

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

**REGULAR BOARD MEETING**

**WEDNESDAY, APRIL 27, 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>

**AGENDA**

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

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

**4. CLOSED SESSION**

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

**A. 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

**B. 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

**C. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))**

Name of Case: Coppernoll v. Monterey Peninsula College, et al, Case No. M117870

**5. RECONVENE TO OPEN SESSION / CALL TO ORDER**

**6. ROLL CALL**

**7. PLEDGE OF ALLEGIANCE**

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

**8. REPORT OF ACTION TAKEN IN CLOSED SESSION**

**9. APPROVAL OF AGENDA**

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

**10. RECOGNITION**

A. Moment of Silence

- 1) Leon Fletcher, Former MPC Faculty, deceased December 26, 2015.
- 2) George Schmieg, MPC Faculty, deceased March 20, 2016.

B. Acknowledgement of Guests

**11. PUBLIC COMMENTS**

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

**12. CORRESPONDENCE AND PUBLICATIONS**

A. MPC All User Emails

- 1) Jon Knolle: "Countdown is on for MPC's Canvas Evaluation – Make your Voice Heard"
- 2) Tuyen Nguyen: "ASA Culture Show on Saturday, April 16 at 7:30pm in Music Hall"
- 3) Dr. Fred Hochstaedter: "Academic Senate News and Updates"
- 4) Melissa Pickford: "New Exhibit at MPC Art Gallery"
- 5) Dr. Walt Tribley: "Copies of Recent Presentations to All Campus (Finances and Enrollment Management"
- 6) Susan Kitagawa: "Join Us at the VPSS Forum Today!"
- 7) Shawn Anderson: "MPC Regular Board Meeting, March 23, 2016"
- 8) MPC Foundation: "2016 President's Address to the Community"
- 9) Susan Kitagawa: "Join us on Monday for the VPSS Forum"
- 10) Dr. Walt Tribley: "Passing of Former MPC Faculty Maureen Girard and Bernard C. Revoir"
- 11) Susan Kitagawa: "Join us on Tuesday for the VPSS Forum"
- 12) MPCCD and MPCTA: "MPCTA and District reach agreement: Joint Communications Revised MOU Course Assessment and Attachments"
- 13) Dr. Walt Tribley: "Video of Enrollment Management Workshop: Pam Deegan, Collaborative Brain Trust"
- 14) Dr. Walt Tribley: "American Flags at Half-Staff to Honor Victims of the Attack in Brussels, Belgium"
- 15) Beccie Michael: "STEM Grant Planning Meetings"
- 16) Henry Marchand: "Student Poetry Reading at Almaden Room, April 12 1-2:00pm"
- 17) Dr. Walt Tribley: "New VP of Student Services: Dr. Kim McGinnis"
- 18) Dr. Fred Hochstaedter: Academic Senate Update
- 19) Dr. Dawn Rae Davis: "Spotlight on Feminism Series"
- 20) The Professional Recognition Board: "Garrison Award Spring 2016 All Users Email"

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

- 1) *Monterey County Weekly* / March 10, 2016: "Millenials can swing elections this year, but will they vote?:"
- 2) *Monterey Herald* / March 13, 2016: "Monterey Peninsula College's Gary Bolen to retire as theater chair"
- 3) *Monterey Herald* / March 13, 2016: "MPC names athletes of the year"
- 4) *Monterey County Weekly* / March 24, 2016: "Best Professor (2016)" - Homer Bosserman

**13. CONSENT CALENDAR**

*Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests that specific item(s) be discussed and/or removed from the Consent Calendar. It is understood that the Administration recommends approval on all Consent items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.*

**BE IT RESOLVED,**

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

- 1) That the Governing Board approves the minutes of the Regular Board meeting on March 23, 2016.
- 2) That the Governing Board accepts gifts donated to the College with appropriate acknowledgement to the donors.
- 3) That the March 31<sup>st</sup> regular payroll in the amount of \$2,254,037.40 and the April 8<sup>th</sup> supplemental payroll in the amount of \$75,660.04 be approved.
- 4) That Commercial Warrants: 12217469 through 12217483, 12218079 through 12218105, 12218787 through 12218807, 12219485 through 12219497, 12221032 through 12221065, 12221999 through 12222057, 12223683 through 12223711, in the amount of \$1,304,125.04 be approved.
- 5) That Purchase Orders B1600501 through B1600558 in the amount of \$622,784.49 be approved.
- 6) That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net increase in the 2000 (Classified Salary) Object expense category	\$	4,966.00
Net increase in the 3000 (Benefits) Object expense category	\$	234.00
Net decrease in the 4000 (Supplies) Object expense category	\$	500.00
Net decrease in the 5000 (Other Services) Object expense category	\$	4,700.00
- 7) That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 1000 (Certificated Salary) Object expense category	\$	45,414.92
Net increase in the 2000 (Classified Salary) Object expense category	\$	57,139.52
Net increase in the 3000 (Benefits) Object expense category	\$	2,502.57
Net increase in the 4000 (Supplies) Object expense category	\$	37,644.73
Net increase in the 5000 (Other Services) Object expense category	\$	11,742.51
Net increase in the 6000 (Capital Outlay) Object expense category	\$	42,302.65
Net decrease in the 7000 (Other Outgo) Object expense category	\$	196,746.90
- 8) That the following budget increases in the Restricted General Fund be approved:
  - Increase of \$1,699,783.00 in funds received for FY15-16.
  - Increase of \$70,055.01 in funds carried forward from FY 14-15 to FY 15-16.
- 9) That the following budget increase in the Orr Fund be approved:
 

Revenue Increase:	\$10,000
Expense Increase:	\$10,000
- 10) That the following budget increase in the Scholarship & Loan fund be approved:
  - Increase of \$900,000 in revenue and expense budgets.

- 11) That the following budget increase in the OPEB fund be approved:  
Increase of \$4,000,000 in expense budget.
- 12) That the following budget increase in the Building Fund be approved:  
Increase of \$40,000 in revenue and \$13,788 in expense budgets.

B. Management Personnel

- 1) That the Governing Board approves the following item(s):
  - a) Employment of Alaina Morgan, Human Resources Benefits and Retirement Coordinator, 12 months per year, 40 hours per week, effective April 28, 2016.

C. Faculty Personnel

- 1) That the Governing Board approves the following item(s):
  - a) Employment of General Business Entrepreneurship Instructor, Jeffrey Mrizek, under faculty service area Bus. Step and Column placement pending verification, effective Fall 2016.
  - b) Employment of Mathematics Instructor, Connie Hebert, under faculty service area MathBA. Step and Column placement pending verification, effective Fall 2016.
  - c) Employment of Physics and Astronomy Instructor, Leila Jewell, under faculty service area Phy/Astr. Step and Column placement pending verification, effective Fall 2016.
  - d) Employment of History Instructor, John Taylor Finell, under faculty service area Hist. Step and Column placement pending verification, effective Fall 2016.
  - e) Employment of Access Service Librarian Instructor, \_\_\_\_\_, under faculty service Libr. Step and Column placement pending verification, effective Fall 2016.
  - f) Employment of Computer Science and Information Systems Instructor, David Seagal, under faculty service area Bus. Step and Column placement pending verification, effective Fall 2016.
  - g) Employment of Early Childhood Education Instructor, Carol Karian, under faculty service area ChildDev. Step and Column placement pending verification, effective Fall 2016.
  - h) Employment of Physical Education/PFIT/Coaching, Marcus Carroll, under faculty service area, P.E. and Coach. Step and Column placement pending verification, effective Fall 2016.
  - i) Grant Equivalency to Minimum Qualifications to Kim Shirley to teach Family and Consumer Sciences, effective Spring 2010.
  - j) Resignation of Salvatore Cardinale, Counselor, effective June 4, 2016 for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Cardinale has served as a faculty member since 1977.
  - k) Each month, individuals are hired as part-time, substitute, and overload. The attached lists includes hires for Fall 2016.

D. Classified Personnel

- 1) That the Governing Board approve the following item(s):
  - a) Employment of Veronica Garcia, Accounting Specialist II, Fiscal Services, Range 17, 40 hours per week, 12 months per year, effective April 28, 2016.
  - b) Employment of Jessica Cerritos, Categorical Services Coordinator, EOPS/CARE & CalWorks, Range 17, 40 hours per week, 12 months per year, effective April 28, 2016.
  - c) Employment of \_\_\_\_\_, Custodian, Range 6, 40 hours per week, 12 months per year, effective April 28, 2016.
  - d) Employment of Jasen Vernor, Custodian Pool Operator, Range 8, 40 hours per week, 12 months per year, effective April 28, 2016.
  - e) Establish new position, Network Technician, Information Technology, 40 hours per week, 12 months per year, effective April 28, 2016. Placement on salary schedule at Range 26.

- f) Approval of the revised job description for Instructional Technology Specialist, Information Technology, 40 hours per week, 12 months per year, effective April 28, 2016. Placement on salary schedule at Range 22.
- g) Freeze vacant position, Media Technician/Audio Visual, Range 16, 40 hours per week, 12 months per year, effective April 28, 2016.
- h) Freeze one vacant position, Network Engineer, Range 33, 40 hours per week, 12 months per year, effective April 28, 2016.
- i) Employment of Linda Lew-Roca, Instructional Specialist, Math Center, Range 14, 18 hours per week, 7 months, 19 days per year, effective April 28, 2016.
- j) Employment of \_\_\_\_\_, Student Services Coordinator, Financial Aid Department, Range 22, 40 hours per week, 12 months per year, effective April 28, 2016.
- k) Employment of \_\_\_\_\_, Library Specialist-Circulation Desk, Range 10, 21.25 hours per week, 8 months, 7 days per year, effective April 28, 2016.
- l) Resignation of Nicholas Garrison, Instructional Specialist, ESSC, 18 hours per week, 7 months, 19 days per year, effective at the end of the day, May 26, 2016.
- m) Release of employee #159987 from probation, effective April 18, 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.

**14. NEW BUSINESS**

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

- A. BE IT RESOLVED, that the Governing Board accepts the gift of a sculpture to the College with appropriate acknowledgement to the donor, Dale Meyer.
- B. BE IT RESOLVED, that the 2015-2016 Monthly Financial Report for the period ending March 31, 2016, be accepted.
- C. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending March 31, 2016, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- D. BE IT RESOLVED, that the Governing Board approve the revised Accumulation Program for Part-Time and Limited Services Employees (“Apple Plan”) for implementation as described in the attached document.
- E. BE IT RESOLVED, that the Governing Board adopt Resolution # 2015-2016/127 authorizing the issuance of the Monterey Peninsula Community College District (Monterey County, California) 2016 General Obligation Refunding Bonds.
- F. BE IT RESOLVED, that the agreement to employ Dr. Kim McGinnis as the Vice President of Student Services from July 1, 2016 through June 30, 2019, be approved.
- G. BE IT RESOLVED, that the Governing Board adopt the following resolution recognizing the contributions of the classified employees of Monterey Peninsula College and designating May 15-21, 2016 as Classified School Employee Week.

**MONTEREY PENINSULA COLLEGE DISTRICT**  
**Classified School Employee Week**

WHEREAS, classified professionals provide valuable services to the students of Monterey Peninsula Community College District and contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in the efficient and productive operations of Monterey Peninsula College; and

WHEREAS, classified professionals employed by Monterey Peninsula Community College District strive for excellence in the performance of their duties; and

WHEREAS, the Monterey Peninsula Community College District wishes to acknowledge and thank the classified employees for their dedication and hard work;

THEREFORE, BE IT RESOLVED, that the Monterey Peninsula Community College District hereby recognizes and honors the contributions of the classified professionals to the quality education of the students at Monterey Peninsula College and declares the week of May 15 - 21, 2016, as Classified School Employee Week in the Monterey Peninsula Community College District.

- H. BE IT RESOLVED, that the Governing Board approve the Memorandum of Understanding (MOU) "Information Technology Positions" dated March 15, 2016 between Monterey Peninsula Community College District and the California School Employees Association, Chapter #245, MPCEA/CSEA.
- I. BE IT RESOLVED, that the Governing Board ratify the attached Memorandum of Understanding (MOU) "Assessment of Student Learning Outcomes for Courses" dated March 21, 2016 between Monterey Peninsula Community College District and Monterey Peninsula College Teachers Association.
- J. BE IT RESOLVED, that the annual authorization for the student trustee to have an advisory vote and the ability to make and second motions, to be in effect until May 31, 2017, be approved.
- K. INFORMATION: First Reading of Board Policies: 3410 - Nondiscrimination; 3420 - Equal Employment Opportunity; 7100 - Commitment to Diversity; and 7120 - Recruitment and Hiring.
- L. BE IT RESOLVED, that the 2016-2017 allocation of \$\_\_\_\_\_ to Community Human Services, be approved.
- M. INFORMATION: Calendar of Events

**15. REPORTS AND PRESENTATIONS**

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

- A. MPC Foundation
  - 1) Executive Director Report: Ms. Beccie Michael
  - 2) Monthly Donations: To be reported on April 27, 2016.
- B. Student Success and Achievement Report: "2016 Scorecard," Dr. Rosaleen Ryan
- C. Superintendent/President's Report: Dr. Walter Tribley
- D. Academic Affairs Report: Ms. Kiran Kamath

- E. Student Services Report: Mr. Laurence Walker
- F. Administrative Services Report: Dr. Steven Crow
- G. Academic Senate Report: Dr. Alfred Hochstaedter
- H. MPCEA Report: Mr. Kevin Haskin, President
- I. MPCTA Report: Ms. Paola Gilbert, President
- J. ASMPC Report: Mr. Stephen Lambert, Student Trustee
- K. Governing Board Reports
  - 1) Community Human Services (CHS) Report
  - 2) Trustee Reports

**16. ADVANCE PLANNING**

- A. Special Board Meeting, May 20, 2016, 2:00pm, at MPC Lecture Forum 102
- B. Regular Board Meeting, May 25, 2016 at MPC Library Technology Center:
  - 1) Closed Session: 11:00am, Stutzman Room
  - 2) Regular Meeting: 1:30pm, Sam Karas Room
- C. Regular Board Meeting, June 22, 2016 at MPC Library Technology Center:
  - 1) Closed Session: 11:00am, Stutzman Room
  - 2) Regular Meeting: 1:30pm, Sam Karas Room
- D. Future Topics

**17. ADJOURNMENT**

*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 22, 2016*