

# MONTEREY PENINSULA COLLEGE

VICE PRESIDENT OF ACADEMIC AFFAIRS

Board Meeting Report

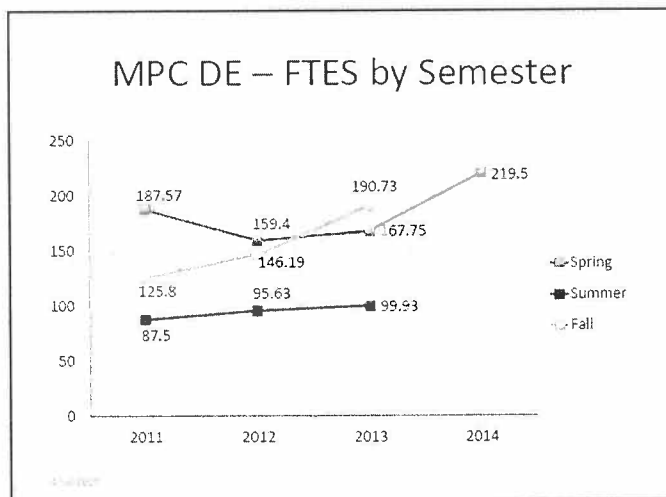
May 28, 2014

Big changes, one step at a time:

- New and Enhanced Pathways for Students
- Funding Sources: Planning Forward
- Planning and Accreditation
- Chair Academy – Planning Documents
- Community Building

## New and enhanced pathways for students:

10 online certificates and degrees: (1) General Business, Certificate of Training, (2) Great Books Certificate of Training, (3) Family Research Studies, Certificate of Achievement, (4) Linguistics, Certificate of Training, (5) Business Administration, Associate of Science Degree – Transfer, (6) Business Administration, Transfer Preparation Degree, (7) Early Childhood Education, Associate of Science Degree – Transfer, (8) Family Research Studies, Associate of Arts Degree, (9) General Studies – Emphasis in Humanities and Fine Arts, Associate of Arts Degree, (10) General Studies – Emphasis in Sociology, Associate of Arts Degree.



Over 30% growth in enrollment via online courses since 2012. To learn more about our offerings, see the following You Tube Videos: <https://www.youtube.com/user/mpconlinevideo>

Information and Communication Technology (ICT) Pathways Grant Award: Beyond Marketing to Stealth Recruitment: Creating ICT Pathways from High School to College and Work for Underrepresented Groups." Authors: Jill Denner, Gerlinde Brady, Thomas A. Rebold.

English as a Second Language - More Revenues on the Horizon: Governor's May Budget Revise includes a proposed increase from full credit rate apportionment. New revenues are currently resulting in over \$30,000 in 2013-14, and an expected \$112,000 more in apportionment in 2014-15.

## Planning and Accreditation:

**Planning Using Assessment Results - Program Reviews Annual Action Plan 2014:**  
MPC's program review process involves annual action plans which are updated every spring. Programs report on the status of actions, and on actions that were added or deleted. The most common themes emerging from the plans refer to:

- Technology, software & hardware, including a number of requests for refreshment of computers.
- Staffing support and faculty staffing needs (e.g. additional hours, additional positions).
- A number of action items refer to website or other forms of marketing or outreach efforts, including collaborative efforts with CSUMB, High Schools, and other local organizations.
- A number of actions involve significant curricular changes, and of the support needed on that front.
- Some action items refer to instructional materials, tools, furniture, equipment, and supplies.
- Some items refer to facilities (e.g. remodeling efforts) and safety (e.g. creating materials for training).

### Enrollment Report Planning - April 2014:

2011-12:	6,805.22 FTES
2012-13:	6,882.54 FTES (yearend recalculation)
2013-14:	6,639.94 FTES (estimate, given current information)
2014-15:	6,399.94 FTES (estimate, given current information)

**Chair Academy - Planning Documents:** (Based on statewide trainings i.e. from CIO Handbook, Student Attendance Accounting Manual, Budget and Accounting Manual).

Introduction to funding for a class (Brief): Typical, semester long, 3 credit lecture offered face to face:

- Full time equivalent student (FTES):  $1 \text{ FTES} = 262.50 + 262.50 = 525 \text{ hours}$
- Fall and Spring:  $2 \times 17.5 \text{ weeks} \times 15 \text{ hours (1 FTES)} = 262.50 \text{ hours} \times \text{two} = 525$
- Full time equivalent faculty (FTEF):  $1 \text{ FTEF} = 15 \text{ hours per week for } 17.5 \text{ weeks} \times 2 = 525 \text{ hours}$
- Class A = 25 students at census =  $2.5 \text{ FTES} \times \$4,564 = \$11,410$
- Class B = 30 students at census =  $3.0 \text{ FTES} \times \$4,564 = \$13,692$
- Class C = 35 students at census =  $3.5 \text{ FTES} \times \$4,564 = \$15,974$

Class scheduling guidelines (Brief):

- Preserve courses that have consistently attracted 30 or more students by first census.
- Reduce number of multiple sections of a course when one or more sections have 20 or fewer students.
- Reduce number of general education options when one or more sections have 20 or fewer students.
- Schedule GE courses that can be taught with relatively large class sizes in large classrooms.
- Avoid scheduling the same courses on the same days and at the same times.
- If a course is offered every semester and attracts 15 or less students, change to offering once per year.
- Reduce the number of electives when one or more offerings attract 15 or fewer students a semester.
- Share annual scheduling plans with counselors to ensure students plan in accordance with offerings.
- Consider new modalities, when appropriate, to reach more students.

Reflections Planning Document: SLO Committee and SLO Coordinator  
 Accreditation Self-Study Improvement Plan - Board Policies Revisions

BP#	Board Policy (BP)	Status	Academic Senate Approved	AAAG Approved	CC Approved
4010	Academic Calendar No prior MPC BP equivalent	Done	2/7/13	2/20/13	8/6/13
4020	Program, Curriculum, Course Development Was MPC BP 3005 and 3010	Done	5/2/13	5/15/13	8/6/13
4025	Philosophy and Criteria for Associate Degree and General Education Was MPC BP 3001	Done	5/31/13	3/5/14	4/22/14
4030	Academic Freedom Was MPC BP 3120	Done	2/7/13	2/20/13	8/6/13
4040	Library Services Was MPC BP 3050	Done	2/7/13	2/20/13	8/6/13
4050	Articulation No prior MPC BP equivalent	Done	2/7/13	2/20/13	8/6/13
4070	Auditing and Auditing Fees No prior MPC BP equivalent	Optional			
4100	Graduation Requirements for Degrees and Certificates Was MPC BP 3000	Done	2/7/13	2/20/13	8/6/13
4106	Nursing Programs No prior MPC BP equivalent	Done	3/21/13	4/17/13	8/6/13
4110	Honorary Degrees No prior MPC BP equivalent	Optional			
4225	Course Repetition Was MPC BP 3110	Done	2/7/13	2/20/13	8/6/13
4226	Multiple and Overlapping Enrollments No prior MPC BP Equivalent	Done	2/7/13	2/20/13	8/6/13
4260	Prerequisites and Co-requisites Was MPC BP 3105		2/21/13	4/16/14	4/22/14
4300	Field Trips and Excursions No prior MPC BP equivalent	Done	2/7/13	2/20/13	8/6/13
4400	Community Services Program Was MPC BP 3040				
5052	Open Enrollment Was MPC BP 3100	Done	2/7/13	2/20/13	8/6/13
XXXX	College Catalog Was MPC BP 3020	Done	2/21/13	3/13/13	4/22/14
XXXX	Instructional Service Agreements (ISA) Was MPC BP 3030	Done	2/21/13	3/13/13	8/6/13
XXXX	Contract Education Was MPC BP 3035	Done	2/21/13	3/13/13	8/6/13
XXXX	Forums and Lectures Was MPC BP 3045				
XXXX	Travel-Study Courses and Activities Was MPC BP 3060				

XXXX New number to reflect CCLC policy numbering

## Community Building:

**Place Making:** I had to take a picture and memorialize this moment. I saw good teaching, and good teaching is moving. I am sharing this with you with pride for what we offer on our campus. I hope you enjoy seeing this, as I did.



**Teaching Excellence:** Academic Affairs is in the process of hiring faculty in the following areas: Physiology, Hospitality, Library, Chemistry, Business, Psychology.

**Marina Campus Night:** Susanne Muszala and Anthony Villareal organized our first Marina faculty get-together on March 25. About ten faculty and counselors participated including full-time and part-time faculty. We discussed issues and challenges that are somewhat unique to serving our students in Marina such as the lack of food service and how critical that is for students wanting to spend more time on campus between classes.

**Lifelong Learning Study Session:** On April 11, 2014, Dean Franklin presented various angles of Life Long Learning, reviewing ongoing assembly and senate bills related to this matter on behalf of President Tribbley. Dean Franklin presented approaches that have been taken to provide offerings for life-long learning students.

### Celebrating Cultural Diversity:

- Attended **Politics of 5 de mayo:** "Social and Racial Justice In an Age of Colorblindness" Sociological lecture on Chicano/a Latino/a identity as we enter the 21st century. Anthony Villarreal, chair of the Sociology Department provided an engaging lecture about embracing cultural changes surrounding us.
- Attended the **Japanese American Heritage Celebrations**, including a colorful procession, with lion dancers and musicians to the Japanese American Citizens League Hall.
- The **MPC Art Gallery** presented a wonderfully diverse collection of juried student work in all media--- from painting to jewelry to sculpture, etc. --- by 55 students.



### Outreach:

- The Automotive Technology Department brought together student and faculty attendees from a variety of local high schools, and presented a panel of expert in Automotive Technology Business that spoke of their experience in the field and of the importance of getting a good education.
- Administrators throughout Academic Affairs served as table hosts at the 8th Annual President's Address to the Community, with care for our community members and student ambassadors.
- The Maurine Coburn School of Nursing Student Association organized an Annual Health Fair, including free cholesterol, blood sugar, and blood pressure screening, nutrition education, and other activities.
- Monterey Peninsula College joined institutions across the nation to celebrate the National Poetry Month. MPC team up with CSUMB for an afternoon of creative expression while Charlene Wells and Amy Converse, provided a "Poetry in Your Pocket" exhibit in the Library & Technology Center.
- Attended Women's Fund Luncheon - Community Foundation for Monterey County: The event focused on a series of speakers, including Kate Daniels Kurz, director of The Women's International Perspective and instructor in Women's studies at Monterey Peninsula College.

## Governing Board Report for Student Services

Presented by  
Martin Johnson, Interim Vice President for Student Services

May 28, 2014

### Athletics:

Update from the state track finals held last Saturday at Mount San Antonio College:

- **Jayla Scholis** – 2<sup>nd</sup> 100 meters, 3<sup>rd</sup> 200 meters, part of the 4x100 relay team which finished 4<sup>th</sup>.
- **Catina McLin**- 6<sup>th</sup> 400 meter hurdles, part of the 4x100 relay
- **Kyanna Rivera**- 9<sup>th</sup> long jump, part of 4x100 relay
- **Dominique Roan**- 12<sup>th</sup> long jump, 12<sup>th</sup> triple jump, part of the 4x100 relay

The relay team ran 47.15 which broke their school record set earlier this year. Their 4<sup>th</sup> place finish earned them All-American status. Jayla lost the 100 meter race by 3 one hundredths of a second.

### Highlights for Spring Athletes:

#### BASEBALL-Head Coach Daniel Phillips

Finished 17-19. Matt Wheeler was 1<sup>st</sup> Team All League, Garrett Gemgnani, Damien Toriki, and Chris Berry were 2<sup>nd</sup> Team All League. Cole Mauter was All State Academic Team. All 10 of our sophomores that completed the season are transferring onto Universities, with over \$118,000 in athletic and academic scholarships.

- **Matt Wheeler**- Georgia College- 1<sup>st</sup> Team All Conference Pitcher, \$5000 scholarship
- **Garrett Gemgnani**- Menlo College- 2<sup>nd</sup> Team All Conference 1B, \$20,000 athletic/academic scholarship
- **Chris Berry**- Menlo College- 2<sup>nd</sup> Team All Conference OF, \$18,000 athletic/academic scholarship

- **Connor Morrison**- Oregon Tech University, \$6,000 scholarship
- **Marc Heron**- Oregon Tech University, \$4,000 scholarship
- **Jake Pannunzio**- Campbellsville Univ. \$28,000 scholarship
- **Darren Honeysett**- Central Washington Univ. \$7,500 scholarship
- **Cole Mauter**- Puget Sound University, All State Academic Team, \$30,000 in academic scholarships
- **Jonathan Villarreal**- Cal Poly SLO, Biology Major
- **Logan Hart**- Mid-America Univ. scholarship amount pending.

#### **TRACK- Head Coach Marcus Carroll**

#### **Women- 4<sup>th</sup> place Coast Conference Championships, 9<sup>th</sup> place Northern California Championships**

- **Jayla Scholis** - NorCal Regional Champion in the 100 meters, Bronze Medalist in the 200 meters, Coast Conference Champion in the 100 meters, School Record Holder in the 100 meters (11.58), 200 meters (24.21), and 4x100 meter relay (47.60), CCCAA State Meet Qualifier in the 100 meters, 200 meters, and 4x100 meter relay

- **Dominique Roan** - Bronze Medalist in the NorCal Regional Championship Long Jump, School Record Holder in the Long Jump (18'1), Heptathlon (3673), and 4x100 meter relay (47.60), CCCAA State Meet Qualifier in the Long Jump, Triple Jump, and 4x100 meter relay

- **Kyana Rivera** - Silver Medalist in the Coast Conference Championship Long Jump and Triple Jump, School Record Holder in the Triple Jump (36'9) and 4x100 meter relay (47.60), CCCAA State Meet Qualifier in the Long Jump and 4x100 meter relay

- **Catina Mclin** - Bronze Medalist in the NorCal Regional Championship 400 meter hurdles, Silver Medalist in the Coast Conference Championship 400 meter hurdles, School Record Holder in the 4x100 meter relay (47.60), CCCAA State Meet Qualifier in the 400 meter hurdles and 4x100 meter relay

- **Phoebe Stokes** - Bronze Medalist in the Coast Conference Championship 3000 meter steeplechase, School Record Holder in the 3000 meter steeplechase (12:38.93)

- **Sharde Flannigan** - Silver Medalist in the Coast Conference Championship Shot Put, 2104 MPC Nursing Program Graduate

- **Latoya Allen** - Bronze Medalist in the Coast Conference Championship Shot Put

#### **Men: (5<sup>th</sup> place in the Coast Conference Championships, 21<sup>st</sup> place in the NorCal Regional Championships)**

- **Isaiah Brown** - Coast Conference Champion in the Long Jump and Triple Jump

- **John Irving** - Silver Medalist in the Coast Conference Championship Discus

- **Adam Munoz** - Accepted to attend Baylor University Fall 2014 for Academics

### **GOLF- Head Coach Justin Russo**

Team finished in 4th Place in league with a team average of 387 in league matches.

**Nathan Arcoleo**- earned 1st Team All League and finished 2nd in league with a scoring average of 72.7. Nathan has a cumulative GPA of 3.1 and has been accepted to several universities and is considering offers. He will commit to the university of his selection this fall.

**Taylor Daniels**- 12th place in league scoring average. Finished 4th place at Northern California CCCAA Mens Regional with a score of 78-74-152. Taylor shot 78-76-154 (34th place) at the Men's State CCCAA Championships. Taylor has a degree in Accounting from UCSB and will be returning next year to play for the Lobos.

**Michael Ryder**- played two season for the MPC Lobos and completed his AA this Spring with a cumulative GPA of 3.5. Michael will be attending Dominican University of California this fall and has received a \$15,000 per year athletic and academic scholarship. Michael will play on the mens golf team at Dominican.

**Brandon Hughes**- Has completed his AA degree this Spring with a cumulative GPA of 3.7. Brandon will be attending University of Pacific this fall and has received a scholarship of \$18,000 per year academic scholarship. Brandon will play on the mens golf team at University of Pacific.

The remaining players are all freshman and will be returning to play for the 2015 Lobos golf team. The golf team has cumulative GPA of 3.2.

### **SOFTBALL- Head Coach Keith Berg**

16-9 overall record, 3<sup>rd</sup> place in their division

**Beverly Miller**- All-Coast Conference, All-Northern California and All-State selection, Coast Conference and Nor 3.93 GPA in science curriculum, will accept a scholarship to Oregon State or UC-Berkeley and major in bio-engineering.

**Alyssa Sargent**- 2<sup>nd</sup> team All-Coast Conference catcher, full scholarship to Drury University in Springfield Missouri.

**Danielle Nieto**- All-Coast Conference, scholarship offers but undecided.

**Rachel DiMaggio**- 2<sup>nd</sup> team All Coast Conference, Freshman, will return to MPC

### **STUDENT SERVICES:**

- Hosted 20 students from Pajaro High School. A campus tour and classroom visits occurred in Automotive, Nursing, and Child Development Center.



- Hosted 50 students from Seaside Middle School. A campus tour and classroom visits occurred in Automotive, Nursing, Child Development Center and Theater.
- MPC has partnered with Community of Caring Monterey Peninsula to sponsor the Monterey County College Challenge in which MPC will host about 200 4<sup>th</sup> grade students from three Seaside elementary schools. The event is scheduled for May 21 and includes campus tours, classroom visit, financial aid presentations, and college student panels. EOPS and TRiO programs are coordinating the event.
- Students are now able to schedule appointments online for Assessments and Orientations. The Assessment Office has seen a drastic reduction in the number of phone calls (1000 fewer calls) to schedule appointments since online scheduling has been introduced. All counseling services are scheduled to implement the new online scheduling process by Fall 2014. This technology enhancement is funded through the new Student Success and Support Programs (3SP) dollars.
- This spring over 400 new students completed our newly implemented Scheduling Building Workshops. Students participating in the workshop used assessment scores and their identified program of study to develop educational plans that were entered into SIS as electronic educational plans for funding purposes under the new Student Success and Support Program.
- Marina Ed Center registration kick-off event occurred May 21<sup>st</sup> from 10:00 a.m. to 6:00 p.m.

**Academic Senate Annual Report 2013-2014**  
**Fred Hochstaedter**  
**May, 2014**

The 2013-2014 academic year was tumultuous one for the Academic Senate as well as for the institution as a whole. The year started with news of a structural deficit and an institutional request for ideas on how to go about solving the problems. The Academic Senate generated ideas for money saving and to generate revenue, and then tried to boil them down into concise categories. It responded to the College Council's synthesis of recommendations. At times the task seemed overwhelming with too many disparate ideas, and at other times the results of the efforts seemed of questionable utility because the recommendations at the end seemed so generalized. In the end, it seemed as though the administration listened carefully to our ideas, but it is still unclear how the deficit will be solved. At the same time, new regulations from the Student Success Initiative, continued efforts from a variety of sources to move towards outcomes-based funding, and continued uncertainty and deteriorating relationships between California Community Colleges and the accrediting agency all weighed on the collective outlook of the faculty.

In spite of it all, the Academic Senate worked hard and made progress on a number of fronts. A subcommittee of the Academic Senate worked in collaboration with the Institutional Committee on Distance Education to produce a document describing effective practices in distance education. The intent is to use this document as a guideline when providing professional development opportunities in distance education, when developing policies about distance education when the need arises, and when communicating that the institution cares about quality in its classrooms whether virtual or real.

The Academic Senate continued efforts to articulate difficulties with technology at the institution and ensure that they are addressed in appropriate ways. The Academic Senate appointed faculty members to a committee that developed the RFP for the website redesign; and then contributed to inquiries to define the main problems in preparation for the effort. It carefully reviewed the Technology Master Plan and provided constructive critique to improve the plan, ensuring that student and faculty access to technology in support of student learning were the over-riding goals.

Through the SLO subcommittee, the Academic Senate continued efforts to support and guide the Instructor and Program Reflections efforts. With a great amount of help from Ayza Camacho and Academic Affairs, the Instructor Reflections form was put online, enabling easier access and greater participation.

The Academic Senate contributed to the accreditation effort in a number of ways. It participated in a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) from the perspective of academic and professional matters. Positives included academic rigor, collaboration between areas, and online educations. Areas for improvement included a lack of a modern data program, or Enterprise Resource Program, a lack of internal understanding of MPC processes or "how to get stuff done in the shared governance system", and the continually increasing workload.

The Academic Senate addressed the accrediting commission by creating a recommendation about faculty evaluations in the draft standards. This recommendation was shepherded through the shared governance system and was ultimately approved by the board and

submitted to the ACCJC. The Academic Senate also put forward a resolution originally developed by Grosmont College that expressed concerns about the relationship between the ACCJC and California Community Colleges and calling for transparency as the ACCJC addressed recommendations it has received from the US Department of Education.

### **Distance Education Quality (Fred, Catherine, Sue)**

**Goal: Articulate best practices for quality distance education that support continuous improvement and effective teaching in an online environment.**

- Produce a best practices document that describes the characteristics of quality online teaching and learning at MPC.
  - ✓ Under the direction of Sue Hanna and Jon Knolle, the document “Effective Strategies for Quality online Teaching and Learning”, was written and presented to the Academic Senate.
  - ✓ Quoting from the document, the intention was to, “help instructors discover how to translate characteristics of high quality teaching and learning into the online environment (including both fully online and web-enhanced face-to-face courses). These effective strategies also serve as the foundation for student and faculty support, distance education planning, and professional development.”
  - ✓ It was endorsed on Feb 6, 2014.  
<http://mpconline.mpc.edu/mod/book/view.php?id=5718&chapterid=5441>
- Shepherd the document through the shared governance process at MPC to gather feedback and gain endorsement
  - ✓ The document was presented at AAAG and unanimously approved on Dec 4, 2013.
  - ✓ It was presented at College Council as an information item on Feb 25, 2014.
- Ensure that document becomes the basis for the Faculty Handbook for Online Instruction and integrated into training and professional development activities related to online teaching and learning.
  - ✓ The institutional Committee on Distance Education continues to use the principles outlined in this document to establish policy and procedures in distance education. In May, 2014, the committee that developed the document reconvened to consider establishing policy that defines “effective contact” for distance education.

### **Website Improvement (Alexis)**

**Goal: Improve the MPC website**

- Produce a Web Redesign RFP that accurately conveys the needs and expectations of an improved institutional online presence and generates thoughtful, imaginative, and competitive proposals from a number of Web design firms.
- Identify the firm and approach which best fits MPC needs, and bring their proposal through the shared governance process for approval.
- Ensure that the need for expanded and continued support of the campus Web presence is included in the institutional long term Technology Plan.
- Make it easier for students to find and register for classes.
  - ✓ Academic Senate members Alexis Copeland and Catherine Webb participated in a committee to write the Web Redesign RFP. The RFP was written and proposals accepted.

- ✓ The institution hired a firm to develop the redesign. As part of this process, the Academic Senate participated in a special Academic Senate session on March 13 devoted to providing feedback to the team that will oversee the development of the website redesign.

#### **Accreditation (Fred, Eric)**

**Goal: Participate in preparations to research and write the next accreditation self-evaluation**

- Participate in the development of "The MPC Story".
  - ✓ The Academic Senate participated in a "SWOT" (Strengths, Weaknesses, Opportunities, and Threats) brainstorming session to help identify and contribute to "The MPC Story". The results of this exercise resulted in several areas of Strength, Weaknesses, Opportunities, and Threats in the area of academic and professional matters.
- Review accreditation documents as part of the shared governance process and provide feedback to the Accreditation Self-Evaluation Steering Committee.
  - ✓ In a surprisingly anomalous development, there were not many accreditation documents to review this year. The Academic Senate did, however, receive several presentations from Faculty Accreditation Coordinator Catherine Webb. These presentations centered around the mission, and the new requirements of using institution-set standards to evaluate accomplishment of the mission.

#### **Non-instructional Programs and FTES Generation (Kathleen, Brian, Lauren)**

**Goal: Articulate the value of non-instructional programs to FTES generation using quantitative metrics and qualitative analysis.**

- Investigate the types of quantitative metrics that could be used to evaluate how non-instructional programs contribute to FTES generation.
- Share with the institution pertinent results of the investigation.
- Inform the MPC community about key career services outcomes that have been shown to predict student persistence to graduation.
  - ✓ A variety of factors prevented much progress in this area.

#### **Basic Skills Leadership (Fred, Merry)**

**Goal: Improve the functionality of the Basic Skills Committee**

- Develop a description of duties for the Basic Skills chair or co-chairs.
- Find and appoint faculty member(s) willing to serve as Basic Skills Committee co-chair(s).
- Spearhead an effort to engage in a self-analysis of ways to enable the Basic Skills committee to function in a more efficient and productive manner.
  - ✓ A chair for the Basic Skills Committee was found and appointed.
  - ✓ The Basic Skills Committee was reformulated with fewer committee members in the hopes of more efficient meetings and decision-making. The committee has representation from fewer areas of the college, including CTE and specific learning centers.

### **Collaboration Between Instructional and Student Services Faculty (Mike, Catherine, Merry, Anita, Kelly, Chris, Kevin, Michael Gilmartin)**

#### **Goal: Continue efforts to increase collaboration between instructional and student services faculty**

- Continue to educate MPC personnel about curricular changes and requirements through information presentations to divisions on AA./AS-T degrees, resources such as assist.org, etc.
- An informational presentation was given to prospective biology students about the major. Visits were made to several of the preparatory classes (Math and Chemistry) to promote the presentation. Because of the heavy requirements, this major has a great deal of planning and course sequencing. The purpose of this talk pilot presentation was to begin building relationships between biology students, inform students about the unusual number of courses that can be taken prior to transfer, the length of time it can take before transfer and the demanding rigor. Educate MPC personnel and increase collaboration between Instructional and Student Services faculty.
  - ✓ The subcommittee has proposed a Flex Day session about enrollment management issues based on shared concerns that counseling and instructional faculty have discussed about enrollment, add and drop policies.
- Develop BSI-level content courses that could be offered beginning in fall 2014.
  - ✓ Plans for the BSI-level content courses were finalized, shared at AAAG, and approved in concept by the administration. The work that remains to be done is develop the courses, shepherd them through CurricuNet and the CAC process, and see if they can be scheduled in the current fiscal environment.

### **Deficit Reduction in Shared Governance (everybody)**

#### **Goal: Participate in College Council's Efforts to Eliminate the Deficit**

- Respond to College Council requests for feedback or information.
  - ✓ The Academic Senate responded to budget-related questions posed by the College Council and forwarded the responses back to the College Council.
  - ✓ The Academic Senate responded to initial suggestions about deficit reduction posed by the College Council, conveying that
    - It is a very daunting task
    - It is difficult to prioritize any of the ideas without more data
    - There are a lot of ideas about increasing enrollment, whereas the Academic Senate would like to see emphasis on retention as well.
  - ✓ On the final round of discussions, where the College Council asked shared governance groups to approve or provide final feedback on a draft of recommendations, the Academic Senate had a rousing discussion about what to do. At times in the process, the suggestions seemed so many and so detailed that it was difficult to sort them out. In the end, the recommendations seemed so general that the Academic Senate pondered their usefulness. Another concern was about how the administration would use the recommendations and whether their decision process would be transparent. In the end, after a series of failed motions and amendments, the Academic Senate endorsed the College Council Recommendations.

### **Flex Day Planning and Execution (Flex Team)**

**Goal: Continue to organize flex day events that are perceived as engaging and useful my MPC personnel.**

- Ensure that the Flex Committee has faculty representation
  - ✓ Flex day events are ongoing and continue to be generally well received.
  - ✓ Previous leaders Grace Anongchanya and Kelly Fletes, after providing excellent leadership for several years, are now focusing their talents elsewhere.
  - ✓ Heather Craig has taken over the leadership role.
  - ✓ The Academic Senate appointed Anthony Villarreal to the Flex Committee.
- Receive regular reports from the Flex Committee
  - ✓ The Academic Senate heard regular reports about both the planning of the events and regular evaluation of the events.
- Endorse and approve the general plans and the schedules for the Spring 2014 and Fall 2014 Flex Day events
  - ✓ A flex day is planned for Fall 2014 and features six separate breakouts during a single one-hour block of time. It was approved at the last Academic Senate meeting of the year.

**ASCCC Representation (Paola)**

**Goal: Represent MPC in ASCCC Plenary Sessions and other matters**

Attend ASCCC Plenary Sessions

- Receive reports from the ASCCC delegate and provide feedback so that the delegate can accurately represent MPC
- Remain informed on state-wide issues affecting the California Community Colleges
  - ✓ Paola Gilbert took over delegate responsibilities and ably reported on the Area B meetings and the Fall and Spring ASCCC State Plenary sessions.
  - ✓ Paola kept the Academic Senate up to date on a variety of issues affecting community colleges statewide. Some of these included:
    - The issue of Adult Education and AB 86
    - Continued consternation over the increasingly strained relationship with the ACCJC.
    - Continued efforts on providing statewide support for online education
    - Federal efforts to move colleges towards outcomes-based accountability and funding.
    - State discussions on adding Baccalaureate degrees to the mission of California community colleges.
    - State discussions on funding – differential funding, non-credit funding, etc.

Address to Board of Trustees from Loran J. Walsh, MPCEA Chapter President

Good Afternoon Board Members,

28 May 2014

As I reported to you last month on April 24, 2014, I joined the Monterey Bay Central Labor Council in attending an immigration rally in Bakersfield, CA at a State Senator's office there. I joined the United Farm Workers Union and many other union representatives in fighting for the rights of undocumented workers. I proudly represented the MBCLC, MPCEA and MPC at this event.

On Friday, April 25, 2014, I attended the MBCLC Annual Award Ceremony here in Monterey, an annual event to celebrate the union of unions and our honorees of the year. I have provided each of you pamphlet from this event and a copy of "On the Job" insert from the Monterey weekly that was given out at the event.

We continue to meet with the District to negotiate the effects of lay-offs, for the 2014- 15 calendar year and fulfillment of our contract which expires June 2014. MPCEA looks forward to being part of the solution. We continue to ask for "Equality for Classified".

I have attached to my report this month a letter from Scott Lay, President and Chief Executive Officer of the Community College League of California as I have in the past. In this letter he speaks of the state's budget and the May revise.

Last month the Board of Trustees signed a resolution honoring CSEA/ MPCEA during CSEA Week. Today I have provided each of you the annual pin from CSEA to recognize this past week's celebration of Classified Staff- please wear them with pride.

As always,

"There is No Class without Classified"



The CSEA mission is: "To improve the lives of our members, students and community."



April 24, 2014

Dear Loran,

This is the time of year when the true budget geeks watch state revenues on a daily basis and try to project what the governor's budgetary revision in May will have in store. As of last week, it appeared that revenues would be in line with the governor's January budget projections and initial optimism about a positive "upside" was dashed.

However, the last couple of days have had good budget news with above-expectations state collections in both withholding and in the net proceeds from the April 15 tax collection. There are now four business days left in April, which is the state's biggest revenue month. At this point, as I told the Southern California CEO Conference this morning, I project the following scenarios of growth beyond the January budget for state General Fund revenues:

- Low-range: Current year (one-time): \$1.2b; Budget-year (ongoing): \$1.26b
- Mid-range: Current year (one-time): \$1.7b; Budget-year (ongoing): \$1.85b
- High-range: Current year (one-time): \$2.2b; Budget-year (ongoing): \$2.31b

If these projections ring true, additional resources of between \$60-\$100 million would be available for community colleges in this budget for both the current and next fiscal years. Of course, we expect Governor Brown to continue to espouse fiscal austerity and it's possible the additional resources wouldn't be allocated until the end of the 2014-15 fiscal year in what we like to call "Proposition 98 Settle-Up."

We will continue to talk to the Legislature about our priorities beyond the governor's January proposal, as reflected in the League's recent [talking points document](#). Our colleges have encountered a lot of pain over the last five years, but we're working hard in Sacramento to get you the revenue you need to restore access and services to students.

Meanwhile, today two significant bills were passed by the Senate Education Committee. [SB 850 \(Block\)](#), which would create a pilot project to allow community colleges to offer applied baccalaureate degrees, easily passed its first committee. The League historically was against the mission expansion, but the lessons from other states and the need for our students to reach credentials not available elsewhere led our boards to unanimously support the bill. Additionally, [SB 965 \(Leno\)](#), which would provide financial breathing room for City College of San Francisco despite enrollment declines associated with its accreditation concerns. The bill has been crafted to minimize the impacts on other districts and the League believes the measure is essential to maintain access for the 77,000 students served by CCSF.

For the League's latest positions on legislation, visit our [Bills of Interest](#) page.

Sincerely,

A handwritten signature in cursive script, appearing to read "Scott", is written in black ink.

Scott Lay President and Chief Executive Officer Orange Coast College '94 Orange Coast





May 13, 2014

Dear Lorán,

Good morning. Governor Jerry Brown just released the May Revision to his proposed 2014-15 State Budget, and the spending plan builds on the solid budget proposal for community colleges released in January.

Here are the major community college items, with changes from January identified in yellow:

<b>Item (amounts in 000s)</b>	<b>2013- 14 Enacted</b>	<b>2014-15 January</b>	<b>2014-15 May</b>	<b>Note</b>
<b>Ongoing Funds</b>			0.85%	<i>General apportionment only</i>
Enrollment Growth	1.63%	3%	2.75%	General apportionment only
Student Success and Support Program	\$99,183	\$199,183	\$199,183	variable match
Student Success and Support Program - Equity	\$0	\$100,000	\$100,000	
Disabled Students Programs and Services	\$84,223	\$84,223	\$84,223	
Extended Opportunity Programs and Services	\$88,605	\$88,605	\$88,605	
Economic and Workforce Development	\$22,929	\$22,929	\$22,929	<i>See one-time funds below</i>
Student Financial Aid Administration	\$67,537	\$67,896	\$67,896	
CalWORKs	\$35,545	\$35,545	\$35,545	
Part-time Faculty Compensation	\$24,907	\$24,907	\$24,907	
Basic Skills	\$20,037	\$20,037	\$20,037	
Telecommunications and Technology Infrastructure	\$15,790	\$15,790	\$20,390	
Nursing Education	\$13,378	\$13,378	\$13,378	

Foster Care Education Program	\$11,786	\$11,786	\$11,786	
Part-time Faculty Office Hours	\$3,514	\$3,514	\$3,514	
Campus Childcare Tax Bailout	\$3,350	\$3,350	\$3,350	
Transfer and Articulation	\$698	\$698	\$698	
Part-time Faculty Health Insurance	\$490	\$490	\$490	
<b>One-Time Funds</b>				
Physical Plant and Instructional Equipment		\$175,000	\$148,000 (maintenance only)	<i>no match in 2014-15</i>
Economic and Workforce Development			\$50,000	<i>to increase student success in career-technical programs</i>
Telecommunications and Technology			\$1,400	

The revised budget makes technical adjustments for property tax (+17.7m general fund) and student fee revenues (+24.7m general fund), and continues the plan to pay off all remaining apportionment deferrals. Student fees would remain at \$46 per credit unit. The summary also proposes to increase the enhanced noncredit funding rate to the credit rate beginning in 2015-16, a significant win for our advocacy.

We'll continue to dive into the details as they become available and will share more shortly.

Sincerely,



Scott Lay  
 President and Chief Executive Officer, The League  
 Orange Coast College '94



## EXECUTIVE DIRECTOR'S REPORT TO MPC GOVERNING BOARD OF TRUSTEES May 28, 2014

*Monterey Peninsula College Foundation supports MPC by being a strong advocate for the College in the community and by raising significant financial support for the College.*

### FUNDRAISING

1. **Total Monthly Donations Received in April 2014:** To be reported at the Board Meeting.
2. **President's Circle**  
The Foundation will soon be kicking-off the 2014 President's Circle campaign, which raises unrestricted funds that allow us to leverage further resources for the campus.
3. **Athletics Booster Club**  
The Booster Club Committee has approved an annual fundraising plan and is moving forward with several activities.
4. **Grants**  
The Foundation has submitted nine grant proposals so far in 2014, with four more in progress. The Foundation and Grants Committee met in early April to determine other potential sources of support.

### EVENTS

1. **President's Address to the Community**  
The 2014 President's Address to the Community was held on Friday, May 16, 2014 at the Monterey Conference Center with approximately 460 attendees. Dr. Richard Kezirian was presented with the President's Award.
2. **President's Luncheon**  
MPC Foundation Board members Vera Coleman and Lynn Davis co-hosted a President's Luncheon on April 25, 2014 to cultivate support for the college. A total of eleven guests attended, with lunch provided by hospitality instructor Molly Jansen and her students.
3. **The Value of Sports in Today's Society**  
The Alumni Committee is planning a fundraising event that will be held on June 21, 2014. The event will bring Herman Edwards, Ron Rivera, and Dr. Jim Tunney to campus. Tickets are available through the Foundation's website.

### COLLEGE SUPPORT

1. The Foundation awarded nine \$1,000 Faculty Designated Scholarships for the 2014-2015 school year.
2. The Foundation awarded five \$1,000 scholarships at each of the local feeder high schools (compared to one at each school in previous years), for a total of \$25,000 bringing 25 freshman to campus in the Fall.
3. The Fall Flex Day Committee has requested the Foundation Executive Director to facilitate a follow-up grants training workshop.

**MPC**  
**Active Bond/Facility Projects Update**  
**May 12, 2014**

**Humanities / Old Student Services / Business Humanities** – This project is receiving State matching funds, and this project has been completed.

**Swing Space** – The General Classrooms building and the Swing Space Village buildings have been renovated to accommodate the needs of the Student Center and the Arts Complex. Upon completion of the Student Center and Arts Complex this summer, the swing space will no longer be needed and the rented relocatable buildings will be returned to the vendors and the remaining areas will be renovated to suit the needs of the college.

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

**Pool / Equipment Building / Site Work** – The pool has been completed and in is use

**Student Center** – Kitchell is meeting to discuss the moving schedule with TRIO, ASMPC, Veteran's Affairs, and Security. Furniture has been ordered and delivery is scheduled for mid-July. Interior painting is nearing completion. HVAC roof units and duct work have been installed. Flooring is being installed. Casework has been installed. Walk-in refrigerator and freezer have been installed. Remaining kitchen equipment is being delivered. Restroom tile has been installed, and kitchen tile is being installed. Light fixtures are being installed. Exterior painting will start shortly. Completion is scheduled for summer of 2014.

**Arts Complex** – The site work has been done. The exterior painting is almost complete. Roofing is nearing completion, exterior lockers are being installed. Interior painting is complete and interior casework is being delivered. Flooring and lighting fixtures are being installed. HVAC equipment and duct work continues. Completion is scheduled for the summer of 2014.

**Music Building** – MPC is applying for matching State funding for the renovation of some of the existing Music buildings.

**Facilities Committee** – The Committee meets to review project budgets and schedules. Next meeting is May 16, 2014.

**Site Lighting / Controls** – MPC was notified that the Chancellor's Office has approved MPC's application to retrofit 109 parking lot light fixtures and their respective controls (energy management system). The equipment has been ordered. Prop 39 funding from the State is \$203,384. Work will be done in the coming months.

**Pool Cogeneration** – MPC will submit an application for state funding for the cogeneration project at the pool. The project will provide heat for the pool water and generate electricity, which will lower MPC's overall electrical costs.

## Cost Control Report

5/12/2014

### Life Science / Physical Science

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 1,080,000	\$ 1,080,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 7,400,000	\$ 7,400,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 980,000	\$ 980,000	\$ -	
Test & Inspect.	\$ 210,000	\$ 210,000	\$ -	
Cnstr Mgmt Fee	\$ 625,000	\$ 625,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and Equipment will be from a separate fund.
Other	\$ 505,000	\$ 505,000	\$ -	Includes hazmat, demolition, IT and future allowance.
<b>Total</b>	<b>\$10,800,000</b>	<b>\$10,800,000</b>	<b>\$ -</b>	

Summary: The present budget is \$10,800,000. The Life Science and Physical Science buildings have been completed, and final costs are being compiled.

### Old Student Services / Humanities / Business

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 1,100,000	\$ 1,100,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 4,110,000	\$ 4,110,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 411,000	\$ 411,000	\$ -	
Test & Inspect.	\$ 231,000	\$ 231,000	\$ -	
Cnstr Mgmt Fee	\$ 330,000	\$ 330,000	\$ -	
Equipment	\$ 132,000	\$ 132,000	\$ -	Equipment partially State funded
Other	\$ 300,000	\$ 300,000	\$ -	Includes hazmat, demolition and IT
<b>Total</b>	<b>\$ 6,614,000</b>	<b>\$ 6,614,000</b>	<b>\$ -</b>	

Summary: It is important to recognize that this is a State "match" funded project (State will fund \$3,318,000 and MPC will fund \$3,296,000). The original budget of \$3,845,000 that MPC was to contribute has now been reduced to \$3,296,000 due to the bids coming in lower than the budget. This results in a potential savings to the MPC bond budget of \$549,000. This project has been completed.

### Arts Complex

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 450,000	\$ 450,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 2,400,660	\$ 2,400,660	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 240,000	\$ 240,000	\$ -	
Test & Inspect.	\$ 130,000	\$ 130,000	\$ -	
Cnstr Mgmt Fee	\$ 120,000	\$ 120,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and equipment will be from a separate fund
Other	\$ 1,383,340	\$ 1,383,340	\$ -	Includes contingency for future Art Dimensional construction
<b>Total</b>	<b>\$ 4,724,000</b>	<b>\$ 4,724,000</b>	<b>\$ -</b>	

Summary: The "Other" budget is higher than typical projects because work needs to be done on the Art Dimensional building (this work will be done in the future). Construction continues as scheduled, and the project will be completed in summer 2014.

**Student Center**

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 370,250	\$ 370,250	\$ -	Includes architect fees, printing, etc.
Constructn bid	\$ 4,525,000	\$ 4,525,000	\$ -	Actual bid amount
C.O. Contngcy.	\$ 452,500	\$ 352,500	\$ 100,000	
Test & Inspect.	\$ 128,000	\$ 128,000	\$ -	
Cnstr Mgmt Fee	\$ 226,250	\$ 226,250	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture & Equipment will be from a separate fund.
Other	\$ 250,000	\$ 350,000	\$ (100,000)	Includes hazmat abatement, demolition, IT and other costs.
<b>Total</b>	<b>\$ 5,952,000</b>	<b>\$ 5,952,000</b>	<b>\$ -</b>	

Summary: The budget is \$5,952,000, and projections are within that budgeted amount. Construction continues as scheduled, and the project will be completed in summer 2014.

**Pool**

	Budget	Current Projection	Variance	Comments
Design Phase	\$ 330,549	\$ 330,549	\$ -	Includes architect fees, DSA fees, bid drawings, etc.
Constructn bid	\$ 1,774,000	\$ 1,774,000	\$ -	Actual bid amount
C.O. Contngcy.	\$ 177,400	\$ 177,400	\$ -	
Test & Inspect.	\$ 96,000	\$ 96,000	\$ -	
Cnstr Mgmt Fee	\$ 97,570	\$ 97,570	\$ -	
Equipment	\$ -	\$ -	\$ -	
Other	\$ 165,000	\$ 165,000	\$ -	Includes hazmat and demolition, etc.
<b>Total</b>	<b>\$ 2,640,519</b>	<b>\$ 2,640,519</b>	<b>\$ -</b>	

Summary: In this project, the scope originally included pool and tennis courts. The project was bid with the tennis courts as an alternate to determine the cost for doing the tennis courts. Unfortunately, due to conditions such as poor soils and extensive hazmat abatement, the pool/tennis courts came in over budget and, therefore, the tennis court work could not be done under this budget. The projected costs are within the approved budget. Construction has been completed.

Description	Early Start	Early Finish	2010	2011	2012	2013	2014	2015	2016
Student Center									
Student Center Construction	SEP162013 A	JUL282014							
Art Studio/Ceramics/dimensional/Inter. Center									
Art Studio Constuction	SEP232013 A	JUL252014							
Art Ceramics Construction	SEP232013 A	JUL252014							

Start date JUN082010  
 Finish date JAN192016  
 Data date MAY052014  
 Run date MAY142014  
 Page number 1A  
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**Monterey Peninsula College  
 MPC Master Project Schedule**

- Early bar
- Progress bar
- Critical bar
- Summary bar
- Start milestone point
- Finish milestone point



**BOND EXPENDITURE :PORT 4/30/14**

Total Budget With Other Funds	Projects	A Total Bond Budget	B Total Bond Prior Year Expenses	C 2013-2014	A-B-C	(B+C)/A	
				Year to Date Bond Payments	Bond Budget Balance	% Bond Cost	% Construction Schedule
	<b>In Process</b>						
\$4,724,000	Arts Complex	\$4,724,000	\$414,845	\$1,433,508	\$2,875,647	39%	75%
\$5,952,000	College Center Renovation	\$5,952,000	\$419,124	\$2,448,341	\$3,084,535	48%	75%
\$4,000,000	Furniture & Equipment	\$5,685,000	\$4,298,589	\$367,474	\$1,018,937	82%	84%
\$7,690,000	Humanities, Bus-Hum, Student Services	\$3,296,000	\$1,421,296	\$1,577,134	\$297,570	91%	99%
\$6,466,000	Infrastructure - Phase III	\$6,466,000	\$6,431,031	\$15,314	\$19,655	100%	94%
\$10,750,000	Life Science/Physical Science	\$10,750,000	\$9,261,094	\$1,303,157	\$185,749	98%	100%
\$3,830,000	PE Phase II - Gym/Locker Room Renov.	\$3,830,000	\$3,810,036	\$0	\$19,964	99%	100%
\$2,640,519	Pool/Tennis Courts Renovation	\$2,640,519	\$224,502	\$1,936,792	\$479,225	82%	100%
\$4,600,000	Swing Space / Interim Housing	\$5,800,000	\$5,356,269	\$347,960	\$95,771	98%	98%
\$10,400,000	Theater	\$10,400,000	\$10,153,094	\$131,380	\$115,526	99%	100%
\$1,667,699	General Contingency	\$0	\$0	\$0	\$0	#DIV/0!	0%
<b>\$62,720,218</b>	<b>Total in Process</b>	<b>\$59,543,519</b>	<b>\$41,789,880</b>	<b>\$9,561,060</b>	<b>\$8,192,579</b>		
	<b>Future</b>						
\$1,200,000	Music	\$1,200,000	\$46,270	\$0	\$1,153,730	4%	0%
\$12,000,000	PSTC Parker Flats	\$6,000,000	\$70,500	\$0	\$5,929,500	1%	0%
<b>\$13,200,000</b>	<b>Total Future</b>	<b>\$7,200,000</b>	<b>\$116,770</b>	<b>\$0</b>	<b>\$7,083,230</b>		
	<b>Completed</b>						
\$1,057,576	Early Start/Completed-HVAC Repairs	\$618,539	\$618,539	\$0	\$0	100%	100%
\$2,965,574	Early Start/Completed-New Plant Serv Bldg	\$487,574	\$487,574	\$0	\$0	100%	100%
\$599,414	Early Start/Completed-Telephone System	\$599,414	\$599,414	\$0	(\$0)	100%	100%
\$67,671	Family Consumer Science	\$67,671	\$67,671	\$0	\$0	100%	100%
\$1,517,774	Gym - floor/seismic/bleachers	\$877,847	\$877,847	\$0	\$0	100%	100%
\$2,481,607	Infrastructure - Phase II	\$2,481,607	\$2,481,607	\$0	\$0	100%	100%
\$20,886,001	Infrastructure - Phase I	\$20,886,001	\$20,886,001	\$0	\$0	100%	100%
\$2,117,203	Lecture Forum Renovation	\$2,117,203	\$2,117,203	\$0	\$0	100%	100%
\$7,427,191	New Admin / Old Library Renovation	\$4,712,191	\$4,712,191	\$0	(\$0)	100%	100%
\$5,413,198	New Child Development Center Bldg	\$1,029,198	\$1,029,198	\$0	\$0	100%	100%
\$21,420,211	Other Early start / completed	\$1,950,012	\$1,950,012	\$0	\$0	100%	100%
\$17,336,569	PE Field Track, Fitness Building	\$17,236,569	\$17,236,569	\$0	\$0	100%	100%
\$863,697	Social Science Renovation (inc. Seismic)	\$863,697	\$863,697	\$0	\$0	100%	100%
\$7,478,201	Public Safety Training Center Renov.	\$7,478,201	\$7,478,201	\$0	\$0	100%	100%
\$1,000,000	Auto Technology Building	\$958,602	\$958,602	\$0	(\$0)	100%	100%
\$2,300,000	Business Computer Science	\$2,215,418	\$2,215,418	\$0	\$0	100%	100%
\$8,300,000	New Ed Center Building at Marina	\$8,300,000	\$8,234,700	\$0	\$0	99%	100%
\$9,700,000	New Student Services Building	\$9,700,000	\$9,681,388	\$0	\$0	100%	100%
<b>\$112,931,887</b>	<b>Total Completed</b>	<b>\$82,579,744</b>	<b>\$82,495,833</b>	<b>\$0</b>	<b>(\$1)</b>		
<b>\$188,852,105</b>	<b>Total All Projects</b>	<b>\$149,323,263</b>	<b>\$124,402,483</b>	<b>\$9,561,060</b>	<b>\$15,275,808</b>		
	<b>General Institutional-Bond Management</b>		\$5,211,924	\$122,663			
			<b>\$129,614,407</b>	<b>\$9,683,723</b>			
	<b>Total Bond Funds Spent to Date</b>		<b>\$139,298,130</b>				