

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

**REGULAR MEETING**

1:30pm, Closed Session, Stutzman Room, LTC  
3:00pm, Regular Meeting, Sam Karas Room, LTC  
980 Fremont Street, Monterey, California 93940  
[www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard)

**WEDNESDAY, MARCH 21, 2012**

**MINUTES**

**1. OPENING BUSINESS**

- A. Call To Order for Closed Session – Chair Loren Steck called the Closed Session to order at 1:30pm.
- B. Roll Call – present:
  - Mr. Charles Brown, Vice Chair
  - Dr. Margaret-Anne Coppernoll, Trustee
  - Dr. Douglas Garrison, Superintendent/President
  - Ms. Marilyn Gustafson, Trustee
  - Mr. Rick Johnson, Trustee
  - Dr. Loren Steck, Chair
  - Staff: Ms. Barbara Lee and Mr. Stephen Ma
- C. Public Comments on Closed Session Items – none.
- D. Closed Session – items under discussion
  - 1) Conference with Labor Negotiators (Government Code Section 54957.6)
    - a) Agency Negotiators: Steve Ma and Barbara Lee
    - b) Employee Organizations: MPCTA/CTA/NEA and MPCEA/CSEA
  - 2) Conference with Legal Counsel Regarding Anticipated Litigation (one) (Government Code Section 54956.9(b))
  - 3) Superintendent/President Quarterly Evaluation (Government Code Section 54947)
- D. Reconvene to Regular Meeting and Roll Call – Chair Loren Steck called the Regular Meeting to order at 3:02pm. Roll Call:
  - Mr. Charles Brown, Vice Chair
  - Dr. Margaret-Anne Coppernoll, Trustee
  - Dr. Douglas Garrison, Superintendent/President
  - Ms. Marilyn Gustafson, Trustee
  - Mr. Rick Johnson, Trustee
  - Dr. Loren Steck, Chair
  - Mr. Daniel Cervantes, Student Trustee
- F. Reporting of Any Action Taken During Closed Session – no action taken.

## 2. RECOGNITIONS

- A. Recognition of Visitors
- B. Comments from Visitors – Rosaleen Ryan, member of United Way Committee, thanked the Board and MPC for their support of the 2012 campaign. Donations from two bake sales and raffle tickets have raised \$1,000 which equals to \$8,000 in food United Way can purchase for needy families. A bidding contest between Trustees Loren Steck and Rick Johnson for two sweet potato pies donated by Vera Coleman raised another \$40.

## 3. COMMUNICATIONS

- A. Comments from Visitors – no comments.
- B. Written Communications:
  - 1) Chancellor's Office: Chancellor Jack Scott sounds alarm at the additional \$149 million unexpected budget cut the system will sustain this academic year; California's disinvestment in higher education will have a lasting impact on an entire generation of students / February 21.
  - 2) Chancellor's Office: Chancellor Jack Scott lauds the Little Hoover Commission for calling on the State to prioritize its investment in the two-year system / February 29.
  - 3) Chancellor's Office: Chancellor Jack Scott welcomes President Obama's Jobs Council to California to discuss health workforce initiative; community college-led program is helping to meet training needs in allied health professions / March 5.
  - 4) Chancellor's Office: Chancellor Jack Scott announces his retirement effective September 1, 2012 / March 6.

### MPC All User Emails:

- 1) Beth Penney: Humanities Division Book Grant Award Ceremony on February 23 / February 21.
- 2) Robin Venuti, Foundation: Hall of Fame Banquet on March 9 / February 21.
- 3) ASMPC: Bone marrow registry drive on March 7 / February 24.
- 4) Dr. Garrison: United Way Campaign February 22-March 21 / February 24.
- 5) Dr. Garrison: Passage of Time, Retiring in August, 2012 / February 27.
- 6) EOPS & TRiO: MPC Annual Community Play, "Ruined" March 10 / February 28.
- 7) United Way Committee: donations, bake sales, raffle tickets, and California Pizza Kitchen 20% fundraiser on March 14 / March 1, 5 and 12.
- 8) David Clemens, Great Books: Author Mark Edmundson, March 6-8 / March 1.
- 9) Vicki Nakamura: Citizens' Bond Oversight Committee meeting March 12 / March 8.
- 10) Dr. Garrison: MPC Notes, 65<sup>th</sup> Anniversary Open House / March 9.
- 11) HR: Employment Opportunity – Accounting Specialist, Fiscal Services / March 9.
- 12) HR: Employment Opportunity – Food Preparer, CDC / March 9.
- 13) Laura Franklin, Academic Affairs: New Classes for Spring 2012 / March 9.

### Articles published in *The Herald*, *The Californian*, and other media:

- 1) Child Care At Risk: budget cuts could hurt MPC center / February 18.
- 2) Bone marrow drive to be held / February 23.
- 3) ArtBeat: can rock 'n' roll save you? Author Mark Edmundson / February 23.

- 4) Letter to Editor: Every resident should be outraged (MPC child care center budget cuts) / February 25.
- 5) HR Ad: Unit Office Manager, Library; Director of Admissions and Records; Psychology Instructor and Sociology Instructor / February 27.
- 6) MPC, Hartnell leaders critical of funding bill; legislation aims to reimburse community colleges only for students who finish courses / March 1.
- 7) MPC President retiring; Trustees to start search for Garrison's replacement / March 2.
- 8) Foundation Ad: 21<sup>st</sup> Annual Hall of Fame Banquet on March 9 / March 5.
- 9) MPC students host bone marrow drive / March 6.
- 10) Letter to Editor: Signing up for bone marrow donation / March 6.

C. Reports and Presentations:

- 1) Institutional Report – SB 1440, The Student Transfer Achievement Reform Act  
 Carsbia Anderson, Vice President of Student Services.  
 Carsbia presented the Board with an overview of Senate Bill 1440, The Student Transfer Achievement Reform Act. The transfer process in the State of California has been a maze for students, lacked transparency, and was replete with local rules and changing requirements year by year. Students arriving at CSU have been forced to retake units to make up for courses that did not transfer. Due to the SB 1440 State Task Force, key elements are being created for an associate degree for transfer that guarantees admission with junior standing at CSU's. Transfer requirements are defined as having 60 transferable units. SB 1440 provides students with priority admission to their local CSU and to a program or major that is similar to their major or interest at their community college. It prohibits CSU from requiring students to repeat courses that are similar to courses completed as part of the AS-T/AA-T. The benefits of SB 1440 recognize each associate degree as the measure of preparation and readiness for transfer, reduces the need for students to take unnecessary courses, and eliminates confusion caused by different and shifting major prep requirements from each CSU. Transfer model curricula (TMC) was built and vetted by discipline faculty, and is intended to guide and simplify the development and approval of Associate Degrees that are consistent with SB 1440 requirements. TMC facilitates the mapping of these degrees to similar CSU BA degrees in the disciplines of Computer Science, Biology, Geography and Journalism. The goal is to have TMC's for the top 20 transfer majors completed by fall of 2012, with CID, a common Course Identification Numbering System, which has been approved by MPC's Academic Senate. The TMC's vetting closed on February 29, and is now at the Senate level. It will soon be sent to the Chancellor Office for approval. Chancellor Jack Scott has been quoted, "SB 1440 puts the needs of California community college students first." Charles B. Reed, Chancellor, California State University System, quoted "We have simplified the transfer process and that allows the CSU and CCC to serve more students and save millions of dollars." Carsbia concluded by noting that SB 1440 students will receive priority registration to CSU if submitted by March 15. With assignment of a CID number, common curriculum will match not only the community colleges, but also CSU's, UC's and most independent and private colleges to guarantee admission for SB 1440 transfer students.

- 2) Superintendent/President's Report, Dr. Douglas Garrison.  
Dr. Garrison briefed the Governing Board on the work being done on the five-year Education Master Plan, proposals under development for continuing education, basic skills initiatives, the 2013 budget, beginning of negotiations, and ACCJC accreditation response reports. / Plans are progressing for the May 4<sup>th</sup> Annual Address to the Community. / Spring break is March 26-30, and the spring term is ready to begin on April 2.

- 3) Vice Presidents' Reports:

Dr. Celine Pinet, Vice President of Academic Affairs.

Celine reported she emailed the Governing Board to address their inquiry on the difference between credit and noncredit courses. / Spring classes have been added to increase FTES, and the ongoing courses are filling well. / She shared that Dr. Kendra Cabrera is the recipient of a grant to attend the spring meeting of the Association of African Study from UC Berkeley. / Celine attended the March 3<sup>rd</sup> International Women's Day Celebration organized by the Re-Entry and Multicultural Center and Political Science Department; the keynote speaker was Maria Hinojosa, award-winning journalist and host of Latino USA. / The Lobo Hall of Fame event was an evening with many student success stories and a proud event for MPC and the community.

Carsbia Anderson, Vice President of Student Services.

Carsbia and Lynn Davis, former Board Trustee, attended Jim Tunney's induction into the California Community College Football Coaches Association Hall of Fame. Jim gave an eloquent acceptance speech and talked highly of MPC and how much he enjoyed his service on the Board / Carsbia attended the March 10<sup>th</sup> play "Ruined" at the Oldemeyer Center; this is an annual collaboration between UCSC African American Arts Troupe, the City of Seaside, and MPC. / The Lobo Hall of Fame inducted Pete Smith this year; he is a descendent of Wellington Smith who started the NAACP on the Monterey Peninsula. Carsbia encourages everyone to attend the Lobo Hall of Fame as it speaks so highly of MPC / The CSSO Conference highlighted the Student Success Task Force recommendations as a major topic. There is a work group discussing matriculation issues under SB 1456; another advisory group is working on counseling concerns with SSTF recommendations to be implemented by fall 2013. / Graduation is on Saturday June 2.

- 4) Academic Senate Report – Catherine Webb, Senator/Librarian.

Catherine expressed appreciation to the Governing Board for the collaboration process in recommending faculty to serve on the president's search committee. Academic Senate believes it is important for the candidates to be knowledgeable of legislative forces, have experience in distance education and technology, and have a profound interest in the college. A topic of recent discussion at the Academic Senate include Faculty candidates for the president search committee. Dialogue is continuing in the Master Education Plan Committee and Distance Online Education Committee. / Academic Senate will have a second reading of the adjunct hiring process, which will then proceed to College Council. / Steve Ma will speak to Academic Senate to engage conversation and ideas surrounding institutional technology. / In responding to the ACCJC recommendations,

Academic Senate is considering and improving all substantive issues shared with shared governance, with final approval of the responses in June.

- 5) MPCEA Report, Loran Walsh, President – Loran spoke to New Business Agenda Items G and H, the public hearing and resolution for MPCEA’s initial proposal for interest-based bargaining. MPCEA is asking to avoid layoffs, use a non-silo approach to the budget shortfall, and use of one-time reserve funds. A membership survey will be used for guidance and direction for the negotiating team. / MPCEA has forwarded seven nominees for the President search committee.
- 6) MPCTA Report, Alan Haffa.  
Alan is a co-negotiator for MPCTA. He commented on the silo approach, and explained how it was used last year, making sure that the cost of the deficit was equitable to everyone, with the percentage needed to backfill equally distributed among the three employee groups. Faculty feel the silo approach was equitable because each employee group shared the burden. An unfortunate outcome of the budget deficit was layoff notices and as a consequence some Faculty retired which led to savings by the district. New faculty will replace retirees at a lower cost. Savings from retirements will be more this year because a retirement incentive last year was offered.
- 7) ASMPC Report, Joshua Gess.  
Student Trustee Daniel Cervantes introduced Joshua Guess as ASMPC’s Director of Representation. Joshua summarized student activities this month. / There was a successful bone marrow drive on March 7<sup>th</sup>, so successful that the “Be The Match Registry” organizers ran out of cheek swabs due to the high turnout. / Club fundraising was today, another successful event, even without free giveaways. / Elections have taken place the last two days, with close to 200 voters to ratify constitutional amendments. / Upcoming events will be the ASMPC, Hospitality Club and AGS sponsored Faculty and Staff Appreciation e. / Earth Day with several children’s activities is being planned. / ASMPC expenditures are within budget.
- 8) College Council Report, Dr. Alan Haffa, Co-chair .  
Alan reported that College Council had three reports for the Governing Board:  
1) He thanked Dr. Steck for encouraging College Council to host the president search community forum on March 22<sup>nd</sup> so staff, faculty and community can provide comments on the qualities they would like to see in next President;  
2) the budget and planning allocation process is getting back on track; College Council had a good conversation Tuesday about budget and allocation process. They may need to reexamine the process to figure out how SLO’s fit into the process. There will be focused discussions this spring to make it easier for the budget elements of planning to come together; and 3) College Council has had discussions on issues regarding our hiring processes, in particular, how we manage when times are tough. Points to consider for Classified hiring may be: a) when College Council is asked to approve the replacement of a Classified position, would it be good to have the same process that Faculty has to prioritize the replacement? b) is it possible to reassign employees; c) is there a priority system of some jobs less or more important than others?

- 9) MPC Foundation Report, Robin Venuti, Executive Director
  - a) Executive Director Report – no report.
  - b) Donations for February \$28,431.00.
  
- 10) Governing Board Reports:
  - a) CHS Report, Dr. Loren Steck. CHS had an interesting meeting which Marilyn Gustafson attended at the Genesis House, a residential facility in Seaside which has an admirable success rate. CHS plans a kick off capital campaign for raising \$100,000 for Genesis House facility needs. KION has offered to make them a feature of May during KION newscasts to raise money.
  - b) Trustee Charlie Brown: the play “Ruined” was a quality play with excellent acting. He was amazed that the kids were all not theatrical students. He was introduced at the play and commented that MPC is 100% behind the play, and the community is expecting us to continue our support.
  - c) Trustee Margaret-Anne Coppernoll: the Lobo Hall of Fame was an outstanding event and it was great to see honorees demonstrate their love for MPC.
  - d) Trustee Rick Johnson: he received an email from Rich Teal, the traffic engineer for Monterey and water polo coach at MPC, thanking MPC for fixing the pool heater.
  - e) Trustee Marilyn Gustafson: Marilyn was sorry to miss the last Board meeting, the community play, and Lobo Hall of Fame event for the first time in the last ten years, as she was traveling.
  - f) Student Trustee Daniel Cervantes: he brought to ASMPC the news of Dr. Garrison’s retirement and the previous process used to hire the Superintendent/President. ASMPC is comfortable with that process, and as Student Trustee, Daniel would like to represent ASMPC.
  
- 11) Legislative Advocacy Report, Dr. Douglas Garrison:
  - a) ACCCA Legislative Update, as of March 5, 2012.
  - b) Student Success Task Force Update, March 2012 Issue.
  - c) Dr. Garrison asked the Governing Board for special attention to bills under legislative consideration on the ACCCA Legislative Updates:
    1. SB 1062 and SB 1456 implement portions of SSTF.
    2. AB 1826 would limit overloads beyond 50%.
    3. AB 2171 would authorize a board to deny enrollment to anyone expelled from any community college within five years.
    4. SB 1550 would authorize extension programs offering credit courses.
    5. SB 1560 computes apportionment based on average of census date and numbers completing a course.
    6. SB 1561 requires community colleges to expel a student who drops three or more courses in a term.
    7. SCA 5 is a constitutional amendment to lower approval for a parcel tax to 55% voter approval.
    8. Pages 10/11 include bills enacting portions of the Governor’s pension reform proposal.
  
- 12) Special Report – Bond Update Reports, Joe Demko, Kitchell Project Director
  - a) Active Bond/Facility Projects Update:

Humanities / Old Student Services / Business Humanities – Now called HSS Building. The project is receiving State matching funds. Phase 1 (Old Student Services Building) construction has been completed. Furniture will be installed during spring break.

Theatre – Concrete work on the orchestra pit and elevator has been completed. As of this date, no significant unforeseen conditions have been discovered that could impact budget and schedule. Work is progressing as scheduled and completion is still scheduled for February 2013; it may be completed three weeks early.

Life Science / Physical Science Buildings – There are two phases in this project with the First Phase being the Life Science building, and once it is completed the renovation of Physical Science will commence. The interior framing and metal stud walls have been installed. HVAC duct work is being installed. Drywall installation has been completed on the upper floor, and work has begun on the ground floor. Painting is being done now. Work on Life Science is progressing as scheduled with completion in June 2012. The Life Science building will then be occupied and the Physical Science departments will be relocated to interim housing that the Life Sciences have vacated.

Gym First Floor – Concrete floors have been saw-cut for trenching for the utilities and foundations for the lockers. There is a great deal of plumbing to be done and the plumbing below the slab is nearly completed. Then concrete will be poured and, after curing, wall framing can begin. The project is on schedule and anticipated to be completed in November 2012.

Swing Space – The “Swing Space Village” is located adjacent to and south of the Theatre, and classes are being conducted in the building. The General Classrooms Building has been modified to accommodate Life Science and Physical Science programs, and Life Science classes are being conducted in the building. The architect has received approval from DSA to convert the General Classrooms building to accommodate the Physical Science department this summer (construction on the Physical Science building is scheduled to begin late summer).

Infrastructure – Site work (directional kiosks, lighting, parking lots, sidewalks) will be ongoing for the next few years.

Pool / Tennis Courts – Work can only begin after the gym first floor work has been completed in December of 2012.

Student Center – The Architect has prepared schematic drawings for available space options. Planning meetings have involved student representatives and ASMPC has reviewed and approved the schematic drawings.

Arts Complex – The Arts Complex project is comprised of the Art Studio Building, Art Ceramics Building and the Art Dimensional Building. Preliminary design work has been completed, and the architect is now working on the design drawings.

Facilities Committee – The Committee meets on a regular basis to review project budgets and schedules. A report will be forthcoming on the Committee’s recommendations.

Joe concluded by stating that Dr. Garrison provided the members of the Citizens’ Bond Oversight Committee (CBOC) an orientation to the facilities planning process and the requirements of the Brown Act at the CBOC quarterly meeting. CBOC continues to enjoy active participation with great questions and a trustful environment. Our approach and participation have become a role model for the Monterey Peninsula, as CBOC has a transparent participation process and detailed financial statements. Dr. Garrison thanked Joe Demko, Vicki Nakamura, Steve Ma, Rosemary Barrios, and the members of CBOC for for their service and preparation for every CBOC meeting.

- b) Cost Control Report
- c) Master Schedule/Construction Phase Only
- d) Bond Expenditure Report

**4. CONSENT CALENDAR**

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

Motion Coppernoll / Second Johnson / Carried **2011-2012/117**

BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of the Regular Board Meeting on February 22, 2012.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the February regular payroll in the amount of \$2,074,198.46, and the March supplemental payroll in the amount of \$138,880.58, for a total payroll of \$2,213,079.04, be approved.
- 4) That Commercial Warrants:

Number 12914471 through Number 12914506	\$ 223,483.49
Number 12915516 through Number 12915565	\$ 113,511.85
Number 12916648 through Number 12916679	\$ 721,704.54
Number 12918093 through Number 12918115	\$ 64,966.45
Number 12919648 through Number 12919709	\$1,158,362.17

totaling \$2,282,028.504 be approved.
- 5) That Purchase Order Numbers 120830 through 120933, in the amount of \$911,140.83 be approved.
- 6) That the following budget increases in the Restricted General Fund be approved:

Net increase in the 1000 (Certificated Salary) Object expense	\$ 13,886.00
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Net decrease in the 2000 (Classified Salary) Object expense	\$	1,209.00
Net increase in the 3000 (Benefits) Object expense	\$	1,837.00
Net decrease in the 5000 (Other/Services) Object expense	\$	4,037.00
Net increase in the 6000 (Capital Outlay) Object expense	\$	<u>50,644.00</u>
total increase in expense lines budgeted	\$	61,121.00

Increase of \$38,623.00 in funds carried forward from FY 2010-2011 to FY 2011-2012.

Increase of \$22,498.00 in funds received for FY 2011-2012.

- 7) That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 2000 (Classified Salary) Object expense	\$	5,600.00
Net increase in the 5000 (Other/Services) Object expense	\$	5,600.00

- 8) That the following budget adjustments in the Unrestricted General Fund be approved:

Net decrease in the 2000 (Classified Salary) Object expense	\$	3,600.00
Net increase in the 3000 (Benefits) Object expense	\$	114.00
Net decrease in the 4000 (Supplies) Object expense	\$	3,812.00
Net decrease in the 5000 (Other/Services) Object expense	\$	114.00
Net increase in the 6000 (Capital Outlay) Object expense	\$	7,412.00

B. Faculty Personnel:

- 9) That the Governing Board approve the following item:

- a) Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Spring 2012.

C. Classified Personnel:

- 10) That the Governing Board approve the following items:

- a) Employment of Mario Alvarez-Fernandez, Instructional Specialist, Circulation Desk, 21.25 hours per week, 8 months and 7 days per year, effective March 22, 2012.
- b) Employment of Lorena Garcia Velazquez, Custodian, Facilities, 40 hours per week, 12 months per year, effective March 22, 2012.
- c) Resignation for the purpose of retirement of Linda Pridmore, Assistant Coordinator, Academic Support Center, 40 hours per week, 8 months and 11 days per year, effective at the end of the day August 31, 2012.

D. Short Term and Substitute Personnel:

- 11) 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.

**5. NEW BUSINESS**

- A. BE IT RESOLVED, that the 2011-2012 Monthly Financial Reports for the period ending February 29, 2012 be accepted.

Motion Cervantes / Second Coppernoll / Carried

**2011-2012/118**

Vice President Report – Stephen Ma, Vice President of Administrative Services. Steve noted that under the Unrestricted General Fund there is a cash balance of \$2.3M, two months of cash balance, and that a property tax installment will be received in April. One negative number of note is the Child Development Funds; an anticipated additional revenue of \$200,000 has not materialized. Funds will be transferred so the CDC program can pay expenses through the end of the year. An outside consultant has been hired to overview the CDC program to bring back recommendations to enhance revenue or reduce expenses.

The ASMPC budget of \$122,000 has only spent \$44,000 in expenses and ASMPC should have a balanced budget and surplus funds to put into their reserves at the end of the year.

Operating Fund net revenue through February 29, 2012 is \$26,247,827 which is 1% less than the same period last fiscal year. Expenditures year-to-date total \$28,631,711 which is 9.6 % more than the same time last fiscal year, for a net difference of \$2,383,884. We project the revenue and expenditures within the Operating Fund overall will closely match the budget plan adopted for the 11-12 fiscal year.

Highlights of financial activities year-to-date are as follows:

Revenues:

- The February advanced apportionment payment received was \$49,726, which is 8% of the total certified apportionment. The county office has not closed the books for the month of February yet, so the February apportionment payment will be reflected on next month's financial report.
- The District receives a percentage of the total certified state apportionment revenue each month. The certified state apportionment is the largest revenue source of the District. This makes up 92.4% of the Unrestricted General Fund revenue.
- The District received \$517,781 in current year federal grant funds this month as reflected in the Restricted General Fund.

Expenditures - overall the District operating funds expenditures continue to track as projected.

Self Insurance Fund - Self Insurance expenses are at 59.8% of budgeted expenditures. The expenditure amount is 2.7% more than the amount for the same period last fiscal year. No conclusions can be drawn from the rate of current expenses. We will continue to track this fund closely each month.

Parking Fund - Parking revenues are 110.2% of budget, indicating total revenue for the year to be significantly higher than budgeted. Expenses are on budget at 60%.

Fiduciary Funds - All Fiduciary Funds are tracking close to budget with the exception of the Associated Student Fund. Revenues are currently at 8.10% less than last fiscal year. We will continue to track this fund closely and we will be adjusting the budgeted revenue and expense by the end of the third quarter.

Cash Balance - The total cash balance for all funds is \$67,825,071 including bond cash of \$47,591,833 and \$20,233,238 for all other funds. Operating funds cash is \$7,241,189. The District's cash balance is sufficient to manage cash flow demands (payroll and accounts payable) for the next month. The next large property tax installment is due in late April.

Other - The Chancellor's Office has released the First Principal Apportionment (P1) on February 16, 2012. As expected, a deficit coefficient was reported because student fee revenues are significantly below the Department of Finance projections. The deficit coefficient is 0.965807553 which translates to a mid-year cut of \$822,295 for Monterey Peninsula College. Administration is working with the Budget Committee to identify ways to address the current year deficit; however, with two-thirds of the fiscal year already passed, options are very limited.

The Governing Board asked Steve to look into two areas: classified overage and CDC balance of \$1.2M.

- B. INFORMATION: County of Monterey Investment Report for the quarter ending December 31, 2011. **INFORMATION**

The County of Monterey Investment Report was presented with no comments.

- C. BE IT RESOLVED, that the Governing Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Parking Lot B Expansion Project, DSA Application No. 01-111498, File No. 27-C1.

Motion Brown / Second Coppernoll / Carried **2011-2012/119**

- D. BE IT RESOLVED, that the attached resolution allowing Monterey Peninsula Community College District to participate in the California Community College League Financing Authority Tax and Revenue Anticipation Note Program (TRAN) for FY 2012-2013, to be written by RBC Capital Markets, LLC, be approved.

Chair Loren Steck recused himself as his spouse is an affiliate of RBC Capital Markets, LLC. Vice Chair Brown read New Business Agenda Item No. B.

Motion Johnson / Second Gustafson / Carried **011-2012/120**

Steve Ma requested the Governing Board to adopt Resolution No 2011-2012/120 to allow MPC to participate in TRAN pool. He explained why we may need to borrow now when we have not in past years. State deferrals shows the California community college system is owed nearly \$961M in one year which has been pushed out to the following year; our portion is \$5.1M. The State has used deferrals for their own cash flow problems on the backs of community college funding. Our reserves are being depleted as we cover the deferrals. We may have a need next year to borrow funds. Also, the unexpected deficit co-efficient by the State means that we are now only getting 96.6¢ for every \$1.00, which amounts to another \$822,295 deficit for MPC. We may need an option for borrowing. At this time our FTES is below cap, and we are looking at options to increase enrollments. TRAN is a cash management tool, short term in nature, and the monies have to be paid back within that fiscal year. The

Sponsor of the TRAN pool is the Community College League of California, to be underwritten by RBC Capital Markets, LLC, with the trustee Wells Fargo Bank. The CCLC is anticipating twenty-five community colleges will participate in this pool. If we were to issue our own TRAN, costs are increased, so pooling is cost efficient. The current estimate to borrow \$5.4M would cost MPC \$50,000-60,000 depending on credit ratings and where the notes are sold at the time of market. The cost of borrowing could fluctuate; depending on our reinvestment rate of funds that cost could be reduced, and if we don't use all the \$5.4M from day one, the costs of borrowing could be partially offset. Last year we also passed a resolution to participate in the CCLC's TRAN which we withdrew in May-June because sufficient cash was available. That may not be the case this year. June 1<sup>st</sup> is the deadline to monitor our financial situation and join the TRAN pool.

Chair Steck rejoined the Regular Meeting.

- E. PUBLIC HEARING: District's attached initial proposal for interest-based bargaining with the Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA for a successor agreement. **PUBLIC HEARING**

Chair Steck closed the meeting to a Public Hearing. The resolution reads:

"The District has an interest in developing a multi-year response to fluctuating and uncertain economic conditions which avoids layoffs and may include wage concessions, one time District funds, and other cost saving measures, and which identifies a mechanism for restoration of salaries as a priority. The District has a further interest in having all employees take the same percentage wage concession."

There were no comments and Chair Steck closed the Public Hearing.

- F. BE IT RESOLVED, that, following comments from the public regarding the initial proposals of both MPCTA and the District, the attached Monterey Peninsula College District initial proposal for interest-based bargaining with Monterey Peninsula College Teachers Association (MPCTA)/CTA/NEA for a successor agreement, be adopted.

Motion Cervantes / Second Coppernoll / Carried

**2011-2012/121**

- G. PUBLIC HEARING: District's attached initial proposal for interest-based bargaining with the California School Employees Association, Chapter #245, MPCEA/CSEA, for 2012-2013. **PUBLIC HEARING**

Chair Steck closed the meeting to a Public Hearing. The resolution reads:

"The District has an interest in developing a multi-year response to fluctuating and uncertain economic conditions which avoids layoffs and may include wage concessions, one time District funds, and other cost saving measures, and which identifies a mechanism for restoration of salaries as a priority. The District has a further interest in having all employees take the same percentage wage concession."

Loran Walsh pointed out that the MPCEA sunshine letter is very similar to what the District is proposing, showing a willingness to compromise. Whereas Faculty have a

March 15<sup>th</sup> deadline for layoff notices, Classified have a different option of sixty day notices and therefore layoffs could still be called on for reducing the deficit. The union is asking that layoffs be avoided. Wage percentage decreases are difficult for the cost of housing in Monterey, and although 3% reduction does not sound extreme, a majority of the 154 members have to agree to the reductions.

Chair Steck closed the Public Hearing.

- H. BE IT RESOLVED, that, following comments from the public regarding the initial proposals of both MPCEA and the District, the attached Monterey Peninsula College District initial proposal for interest-based bargaining with California School Employees Association, Chapter #245, MPCEA/CSEA for 2012-2013, be adopted.

Motion Brown / Second Coppernoll / Carried **2011-2012/122**

- I. BE IT RESOLVED, that the Governing Board pass a resolution proclaiming the week of April 22-28, 2012 as the “Week of the Young Child” with the theme of “Investing In Young Children Benefits All.”

Motion Gustafson / Second Brown / Carried **2011-2012/123**

- J. BE IT RESOLVED, that the Governing Board authorize the Vice President of Student Services to enter into an agreement with the State of California, Department of Rehabilitation, to renew the WorkAbility Program for a term of three years, effective July 1, 2012 through June 30, 2015.

Motion Johnson / Second Coppernoll / Carried **2011-2012/124**

Carsbia Anderson introduced Jacque Evans, Coordinator of MPC’s WorkAbility Program, serving clients through a Department of Rehabilitation cooperative contract. Jacque provides job development services by working with a part time job developer and rehabilitation counselors. Jacque reported she works with the business community to find placements and job accommodations, preparing clients for employment whether they are first time employees or returning to the job field, including those changing careers due to injury. Carsbia added this successful program with the Department of Rehabilitation allows us to provide educational alternatives by adding classes, training and job opportunities to our student services. Dr. Garrison noted the contract provides a three-year grant of \$335,000, and has an in-kind match requirement already budgeted consisting of current employees.

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

- ANTH 8, Primate Behavioral Ecology
- CSIS 45, Introduction to Underwater Robotics
- ENGL 52, Creative Nonfiction Writing
- ENGL 53, Poetry Writing
- ENGL 54, Novel Writing
- Program: Child Development Associate in Science for Transfer
- Program: Creative Writing Certificate of Training
- Program: Interior Design-Fast Track: Green Interiors Certificate of Training

Motion Coppernoll / Second Cervantes / Carried **2011-2012/125**

- L. INFORMATION: Trustee Area Redistricting Plan Preclearance Submission Update. **INFORMATION**

Dr. Garrison updated the Governing Board on the procedures MPC has engaged in during the reexamination of district trustee boundaries as required by law from the Census 2010. A citizens committee, working with demographer Dr. Jean Gobalet, forwarded recommendations to the Board. Those recommendations were approved, our district trustee boundary proposal was forwarded to the Department of Justice, and a response is expected within sixty days. We will then inform the Monterey County Office of Education and Elections Office of that acceptance.

- M. BE IT RESOLVED, that the Governing Board vote for the following person(s) to the California Community College Trustees (CCCT) Board:

Doug Otto, Long Beach CCD  
Ann H. Ransford, Glendale CCD  
Deborah LeBlanc, Compton CCD

Motion Johnson / Second Brown / Carried

**2011-2012/126**

- N. INFORMATION: The Board will provide direction on the design of the Superintendent/President search process. Any items requiring Board action will be presented at future Board meetings. **INFORMATION**

Chair Steck reported on the process of selecting a search consultant, and described the proposed selection committee consisting of Faculty and Classified representatives, one community member, one student, one administrator, for a committee size of seven members. Community and campus input will be gained at the community open forum on March 22<sup>nd</sup>, 4:00pm, in LF102. Barbara Lee has provided two potential calendars, one ending in November with summer work required, and one ending in December. Committee representatives will need to look at the big picture, be team players and able to adopt an institutional perspective. One criteria Chair Steck did not want to stipulate was the participant's availability during summer months.

Trustee Gustafson expressed concern that the Foundation was not represented and who would be choosing the committee members and the consultant. It was agreed to add a representative from the MPC Foundation. Trustee Steck's preference is that one committee chooses the consultant, drawing two nominees from Faculty and Classified staff. Another two nominees from each group would be selected for the hiring committee. Barbara Lee put out an RFQ for a search consultant firm and has received four responses. Chair Steck anticipates bringing authorization at the next board meeting on the hiring of a search consultant.

Chair Steck outlined other responsibilities of the search process: assign pamphlet writing; confirm membership of the hiring committee; select one consultant and develop contract for services; confirm the search calendar; and bring monthly updates to the Board. Student Trustee Cervantes may need to be a contingency choice due to the distance to Daniel's home in Gonzales.

- O. INFORMATION: Calendar of Events. **INFORMATION**

**6. ADVANCE PLANNING**

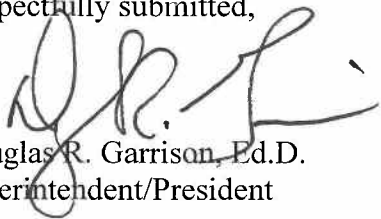
- A. Special Meeting/Board Retreat - Wednesday, April 11, 2012, 2:00-5:00pm, Public Safety Training Center (PSTC) Classroom 101, address: 2642 Colonel Durham Street, Seaside.  
Topics: Shared Governance, Collective Bargaining, Personnel Actions, and MPC Planning and Resource Allocation Process.
- B. Regular Board Meeting - Wednesday, April 25, 2012, Education Center at Marina
- Closed Session, 1:30pm, Room MA104
  - Board Study Session, 3:00pm, Room MA402  
Topics: Accountability Reports – ACCJC/ARCCC/IPEDS and Mandated Reports  
Education Center at Marina address: 289 – 12<sup>th</sup> Street, Marina
  - Regular Board Meeting, 4:00pm, Room MA402
- C. Regular Board Meeting - Wednesday, May 23, 2012
- Closed Session, 1:30pm, Stutzman Room, MPC LTC
  - Board Study Session, 3:00-4:00pm, Sam Karas Room, MPC LTC  
Topics: MPCCD Demographics Report and Multi-Site Vision
  - Regular Meeting, 4:00pm, Sam Karas Room
- D. Future Topics:
- 1) Tour with Citizens' Bond Oversight Committee (CBOC) – June 11
  - 2) Facilities Planning/Citizens' Bond Oversight Committee – June Regular Meeting

7. **ADJOURNMENT** – Chair Steck adjourned the Regular Meeting at 6:01pm.

8. **CLOSED SESSION** – not required.

*When required on non-routine matters and/or to continue discussion of items from earlier Closed Session.*

Respectfully submitted,

  
Douglas R. Garrison, Ed.D.  
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](http://www.mpc.edu/GoverningBoard).*

*Posted April 25, 2012*

# Monterey Peninsula Community College District

## Governing Board Agenda

April 25, 2012

Consent Agenda Item No. A.2

Superintendent/President  
Office

### Proposal:

That the Governing Board accept and acknowledge the following donations to Monterey Peninsula College.

### Background:

The following donations have been made to Monterey Peninsula College:

- Big Sur International Marathon      Half Marathon Grant of \$800 to Child Development Center
- Big Sur International Marathon      Half Marathon Grant of \$1,500 to MPC California Nursing Students Association
- Estate of Marti Mulford, c/o Robert Mulford      Ceramic kiln, slab roller, books, glazes, studio tools for MPC MudPeople Club and Ceramics Program
- G.E. Young, Jr.      Donation in memory of Mariko "Molly" Samida for the MPC General Scholarship Fund

### Budgetary Implications:

None.

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

Recommended By: Dr. Douglas Garrison, Superintendent/President

Prepared By:   
Carla Robinson, Executive Assistant to Superintendent/President and the Governing Board

Agenda Approval:   
Dr. Douglas Garrison, Superintendent/President