

**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD OF TRUSTEES  
[www.mpc.edu/GoverningBoard](http://www.mpc.edu/GoverningBoard)**

**AGENDA**

**REGULAR MEETING**

**TUESDAY, NOVEMBER 22, 2011**

1:30pm, Closed Session, Stutzman Seminar Room, LTC  
3:00pm, Regular Meeting, Sam Karas Room, LTC  
980 Fremont Street, Monterey, California 93940

# MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

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980 Fremont Street, Monterey, California 93940  
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**TUESDAY, NOVEMBER 22, 2011**

## 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. OPENING BUSINESS

A. Call To Order

B. Roll Call

C. Public Comments on Closed Session Items

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

D. Closed Session – items under discussion:

*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.*

1) Conference with Labor Negotiators (Government Code Section 54957.6)

a) Agency Negotiators: Steve Ma and Barbara Lee

b) Employee Organization: MPCTA and MPCEA

2) Conference with Legal Counsel – Existing Litigation

(Government Code Section 54956.9(c))

a) Name of Case: Keep Fort Ord Wild v. County of Monterey, Monterey County Board of Supervisors, Fort Ord Reuse Authority, Fort Ord Reuse Authority Board of Directors; and Redevelopment Agency of the County of Monterey, California State University Monterey Bay, and Monterey Peninsula Community College District, Real Parties.

b) Case No. M114961

3) Superintendent/President Quarterly Evaluation (Government Code Section 54947)

- E. Reconvene to Regular Meeting and Roll Call
- F. Reporting of Any Action Taken During Closed Session

2. **RECOGNITIONS**

*Note to Audience: 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.*

- A. Recognition of Visitors
- B. Comments from Visitors

3. **COMMUNICATIONS**

A. Comments from Visitors

*Note to Audience: 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.*

B. Written Communications:

- 1) Horace Cardinale appreciation letter for MPC Alumni event / October 28.
- 2) Maureen Church Coburn School of Nursing appreciation letter for \$15,000 scholarship donation from the Knox Foundation / November 1.
- 3) Senator S. Joseph Simitian letter to Chair Lynn Davis in support of SCA 5 resolution adoption / November 2.
- 4) Chancellor's Office Press Release: California Community Colleges Partners with the California Department of Veterans Affairs to ease Vets transition from military service to civilian workforce; CalVet lauds simplification plan to provide access / November 8.
- 5) Student letter from Darren Maggiore to Dr. Douglas Garrison, in appreciation for Math Tutoring Lab and employees / November 14.

C. MPC All User Emails:

- 1) HR Employment: Instructional Specialist, Supportive Services / October 19.
- 2) HR Employment: Sciences Laboratory Manager, Life Science / October 21.
- 3) Foundation launches new website and Facebook page / October 25.
- 4) Veterans Day Ceremony on November 9, 12:00-1:00pm / November 1.
- 5) HR: CSEA 2011-2012 Contract available online / November 2.
- 6) ASMPC 5th Annual Thanksgiving Feast on November 18 / November 8.
- 7) Transfer Day, Kathleen Baker, Coordinator, Career/Transfer Center / November 9.
- 8) Open Forum #1 for Vice President of Academic Affairs with Dr. Lydia Tena, Monday, November 14, 11:30-12:30pm, LF103 / November 9.
- 9) Open Forum #2 for Vice President of Academic Affairs with Dr. Carol Bonner, Tuesday, November 15, 11:30-12:30pm / November 10.
- 10) Open Forum #3 for Vice President of Academic Affairs with Dr. Celine Pinet, Wednesday, November 16, 11:30-12:30pm / November 14.

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

- 1) The Herald's View: Johnson right choice for college board / October 19.
- 2) Robert Savukinas, Rick Johnson in race for Trustee 3 board spot / October 22.
- 3) MPC Champs of '61 and '65 gather to relive life on the gridiron / October 24.
- 4) MPC tight end Davis scores three times in 35-10 win over Cabrillo / October 24.
- 5) MPC shuts out Gavilan (football win 26-0) / October 30.
- 6) Candidate response: Robert Savukinas / November 3.
- 7) Letter to Editor: Johnson a poor choice for MPC Board / November 3.
- 8) Girl Power: Young heroine triumphs in stage adaptation of Hans Christian Andersen's 'The Snow Queen' / November 3.
- 9) Civil Union: A major military branch checks out the Peninsula as a potential new home / November 3-9.
- 10) Letter to Editor: No endorsement from MPC, candidate Rick Johnson / November 6.
- 11) MPC steamrolls San Jose City College (football win 45-16) / November 6.
- 12) Hartnell-MPC: like old times (football game November 12) / November 7.
- 13) The Herald's View: Herald endorsements for water, school boards / November 8.
- 14) Letter to Editor: District elections have not helped MPC, former Trustee Jim Tunney / November 8.
- 15) HR Ad: Sciences Laboratory Manager, Life Science / November 8.
- 16) School races: voter election results as of 10:10pm, November 8; Rick Johnson and Robert Savukinas at 50%-50% / November 9.
- 17) Several races still in flux: voter election results as of 12:06am, November 9; Rick Johnson and Robert Savukinas at 51%-49% / November 10.
- 18) No major upsets in school board races / November 10-16.
- 19) Bowl Bound (MPC loss 36-24 to Hartnell) / November 13.

D. Reports and Presentations:

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

- 1) Institutional Report – Supportive Services High Tech Lab, Instructor Alexis Copeland
- 2) Superintendent/President's Report
- 3) Vice Presidents' Reports
- 4) Academic Senate Report
- 5) MPCEA Report
- 6) MPCTA Report
- 7) ASMPC Report
- 8) College Council Report
- 9) MPC Foundation Report:
  - a) Executive Director, Robin Venuti
  - b) Donations for October, 2011 – \$47,619.45
- 10) Governing Board Report:
  - a) Community Human Services – Minutes of CHS Board Meeting, October 20, 2011
  - b) Trustee Reports
- 11) Legislative Advocacy Report:
  - a) Letter to the California Community Colleges Board of Governors and the Student Success Task Force Members from Dr. Douglas Garrison responding to the draft recommendations of the Task Force Student Success Report, with copies to Chancellor Jack Scott and CCC Trustees President Jeanette Mann, and posted to online comment site for the Student Success Task Force / November 1.

- b) MPC Resolution No. 2011-2012/55 urging the California Community Colleges Board of Governors to withhold adoption of and defer implementation of draft recommendations from the California Community Colleges Task Force on Student Success, with cover letter to Student Success Task Force Members, Board of Governors of the California Community Colleges, Chancellor Jack Scott and CCC Trustees President Jeanette Mann / November 3.
- c) Report from the Chair of the Student Success Task Force / November 14.
- d) Trustee Loren Steck response letter to Student Success Task Force, online comment site for the Student Success Task Force, Board of Governors of the California Community Colleges, Chancellor Jack Scott, President, CCC Trustees Jeanette Mann and Scott Lay, President and CEO, CC League / November 15.

12) Special Report – Bond Update Reports, Joe Demko:

- a) Active Bond/Facility Projects Update
- b) Cost Control Report
- c) Master Schedule/Construction Phase Only
- d) Bond Expenditure Report

4. 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.*

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

BE IT RESOLVED,

- 1) That the Governing Board approve the minutes of the Regular Board Meeting on October 25, 2011, and the minutes of the Special Meeting on November 2, 2011.
- 2) That the Governing Board accept gifts donated to the college with appropriate acknowledgement to donors.
- 3) That the October regular payroll in the amount of \$2,217,693.45, and the November supplemental payroll in the amount of \$52,707.89; for a total payroll of \$2,270,401.34, be approved.
- 4) That Commercial Warrants:
 

Number 12890811 through Number 12890906	\$1,178,452.58
Number 12891787 through Number 12891818	\$ 507,080.60
Number 12892443 through Number 12892470	\$ 149,544.64
Number 12893104 through Number 12893154	\$ 455,747.20
Number 12893851 through Number 12893865	\$ 21,224.37
Number 12895494 through Number 12895549	<u>\$ 221,065.53</u>
in the amount of \$2,533,114.92 be approved.	\$2,533,114.92
- 5) That Purchase Order Numbers 120514 through 120608 in the amount of \$8,978,047.58 be approved.

- 6) That the following budget adjustments in the Restricted General Fund be approved:  
Decrease of \$10,000.00 in funds received for FY 2011-2012.
- 7) That the following budget adjustments in the Restricted General Fund be approved:
- |   |             |
|---|-------------|
| Net decrease in the 1000 (Certificated Salary) Object expense | \$ 4,099.00 |
| Net increase in the 2000 (Classified Salary) Object expense   | \$ 6,056.00 |
| Net increase in the 3000 (Benefits) Object expense            | \$ 3,371.00 |
| Net decrease in the 4000 (Supplies) Object expense            | \$ 882.00   |
| Net decrease in the 5000 (Other/Services) Object expense      | \$ 663.00   |
| Net decrease in the 7000 (Other Outgo) Object expense         | \$ 3,783.00 |
- 8) That the following budget adjustments in the Unrestricted General Fund be approved:
- |   |              |
|---|--------------|
| Net decrease in the 1000 (Certificated Salary) Object expense | \$ 56,496.00 |
| Net decrease in the 2000 (Classified Salary) Object expense   | \$ 67.00     |
| Net decrease in the 3000 (Benefits) Object expense            | \$ 10,229.00 |
| Net increase in the 5000 (Other/Services) Object expense      | \$ 66,792.00 |
- 9) That the following budget increases in the Child Development Fund be approved:  
Increase of \$5,068.00 in revenue and matching expenses, to reflect funds carried forward from FY 2010-2011 to 2011-2012.
- 10) That the following budget adjustments in the Parking Fund be approved:
- |   |              |
|---|--------------|
| Net increase in the 2000 (Classified Salary) Object expense | \$ 40,444.00 |
| Net increase in the 3000 (Benefits) Object expense          | \$ 10,222.00 |
| Net decrease in the 5000 (Other/Services) Object expense    | \$ 57,623.00 |
| Net increase in the 6000 (Capital Outlay) Object expense    | \$ 6,957.00  |
- 11) That the following budget adjustments in the Student Center Fund be approved:
- |   |           |
|---|-----------|
| Net increase in the 2000 (Classified Salary) Object expense | \$ 674.00 |
| Net increase in the 3000 (Benefits) Object expense          | \$ 204.00 |
| Net decrease in the 5000 (Other/Services) Object expense    | \$ 878.00 |

B. Management Personnel:

- 12) That the Governing Board approve the following item:
- Resignation for the purpose of retirement of Dr. Sharon Colton, Dean of Technology and Media Services, for the purpose of retirement, effective at the end of the day, August 30, 2012, and confer upon her the title of Administrator Emeritus. Dr. Colton has served in this position since 2001.

C. Faculty Personnel:

- 13) That the Governing Board approve the following items:
- Authorize the full-time tenure track replacements for Psychology Instructor, Mathematics Instructor, American Sign Language Instructor, Sociology Instructor and Counselor, dependent upon available funding.
  - Each month individuals are hired as part-time, substitute, and overload. The attached list includes hires for Fall 2011.

D. Classified Personnel:

14) That the Governing Board approve the following items:

- a) Employment of \_\_\_\_\_, Instructional Specialist, Mathematics Learning Center, 18 hours per week, 7 months and 19 days per year, effective \_\_\_\_\_, 2011.
- b) Employment of Diana Tomasi, Administrative Assistant III/Instructional Contract Coordinator, Academic Affairs, 40 hours per week, 12 months per year, effective November 23, 2011.
- c) Approval of the attached job description for Career Transfer Center Coordinator, effective July 1, 2011. Salary placement will be Range 18 at full implementation. Salary implementation is dependent upon MPCEA negotiations.
- d) Approval of the attached job description for Student Activities Coordinator, effective July 1, 2011. Salary placement will be Range 18 at full implementation. Salary implementation is dependent upon MPCEA negotiations.
- e) Resignation of Olivia Panopoulos, Instructional Specialist, Reading Center, 18 hours per week, 8 months and 11 days per year, effective at the end of the day, October 18, 2011.

E. Short Term and Substitute Personnel:

15) 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**

*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 2011-2012 Monthly Financial Reports for the period ending October 31, 2011 be accepted.
- B. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending September 30, 2011, as presented on Form CCFS 311Q, be accepted and made part of the minutes of this meeting.
- C. BE IT RESOLVED, that the Monterey Peninsula Community College District Governing Board adopt the following resolution in support of Senate Constitutional Amendment 5 (SCA 5).

RESOLUTION:

WHEREAS, Senate Constitutional Amendment 5 (Simitian), which reduces the two-thirds vote requirement on parcel taxes, will be acted on by the California State Legislature; and

WHEREAS, reductions in the State General Fund revenue have led to reduced school funding; and

WHEREAS, State General Fund revenue is unstable and erratic, which results in unpredictable funding levels for school districts and county offices of education; and

WHEREAS, parcel tax revenue can provide a stable, predictable source of school revenue; and

WHEREAS, passage of SCA 5 will empower local voters to invest in their schools based on the needs of their communities by requiring a tough, but fair, 55 percent vote to pass local parcel taxes, while protecting taxpayers and homeowners with accountability provisions that will ensure that funds generated from parcel taxes are not wasted or mismanaged; and

WHEREAS, revenue from parcel taxes can be spent according to local priorities and are not subject to state control; and

WHEREAS, the two-thirds vote requirement results in minority rule by requiring two “yes” votes to cancel out one “no” vote; and

WHEREAS, passage of SCA 5 will allow local voters to decide to make investments in their neighborhood schools in addition to state funding.

THEREFORE BE IT RESOLVED, that the Monterey Peninsula Community College District Governing Board strongly urges the California State Legislature to support and adopt SCA 5.

Passed and adopted by the Monterey Peninsula Community College District on November 22, 2011, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

- D. BE IT RESOLVED, that the Governing Board ratify the attached agreement on medical benefits between MPCEA and the District, effective immediately.
- E. BE IT RESOLVED, that the Governing Board authorize the Vice President for Administrative Services to enter into an agreement with Alliant Insurance Services, Inc., as the District’s broker of record and consultant for the District’s employee benefits programs effective December 1, 2011.
- F. BE IT RESOLVED, that the Governing Board authorize the Vice President for Administrative Services to enter into an agreement with Delta Health Systems as the Third Party Administrator for the District’s Employee Group Benefit Program, effective December 1, 2011, pending ratification by MPCTA.



- G. BE IT RESOLVED, that the Governing Board reject the claim for damages made by Kenneth J. Kroopf, Esq., on behalf of Christopher Veloz, and that the claim be forwarded to the District's claims administrator for investigation and disposition.
- H. BE IT RESOLVED, that the Governing Board reject the claim for damages made by David Churchill, Esq., on behalf of Margaret-Anne Coppernoll, and that the claim be forwarded to the District's claims administrator for investigation and disposition.
- I. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment (PAA) #13, at the fixed fee of \$168,500.00, with Kitchell CEM for construction management services in conjunction with the renovation of the Gymnasium First Floor Renovation project.
- J. BE IT RESOLVED, that the Governing Board ratify the Project Assignment Amendment (PAA) #03 with GBMI, Inc., Inspector of Record (IOR), to perform inspection services on an hourly basis not to exceed \$78,000.00 in conjunction with the Gymnasium First Floor Renovation project.
- K. BE IT RESOLVED, that the following courses be approved:
- AUTO 171, BAR 2011 Update
  - CSIS 10C, Bridge to C and C++ Programming
  - ESL 110, High-Advanced Composition
  - ESL 312, Beginning English: Listening Speaking, Pronunciation
  - ESL 313, Beginning English: Grammar, Writing, Reading
  - ESL 323, High-Beginning Conversation
  - ESL 325, High-Beginning Reading and Vocabulary
  - ESL 334, Intermediate Conversation
  - ESL 335, Intermediate Reading
  - ESL 342, High-Intermediate Academic Writing
  - ESL 343, High-Intermediate Academic Reading
  - ESL 346, Advanced Writing: American Culture
  - MUSI 119.1, Travel Study: The Choral Music and Culture of Poland, Germany, Belgium and Holland
- L. BE IT RESOLVED, that the Governing Board approve Pat Roberts, Speech Instructor, to travel to Sydney, Australia, December 7-13, 2011, to attend the 6<sup>th</sup> International LAMS and Learning Design Conference.
- M. BE IT RESOLVED, that the Governing Board approve establishment of the Bonnie Ann Souchak Endowment to be managed as an agency fund by the Monterey Peninsula College Foundation per the General Fiscal Agent Agreement dated October 25, 2011.
- N. INFORMATION: Citizens' Bond Oversight Committee Annual Report for 2010-2011.
- O. INFORMATION: Proposed list of Board Study Sessions for 2012.
- P. INFORMATION: Review results of the Monterey Peninsula Community College District Governing Board Self Evaluation Survey.
- Q. INFORMATION: Calendar of Events.

**6. ADVANCE PLANNING**

- A. Regular Board Meeting, Tuesday, December 13, 2011
- Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
  - Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center
  - Trustee Reception, 4:30pm, LaMirada Museum

Regular Board Meeting Tuesday, January 24, 2012

- Closed Session, 1:30pm, Stutzman Room, Library and Technology Center
- Regular Meeting, 3:00pm, Sam Karas Room, Library and Technology Center

B. Future Topics:

- 1) Develop 2012 Board Goals – December 2011
- 2) Board Policy 1435 – Report from Board Subcommittee on Naming Opportunities
- 3) Institutional Report – SB 1440, the Transfer Act

**7. ADJOURNMENT**

**8. CLOSED SESSION**

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

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

*Posted November 17, 2011*