABSENT:	Lambert
AYES:	4	MEMBERS: Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Dunn Gustafson
ABSTAIN:	0	MEMBERS: None

Mr. Bill Rauch, Auditor with Vavrinek, Trine, Day & Co., LLP, presented the Independent Auditors’ report entitled, “Monterey Peninsula Community College District Annual Financial Report: June 30, 2015.” He reported that the audit resulted in three opinions. 1) MPC’s Financial Statements received an “unmodified” opinion, which is the highest level of assurance auditors can give. 2) MPC’s Federal Awards received one finding: some unused student federal financial aid funds were returned to the appropriate entity after the required 45 day timeframe. Mr. Rauch noted that this is a common problem amongst districts. He also reported that MPC’s response to this finding indicated how this issue would be addressed in the future to ensure that all unused funds are returned within the 45 day timeframe. 3) MPC’s State Awards received an “unmodified” opinion.

- B. BE IT RESOLVED, that the Governing Board accepts the District’s Measure I General Obligation Bonds Performance Audit and Independent Auditors’ reports for the fiscal year ended June 30, 2015.

Motion Coppernoll / Second Brown / Carried. 2015-2016/88

Student Advisory Vote:	ABSENT:	Lambert
AYES:	4	MEMBERS: Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Dunn Gustafson
ABSTAIN:	0	MEMBERS: None

Mr. Bill Rauch presented the Independent Auditors’ report entitled, “Monterey Peninsula Community College District Measure I General Obligation Bonds Election 2002: June 30, 2015.” This audit resulted in an “unmodified” opinion.

- C. BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending November 30, 2015, be accepted.

New Business Agenda Item C was handled following New Business Agenda Item D.

Motion Steck / Second Coppernoll / Carried. 2015-2016/89

Student Advisory Vote:	ABSENT:	Lambert
AYES:	4	MEMBERS: Brown, Coppernoll, Johnson, Steck

NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Dunn Gustafson
ABSTAIN:	0	MEMBERS:	None

- D. BE IT RESOLVED, that the Governing Board review and accept the MPC Foundation Audit Statements and Management Letters for the year ended December 31, 2014.

Motion Brown / Second Coppernoll / Carried. 2015-2016/90

Student Advisory Vote:	ABSENT:	Lambert	
AYES:	4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Dunn Gustafson
ABSTAIN:	0	MEMBERS:	None

Mr. Rauch reviewed the MPC Foundation's 2014 Audit Statements and Management Letters. He reported that the Foundation received an "unmodified" opinion on their financial statements. He also reported that the Foundation grew its net assets from \$2.4 million at the beginning of the year to \$4.5 million.

- E. BE IT RESOLVED, that the Governing Board approves the appointment of Dr. Steve L. Crow, Vice President of Administrative Services, as the District's primary representative, and Susan Kitagawa, Associate Dean of Human Resources, as the District's alternate representative, to the Northern California Community College Pool-JPA for Workers Compensation, for Monterey Peninsula College, effective February 1, 2016.

Motion Coppernoll / Second Brown / Carried. 2015-2016/91

Student Advisory Vote:	ABSENT:	Lambert	
AYES:	4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Dunn Gustafson
ABSTAIN:	0	MEMBERS:	None

- F. BE IT RESOLVED, that the Governing Board approves a correction to the effective date of the Hourly Student Pay Rates, changing the date from July 1, 2014 to January 1, 2016.

Motion Steck / Second Brown / Carried. 2015-2016/92

Student Advisory Vote:	ABSENT:	Lambert	
AYES:	4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Dunn Gustafson
ABSTAIN:	0	MEMBERS:	None

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

New Courses:

BUSI 56	Art Entrepreneurship/Management
CSIS 83A	Microsoft Client Operating System
CSIS 172A	Managing and Maintaining Windows Server
CSIS 174A	Managing and Maintaining Advanced Windows Server Services

CSIS 179A	Interconnecting Networks
ECED 41	Curriculum Essentials
ECED 42	Introduction to Environments
ECED 43	Technology for Educators
ENGR 6	Programming Methods for Engineers: C and C++
GWOS 5	Women of Color in the U.S.
HIST 9	Colonial Latin America
HIST 10	Modern Latin America
HOSP 69	Hospitality Management
SIGN 1BL	Elementary ASL II Lab
WRLD 199.3	Travel Study: Live Theatre at Ashland Shakespeare Festival 2016

New Programs:

- IT Computer Retail Sales & Support (Certificate of Training – Credit Only)
- IT Help Desk & User Support (Certificate of Training – Credit Only)
- IT Technician-CCNA Specialization (Certificate of Training – Credit Only)

Motion Coppernoll / Second Steck / Carried. 2015-2016/93

Student Advisory Vote:	ABSENT:	Lambert
AYES: 4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 1	MEMBERS:	Dunn Gustafson
ABSTAIN: 0	MEMBERS:	None

- H. BE IT RESOLVED, that the Governing Board approve the acceptance of the Child Development Training Consortium Grant given to MPC Early Childhood Education Department in the amount of \$10,000.

Motion Brown / Second Steck / Carried. 2015-2016/94

Student Advisory Vote:	ABSENT:	Lambert
AYES: 4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 1	MEMBERS:	Dunn Gustafson
ABSTAIN: 0	MEMBERS:	None

- I. BE IT RESOLVED, that the change from Associate Dean of Instructional Technology and Development to Dean of Instruction be approved as proposed.

BE IT FURTHER RESOLVED, that Dr. Jon Knolle be appointed as the new Dean of Instruction that will oversee instructional technology and development, and other areas in the Office of Academic Affairs.

Motion Steck / Second Brown / Carried. 2015-2016/95

Student Advisory Vote:	ABSENT:	Lambert
AYES: 4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 1	MEMBERS:	Dunn Gustafson
ABSTAIN: 0	MEMBERS:	None

Dr. Knolle was congratulated on his appointment.

- J. BE IT RESOLVED, that the Monterey Peninsula College Governing Board Goals for 2016, be adopted.

Motion Coppernoll / Second Steck / Carried.

2015-2016/96

Student Advisory Vote:	ABSENT:	Lambert
AYES:	4	MEMBERS: Brown, Coppernoll, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	1	MEMBERS: Dunn Gustafson
ABSTAIN:	0	MEMBERS: None

- K. INFORMATION: First Reading of Board Policies: 1100 - The Monterey Peninsula Community College District; 1200 - District Mission; 3310 - Records Retention and Destruction; 3440 - Service Animals; 3500 - Campus Safety; 3505 - Emergency Response Plan; 3515 - Reporting of Crimes; 3520 - Local Law Enforcement; 3530 - Weapons on Campus; 3810 - Claims Against the District; 6100 - Delegation of Authority; 6150 - Designation of Authorized Signatures; 6200 - Budget Preparation; 6210 - General Fund Reserve; 6250 - Budget Management; 6300 - Fiscal Management; 6320 - Investments; 6330 - Purchasing; 6340 - Bids and Contracts; 6400 - Financial Audits; 6450 - Wireless or Cellular Telephone Use; 6500 - Real Property Management; 6520 - Security for District Property; 6540 - Insurance; 6550 - Disposal of District Property; 6600 - Capital Construction; 6700 - Civic Center and Other Facilities Use; 6750 - Parking; 6800 - Safety; 6900 - Bookstore; and 6910 – Housing

Dr. Tribley reported that these board policies have been reviewed and recommended for approval by College Council and by the Board Policies Subcommittee (Trustees Coppernoll and Dunn Gustafson).

Following discussion of these board policies, the Board agreed upon the revisions noted below.

- BP 6200 Budget Preparation
Add as the first bullet, “The annual budget shall be balanced.”
- BP 6210 General Fund Reserve
Delete the sentence, “The policy shall be reviewed annually.”
- BP 6700 Civic Center and Other Facilities Use
Review for grammatical errors and correct as appropriate.
- BP 6900 Bookstore
Delete the sentence, “Student organizations shall be encouraged to submit bids and given preference [*if they meet all other bid criteria*].”

Dr. Tribley noted that staff will conduct further research on the board policy listed below to address questions raised by the Board.

- BP 3440 Service Animals
Determine if it is compliant with the law to specify that service animals or miniature horses must be ADA qualified or trained. Also determine if miniature horses must be specifically mentioned in the board policy. (Dr. Crow noted that it may be possible to prescribe in the administrative procedure how service animals are allowed onto campus.)

Trustee Brown also noted a concern regarding campus safety and the use of hover boards. Dr. Tribley indicated that staff will research this further.

Trustees Coppernoll and Dunn Gustafson were commended for their work. Dr. Tribley, Ms. Vicki Nakamura, Dr. Steven Crow, and Dr. Crow's staff also were commended.

- L. BE IT RESOLVED, that the Governing Board nominate Dr. Loren Steck to be a candidate for the California Community College Trustees (CCCT) Board.

Motion Brown / Second Johnson / Carried.

2015-2016/97

Student Advisory Vote:	ABSENT:	Lambert
AYES: 4	MEMBERS:	Brown, Coppernoll, Johnson, Steck
NOES: 0	MEMBERS:	None
ABSENT: 1	MEMBERS:	Dunn Gustafson
ABSTAIN: 0	MEMBERS:	None

- M. INFORMATION: Calendar of Events. Dr. Tribley reminded the Board of the upcoming Spring 2016 Flex Days.

BREAK: 2:37-2:47 p.m.

15. REPORTS AND PRESENTATIONS

A. MPC Foundation

- 1) Executive Director Report: Ms. Beccie Michael

Ms. Michael highlighted items from the Executive Director's report. / She also reported that in 2015, the Foundation raised over \$1.5 million and increased the number of donors by 36%. In 2016, the Foundation will focus on their strategic plan, revisit their vision and mission statements, set new goals and objectives, and reenergize the legacy society.

- 2) Monthly Donations: \$205,083

B. Student Success and Achievement Report: "Scorecard: Are There Other Meaningful Momentum Points?" Dr. Rosaleen Ryan

Dr. Ryan presented the presentation, "Scorecard: Are There Other Meaningful Momentum Points?" / A discussion ensued regarding the factors that contribute to student success, including student-related factors and institutional support.

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

Dr. Tribley reported that Dr. Crow, Ms. Kamath and Ms. Vicki Nakamura attended the Governor's Proposed Budget Workshop on January 20, 2016. He noted that he was unable to attend the workshop due to his attendance at a Foundation meeting. / He reported that Collaborative Brain Trust (CBT) team members identified a number of MPC faculty and staff to interview, based on their roles in the college. The CBT team conducted those interviews and met with College Council on December 15, 2016. Beginning in February, the CBT team is scheduled to attend College Council once a month. They are in the process of reviewing the information that they have requested from college staff and gathered from interviews. He also reported that CBT team member Mike Hill will give a presentation to the campus on Flex Day, at his invitation. / Dr. Tribley announced that a reception in Dr. Crow's honor will be held at 5:00 p.m. on February 4, 2016. / He reported that he requested that the Foundation Board consider investigating the possibility of assisting MPC with a capital campaign that will focus on upgrades to the baseball field. He identified other areas of need on campus, especially the music building. He explained

that he ultimately prioritized the baseball field because: 1) the size and scope of the project is achievable (whereas the music building would require a bond to do it justice) and 2) it meets multiple ends (it's good for our students, college, district, and Foundation). He noted the environmental, safety, and financial advantages of upgrading to an artificial turf, and also explained that doing so could attract players to our college. He also acknowledged that there are costs to maintaining and replacing an artificial turf and that there are potential safety issues being investigated by the FDA. He reported that the Foundation Board voted to approve further review of this project. / He announced that the campus has transitioned from Microsoft Outlook to Google Apps for Education. / He announced the dates of the President / Vice President Flex Day presentations. / He reported that he, along with some trustees, will attend the CCLC Annual Legislative Conference January 31-February 1, 2016. / He also reported that the college is working to comply with student learning outcome assessment requirements.

D. Academic Affairs Report: Ms. Kiran Kamath

Ms. Kamath highlighted items from the Academic Affairs report. / She also commended Dean Michael Gilmartin and his team on their work related to the Adult Education Consortium (AB86).

E. Student Services Report: Mr. Larry Walker

Mr. Walker highlighted items from the Student Services report. / He also announced the annual community play sponsored by MPC. The play, *Ma Rainey's Black Bottom*, will be held on February 27, 2016 at 7:00pm in the MPC Theatre. He thanked Dr. Tribley and Mr. Gilmartin for their roles in bringing the community play to MPC.

F. Administrative Services Report: Dr. Steven Crow

Dr. Crow highlighted items from the Administrative Services report. He noted that the light blue table and the "History of COLA" document in his report is from the California Community Colleges Chancellor's Office; the dark blue and brown table is from the Community College League of California. / He also reported that MPC's budget calendar will be developed at the next Budget Committee meeting.

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 – No report.

J. ASMPC Report: Mr. Stephen Lambert, Student Trustee – No report.

K. College Council Report: Ms. Stephanie Perkins and Ms. Diane Boynton, Co-chairs – No report.

L. Governing Board Reports

1) Community Human Services (CHS) Report – No report.

2) Trustee Reports

a) Trustee Charles Brown reported that he attended the Martin Luther King, Jr. parade in Seaside, as did Dr. and Mrs. Tribley. He noted that it was the largest Martin Luther King, Jr. parade that Seaside has ever had.

b) Trustee Margaret-Anne Coppernoll reported that she will be attending the CCLC Annual Legislative Conference January 31-February 1, 2016.

c) Vice Chair Loren Steck: No report.

d) Chair Rick Johnson: No report.

16. ADVANCE PLANNING

A. Regular Board Meeting, February 24, 2016 at MPC Library Technology Center:

- 1) Closed Session: 11:00am, Stutzman Room
- 2) Regular Meeting: 1:30pm, Sam Karas Room

B. Regular Board Meeting, March 23, 2016 at MPC Library Technology Center:

- 1) Closed Session: 11:00am, Stutzman Room
- 2) Regular Meeting: 1:30pm, Sam Karas Room

C. Future Topics: Dr. Tribley noted that a recap on the budget will be provided to the Board that will present the “year-end-close.”

17. ADJOURNMENT – Chair Johnson adjourned the meeting at 3:48pm.

Respectfully Submitted,

Dr. Walter A. Tribley
Superintendent/President

DRAFT

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 February 25, 2016

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.2

Superintendent/President
Office

Proposal:

That the Governing Board accepts and acknowledges the donations to Monterey Peninsula College that are listed below.

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

- Susan Burnell-Donovan \$500 to the Maurine Church Coburn School of Nursing
- Carmel Highlands Fire Protection District Firefighting safety equipment to Fire Protection Technology
- City of Seaside Fire Department 29 Interspiro self-contained breathing apparatus and 60 self-contained breathing apparatus cylinders
- Cypress Fire Protection District Firefighting safety equipment to Fire Protection Technology
- Jodi Dodge \$150 to the Maurine Church Coburn School of Nursing (Doris Etzcorn Prewitt Scholarship Fund)
- Dr. Richard and Barbara Freeman \$2,000 to Creative Arts (MPC Mud People Ceramic Cooperative)
- Kirk Hall 35 books to the Library Technology Center
- Monterey County Regional Fire District 400' of 5" hose, 600' of 3" hose, and 400' of 1 ¼" hose to Fire Protection Technology
- Erin Moore and Fritz Stahr \$1,500 to support the MATE Center's ROV Competition
- Pebble Beach Community Service District Firefighting safety equipment to Fire Protection Technology
- Kim D. Rose \$1,000 to the Maurine Church Coburn School of Nursing (Rose Scholarship)
- Dr. Patrick and Annette Welton \$2,000 to the Maurine Church Coburn School of Nursing (Welton Scholars Scholarship Program)
- Marilyn Zirkle \$100 to the Maurine Church Coburn School of Nursing (Doris Etzcorn Prewitt Scholarship Fund)

Budgetary Implications: None.

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

Recommended By: Dr. Walter Tribley, Superintendent/President

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

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

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.3

Fiscal Services
College Area

Proposal:

Approve January regular and February supplemental payrolls.

Background:

January 29, 2016	Regular Payroll	\$1,780,967.15
February 10, 2016	Supplemental Payroll	<u>\$ 36,153.75</u>
Total		\$1,817,120.90

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that the:



January 29th regular payroll in the amount of \$1,780,967.15 and the February 10th supplemental payroll in the amount of \$36,153.75 be approved.

Recommended By:




Steven L. Crow, Ed. D., Vice President of 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

February 24, 2016

Consent Agenda Item No. A.4

Fiscal Services
College Area

Proposal:

Approve Commercial Warrants for January 2016.

Background:

Table with 2 columns: Warrant Number Range and Amount. Total: \$861,879.86

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Commercial Warrants: 12205159 through 12205209, 12205839 through 12205871, 12207796 through 12207851, 12210528 through 12210555, in the amount of \$861,879.86 be approved.

Recommended By:

Signature of Steven L. Crow, Ed.D., Vice President for Administrative Services

Prepared By:

Accounting Specialist and Rosemary Barrios, Controller

Agenda Approval:

Signature of Dr. Walter Tribley, Superintendent/President

Checks Dated 01/05/2016 Sorted by Fund						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12205189	01/05/2016	MPC District	01-3400	Deposits to self insurance fund-open order	41,080.40	
12205190	01/05/2016	MPC District	01-3400	OPEB Fund for 2015/2016	8,000.00	
12205193	01/05/2016	MPC District	01-3400	First 5-Health & welfare	1,443.19	
12205160	01/05/2016	Airgas USA	01-4300	Chemistry- Open order for Hellum tank rental	5.15	
12205170	01/05/2016	CDW GOVERNMENT INC	01-4300	AB86- 30 chromebooks	7,226.66	
12205198	01/05/2016	RIO GRANDE TOOLS	01-4300	Art- open order	1,006.36	
12205169	01/05/2016	CCC Registry Job Fair	01-4500	PV 3579 Reg for Job Fair SF	800.00	
12205174	01/05/2016	Jobelephantcom Inc	01-4500	PV 3561 VP SS Job Ad	3,523.00	
12205182	01/05/2016	McKesson Medical Surgical	01-4500	Health Services- Open order	12.09	
12205184	01/05/2016	MONTEREY COUNTY HERALD	01-4500	PV 3568 Job Ads	889.69	
12205207	01/05/2016	Total Filtration Specialists	01-4500	Maintenance-HVAC Filters	4,280.83	
12205209	01/05/2016	US Bank Service Center	01-4500	PV 3578 Dec 15 Stmt	51,817.20	
12205197	01/05/2016	Peninsula Cafe	01-4700	PV 3571 Outreach Lunches	439.94	
				PV 3572 Care Holiday Party	1,086.25	
12205159	01/05/2016	AdSpec	01-5100	PV 3552 Banners for Google Project	1,092.09	
12205162	01/05/2016	Anderson, Judy	01-5100	MATE Resouce Ctr-Independent Contractor	715.00	
12205165	01/05/2016	Robert Boardman	Cancelled	PV 3556 Reimb Dec15	704.95	*
12205173	01/05/2016	Horn, Erica	01-5100	PV 3560 Concert Dec 15	240.00	
12205183	01/05/2016	Gregory Messa	01-5100	PV 3567 Concert Dec 15	360.00	
12205199	01/05/2016	Don Rodriguez	01-5100	Barnett-Segal Grant- Independent Contractor	400.00	
12205202	01/05/2016	Same Day Shred	01-5100	Fiscal Services- Open order	57.00	
12205204	01/05/2016	Brent Smith	01-5100	PV 3577 Concert Dec 15	240.00	
12205176	01/05/2016	Richard Lawson	01-5200	PV 3563 Airfare Reimb	669.20	
12205200	01/05/2016	Maria Rosato	01-5200	PV 3575 Reimb Mate Travel	783.00	
12205177	01/05/2016	Liebert Cassidy Whitmore	01-5300	PV 3564 Lunch Fees	11.79	
12205201	01/05/2016	The RP Group	01-5300	PV 3574 15-16 Membership	350.00	
12205163	01/05/2016	AT&T	01-5500	Gen. Instit. Telecomm-Open order for long distance	37.58	
12205171	01/05/2016	CHEVRON USA INC	01-5500	Athletics- Men & Womens- Open order	833.94	
				Warehouse-Open order for gas & oil	552.61	
12205180	01/05/2016	Marina Coast Water District	01-5500	MPC Ed Center-Open order	703.72	
				MPC Public Safety Training Ctr-Open order	1,042.18	
12205195	01/05/2016	Otis Elevator Co	01-5500	PV 3569 Elevator Test	10,158.68	
12205196	01/05/2016	PACIFIC GAS & ELECTRIC	01-5500	Marina Ed Center-open order for electricity	21.03	
12205166	01/05/2016	Bruce Kiddle	01-5600	PV 3562 Baseball Field Work	990.00	
12205168	01/05/2016	Justin Caniglia	01-5600	PV 3558 Welding	1,452.50	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

ESCAPE ONLINE

Checks Dated 01/05/2016 Sorted by Fund						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12205205	01/05/2016	SolarWinds	01-5600	IS Systems & Prog-License & Maintenance	4,125.00	
12205179	01/05/2016	LOZANO SMITH, LLP	01-5700	Office of the President-Open order for Legal	7,265.47	
12205164	01/05/2016	Benjamin, Judy	01-5800	PV 3555 Stats M and W Basketball	300.00	
12205167	01/05/2016	Buggs, Latrice	01-5800	PV 3557 Scoreboard and Clock	430.00	
12205178	01/05/2016	Selina Lissette	01-5800	PV 3565 VBall Bookkeeper	180.00	
12205181	01/05/2016	Gregory Martinez	01-5800	PV 3566 Line Judge	140.00	
12205185	01/05/2016	Monterey County Weekly	01-5800	PIO- Open order for newspaper advertising	454.00	
12205197	01/05/2016	Peninsula Cafe	01-5800	PV 3573 Coffee Svc Neogiations	92.34	
12205203	01/05/2016	Victoria Simmons	01-5800	PV 3576 Dec 15	3,071.80	
12205208	01/05/2016	United Parcel Service(UPS)	01-5800	Warehouse- Open order	272.04	
12205170	01/05/2016	CDW GOVERNMENT INC	01-6400	Tech Refresh-Phase I Access Points	28,768.72	
				Tech Refresh-Upgrade Network Infrastr-SS Bldg	19,453.43	
				Tech Refresh-Upgrade Refresh Network at PSTC	52,009.65	
12205159	01/05/2016	AdSpec	01-7600	PV 3553 Lapel Pins	639.28	
12205172	01/05/2016	FHEG MPC BOOKSTORE	01-7600	PV 3540 On Course Textbooks	6,354.56	
				PV 3559 Trio Lending Library	17,761.00	
12205197	01/05/2016	Peninsula Cafe	01-7600	PV 3570 Nov 15 Care Meal Plan	3,705.00	
Cancel	1	704.95		Total Number of Checks	42	288,048.32
12205186	01/05/2016	MPC District	04-3400	CA Preschool Contract&Self insurance	3,699.19	
12205188	01/05/2016	MPC District	04-3400	CA preschool contract-open order	1,468.80	
12205191	01/05/2016	MPC District	04-3400	CA preschool contract-OPEB medical	750.00	
12205194	01/05/2016	Nob Hill Foods -Sacto	04-4500	Children's Center- Open order for meals	17.36	
12205206	01/05/2016	Sysco Food Service of SF	04-4500	Children's Center-Open order for Meals	160.58	
12205194	01/05/2016	Nob Hill Foods -Sacto	04-4700	Children's Center- Open order for meals	58.20	
12205206	01/05/2016	Sysco Food Service of SF	04-4700	Children's Center-Open order for Meals	116.79	
				Total Number of Checks	5	6,270.92
12205175	01/05/2016	Kitchell CEM	14-5100	Sched Maint.-Graphic Arts & Nursing	10,656.00	
				Total Number of Checks	1	10,656.00
12205161	01/05/2016	American Fidelity Admin Svc	35-5800	PV 3554 ACA Tracking Tool	2,395.00	
				Total Number of Checks	1	2,395.00
12205187	01/05/2016	MPC District	39-3400	Parking & Self Insurance-Open order	4,976.49	
12205192	01/05/2016	MPC District	39-3400	Parking- OPEB Medical for Security	750.00	
				Total Number of Checks	2	5,726.49

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. (Limited to Checks issued from the COUNTY bank account.)

Checks Dated 01/05/2016 Sorted by Fund

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

Fund	Description	Check Count	Expensed Amount
01	General Fund	41	287,343.37
04	Children Center	5	6,270.92
14	Capital Projects Fund (M)	1	10,656.00
35	Self Insurance Fund (M)	1	2,395.00
39	Parking Fund (M)	2	5,726.49
Total Number of Checks		50	312,391.78
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>312,391.78</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

Checks Dated 01/07/2016 Sorted by Fund

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12205852	01/07/2016	Glove Nation	01-4300	Anatomy/Physiology-Gloves	334.75	
12205859	01/07/2016	Office Depot	01-4300	Business Skills Ctr-Open order	73.58	
				Div Office-Business & Tech- open order	222.99	
				Life Science- Open order	103.06	
				Physical Science- open order	171.18	
12205860	01/07/2016	OTTO FREI	01-4300	Art - Open order	153.40	
12205865	01/07/2016	Pocket Nurse	01-4300	Medical Assisting- supplies	121.08	
12205866	01/07/2016	Port Supply	01-4300	Lo State Univ Grant- open order for motors	4,800.00	
12205849	01/07/2016	Edges Electrical Group	01-4500	Maintenance- Open order	247.93	
12205853	01/07/2016	Home Depot Credit Services	01-4500	Maintenance- Open order	105.76	
12205859	01/07/2016	Office Depot	01-4500	ARC- Open order	61.74	
				Matriculation Office- Open order	303.37	
				MPC Ed Center- open order	64.98	
				Office of the President-Open order	299.47	
				EOPS-Open order	168.83	
				Financial Services- open order	415.92	
				Human Resources- open order	57.13	
				Library- Open order for Go Print supplies	687.80	
				Library-Open order-	804.46	
				TRIO- Open order	54.79	
12205867	01/07/2016	Printworx	01-4500	Warehouse-#10 Envelope-Non-Window	2,878.59	
12205869	01/07/2016	SupplyWorks	01-4500	Custodial Services-Open order	422.17	
12205871	01/07/2016	VERIZON WIRELESS	01-4500	Verizon Cell Phone bills	33.99	
12205841	01/07/2016	American Sign Language SC	01-5100	PV 3580 Interpreter	195.71	
12205845	01/07/2016	Jessica Bray	01-5100	LSU Grant- Independent Contractor	511.25	
12205851	01/07/2016	Gardner, Matt	01-5100	MATE MOV: Independent Contractor	3,334.00	
12205854	01/07/2016	Khan-Bernier	01-5100	MATE & ITEST- Independent Contractor	2,925.00	
12205856	01/07/2016	Matthew Mora	01-5100	MATE Resource Ctr-Independent Contractor	335.80	
12205868	01/07/2016	Singh,Damanjit	01-5200	PV 3583 Reimb Nov 15	403.46	
12205844	01/07/2016	AT&T	01-5500	MPC Ed Center- Open order	968.32	
12205846	01/07/2016	CALIFORNIA AMERICAN WATER CO	01-5500	General Instit-Open order	9,085.58	
12205848	01/07/2016	Constellation New Energy	01-5500	General Instit.-Open order for electricity	18,716.08	
12205862	01/07/2016	PACIFIC GAS & ELECTRIC	01-5500	General Instit.-Open order	16,335.96	
12205863	01/07/2016	Pacific Telemanagement Service	01-5500	Gen. Instit. Tele Comm.-Open PO	53.00	
12205871	01/07/2016	VERIZON WIRELESS	01-5500	Verizon Cell Phone bills	565.01	
12205855	01/07/2016	Mobile Modular Mgmnt Corp	01-5600	Gen Instit. Minor Cap-Lease GC restroom	615.90	
12205861	01/07/2016	Pacific College Testing	01-5600	PV 3582 CTEP License	1,296.00	

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Checks Dated 01/07/2016 Sorted by Fund						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12205870	01/07/2016	Teracai	01-5600	Gen Instit. Telecom-Voicemail configuration	1,750.00	
12205843	01/07/2016	AT&T Yellow Pages	01-5800	PIO-Open order	190.00	
12205850	01/07/2016	FEDERAL EXPRESS	01-5800	Warehouse- Open order	106.09	
12205857	01/07/2016	MPC FOUNDATION	01-5800	MPC Foundation-Foundation services	8,333.33	
12205858	01/07/2016	MPC Revolving Fund	01-5800	PV 3584 RF Cash Dec 15	493.80	
				PV 3585 RF Check Dec 15	1,020.48	
12205864	01/07/2016	PENINSULA MESSENGER SERVICE	01-5800	Fiscal Services- Open order	369.00	
12205842	01/07/2016	APPLE COMPUTER INC	01-6400	IS network & tech-Mac Pro Server	3,040.41	
				VATEA-10 ipad mini	5,233.14	
12205847	01/07/2016	CDW GOVERNMENT INC	01-6400	Tech Refresh- Cisco	10,812.53	
				Tech Refresh-upgrade/refresh APs	27,798.48	
12205839	01/07/2016	AdSpec	01-7600	PV 3581	886.41	
				Total Number of Checks	32	127,961.71
12205840	01/07/2016	Alliant Insurance Services Inc	35-5100	Self Insurance-Medical Broker for Self Insurance	4,166.67	
				Total Number of Checks	1	4,166.67
12205871	01/07/2016	VERIZON WIRELESS	39-5500	Verizon Cell Phone bills	64.54	
				Total Number of Checks	1	64.54
12205846	01/07/2016	CALIFORNIA AMERICAN WATER CO	47-5500	General Instit-Open order	618.74	
12205848	01/07/2016	Constellation New Energy	47-5500	General Instit.-Open order for electricity	1,274.61	
12205862	01/07/2016	PACIFIC GAS & ELECTRIC	47-5500	General Instit.-Open order	1,112.51	
				Total Number of Checks	3	3,005.86

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	32	127,961.71
35	Self Insurance Fund (M)	1	4,166.67
39	Parking Fund (M)	1	64.54
47	College Center (M)	3	3,005.86
	Total Number of Checks	33	135,198.78
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		135,198.78

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. (Limited to Checks issued from the COUNTY bank account.)

Checks Dated 01/19/2016 Sorted by Fund						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12207797	01/19/2016	ACSIG Dental	01-3400	GI-Support/Ins. - Open order	18,284.99	
12207800	01/19/2016	ALAMEDA COUNTY SCHOOLS	01-3400	GI-Support Ins.-Open order	3,607.93	
12207802	01/19/2016	Anthem Blue Cross	01-3400	GI-Support Insurance- Open order	3,446.08	
12207844	01/19/2016	Symetra Life Insurance	01-3400	GI-Support Ins.-Open order	1,614.57	
12207834	01/19/2016	CULLIGAN WATER CO	01-4300	Chemistry- Open order for DI system	44.00	
12207796	01/19/2016	Academic Advertising	01-4500	PV 3586 Job Ads	1,089.00	
12207810	01/19/2016	Cintas Corp #630	01-4500	Custodial-Open order	47.60	
				Facilities-Open order for uniforms	427.86	
12207818	01/19/2016	Jobelephantcom Inc	01-4500	PV 3589 Job Ad	580.00	
				PV 3590 Job Ad	580.00	
				PV 3591 Job Ad	580.00	
				PV 3592 Job Ad	580.00	
				PV 3593 Job Ad	580.00	
				PV 3594 Job Ad	290.00	
				PV 3595 Job Ad	75.00	
				PV#3601 Job ads	8,499.15	
				PV#3602 Job ads	2,945.00	
12207829	01/19/2016	Ordway Drug Store	01-4500	Health Services-Open order	248.41	
12207830	01/19/2016	Peninsula Pool Service	01-4500	Custodial- Open order	487.18	
12207831	01/19/2016	PENINSULA WELDING SUPPLY	01-4500	Maintenance- Open order	18.00	
12207837	01/19/2016	School Services of CA-Sacto	01-4500	VP of Admin Serv-Renew Comm College Update	570.00	
12207845	01/19/2016	TMT Enterprises	01-4500	PV 3613 Dirt For Baseball Field	1,146.00	
12207850	01/19/2016	Waxie Sanitary	01-4500	Custodial-Open order	1,161.92	
12207815	01/19/2016	Kelly Fletes	01-4700	PV 3602 Reimb Food Dec 15	153.69	
12207799	01/19/2016	Agile Research & Tech.	01-5100	IS &Matriculation-Web Support & Project Mngmnt	4,260.00	
12207805	01/19/2016	Chris Bell	01-5100	PV 3599 Guest Lecturer	3,920.00	
12207808	01/19/2016	Central Coast Sign Language	01-5100	Access Resource Ctr-Independent Contractor	206.20	
12207809	01/19/2016	CHOMP	01-5100	Enrollment Growth-Encumber faculty salarie&bene	31,051.50	
				School of Nursing-Encumber for salaires&benefits	13,139.00	
12207812	01/19/2016	Deaf & Hard of Hearing Srv Ctr	01-5100	ARC- Independent Contractor	2,430.00	
12207820	01/19/2016	Leone, Bill	01-5100	Student Veterans Advocate-Independent Contr	175.00	
12207821	01/19/2016	Loomis, Kathryn	01-5100	MATE Resouce Ctr-Independent Contractor	547.50	

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ESCAPE ONLINE

Checks Dated 01/19/2016 Sorted by Fund							
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount	
12207836	01/19/2016	Timofej Schneider	01-5100	PV#3600 Fire Academy Asst	625.00		
12207840	01/19/2016	Sinclair, Timandra	01-5100	MATE MOV- Independent Contractor	1,165.00		
12207841	01/19/2016	South Bay Regional Pub Safety	01-5100	Instructional contracts- Open order	175,346.25		
12207846	01/19/2016	Umstot Proj.&Facilit. Sol.,LLC	01-5100	Gen Instit/Support-Insur.Maint.& Grounds review	13,184.98		
12207817	01/19/2016	Paul Goodwin	01-5200	PV 3603 Reimb Certification Fees	169.04		
12207827	01/19/2016	Nauticus Foundation	01-5200	MATE MOV:ITEST participant support	5,373.00		
12207803	01/19/2016	AT&T	01-5500	Gen Instit. Telecom- Open order	37.41		
12207811	01/19/2016	COAST COUNTIES GLASS INC	01-5500	Maintenance- Open order	175.00		
12207813	01/19/2016	Enviro Safetech	01-5500	PV 3601 Fume Head Inspections	1,965.00		
12207822	01/19/2016	Marina Coast Water District	01-5500	MPC Ed Center-Open order	1,551.48		
12207824	01/19/2016	Monterey City Disposal Inc	01-5500	General Instit.-Open order	2,131.49		
12207838	01/19/2016	SENTRY ALARM SYSTEMS	01-5500	PV 3610 Service Call	191.25		
12207839	01/19/2016	Siemens Industry Inc	01-5500	PV 3611 Service Call	470.00		
12207804	01/19/2016	Bay Brakes Automotive & Tires	01-5600	PV 3598 Repair	70.00		
12207807	01/19/2016	Justin Caniglia	01-5600	PV 3600 Pickup and Delivery	1,452.00		
12207814	01/19/2016	Epico Systems Inc	01-5600	Gen Instit Telecomm-Fiber run for Seaside	7,650.00		
				Gen Instit. Telecomm.-Phone line ATM	735.00		
				Bookstore			
12207819	01/19/2016	KBA Docusys	01-5600	Print Shop	6,117.08		
12207823	01/19/2016	Mobile Modular Mgmnt Corp	01-5600	Gen Instit. Minor Cap-Lease GC restroom	615.90		
12207825	01/19/2016	Monterey Signs Inc	01-5600	PV 3609 Pool Signs	156.42		
12207832	01/19/2016	Primex Wireless Inc	01-5600	Maintenance- FCC License-Clocks	337.00		
12207843	01/19/2016	SupplyWorks	01-5600	PV 3612 Equipment Repair	369.33		
12207847	01/19/2016	VAVRINEK TRINE DAY & CO	01-5700	PV 3596 Audit	33,500.00		
12207826	01/19/2016	MPC Revolving Fund	01-5800	PV 3604 RF cash Reimb	467.89		
				PV 3605 RF Check Reimb Jan 16	416.85		
				PV 3606 RF Check Reimb	1,751.15		
				PV 3607 RF check Reimb	928.42		
				PV 3608 RF Check Reimb	2,673.51		
12207828	01/19/2016	Neopost Inc	01-5800	PV 3606 Rate Increase	299.00		
12207835	01/19/2016	SACO	01-5800	PV 3604 Additional W Bball Game	450.00		
12207842	01/19/2016	Edward Standifer	01-5800	PV 3587 Clock Operator Mens	40.00		
				PV 3587 Clock Operator Ws	40.00		
12207851	01/19/2016	West Coast Intercollegiate	01-5800	PV 3603 Soccer Refs	3,300.00		
12207798	01/19/2016	AdSpec	01-7600	PV 3597 Balloons	355.40		
				PV 3597 Fiber Cloths	844.40		
Total Number of Checks					50	367,739.83	

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Checks Dated 01/19/2016 Sorted by Fund

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12207801	01/19/2016	Alliant Insurance Services Inc	35-5100	Self Insurance-Medical Broker for Self Insurance	4,166.67	
12207849	01/19/2016	WageWorks	35-5100	Self insurance-Open order	164.00	
				Total Number of Checks	2	4,330.67
12207833	01/19/2016	Public Parking Associates	39-4500	PV 3605 Blue Stripe Rolls	651.78	
12207848	01/19/2016	VENTEK INTERNATIONAL INC	39-6400	Parking-Printer	1,623.94	
				Total Number of Checks	2	2,275.72
12207816	01/19/2016	GAVILAN PEST CONTROL	47-5500	PV 3588 Pest Abatement	90.00	
12207824	01/19/2016	Monterey City Disposal Inc	47-5500	Student Center- Open order	224.26	
				Total Number of Checks	2	314.26
12207806	01/19/2016	Bruce Kiddle	48-5600	Bond-Stu. Ctr Cafeterai Awning	3,000.00	
				Total Number of Checks	1	3,000.00

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	50	367,739.83
35	Self Insurance Fund (M)	2	4,330.67
39	Parking Fund (M)	2	2,275.72
47	College Center (M)	2	314.26
48	Building Fund (M)	1	3,000.00
	Total Number of Checks	56	377,660.48
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		377,660.48

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. (Limited to Checks issued from the COUNTY bank account.)

Checks Dated 01/28/2016 Sorted by Fund						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12210552	01/28/2016	Standard Insurance Company CB	01-3400	PV 3636- insurance pymt	4,160.29	
12210546	01/28/2016	Patterson Dental Supply	01-4300	PV 3606- instruct supplies	338.00	
				PV 3630-Inst Supplies	1,044.72	
				PV 3631-Instn Supplies	598.11	
12210547	01/28/2016	Thomas Rebold	01-4300	PV 3626-Engineering supplies	523.02	
12210548	01/28/2016	Scantron	01-4300	PV 3634- program material	327.30	
12210533	01/28/2016	California Police Chiefs Asso	01-4500	PV 3633-Job listing	150.00	
12210537	01/28/2016	Jobelephantcom Inc	01-4500	PV 3604-Recruitment Ad	15.00	
				PV 3605-2161630,2161632	45.00	
12210542	01/28/2016	Monterey County Weekly	01-4500	PV 3614--Recruitment Ad	210.00	
12210553	01/28/2016	Statista Inc.	01-4500	PV3628-subscription	1,350.00	
12210529	01/28/2016	ARIEL THEATRE INC	01-5100	PV 3622 - Contract Pymt	81.68	
12210530	01/28/2016	Drew Barker	01-5100	PV 3635-graduation supplies	200.00	
12210531	01/28/2016	Big Sur Fire Brigade	01-5100	PV 3615-Contract Pymt	224.00	
12210532	01/28/2016	CACHAGUA FIRE DISTRICT	01-5100	PV 3621-Contract Pymt	398.00	
12210534	01/28/2016	Colton Fire Dept	01-5100	PV 3617-Contract Pymt	1,630.00	
12210535	01/28/2016	Matthew Goodwin	01-5100	PV 3624-Guest Lecturer	2,850.00	
12210536	01/28/2016	Hanford Fire Department	01-5100	PV 3632 -Contract Pymt	912.75	
12210538	01/28/2016	Marina Fire Department	01-5100	PV 3619- Contract Pymt	1,159.10	
12210539	01/28/2016	Mid Coast Fire Brigade	01-5100	PV 3620-Contract Pymt	512.00	
12210541	01/28/2016	Monterey County Training Off	01-5100	PV 3616-Contract Pymt	700.00	
12210549	01/28/2016	SEASIDE FIRE DEPT	01-5100	PV 3618-Contract Pymt	967.78	
12210550	01/28/2016	SESAC	01-5100	PV 3611-license fee	373.27	
12210540	01/28/2016	Jon Mikkelsen	01-5200	PV 3603-CBEA Conference	1,267.13	
12210544	01/28/2016	On Course Conference	01-5200	PV 3609-Reg Fees	1,863.00	
12210545	01/28/2016	Otis Elevator Co	01-5500	PV 3623-General Maint	2,982.28	
12210556	01/28/2016	Valley Saw and Garden Equip	01-5600	PV 3610- equipment repair	301.50	
12210543	01/28/2016	MPC Revolving Fund	01-5800	PV 3612-Cash Reimb	160.34	
				PV 3629-Check Reimb	1,982.00	
12210551	01/28/2016	Victoria Simmons	01-5800	PV 3602-IBB Training	1,240.13	
12210528	01/28/2016	AdSpec	01-7600	PV 3608-Outreach materials	2,611.52	
				Total Number of Checks	27	31,177.92
12210554	01/28/2016	Total Compensation Systems Inc	35-5100	PV 3625-GASB 45 Valuation	2,800.00	
				Total Number of Checks	1	2,800.00
12210555	01/28/2016	Toyota Material Handling	39-5600	PV 3607- Repair	2,642.66	
12210543	01/28/2016	MPC Revolving Fund	39-5800	PV 3613-Cash Reimb	8.24	
				Total Number of Checks	2	2,650.90

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. (Limited to Checks issued from the COUNTY bank account.)

Checks Dated 01/28/2016 Sorted by Fund

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

Fund	Description	Check Count	Expensed Amount
01	General Fund	27	31,177.92
35	Self Insurance Fund (M)	1	2,800.00
39	Parking Fund (M)	2	2,650.90
Total Number of Checks		29	36,628.82
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>36,628.82</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.5

Fiscal Services
College Area

Proposal:

It is proposed that the Board of Trustees approves the January 2016 Purchase Orders, Numbers B1600411 through B1600459.

Background:

Purchase Orders B1600411 through B1600459 were produced in January 2016. These orders totaled \$204,948.61 in college expenditures. The list of Purchase Orders is attached.

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Purchase Orders B1600411 through B1600459 in the amount of \$204,948.61 be approved.

Recommended By: [Signature]
Steven L. Crow, Ed.D., Vice President of Administrative Services

Prepared By: [Signature] Mary Weber, Purchasing Coordinator
[Signature] Rosemary Barrios, Controller

Agenda Approval: [Signature]
Dr. Walter Tribley, Superintendent/President

(See Last Page) ***

Board Meeting Date February 24, 2016

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B16-00411	CDW GOVERNMENT INC	039	Block Grant Instructional-23 computers & monitor	01-6400	22,677.31
B16-00412	CDW GOVERNMENT INC	048	Block Grant-Instructional-Nursing UPS	01-6400	1,250.63
B16-00413	CDW GOVERNMENT INC	041	Tech Refresh-Blade Server for Library appl.	01-6400	13,982.86
B16-00414	CDW GOVERNMENT INC	041	Gen Instit. Telecom-9 phones	01-5600	3,145.51
B16-00415	CDW GOVERNMENT INC	041	Tech Refresh-30 computers w/monitors	01-6400	28,550.96
B16-00416	CDW GOVERNMENT INC	080	Fiscal Services-2 computer	01-6400	1,477.30
B16-00417	Thompson Enamel	031	Art- open order	01-4300	600.00
B16-00418	INDIAN JEWELRY SUPPLY	031	Art - Open order	01-4300	1,500.00
B16-00419	RIO GRANDE TOOLS	031	Art- open order	01-4300	400.00
B16-00420	Contrax	039	Block Grant-Instructional-Rolling tables	01-6400	797.20
B16-00421	Formaspace	031	Block Grant -Instructional-19 Biofit chairs	01-6400	7,182.29
B16-00422	Dry Erase Designs LLC	021	Block Grant -Instructional-Dry Erase board LF103	01-6400	717.39
B16-00423	Beacon Athletics	051	Athletics- Womens-Field Tarp	01-4300	1,201.80
B16-00424	Apperson	045	DO-Life Sceince-Test Answer Sheets	01-4300	162.14
B16-00425	Robert Coisburne	022	Gen. Instit./Ins.-Damage Claim	01-5400	2,527.26
B16-00426	B & H PHOTO/VIDEO	031	Block Grant-Instructional-11 digital pianos	01-6400	11,578.34
B16-00427	L. N. Curtis & Sons	036	Block Grant- Instructional-Thermal Imager	01-4300	7,125.80
B16-00428	Exact Fire	036	Block Grant-Instructional-Forcible Entry Door	01-4300	5,763.61
B16-00429	PASCO SCIENTIFIC	045	Block Grant-Instructional-equipment	01-4300	5,025.44
B16-00430	GRAINGER INC-salinas	053	Hazardous Waste Management-Respirator	01-4500	192.27
B16-00431	PALACE ART & OFFICE SUPPLY	057	VP of Student Serv.-Task Chair	01-6400	554.58
B16-00432	McKesson Medical Surgical	038	Health Services-Open order	01-4500	500.00
B16-00433	Office Depot	038	Health Services- Open order	01-4500	500.00
B16-00434	Office Depot	039	Block Grant- Instructional-combo locks	01-6400	576.87
B16-00435	Ordway Drug Store	038	Health Services-Open order	01-4500	500.00
B16-00436	Deaf & Hard of Hearing Srv Ctr	059	ARC- Independent Contractor	01-5100	10,000.00
B16-00437	Office Depot	040	Human Resources-open order	01-4500	500.00
B16-00438	CDW GOVERNMENT INC	041	IS Network & Tech-Switch & UPS	01-5600	1,786.10
B16-00439	Office Depot	033	EOPS-open order	01-4500	1,999.99
B16-00440	Nauticus Foundation	047	MATE MOV:ITEST participant support	01-5200	5,373.00
B16-00441	Umstot Proj.&Facilit. Sol.,LLC	022	Gen Instit/Support-Insur.Maint.& Grounds review	01-5100	14,960.00
B16-00442	Rally Factory Div of D3 Sports	051	Women's Athletics-softball jackets	01-4500	526.83
B16-00443	Bookmark	031	Music-Scores	01-4300	445.36

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

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

ESCAPE ONLINE

Page 1 of 2

(See Last Page) *** Board Meeting Date February 24, 2016

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount	
B16-00444	VS Athletics	051	Men & Women's Athletics-Uniforms	01-4500	4,429.55	
B16-00445	Riverside Publishing	059	ARC- Achievement tests	01-4300	156.47	
B16-00446	Port Supply	047	Lo State University Grant-Open PO	01-4300	15,000.00	
B16-00447	Crouch, Perry	057	Matriculation-Independent Contractor	01-5100	1,800.00	
B16-00448	ITC Systems	085	Marina Ed Center-Go Print cards	01-4500	387.33	
B16-00449	CDW GOVERNMENT INC	033	CARE-Printer for Kacey Giammanco	01-6400	446.20	
B16-00450	Formlabs	031	Art- 3 D printer for Gary Quinonez	01-6400	4,058.42	
B16-00451	Soccer Master Team Sales	051	Men's athletics-Men's soccer shorts and socks	01-4500	1,153.63	
B16-00452	Office Depot	080	Fiscal - Open order	01-4500	1,900.00	
B16-00453	Office Depot	051	DO-Physical Ed- Open order	01-4300	1,500.00	
B16-00454	SupplyWorks	052	Custodial- Open order	01-4500	15,000.00	
B16-00455	CDW GOVERNMENT INC	059	ARC- 2 laptops	01-6400	1,439.85	
B16-00456	PALACE ART & OFFICE SUPPLY	057	TRIO-Chair for Chris Calima	01-4500	396.32	
B16-00457	Office Depot	040	Human Resources-Open PO	01-4500	300.00	
B16-00458	Office Depot	057	Matriculation Office- Open order	01-4500	1,000.00	
B16-00459	Office Depot	059	ARC- Open PO	01-4500	1,900.00	
Total Number of POs				49	Total	204,948.61

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	49	204,948.61

Information is further limited to: Purchase Orders starting with text between b16-00411 and b16-00459

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

February 24, 2016

Consent Agenda Item No. A.6

Fiscal Services

College Area

Proposal:

Approve budget adjustments for the period of September 01 through December 16, 2015.
(Fiscal Year 2015-2016.)

Background:

Please see attached budget revision documents.

Budgetary Implications:

Fund 01 (Restricted General Fund)

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	7,747.13
Net increase in the 2000 (Classified Salary) Object expense category	\$	1,500.00
Net increase in the 3000 (Benefits) Object expense category	\$	1,562.13
Net decrease in the 4000 (Supplies) Object expense category	\$	2,090.00
Net increase in the 5000 (Other Services) Object expense category	\$	975.00
Net increase in the 6000 (Capital Outlay) Object expense category	\$	5,800.00

RESOLUTION: BE IT RESOLVED, that the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	7,747.13
Net increase in the 2000 (Classified Salary) Object expense category	\$	1,500.00
Net increase in the 3000 (Benefits) Object expense category	\$	1,562.13
Net decrease in the 4000 (Supplies) Object expense category	\$	2,090.00
Net increase in the 5000 (Other Services) Object expense category	\$	975.00
Net increase in the 6000 (Capital Outlay) Object expense category	\$	5,800.00

Recommended By: _____



Steven L. Crow, Ed.D., Vice President of Administrative Services

Prepared By: _____


Roger Sattoof, Budget Analyst


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Walter Tribley, Superintendent, President

BUDGET REVISION

September 01 - December 16, 2015
 Fund 01 - (**Restricted** General Fund) FY 15-16

1000	2000	3000	4000	5000	6000	7000	Explanations
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTALY	OTHER OUTGO	
(7,747.13)		472.13		1,475	5,800		Transfer from hourly non teaching salaries to benefits, non instructional equipments and electrical maintenance. To cover the cost of wiring video cameras. Transfer was within the Supportive Services Department. Reduction To: 01-0007-1-6420-1462-1400-000-51-1401 Addition To: 01-0007-1-6420-1462-3120-000-51-1402 01-0007-1-6420-1462-3340-000-51-1402 01-0007-1-6420-1462-3520-000-51-1402 01-0007-1-6420-1462-3620-000-51-1402 01-0007-1-6420-1462-6400-000-51-6404 01-0007-1-6420-1462-5600-000-51-5672
	1,500	45	(1,545)				Transfer from Instructional supplies and computer software to Student help and benefits. To cover costs. Transfer was within Supportive Services Department. Reduction To: 01-0007-1-0800-1462-4300-000-51-4312 01-0007-1-0800-1462-4300-000-51-4335 Addition To: 01-0007-1-6420-1462-2400-000-51-2401 01-0007-1-6420-1462-3610-000-51-2401
			500	(500)			Transfer From Other Services to Food. To be used to support meetings including advisory board. Transfer was within Career Technical Education Enhancement department. Reduction To: 01-0040-1-0701-1129-5800-000-96-5839 Addition To: 01-0040-1-0701-1129-4500-000-96-4706
		1,045	(1,045)				Transfer from Instructional Materials to Hourly Teaching Salaries and Benefits. To pay an instructor for workshop. Transfer was within the Career Technical Education Enhancement department. Reduction To: 01-0040-1-1307-1129-4300-000-96-4312 Addition To: 01-0040-1-1307-1129-1300-000-96-1301 01-0040-1-1307-1129-3330-000-96-1301 01-0040-1-1307-1129-3510-000-96-1301 01-0040-1-1307-1129-3610-000-96-1301
(7,747.13)	1,500	1,562.13	(2,090)	975	5,800	0	Totals

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.7

Proposal:

Approve budget adjustments for the period of September 2015 through January 2016.
Fiscal Year 2015-2016.

Background:

Please see attached budget increase documents. Board Policy 2120 requires Board approval of increases to the total Fiscal year budget.

Budgetary Implications:

Fund 01 (Restricted General Fund)

Net increase in the 1000 (Certificated Salary) Object expense category	\$	255,059
Net increase in the 2000 (Classified Salary) Object expense category	\$	157,877
Net increase in the 3000 (Benefits) Object expense category	\$	135,300
Net decrease in the 4000 (Supplies) Object expense category	\$	24,148
Net increase in the 5000 (Other Services) Object expense category	\$	116,505
Net increase in the 6000 (Capital Outlay) Object expense category	\$	5,447
Net increase in the 7000 (Other Outgo) Object expense category	\$	<u>298,313</u>
Total increase in expense lines budgeted	\$	995,068

RESOLUTION: BE IT RESOLVED, that the following budget increases in the Restricted General Fund be approved:

Increase of \$ 64,530 in funds received for FY 15-16.

Increase of \$ 930,538 in funds carried forward from FY 14-15 to FY 15-16.

Recommended By: _____


Steven L. Crow, Ed.D., Vice President of Administrative Services

Prepared By: _____


Roger Sattoof, Budget Analyst


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

Consent RGF Increase

BUDGET INCREASES

September 2015 through January 2016
Fund 01 (Restrictd General Fund) FY 2015-2016

EXPLANATIONS	AMOUNTS	AMOUNTS
Increase Revenue and Expenses in the MATE Resource Ctr (MATERC) to reflect funds received in FY 15-16 from the Supplemental Award.		
Total Revenue:	50,000.00	
Total Expenses:		50,000.00
Increase Revenue and Expenses in the Gender & Women's Studies to reflect funds received in FY 15-16 from the Baskin foundation.		
Total Revenue:	2,850.00	
Total Expenses:		2,850.00
Increase Revenue and Expenses in the Reading Center Grant to reflect funds received in FY 15-16.		
Total Revenue:	11,680.33	
Total Expenses:		11,680.33
SUBTOTAL, FUNDS RECEIVED FOR FY 2015-2016	64,530.33	64,530.33
Increase Revenue and Expenses in the Staff Diversity Grant to reflect funds carried forward from FY 14-15 to FY 15-16.		
Total Revenue:	1,321.32	
Total Expenses:		1,321.32
Increase Revenue and Expenses in the Barnet and Segal Grant to reflect funds carried forward from FY 14-15 to FY 15-16.		
Total Revenue:	8,111.23	
Total Expenses:		8,111.23
Increase Revenue and Expenses in the Reading Center Grant to reflect funds carried forward from FY 14-15 to FY 15-16.		
Total Revenue:	2,437.05	
Total Expenses:		2,437.05

Increase Revenue and Expenses in the Student Success Dep
to reflect funds carried forward from FY 14-15 to FY 15-16.

Total Revenue:	594,552.77	
Total Expenses:		594,552.77

Increase Revenue and Expenses in the Student Success Dep (Non Credit)
to reflect funds carried forward from FY 14-15 to FY 15-16.

Total Revenue:	1,296.19	
Total Expenses:		1,296.19

Increase Revenue and Expenses in the Student Equity Dep
to reflect funds carried forward from FY 14-15 to FY 15-16.

Total Revenue:	322,819.80	
Total Expenses:		322,819.80

**SUBTOTAL, FUNDS CARRIED FORWARD FROM
FY 2014-2015 TO FY 2015-2016**

930,538.36	930,538.36
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TOTAL INCREASES

<u>\$995,067.76</u>	<u>\$995,067.76</u>
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Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.8

Fiscal Services
College Area

Proposal:

Approve budget adjustments for the period of August through December, 2015.
(Fiscal Year 2015-2016.)

Background:

Please see attached budget revision documents.

Budgetary Implications:

Fund 01 (Unrestricted General Fund)

Net increase in the 2000 (Classified Salary) Object expense category	\$	1,731.55
Net decrease in the 3000 (Benefits) Object expense category	\$	1,731.55

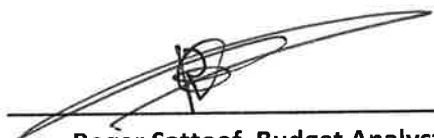
RESOLUTION: BE IT RESOLVED, that the following budget adjustments in the Unrestricted General Fund be approved:

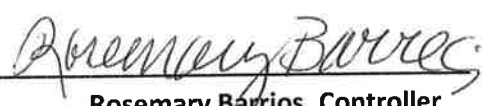
Net increase in the 2000 (Classified Salary) Object expense category	\$	1,731.55
Net decrease in the 3000 (Benefits) Object expense category	\$	1,731.55

Recommended By: _____



Steven L. Crow, Ed.D., Vice President of Administrative Services

Prepared By: _____


Roger Sattoof, Budget Analyst


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

BUDGET REVISION

August Through December , 2015

Fund 01 - (**Unrestricted General Fund**) FY 15-16

1000	2000	3000	4000	5000	6000	7000	Explanations
CERT.	CLASS.	BENEFITS	SUPPLIES	OTHER	CAPITAL	OTHER	
SALARIES	SALARIES			SERVICES	OUTALY	OUTGO	
	(58.50)	58.50					Transfer from part time permanent salaries to hourly temporary benefits. To cover the cost of instructional specialist's benefits. Transfer was within the English Center Department. Reduction To: 01-0030-0-6110-0315-2400-000-00-2402 Addition To: 01-0030-0-6110-0315-3330-000-00-2404 01-0030-0-6110-0315-3510-000-00-2404 01-0030-0-6110-0315-3610-000-00-2404
	(288.90)	288.90					Transfer from part time hourly temporary salaries to hourly temporary benefits. To cover the cost of instructional specialist's benefits . Transfer was within Reading Center Department. Reduction To: 01-0030-0-1500-0330-2400-000-00-2402 Addition To: 01-0030-0-1500-0330-3330-000-00-2404 01-0030-0-1500-0330-3510-000-00-2404 01-0030-0-1500-0330-3610-000-00-2404
	(463.10)	463.10					Transfer from classified supervisor salaries to benefits. To cover the cost of Professional Expert and Hourly Classified Temporary Salaries. Transfer was within the Theatre Arts Department. Reduction To: 01-0030-0-1000-0210-2200-000-00-2203 Addition To: 01-0030-0-1000-0210-3340-000-00-2306 01-0030-0-1000-0210-3520-000-00-2306 01-0030-0-1000-0210-3620-000-00-2306 01-0030-0-1000-0210-3340-000-00-2304 01-0030-0-1000-0210-3520-000-00-2304 01-0030-0-1000-0210-3620-000-00-2304
	(207)	207					Transfer from Classified Confidential Salaries to benefits. To cover the cost of substitute's benefits for vacant Administrative Analyst position. Transfer was within the Human Resources department. Reduction To: 01-0080-0-6730-0940-2100-000-00-2104 Addition To: 01-0080-0-6730-0940-3340-000-00-2308 01-0080-0-6730-0940-3520-000-00-2308 01-0080-0-6730-0940-3620-000-00-2308

303.26 303.26

Transfer from Hourly Permanent Part Time Salaries to benefits. To cover the cost of Classified Hourly Temporary benefits for 3 vacant positions. Transfer was within the Reading Center department

Reduction To:

01-0030-0-1500-0330-2400-000-00-2402

Addition To:

01-0030-0-1500-0330-3330-000-00-2404

01-0030-0-1500-0330-3520-000-00-2404

01-0030-0-1500-0330-3620-000-00-2404

(83.26) 83.26

Transfer from part time permanent salaries to hourly's benefits. To cover the cost of instructional hourly substitute benefits. Transfer was within the English Center Department.

Reduction To:

01-0030-0-6110-0315-2400-000-00-2402

Addition To:

01-0030-0-6110-0315-3330-000-00-2408

01-0030-0-6110-0315-3510-000-00-2408

01-0030-0-6110-0315-3610-000-00-2408

(217.28) 217.28

Transfer from Instructional Aide's Salaries to benefits. To cover the cost of Hourly Temporary benefits . Transfer was within the Automotive Technology department

Reduction To:

01-0040-0-0900-0407-2200-000-00-2201

Addition To:

01-0040-0-0900-0407-3330-000-00-2404

01-0040-0-0900-0407-3510-000-00-2404

01-0040-0-0900-0407-3610-000-00-2404

(90) 90

Transfer from Part Time Permanent Salaries to benefits. To cover the cost of evening Administrative Assistant's substitute at Marina Education Center. Transfer was within the MPC Foundation Center department

Reduction To:

01-0090-0-4900-2101-2300-041-00-2301

Addition To:

01-0090-0-4900-2101-3340-041-00-2308

01-0090-0-4900-2101-3520-041-00-2308

01-0090-0-4900-2101-3620-041-00-2308

(20.25) 20.25

Transfer from Part Time Permanent Salaries to benefits. To cover the cost of Hourly Temporary benefits. Transfer was within the Reading Center department

Reduction To:

01-0030-0-1500-0330-2400-000-00-2402

Addition To:

01-0030-0-1500-0330-3330-000-00-2404

01-0030-0-1500-0330-3510-000-00-2404

01-0030-0-1500-0330-3610-000-00-2404

(1,731.55) 1,731.55

Totals

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.9

Fiscal Services
College Area

Proposal:

Approve budget adjustments for the period of September 01 through December 16, 2015.
(Fiscal Year 2015-2016.)

Background:

Please see attached budget revision documents.

Budgetary Implications:

Fund 01 (Unrestricted General Fund)

Net increase in the 2000 (Classified Salary) Object expense category	\$	239.74
Net increase in the 3000 (Benefits) Object expense category	\$	22.59
Net decrease in the 4000 (Supplies) Object expense category	\$	1,807.73
Net increase in the 5000 (Other Services) Object expense category	\$	3,702.67
Net decrease in the 6000 (Capital Outlay) Object expense category	\$	2,157.27

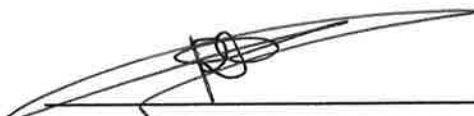
RESOLUTION: BE IT RESOLVED, that the following budget adjustments in the Unrestricted General Fund be approved:

Net increase in the 2000 (Classified Salary) Object expense category	\$	239.74
Net increase in the 3000 (Benefits) Object expense category	\$	22.59
Net decrease in the 4000 (Supplies) Object expense category	\$	1,807.73
Net increase in the 5000 (Other Services) Object expense category	\$	3,702.67
Net decrease in the 6000 (Capital Outlay) Object expense category	\$	2,157.27

Recommended By: _____

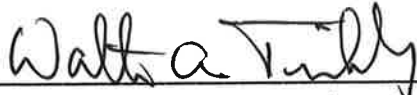

Steven L. Crow, Ed.D., Vice President of Administrative Services

Prepared By: _____


Roger Sattoof, Budget Analyst


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

BUDGET REVISION

September 01 - January 22, 2016

Fund 01 - (**Unrestricted** General Fund) FY 15-16

1000	2000	3000	4000	5000	6000	7000	Explanations
Cert. Salaries	Class. Salaries	Benefits	Supplies	Other Services	Capital Outlay	Other Outgo	
	239.74	22.59		(262.33)			Transfer from General Institutional Contingency Budget to Benefits and Hourly Temporary Salaries. Funds are needed to train new lab manager. Transfer was from Dean of Instructional Planning Department to Biology Department.
							Reduction To: 01-0040-0-6010-2202-5800-000-00-5840
							Addition To: 01-0040-0-0400-0410-2400-000-00-2404 01-0040-0-0400-0410-3330-000-00-2404 01-0040-0-0400-0410-3510-000-00-2404 01-0040-0-0400-0410-3610-000-00-2404
			192.27	1,965	(2,157.27)		Transfer from Hazardous Material to Minor Equipment and Inspection Services. To purchase face respirator mask and pay for fume hood Inspection in Life Science and Physical Science Building. Transfer was within the Hazardous Waste Management department.
							Reduction To: 01-0080-0-6770-0907-6200-000-00-6201
							Addition To: 01-0080-0-6770-0907-5500-000-00-5517 01-0080-0-6770-0907-4500-000-00-4551
			(2,000)	2,000			Transfer from Uniforms and Supplies to Officials. To pay game officials. Transfer was within Men's Athletics department.
							Reduction To: 01-0007-0-6960-1405-4500-000-00-4553 01-0007-0-6960-1405-4300-000-00-4312
							Addition To: 01-0007-0-6960-1405-5800-000-00-5836
0	239.74	22.59	(1,807.73)	3,702.67	(2,157.27)	0	Totals

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Board Meeting Date

Consent Agenda Item No. A.10

Fiscal Services
College Area

Proposal:

Approve budget increase to the Workers Comp Fund for the period of January 2016.

Background:

Board policy 2120 requires Board Approval of increase to the Fiscal Year budget.

Additional revenue will be transferred over to the Workers Comp Fund from the Self Insurance Fund to cover expenditures for this fiscal year. The expense budget is being adjusted for additional workers comp payments being made. These payments are for the old worker comp claims the District is still handling.

Budgetary Implications:

Workers Comp Fund

Revenue Increase of \$65,000

Expense Increase of \$30,000

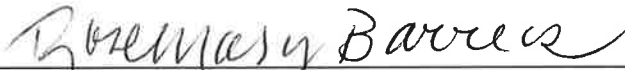
- Resolution: BE IT RESOLVED**, that the following budget increase in the Workers Comp fund be approved: Increase of \$65,000 in revenue and \$30,000 in expense budgets.

Recommended By: _____



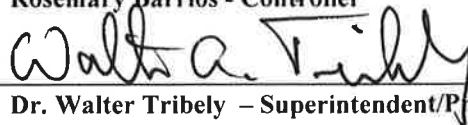
Steven L. Crow, Ed.D., - Vice President for Administrative Services

Prepared By: _____



Rosemary Barrios - Controller

Agenda Approval: _____



Dr. Walter Tribely - Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Board Meeting Date

Consent Agenda Item No. A.11

Fiscal Services

College Area

Proposal:

Approve budget increase to Orr Estate Fund.

Background:

Board policy 2120 requires Board Approval of decrease to the Fiscal Year budget.

To adjust the Orr Estate Fund revenue and expense budgets due to students repaying their Orr loans.

Budgetary Implications:

Orr Estate

Revenue Increase \$ 5,000

Expense Increase \$ 5,000

Information Only

Resolution: **BE IT RESOLVED**, that the following budget increase in the Orr Fund be approved:

Revenue Increase \$ 5,000

Expense Increase \$ 5,000

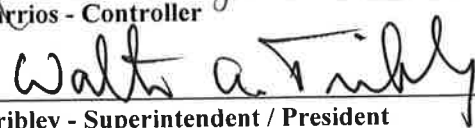
Recommended By: _____


Steven L. Crow, Ed.D., - Vice President for Administrative Services

Prepared By: _____


Rosemary Barrios - Controller

Agenda Approval: _____


Dr. Walter Tribley - Superintendent / President

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Board Meeting Date

Consent Agenda Item No. A.12

Fiscal Services

College Area

Proposal:

Approve budget increase to the Scholarship and Loan Fund.

Background:

Board policy 2120 requires Board Approval of increase to the Fiscal Year budget.

Additional funds were received for the Full-Time Student Success Grant, and for the PLUS Loans.

Budgetary Implications:

Scholarship & Loan

Revenue Increase of \$314,600

Expense Increase of \$314,600

- Resolution: BE IT RESOLVED**, that the following budget increase in the Scholarship & Loan fund be approved: Increase of \$314,600 in revenue and expense budgets.

Recommended By: _____


Steven L. Crow, Ed.D., - Vice President for Administrative Services

Prepared By: _____


Rosemary Barrios - Controller

Agenda Approval: _____


Dr. Walter Tribely - Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

Consent Agenda Item No. A.13

Fiscal Services
College Area

Proposal:

Approve budget adjustments for the period of September 01 through December 16, 2015.
(Fiscal Year 2015-2016.)

Background:

Please see attached budget revision documents.

Budgetary Implications:

Fund 39 (Parking Fund)

Net increase in the 5000 (Other Services) Object expense category	\$	7,000
Net decrease in the 6000 (Capital Outlay) Object expense category	\$	7,000

RESOLUTION: BE IT RESOLVED, that the following budget adjustments in the Parking Fund be approved:

Net increase in the 5000 (Other Services) Object expense category	\$	7,000
Net decrease in the 6000 (Capital Outlay) Object expense category	\$	7,000

Recommended By: _____


Steven L. Crow, Ed.D., Vice President of Administrative Services

Prepared By: _____


Roger Sattoof, Budget Analyst


Rosemary Barrios, Controller

Agenda Approval: _____


Dr. Walter Tribley, Superintendent/President

BUDGET REVISION

September 01 - January 22, 2016

Fund 39 - (Parking Fund) FY 15-16

1000	2000	3000	4000	5000	6000	7000	Explanations
Cert. Salaries	Class. Salaries	Benefits	Supplies	Other Services	Capital Outlay	Other Outgo	
				7,000	(7,000)		Transfer from Equipment Purchase to Equipment Repair. To pay for the cost of cart repair. Transfer was within the Parking department.
							Reduction To: 39-0080-1-6950-0960-6400-000-81-6404
							Addition To: 39-0080-1-6950-0960-5600-000-81-5630
0	0	0	0	7,000	(7,000)	0	Totals

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

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)	Temporary Assignment	Ms. Nicole Dunne will assume additional duties of supervising the functions and staff of the College Information Desk; chair Academic Council; oversee implementation of online Student Services in the absence of the Dean of Student Services. Extend the current temporary assignment from January 1, 2016 through June 30, 2016.	5% Stipend is paid from cost savings as a result of vacant position of Dean of Student Services
b)	Temporary Assignment	Mr. Francisco Tostado will assume additional duties of supervising the functions and staff of Student Activities, Student Employment and Veteran's Services; oversee and coordinate Outreach Services and other duties in the absence of the Dean of Student Services. Extend the current temporary assignment from January 1, 2016 through June 30, 2016.	5% Stipend is paid from cost savings as a result of vacant position of Dean of Student Services

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

- a) Extend the current temporary assignment and compensate Ms. Nicole Dunne a 5% stipend for assuming temporary duties in the absence of the Dean of Student Services, effective January 1, 2016 through June 30, 2016.
- b) Extend the current temporary assignment and compensate Mr. Francisco Tostado a 5% stipend for assuming temporary duties in the absence of the Dean of Student Services, effective January 1, 2016 through June 30, 2016.

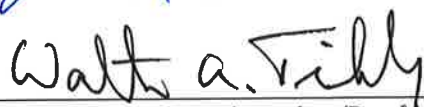
Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Elizabeth Schalau, Human Resources Analyst

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

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 Spring 2016.	Included in budget

Budgetary Implications:

See Table.




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

- a) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2016.

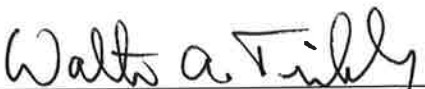
Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Elizabeth Schallau, Human Resources Analyst

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula College
Part-time, substitute, and/or overload
 Spring 2016 - February

B1-Teaching With Benefits

Abbott	Bernadine	LIBR
Bates	Wendy	PFIT
Bingaman	Nancy	NURS
Bryan	Juliana	NURS
Copeland	Alexis	BUSC
Hage	Samar	NURS
Hanna	Susan	NURS
La Mothe	Eileen	NURS
Moller	Scott	ADMJ
Nervino	Patricia	NURS
Phillips	Daniel	PFIT
Prado	Gilles	CSIS
Ridgeway	Douglas	THEA
Rondez	Christina	NURS
Spiering	Charles	PFIT
Weldon	Thatcher	ENSL

B2-Teaching Without Benefits

Ainsworth	Cynthia	LIBR
Alexander	Jeannie	EMMS
Arellano	Florentino	EMMS
Armstrong	Nathan	EMMS
Barnard	Jeffrey	EMMS
Black	Jason	FPTC
Brown	James	FPTC
Burden	Jess	ENSL
Cagat	Kathrine Ann	ANTH
Clausen	John	EMMS
Colello	Felix	FPTC
Converse	Joshua	ENGL
Costa	Vaughn	FPTC
Duong	Thu	LIBR

Eyth	Edward	ARTG
Farrington	Lyne	BUSC
Giammanco	Kacey	PHED
Goetz	Cheryl	FPTC
Groves	Laurie	DANC
Grych	Margot	ORNH
Gutierrez	Carmen	SPAN
Hanzelka	Eric	FPTC
Hazel	Edward	ADMJ
Hinckley	Bradford	FPTC
Houchin	Anthony	EMMS
Irwin	Michelle	EMMS
Jones	David	EMMS
Jonker	Kevin	ENGL
Kelley	Harald	FPTC
Kragelund	Lynn	NURS
Lundgren	John	FPTC
Malecki	Walter	HOSP
Mann	Alisha	GWOS
Manning	Marc	EMMS
Mapp	Jermod	PHED
Marquez	Maria	SPAN
Mendoza	James	FPTC
Nodzinski	Peter	MATH
O'Dell	Kristine	BUSI
Okelberry	Maryellen	ART
Ongley	Noova	MATH
Rivera	Ramon	EMMS
Rodriguez	Donathon	EMMS
Rose	Scott	ITAL
Roth	Morgan	BIOL
Roth	Stewart	FPTC
Schnepf	Kenneth	PHSO
Shields-Bispo	Melissa	ART
Tarantino	Arleen	ENGL
Tezak	Janet	ENGL
Thomas	Michael	EMMS
Tsudama	Keith	FPTC

Vitanza	Elizabeth	PFIT
Webb	Arthur	FPTC
Weston	Dana	PSYC
Williams	William	MATH
Woltman	John	FPTC
Wong	Randall	FPTC
Young	John	EMMS

C1-Non-Teaching With Benefits

Bowers	Heather	PERS
Christoff Mansfield	Kimberly	PERS
Dennehy	Merry	ENGL
Easton	William	LIBR
Johnson	Anita	ENGL
Kerchner	Amber	PERS
Morgan	Blanca	MATH
Penney	Beth	ENGL
Tozier	Glenn	LIBR

C2-Non-Teaching Without Benefits

Ainsworth	Cynthia	LIBR
Doughty	Thomas	LIBR
Duong	Thu	LIBR
Forte	Kimberlyn	ENGL
Harray	Nancy	ENGL
Hulanicki	Alexander	ENGL
Kary	Brandi	ENGL
Luke	Jessica	ECED
Niewenhous	Tracy	ENGL
Pastore	Ellen	LIBR
Sallee	Ann Denise	LIBR
Switzer	Sandra	LIBR
Vincent	Christine	PERS

Monterey Peninsula Community College District

Governing Board Agenda

February 24, 2016

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)	Correction	Employment of Dylan Music, Instructional Specialist, ESSC, Range 14, 18 hours per week, 7 months, 19 days per year, effective January 29, 2016. The employment action was incorrectly stated on the January 25, 2016 Consent Agenda item 13D as Writing Tutor, Writing Center, 8 months per year, effective January 25, 2016.	N/A
b)	Correction	Employment of Maliha Arshad, Instructional Specialist, ESSC, Range 14, 18 hours per week, 7 months, 19 days per year, effective January 29, 2016. The work year and effective date were incorrectly stated on the January 25, 2016 Consent Agenda item 13D as 8 months per year, effective January 25, 2016.	N/A
c)	Resignation for the purpose of retirement	Resignation for the purpose of retirement of George Reed, Media Technician, Audio-Visual Department effective at the end of the day March 31, 2016. Mr. Reed has served MPC for 26 years.	N/A
d)	Employment	Employment of Colton Miller, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year effective February 25, 2016.	Included in budget
e)	Employment	Employment of Rebecca Glenn, Unit Office Manager, Admissions and Records, Range 18, 40 hours per week, 12 month's per year effective February 25, 2016.	Included in budget

Budgetary Implications:

See table.

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

- a) Correction to the January 25, 2016 Board action regarding the employment of Dylan Music, to be revised as Instructional Specialist, ESSC, Range 14, 18 hours per week, 7 months, 19 days per year, effective January 29, 2016 (employment previously approved as as Writing Tutor, Writing Center, Range 14, 18 hours per week, 8 months per year, effective January 25, 2016).

- b) Correction of the January 25, 2016 Board action regarding the employment of Maliha Arshad, to be revised as Instructional Specialist, ESSC, Range 14, 18 hours per week, 7 months, 19 days per year, effective January 29, 2016 (employment previously approved for 8 months per year, effective January 25, 2016).
- c) Resignation for the purpose of retirement of George Reed, Media Technician, Audio-Visual Department, effective at the end of the day, March 31, 2016. Mr. Reed has served MPC for 26 years.
- d) Employment of Colton Miller, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year, effective February 25, 2016.
- e) Employment of Rebecca Glenny, Unit Office Manager, Admissions and Records, Range 18, 40 hours per week, 12 month's per year, effective February 25, 2016.

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 Community College District

Governing Board Agenda

February 24, 2016

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:

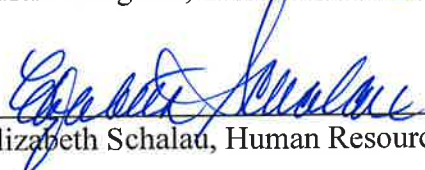
The cost to employ short term and substitute employees is included in division/department budgets.

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.

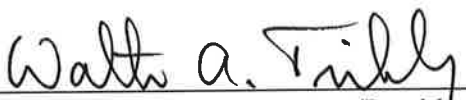
Recommended By:


Susan Kitagawa, Associate Dean of Human Resources

Prepared By:


Elizabeth Schalau, Human Resources Analyst

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

**MONTEREY PENINSULA COLLEGE
SHORT TERM NON-CONTINUING AND SUBSTITUTE EMPLOYEES**

BOARD AGENDA: 2/24/2016

ACADEMIC AFFAIRS							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Moss	Denise	Professional Expert	\$38.15	01/04/16	12/18/16	Restricted	40 Hrs. Per Wk.
Ramirez	Vivian	College Assistant XIII	\$19.00	02/22/16	04/22/16	Unrestricted	29 Hrs. Per Wk.
ADMINISTRATION							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Nguyen	Eric	Substitute-Custodian	\$13.75	01/06/16	02/25/16	Unrestricted	24 Hrs. Per Wk.
ATHLETICS							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Hanamaikai	Taylor	Ass't Softball Coach	\$3,129.00	02/01/16	05/21/16	Restricted	22 Hrs. Per Wk.
Herring	Vincent	Ass't Baseball Coach	\$4,527.00	01/25/16	05/30/16	Restricted	25 Hrs. Per Wk.
Speights-Carroll	Denina	Ass't Track & Field Coach	\$1,405.00	02/01/16	05/21/16	Restricted	8.5 Hrs. Per Wk.
Williams	Tony	Ass't Track & Field Coach	\$1,564.00	02/01/16	05/21/16	Restricted	9.5 Hrs. Per Wk.
CHILDHOOD ED CENTER							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Marmolejo	Zhante	Sub-Playground Assistant I	\$12.00	01/28/16	06/06/16	Unrestricted	20 Hrs. Per Wk.
CONTINUING EDUCATION							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Mann	Kalin	College Assist IX	\$16.50	01/04/16	06/02/16	Restricted	5 to 10 Hrs. Per Wk.
CREATIVE ARTS							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Troia	Pauline	Accompanist	\$13.50	02/01/16	06/03/16	Unrestricted	6 Hrs. Per Wk.
EOPS/CARE & Cal WORKS							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Cerritos	Jessica	Sub-Categorical Servs Coord	\$18.04	01/04/16	02/29/16	Restricted	29 Hrs. Per Wk.
Cerritos	Jessica	Sub-Categorical Servs Coord	\$18.04	03/01/16	04/29/16	Restricted	29 Hrs. Per Wk.
FISCAL SERVICES							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Rosinski	Linda	Sub-Accounting Specialist	\$18.04	02/17/16	03/25/16	Unrestricted	10 Hrs. Per Wk.
HEALTH SERVICES							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Anderson	Brianna	Sub-Health Serv. Specialist	\$16.75	12/17/15	05/31/16	Restricted	29 Hrs. Per Wk.
HUMAN RESOURCES							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Kim	Shirley	Professional Expert	\$25.00	02/04/16	03/31/16	Restricted	10 Hrs. Per Month
LIBRARY							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
Miller	Colton	Sub-Lib Cir Desk Coord.	\$18.04	01/19/16	01/22/16	Unrestricted	18 Hrs. Per Wk.
Miller	Colton	Sub-Lib Cir Desk Coord.	\$18.04	02/01/16	02/15/16	Unrestricted	7.75 Hrs. Per Wk.
Miller	Colton	Sub-Lib Cir Desk Coord.	\$18.04	02/16/16	02/24/16	Unrestricted	18.75 Hrs. Per Wk.
Samayoa	Gladys	Sub-Lib Specialist/Periodicals	\$15.17	02/16/16	06/03/16	Unrestricted	17.25 Hrs. Per Wk.
Teresa	Donna	Sub-Lib-Specialist/Cir Desk	\$18.04	01/25/16	01/29/16	Unrestricted	9 Hrs. Per Wk.
Teresa	Donna	Sub-Lib-Specialist/Cir Desk	\$18.04	02/01/16	02/05/16	Unrestricted	8 Hrs. Per Wk.
Teresa	Donna	Sub-Lib-Specialist/Cir Desk	\$18.04	02/16/16	06/03/16	Unrestricted	4 Add't Hrs. Per Wk.

MATH CENTER							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
				FROM:	TO:		
Lew-Roca	Linda	Sub-Instructional Specialist	\$16.76	02/16/16	04/16/16	Restricted	18 Hrs. Per Wk.
Carpenter	Douglas	Short Term Project	\$16.76	02/17/16	03/11/16	Restricted	Up to 15 Hrs. Per Wk.
PRESIDENT'S OFFICE							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
				FROM:	TO:		
Haxton	Jeanette	College Assistant XIII	\$19.00	03/01/16	06/30/16	Unrestricted	29 Hrs. Per Wk.
STUDENT SERVICES							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
				FROM:	TO:		
Brown	David M	Sub-Instructional Specialist	\$16.76	02/01/16	06/02/16	Restricted	18 Hrs. Per Wk.
Gardenhire	Elroy	Sub-Categorical Serv Coord	\$18.04	03/01/16	04/30/16	Restricted	29 Hrs. Per Wk.
Hines	Katrina	Sub-Categorical Serv Coord	\$18.04	03/01/16	04/30/16	Restricted	29 Hrs. Per Wk.
Lyles	Naomi	College Assistant X	\$17.00	02/25/16	04/30/16	Restricted	29 Hrs. Per Wk.
Sollecito	Becky	College Specialist VII	\$15.00	02/01/16	04/01/16	Restricted	18 Hrs. Per Wk.
Vasquez	Yuliana	Sub-Categorical Serv Coord	\$18.04	03/01/16	03/31/16	Restricted	29 Hrs. Per Wk.
THEATRE ARTS							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
				FROM:	TO:		
Beck	Dan	Professional Expert	\$30.00	02/??/16	03/31/16	Unrestricted	5 Hrs. Per Wk.
Fu	Limin	Prof Expert-Costume Assistant	\$200.00	03/16/16	05/10/16	Unrestricted	25 Hrs. Monthly
Hoelscher	Lauren	Theatre Arts Assistant	\$300.00	02/01/16	03/15/16	Restricted	30 Hrs. Monthly
Mattos-Hughes	Gloria	Prof Expert-Costume Designer	\$400.00	03/16/16	05/10/16	Unrestricted	20 Hrs. Monthly
Maximoff	Ana	Prof Expert-Props Designer	\$500.00	03/16/16	05/10/16	Unrestricted	25 Hrs. Monthly
Root	Megan	Prof Expert-Stage Manager	\$500.00	03/16/16	05/10/16	Unrestricted	25 Hrs. Monthly
Vasey	Sarah	Prof Expert-Costume Assistant	\$200.00	03/16/16	05/10/16	Unrestricted	10 Hrs. Monthly
TRIO UPWARD BOUND							
LAST NAME	FIRST NAME	POSITION	PAY RATE	EFFECTIVE DATES		TYPE OF FUNDS	HOURS
				FROM:	TO:		
Kling	Torri	College Assist English Tutor	\$10.00	01/19/16	06/02/16	Restricted	12 Hrs. Per Wk.