



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

**REGULAR MEETING  
WEDNESDAY, FEBRUARY 21, 2018**

**CONSENTS**

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. A.1

Superintendent/President  
Office

### Proposal:

To consider and approve the minutes of the Regular Board meetings on November 29, 2017; December 20, 2017; and January 24, 2018.

### Background:

The Governing Board meeting minutes are prepared by the Executive Assistant to the Superintendent/President and the Governing Board, reviewed by the Superintendent/President, and submitted to the Trustees for their review and approval under the Consent Agenda. If there is an error in the meeting minutes, and the Chair and the Governing Board approve of the change, the minutes may be amended.

### Budgetary Implications:

None.

**RESOLUTION: BE IT RESOLVED**, that the Governing Board approves the minutes of the Regular Board meetings on November 29, 2017; December 20, 2017; and January 24, 2018.

**Recommended By:** Dr. Walter Tribley, Superintendent/President and Board Secretary

**Prepared By:**

Shawn Anderson

Shawn Anderson, Executive Assistant to Superintendent/President and Governing Board

**Agenda Approval:**

Walter Tribley

Dr. Walter Tribley, Superintendent/President

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

**REGULAR BOARD MEETING**

**WEDNESDAY, NOVEMBER 29, 2017**

11:00 a.m., Stutzman Room, Library & Technology Center  
1:30 p.m., Regular Meeting, Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey, CA 93940

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

**MINUTES**

1. **CALL TO ORDER** – Chair Dunn Gustafson called the meeting to order at 11:00 a.m.
2. **ROLL CALL**  
  
Present:  
Mr. Charles Brown, Vice Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilynn Dunn Gustafson, Chair  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Trustee  
Dr. Walter Tribley, Superintendent/President
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
  - A. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
  - B. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCEA/CSEA
    - 2) Agency Representatives: Susan Kitagawa, Laurence E. Walker, Dr. Steven L. Crow
  - C. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCTA/CTA
    - 3) Agency Representatives: Darren Kameya, Susan Kitagawa, Dr. Jon Knolle, Kiran Kamath, and Dr. Steven L. Crow
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL** – Chair Dunn Gustafson asked for Roll Call at 1:38 p.m.  
  
Present:  
Mr. Charles Brown, Vice Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilynn Dunn Gustafson, Chair  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Trustee  
Dr. Walter Tribley, Superintendent/President  
  
Absent:  
Ms. Golnoush Pak, Student Trustee

**7. PLEDGE OF ALLEGIANCE**

The Board of Trustees recited the Pledge of Allegiance.

**8. REPORT OF ACTION TAKEN IN CLOSED SESSION** – Chair Dunn Gustafson reported that no action was taken in Closed Session.

**9. APPROVAL OF AGENDA**

Motion Coppernoll / Second Brown/ Carried

2017-2018/42

The agenda was approved with revisions to Board Policies 4231 and 4240 under New Business Agenda Item I.

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

**10. RECOGNITION**

**A. Acknowledgement of Guests**

1. Introduction: Dr. Vincent van Joolen, Dean of Instruction – STEM.  
Dr. Tribley introduced Dr. van Joolen to the Board and recognized his accomplishments.
2. Lyndon Schutzler, MPC Physical Education Division Chair and representatives from:
  - a. Football (Coach Mike Rasmussen)
  - b. Men’s and Women’s Cross Country (Coach Marcus Carroll)

Larry Walker, Interim Vice President of Student Services, spoke about the impact of athletics as a gateway to better educational opportunities for many of our underrepresented and low-income students. / Mr. Schutzler recognized the accomplishments of Coach Rasmussen and Coach Carroll, who spoke about the Fall season and the impact of their programs. They also introduced members of their teams: Michael Armstead, Edwin Cortez-Grande, Patrick Hungate, Dylan Beechum, Hunter Nye, and Hunter Raquet (Football); and Roman Munoz and Jeanette Cruz (Cross Country).
3. Celebrating Success: Michael Midkiff, Director of Information Services  
Chair Dunn Gustafson read a letter from California Community Colleges Chancellor Eloy Ortiz Oakley, who commended Mr. Midkiff for his commitment to advancing the effectiveness of California Community Colleges through his work with the Institutional Effectiveness Partnership Initiative (IEPI) advisory committee.

**11. PUBLIC COMMENTS** – None.

**12. CONSENT CALENDAR**

BE IT RESOLVED,

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

1. That the Governing Board approves the minutes of the Regular Board meeting on September 27, 2017.

2. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donor.
3. That the October 13<sup>th</sup> manual payroll in the amount of \$1,849.76, the October 31<sup>st</sup> regular payroll in the amount of \$2,310,572.65, and the November 9<sup>th</sup> supplemental payroll in the amount of \$67,393.48 be approved.
4. That Commercial Warrants: 12345473 through 12345519, 12346173 through 12346208, 12347227 through 12347290, 12347907 through 12347922, 12348649 through 12348684, 12349530 through 12349562, 12350367 through 12350397, 12351845 through 12351874, 12352630 through 12352674, in the amount of \$3,372,746.63 be approved.
5. That Purchase Orders B1800356 through B1800424 in the amount of \$7,593,302.72 be approved.
6. That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 5000 (Other/Services) Object expense category	\$	15,240
Net decrease in the 6000 (Capital Equip) Object expense category	\$	15,240
7. That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	488
Net decrease in the 2000 (Classified Salary) Object expense category	\$	14,907
Net increase in the 4000 (Supplies) Object expense category	\$	11,718
Net increase in the 5000 (Other/Services) Object expense category	\$	3,677
8. That the following budget adjustments in the Restricted General Fund be approved:
 

Net increase in the 2000 (Classified Salary) Object expense category	\$	9,830
Net increase in the 3000 (Benefits) Object expense category	\$	170
Net increase in the 4000 (Supplies) Object expense category	\$	700
Net increase in the 6000 (Capital Outlay) Object expense category	\$	3,500
Net decrease in the 7000 (Other Outgo) Object expense category	\$	14,200
9. That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net increase in the 2000 (Classified Salary) Object expense category	\$	2,904
Net increase in the 3000 (Benefits) Object expense category	\$	96
Net increase in the 4000 (Supplies) Object expense category	\$	1,355
Net decrease in the 5000 (Other/Services) Object expense category	\$	4,355

**B. Faculty Personnel**

1. That the Governing Board ratifies the following item(s):
  - a) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2017.

**C. Management, Supervisor, Confidential Personnel**

1. That the Governing Board approves the following item(s):
  - a) Employment of Maddison Burton, Human Resources Benefits and Retirement Coordinator, Human Resources, 40 hours per week, 12 months per year, effective November 30, 2017.
  - b) Resignation of Susan Kitagawa, Associate Dean, Human Resources, effective June 30, 2018 for the purpose of retirement.
  - c) Approve the recruitment for the Associate Dean, Human Resources.

**D. Classified Personnel**

1. That the Governing Board ratifies the following item(s):
  - a) Employment of Alicia Rocha, Administrative Assistant III, Academic Affairs, Range 18, 40 hours per week, 12 months per year, effective November 30, 2017.

- b) Employment of Jennifer Taylor, Administrative Assistant III, Planning, Research & Institutional Effectiveness, Range 18, 40 hours per week, 12 months per year, effective November 30, 2017.
- c) Resignation of Hugo Quiroz, Custodian, Facilities, Range 6, 40 hours per week, 12 months per year, effective October 20, 2017.
- d) Resignation of Curtis Harrison, Categorical Services Coordinator, Student Services, Range 17, 40 hours per week, 12 months per year, effective November 22, 2017.
- e) Resignation of Carolyn Lake, Instructional Specialist, English & Study Skills Center, effective January 2, 2018 for the purpose of retirement.
- f) Establish new position, Categorical Services Coordinator, TRIO, 29 hours per week, 9 months per year, effective November 30, 2017. Placement on the salary schedule at Range 17.

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 ratified.

F. Volunteers

- 1. That the Governing Board ratifies the individuals listed for volunteer assignments.

Motion Johnson / Second Steck / Carried

2017-2018/43

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

**13. NEW BUSINESS**

A. INFORMATION: Accreditation Recommendations – Progress Report

The Board received from Dr. Tribley a progress report on MPC’s response to accreditation recommendations. The report included MPC’s response to:

- [Recommendations to Meet the Standard](#)
- [Recommendations to Improve Quality](#)

- B. BE IT RESOLVED, that the 2017-2018 Monthly Financial Report for the period ending October 31, 2017, be accepted.

Motion Steck / Second Coppernoll / Carried

2017-2018/44

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

- C. INFORMATION: County of Monterey Investment Report for the quarter ending September 30, 2017

[County Investment Report](#)

D. INFORMATION: Budget Calendar for FY 2017-18

Budget Calendar for FY 2017-2018

- E. BE IT RESOLVED, that the Governing Board approves the addendum to the AB 288 College and Career Access Pathways (CCAP) Agreement between Monterey Peninsula College and Monterey Peninsula Unified School District for 2017-2018, highlighting the Automotive Technology Pathway to be available at Seaside High School.

Motion Brown / Second Coppernoll / Carried

2017-2018/45

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

Chair Dunn Gustafson commended Dr. Tribley for his work towards this effort.

F. INFORMATION: Student Success Scorecard 2017

2017 Student Success Scorecard 2017, presented by Catherine Webb and Rosaleen Ryan.

G. INFORMATION: Program Review for the Physical Education Division

Physical Education Division Program Review, presented by Mr. Lyndon Schutzler.

- H. BE IT RESOLVED, that the Governing Board approves the employment agreement with Mr. David Martin to serve as the Vice President of Administrative Services of Monterey Peninsula Community College District, effective January 1, 2018 through December 31, 2020.

Motion Johnson / Second Steck / Carried

2017-2018/46

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

- I. INFORMATION: First Reading of Board Policies: 4230 – Grading and Academic Record Symbols; 4231 – Grade Changes; 4235 – Credit by Examination; 4240 – Academic Renewal; and 4400 – Community Services Programs

Chair Dunn Gustafson pointed out the revisions to Board Policies 4231 – Grade Changes and 4240 – Academic Renewal.

Public Comment

Dr. Heather Craig, Academic Senate President

- J. BE IT RESOLVED, that Board Policy 7440 – Whistleblower Protection, be renumbered Board Policy 7700 – Whistleblower Protection.



Motion Steck / Second Brown / Carried.

2017-2018/47

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

K. INFORMATION: 2017 Governing Board Self-Evaluation

Trustees Steck and Coppernoll served on an ad hoc subcommittee of the Board to develop the Board's evaluation process, timeline, and instruments. Trustee Steck [summarized the Board self-evaluation results](#) on behalf of the subcommittee.

L. INFORMATION: Proposed Governing Board Goals for 2018

Trustee Coppernoll reviewed the proposed Governing Board Goals for 2018 ([New Business Agenda Item L – Attachment B.](#))

The Board agreed to change Board Goal Number 7 to: "Be open and accessible to community and campus constituents."

Public Comment

Dr. Heather Craig, Academic Senate

M. BE IT RESOLVED, that the Governing Board submits potential nominees for the Monterey County School Boards Association's 2018 *Excellence in Education* Award to the Monterey County Office of Education.

Motion Johnson / Second Brown / Carried

2017-2018/48

Student Advisory Vote:	ABSENT:	Pak
AYES:	5	MEMBERS: Coppernoll, Dunn Gustafson, Johnson, Steck
NOES:	0	MEMBERS: None
ABSENT:	0	MEMBERS: None
ABSTAIN:	1	MEMBERS: Brown

The Board confirmed their support for the Carmel Ideas Foundation/Pebble Beach Authors & Ideas Festival as a nominee.

N. INFORMATION: Calendar of Events – No comments.

**BREAK: 4:09-4:20 p.m.**

**14. REPORTS AND PRESENTATIONS**

A. MPC Foundation

- 1) Report: Ms. Beccie Michael, Vice President of Advancement  
The Board received Ms. Michael's [report](#).
- 2) Monthly Donations: \$241,818.00.



- B. Academic Senate Report: Dr. Heather Craig, President  
 Dr. Craig conveyed her appreciation of the Board’s response to the Academic Senate’s request regarding board policy language referencing the role of the Academic Senate. / She expressed concern that the “Shared Governance” board policy is listed as policy number 2010 on the “Governing Board Policies – Archives” webpage, but that policy 2010 on the “Board Policies” webpage is entitled “Board Membership.” Dr. Crow explained that the District is currently renumbering the board policies to align with the Community College League of California’s (CCLC’s) board policy numbering system. He also reiterated the explanation included on the “Board Policies” webpage, which clarifies that the policies listed on the archives webpage remain in effect until they are transitioned to the new structure. / Dr. Craig also shared with the Board the Academic Senate’s recommendation to use gender neutral language—changing pronouns to “they/their”—in the sexual harassment policy
- C. MPCEA Report: Mr. Kevin Haskin, President – No report.
- D. MPCTA Report: Ms. Lauren Blanchard, President  
 Ms. Blanchard expressed appreciation that two faculty payment errors are in the process of being resolved. / She also spoke about the faculty evaluation process and the need for evaluations to be conducted consistently and according to contract. She indicated that she has yet to receive any administrative procedures or training materials related to faculty evaluations. / Chair Dunn Gustafson requested that Ms. Blanchard submit her comments in writing to Dr. Tribley for the Board’s review.
- E. ASMPC Report: Mr. Stephen Lambert, ASMPC President – No report.
- F. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs  
 The Board received Ms. Kamath’s written [report](#).
- G. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services  
 The Board received Mr. Walker’s [report](#).
- H. Administrative Services Report: Dr. Steven Crow, Vice President for Administrative Services  
 Dr. Crow conveyed his excitement regarding the hiring of David Martin as the incoming Vice President for Administrative Services, offered his congratulations to Mr. Midkiff for his recognition from the Chancellor’s Office, and commended Rosemary Barrios and Suzanne Ammons for their work.
- I. Superintendent/President’s Report: Dr. Walter Tribley, Superintendent/President  
 Dr. Tribley reported on the successful Evening of Opportunity Gala. / He reported that 23 of the approximately 31 remaining board policies were delivered to the President’s Advisory Group on November 28. / He reported that there have been robust conversations on campus regarding health and welfare and suggested that the Board schedule a study session on self-insurance, at which the District’s insurance consultants (Alliant) would give a presentation. He thanked the campus for the progress we’re making on many fronts – registration, marketing, and the impending completion of self-study report. / Dr. Tribley also thanked Dean Paul Long for his service. / Trustee Johnson commended Dr. Tribley for his calm and steady leadership moving the District forward on our response to ACCJC recommendations.
- J. Governing Board Comments
- 1) Community Human Services (CHS) Report – No report.
  - 2) Trustee Comments
    - a) Trustee Johnson commented on a marketing piece he received regarding DACA (Deferred Action for Childhood Arrivals).

b) Trustee Steck reported on the November meeting of the CCCT Board, at which they discussed: 1) the current funding formula; 2) the Governor's request that the Chancellor look into new online community colleges; 3) Assembly Bills 19 (Community Colleges: California College Promise), 21 (Public Postsecondary Education: Access to Higher Education for Every Student), and 705 (Seymour-Campbell Student Success Act of 2012: Matriculation Assessment); 4) Test 3B ("Equal Pain, Equal Gain"); and 5) PERS and STRS.

c) Trustee Coppernoll read from her written comment, which may be found [online](#). / Dr. Tribley credited Trustee Steck for getting former Congressman, Mr. Sam Farr's art on campus for an exhibit.

d) Vice Chair Brown commended the CCLC's 2017 Annual Convention and conveyed his appreciation that Board members are encouraged to attend these conferences, which provide invaluable learning and networking opportunities. He reported that he was informed that legalized marijuana will not be a significant source of funding for California community colleges.

e) Chair Dunn Gustafson also commented the CCLC's 2017 Annual Convention. / She reported on the lunch at UC Santa Cruz that she and Dr. Tribley attended with Janet Napolitano and college presidents from neighboring colleges, at which the UC system's acceptances of students for admission from California community colleges was one of the topics. / Chair Dunn Gustafson reported on a talk she heard from attorney Tom Maniello regarding board roles and responsibilities and suggested a study session on that topic for the Board.

## 15. ADVANCE PLANNING

A. Regular Board Meeting, December 20, 2017 at MPC Library & Technology Center

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

B. Regular Board Meeting, January 24, 2017 at MPC Library & Technology Center (date to be confirmed)

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

C. CCLC Effective Trusteeship Workshop & Board Chair Workshop, January 26-28, 2018  
The Effective Trusteeship Workshop's [Schedule at a Glance](#) was shared with the Board.

D. CCLC Annual Legislative Conference, January 28-29, 2018  
The Annual Legislative Conference's [Schedule at a Glance](#) was shared with the Board.

Vice Chair Brown confirmed his attendance at the Effective Trusteeship Workshop and Annual Legislative Conference. Chair Dunn Gustafson reported that she would be unable to attend. The remaining trustees noted that they follow-up with Ms. Anderson regarding their availability to attend one or both conferences.

16. **ADJOURNMENT** – Chair Dunn Gustafson adjourned the meeting at 5:29 p.m.

17. **CLOSED SESSION** – Not required.

Respectfully Submitted,



Dr. Walter Tribley  
Superintendent/President

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

*Posted February 23, 2017*

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

**REGULAR BOARD MEETING**

**WEDNESDAY, DECEMBER 20, 2017**

11:00 a.m., Stutzman Room, Library & Technology Center

1:30 p.m., Regular Meeting, Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey, CA 93940

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

**MINUTES**

1. **CALL TO ORDER** – Chair Dunn Gustafson called the meeting to order at 11:00 a.m.
2. **ROLL CALL**  
  
Present:  
Mr. Charles Brown, Vice Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilyn Dunn Gustafson, Chair  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Trustee  
Dr. Walter Tribley, Superintendent/President
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
  - A. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCEA/CSEA
    - 2) Agency Representatives: Susan Kitagawa, Laurence E. Walker, Dr. Steven L. Crow
  - B. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCTA/CTA
    - 3) Agency Representatives: Darren Kameya, Susan Kitagawa, Dr. Jon Knolle, and Dr. Steven L. Crow
  - C. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
  - D. Conference with Real Property Negotiator (Gov. Code section 54956.8)
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL** – Chair Dunn Gustafson asked for Roll Call at 1:30 p.m.  
  
Present:  
Mr. Charles Brown, Vice Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilyn Dunn Gustafson, Chair  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Trustee  
Dr. Walter Tribley, Superintendent/President  
Ms. Golnoush Pak, Student Trustee

**7. PLEDGE OF ALLEGIANCE**

The Board of Trustees recited the Pledge of Allegiance.

**8. REPORT OF ACTION TAKEN IN CLOSED SESSION** – Chair Dunn Gustafson reported that no action was taken in closed session.

**9. APPROVAL OF AGENDA**

Motion Johnson / Second Brown / Carried.

2017-2018/49

*New Business Agenda Items N, O, P, and Q were pulled from the agenda, as the CSEA hasn't yet received an approval from their regional office regarding the tentative agreement.*

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

**10. ORGANIZATION**

**A. Election of Chair of the Governing Board, Monterey Peninsula Community College District: Marilynn Dunn Gustafson. Seating of Board Chair.**

Motion Steck / Second Johnson / Carried.

2017-2018/50

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

**B. Election of Vice Chair of the Governing Board, Monterey Peninsula Community College District: Charles Brown. Seating of Board Vice Chair.**

Motion Johnson / Second Dunn Gustafson / Carried.

2017-2018/51

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

**C. Election of Secretary to the Governing Board, Monterey Peninsula Community College District: Walter A. Tribley.**

Motion Steck / Second Coppernoll / Carried

2017-2018/52

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

ABSENT: 0 MEMBERS: None  
ABSTAIN: 0 MEMBERS: None

- D. BE IT RESOLVED, that the fourth Wednesday of each month at 1:30 p.m. in the Sam Karas Room, Library and Technology Center, Monterey Peninsula College, be designated as the day, time, and place of the regular meetings of the Monterey Peninsula Community College District Governing Board, with the attached 2018 exceptions.

Motion Steck / Second Johnson / Carried. 2017-2018/53  
*The February Board meeting will be held on Wednesday, February 21, per the revised calendar.*

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

- E. BE IT RESOLVED, that the standing policies and procedures of the Governing Board of the Monterey Peninsula Community College District be continued in force for 2018.

Motion Coppernoll / Second Brown / Carried. 2017-2018/54

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

- F. BE IT RESOLVED, that Margaret-Anne Coppernoll and Marilynn Dunn Gustafson be designated as the Board Subcommittee for Governing Board Policies for 2018.

Motion Steck / Second Johnson / Carried. 2017-2018/55

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

- G. BE IT RESOLVED, that Charles Brown be designated as the educational liaison to the Monterey County School Board Association's Executive Committee for 2018.

Motion Johnson / Second Coppernoll/ Carried. 2017-2018/56

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

H. BE IT RESOLVED, that Dr. Loren Steck be designated as the Monterey Peninsula Community College District Governing Board representative to Community Human Services (CHS) for 2018, and that Victoria Phillips be designated as an alternate.

Motion Coppernoll / Second Brown / Carried.

2017-2018/57

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

## 11. RECOGNITION

### A. Acknowledgement of Guests

1. Dr. Crow, Vice President of Administrative Services, was recognized for his contributions to MPC by the Board of Trustees on the eve of his retirement.

## 12. PUBLIC COMMENTS – None.

## 13. CONSENT CALENDAR

BE IT RESOLVED,

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

1. That the Governing Board approves the minutes of the Regular Board meeting on October 25, 2017.
2. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donor.
3. That the November 15<sup>th</sup> manual payroll in the amount of \$3,315.29, the November 30<sup>th</sup> regular payroll in the amount of \$2,361,557.32, and the December 8<sup>th</sup> supplemental payroll in the amount of \$70,942.30 be approved.
4. That Commercial Warrants: 12353300 through 12353322, 12354035 through 12354058, 12354894 through 12354943, 12355682 through 12355737, 12356298 through 12356307, 12357337 through 12357391, 12358950 through 12359008, 12359454 through 12359479, in the amount of \$3,657,118.94 be approved.
5. That Purchase Orders B1800425 through B1800458 in the amount of \$138,463.46 be approved.
6. That the following budget increases in the Restricted Fund be approved:  
Increase of \$133,364.00 in funds received for FY 2017-2018.
7. That the following budget adjustments in the Restricted General Fund be approved:

Net decrease in the 1000 (Certificated Salary) Object expense category	\$	26,853
Net increase in the 2000 (Classified Salary) Object expense category	\$	25,275
Net increase in the 3000 (Benefits) Object expense category	\$	10,864
Net increase in the 5000 (Other/Services) Object expense category	\$	35,713



Net decrease in the 6000 (Capital Outlay) Object expense category	\$	5,000
Net decrease in the 7000 (Other Outgo) Object expense category	\$	40,000

**B. Faculty Personnel**

1. That the Governing Board ratifies the following item(s):
  - a) Authorize the recruitment and hiring of the full-time, tenure track positions in the following disciplines/departments: Access Services Librarian, Chemistry, Early Childhood Education, Computer Information Systems, English, Mathematics, Music, Nutrition, Physical Fitness, Psychology, Theatre Arts. (11 positions)
  - b) Employment of Laura Cote, full-time, temporary, non-tenure track Theatre Instructor, Column and Step placement pending verification of education and experience, for the spring 2018 semester, effective January 18, 2018.
  - c) Grant Equivalency to Minimum Qualification to Jared Phillips to teach Dance, effective Spring 2018.
  - d) Resignation of John Anderson, Music Instructor, Creative Arts, effective May 30, 2018 for the purpose of retirement, and confer upon him the title of Professor Emeritus. Mr. Anderson has served as a faculty member since 1989.
  - e) Resignation of Blanca Morgan, Math Learning Center Coordinator, Physical Science, effective December 5, 2017.
  - f) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Fall 2017.

**C. Classified Personnel**

1. That the Governing Board ratifies the following item(s):
  - a) Employment of Angela Carrasco, Categorical Services Coordinator, Student Services, Range 17, 40 hours per week, 12 months per year, effective December 21, 2017.
  - b) Employment of Amber Brumley, Categorical Services Coordinator, Student Services, Range 17, 40 hours per week, 12 months per year, effective January 2, 2018.
  - c) Resignation of Durell Duran, Library Specialist – Technical Services, Library, Range 17, 40 hours per week, 12 months per year, effective November 17, 2017.
  - d) Resignation of Raymundo Escalante, Instructional Technology Specialist, Humanities, Range 22, 40 hours per week, 12 months per year, effective January 1, 2018.

**D. 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 ratified.

Motion Steck / Second Coppernoll / Carried . 2017-2018/58

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

**14. NEW BUSINESS**

**A. INFORMATION: Accreditation Recommendations – Progress Report**

The Board received from Dr. Tribley a progress report on MPC’s response to accreditation recommendations. The report included MPC’s response to:

- [Recommendations to Meet the Standard](#)
- [Recommendations to Improve Quality](#)

Dr. Tribley corrected the information reported under numbers 15 and 18 (Recommendations to Improve Quality): 1) the board is not receiving board policies today for a first reading, 2) twenty-three board policies and 30 administrative procedures were provided to the Board Policies Subcommittee on December 8, and 3) five board policies are being recommended for adoption today to the Board. / Further, he reported that 88.5% of our courses have been assessed as of this morning, per Ms. Catherine Webb, Interim Dean of Planning, Research, and Institutional Effectiveness. He noted that faculty have identified additional courses that they want to either archive or will assess when they are offered, as new courses. / Dr. Jon Knolle, Dean of Instruction, Library Learning Resources, and Online Education added that courses that have not been assessed as of July 1, will not be included in the Fall 2018 schedule.

B. INFORMATION: Citizens' Bond Oversight Committee Annual Report 2016-17

The Board received a summary of the [2016-17 Citizens' Bond Oversight Committee \(CBOC\) Annual Report](#) from CBOC Chair Wayne Cruzan. / The committee was commended for their efforts.

C. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending September 30, 2017, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

Motion Brown / Second Steck / Carried. 2017-2018/59

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

D. BE IT RESOLVED, that the Governing Board approves the following as authorized signatories on behalf of Monterey Peninsula Community College District for the respective official documents, effective January 1, 2018:

- a) Dr. Walter Tribley, Superintendent/President, and David Martin, Vice President, Administrative Services, for all expenditure warrants, contracts, and other official documents.
- b) Rosemary Barrios, Controller, for all expenditure warrants and other official documents with the exception of contracts.

Motion Steck / Second Brown / Carried. 2017-2018/60

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

E. BE IT RESOLVED, that the Governing Board approves Dr. Walter Tribley, Superintendent/President; David Martin, Vice President, Administrative Services; and Rosemary Barrios, Controller, to be authorized signatories for the bankcard accounts maintained by Monterey Peninsula College at Union Bank, effective January 1, 2018.

Motion Johnson / Second Coppernoll / Carried. 2017-2018/61

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

ABSENT: 0 MEMBERS: None  
ABSTAIN: 0 MEMBERS: None

- F. INFORMATION: Review of the District's participation in the Community College League of California (CCLC) Retiree Health Benefit Program Joint Powers Authority.

Dr. Crow reported that MPC has achieved over 9% (almost \$700,000) to the balanced fund. Dr. Tribley noted we can at any time consider putting more money into the irrevocable trust, but he recommended waiting to do so.

- G. BE IT RESOLVED, that the Governing Board approves the independent contract with Ed Johnson for professional services as related to facilities planning consultant services through June 30, 2018.

Motion Steck / Second Johnson / Carried.

2017-2018/62

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

- H. BE IT RESOLVED, that the Governing Board authorizes Dr. Steven L. Crow, Vice President of Administrative Services, to enter into a contract with Kitchell CEM, for Program Management Services for the period January 1, 2018 through June 30, 2018.

Motion Johnson / Second Coppernoll / Carried.

2017-2018/63

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

- I. BE IT RESOLVED, that the Governing Board approves the job description for Director of Facilities at Range 60 of the Management-Supervisory Salary Schedule, and

BE IT FURTHER RESOLVED, that the Governing Board authorizes the recruitment to fill the position of Director of Facilities.

Motion Coppernoll / Second Brown / Carried.

2017-2018/64

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

- J. BE IT RESOLVED, that the Governing Board approves the 2017-2019 Monterey Peninsula College Integrated Basic Skills Initiative, Student Success and Support Program, and Student Equity Plan dated December 2017.

Motion Steck / Second Johnson / Carried.

2017-2018/65

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

K. INFORMATION: Career Technical Education Outcomes Survey (CTEOS) Results

The Board received a [presentation](#) from Dr. Rosaleen Ryan and Ms. Judith Cutting.

L. INFORMATION: Report Summarizing Monterey Peninsula College’s Submission of the Guided Pathways Self-Assessment to the California Community College Chancellor’s Office.

The Board received a [presentation](#) from Dr. Jon Knolle.

Public Comment

- A. Nick Pasculli, TMD
- B. Heather Craig, Academic Senate President

M. BE IT RESOLVED, that the Governing Board approves the Tentative Agreement between the Monterey Peninsula Community College District and Monterey Peninsula College Employees Association Chapter #245, dated November 13, 2017, for a successor agreement for the period July 1, 2017 through June 30, 2020.

Motion Johnson / Second Brown / Carried. 2017-2018/66

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

~~N. BE IT RESOLVED, that the Governing Board approves the Tentative Agreement between the Monterey Peninsula Community College District and Monterey Peninsula College Employees Association Chapter #245, dated December 4, 2017, increasing the Classified Salary Schedule by 1%, effective January 1, 2018.~~

~~BE IT FURTHER RESOLVED, that the Governing Board approves the Classified Salary Schedule effective January 1, 2018.~~

~~O. BE IT RESOLVED, that the Governing Board approves the Confidential Salary Schedule effective January 1, 2018.~~

~~P. BE IT RESOLVED, that the Governing Board approves the Management Supervisory Salary Schedule effective January 1, 2018.~~

~~Q. BE IT RESOLVED, that the Governing Board approves the Administrative Salary Schedule effective January 1, 2018.~~

R. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding of August 18, 2017 entitled “Physical Sciences Lab Managers” between Monterey Peninsula California Employees Association Chapter #245 and the Monterey Peninsula Community College District.

Motion Brown / Second Coppernoll / Carried.

2017-2018/67

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

- S. BE IT RESOLVED, that the Governing Board approves the attached 2017-2018 salary schedules for Short-Term, Non-Continuing (non-classified) and Student employee salary schedules, effective January 1, 2018.

Motion Steck / Second Coppernoll / Carried.

2017-2018/68

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

- T. BE IT RESOLVED, that Board Policies: 4230 – Grading and Academic Record Symbols; 4231 – Grade Changes; 4235 – Credit by Examination; 4240 – Academic Renewal; and 4400 – Community Services Programs, be adopted.

Motion Johnson / Second Coppernoll / Carried.

2017-2018/69

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

- U. BE IT RESOLVED, that the Monterey Peninsula College Governing Board Goals for 2018, be adopted.

Motion Coppernoll / Second Johnson / Carried.

2017-2018/70

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

- V. INFORMATION: Calendar of Events  
Special Board Meeting regarding Self-Insurance – The Board agreed to meet at Noon on March 16.

**BREAK: 2:38 p.m. – 2:55 p.m.**

## 15. REPORTS AND PRESENTATIONS

### A. MPC Foundation



- 1) Report: Ms. Beccie Michael, Vice President of Advancement  
The Board received Ms. Michael's [report](#).
  - 2) Monthly Donations: \$269,326.00
- B. Academic Senate Report: Dr. Heather Craig, President  
The Board received Dr. Craig's [Academic Senate Report](#) to the Board.
- C. MPCEA Report: Mr. Kevin Haskin, President – No report.
- D. MPCTA Report: Ms. Lauren Blanchard, President – No report.
- E. ASMPC Report: Mr. Stephen Lambert, ASMPC President  
Mr. Lambert reported that this semester has been, in his experience, the ASMPC's best semester due to its members and their efforts, which included a holiday activity with children at the CDC, the assembling of ASMPC committees, and assisting students with utilizing appropriate tutoring services.
- F. Review of 2016-2017 Finances: Dr. Steven Crow, Vice President for Administrative Services and Dr. Walter Tribley, Superintendent/President  
  
The Board received the [Review of 2016-17 Finances](#) from Dr. Tribley and Dr. Crow.
- G. President's Budget Planning Assumptions for 2018-2019: Dr. Walter Tribley, Superintendent/President and Dr. Steven Crow, Vice President for Administrative Services  
  
The Board received the [President's 2018-2019 Budget Assumptions](#) from Dr. Tribley and Dr. Crow.
- H. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services  
The Board received Mr. Walker's [report](#).
- I. Administrative Services Report: Dr. Steven Crow, Vice President for Administrative Services – No report.
- J. Superintendent/President's Report: Dr. Walter Tribley, Superintendent/President  
Dr. Tribley thanked Mr. Nick Pasculli of TMD, Lewis Leader, and the rest of the TMD team for their marketing and communications support.
- K. Governing Board Comments
- 1) Community Human Services (CHS) Report – No report.
  - 2) Trustee Comments
    - a) Student Trustee Pak thanked the Board for the opportunity to attend the CCLC Annual Convention and provided a [report](#) of her attendance.
    - b) Trustee Johnson wished everyone happy holidays.
    - c) Trustee Coppernoll shared Dr. Paul Long's comments at his farewell reception, at which he told her that he'd spent 26 years in the college system and that we have the best leadership and administrators and very strong faculty and praised our efforts in numerous areas. She also wished everyone happy holidays.
    - d) Trustee Steck – No report.
    - e) Trustee Brown reported on the Fire Academy Graduation, at which 13 students graduated.
    - f) Chair Dunn Gustafson thanked Dr. Crow for his contributions to MPC.

## 16. ADVANCE PLANNING

- A. Regular Board Meeting, January 24, 2017 at MPC Library & Technology Center

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

B. Regular Board Meeting, February ~~28~~ 21, 2017 at MPC Library & Technology Center

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

C. Special Board Meeting: Board Study Session – Self-Insurance  
Date confirmed: Friday, March 16, 2018 at Noon.

D. Special Board Meeting: Board Study Session – Roles and Responsibilities of the Board, date to be determined

17. **ADJOURNMENT** – Chair Dunn Gustafson adjourned the meeting at 4:51 p.m.

18. **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/GoverningBoard](http://www.mpc.edu/GoverningBoard).*

*Posted February 23, 2018*



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

**REGULAR BOARD MEETING**

**WEDNESDAY, JANUARY 24, 2018**

11:00 a.m., Stutzman Room, Library & Technology Center

1:30 p.m., Regular Meeting, Sam Karas Room, Library & Technology Center

980 Fremont Street, Monterey, CA 93940

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

**MINUTES**

1. **CALL TO ORDER** – Chair Dunn Gustafson called the meeting to order at 11:00 a.m.
2. **ROLL CALL**  
  
Present:  
Mr. Charles Brown, Vice Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilyn Dunn Gustafson, Chair  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Trustee  
Dr. Walter Tribley, Superintendent/President
3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS** – None.
4. **CLOSED SESSION**
  - A. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
  - B. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCEA/CSEA
    - 2) Agency Representatives: Susan Kitagawa, Laurence E. Walker, David J. Martin
  - C. Conference with Labor Negotiators (Government Code Section 54957.6)
    - 1) Employee Organization: MPCTA/CTA
    - 3) Agency Representatives: Darren Kameya, Susan Kitagawa, Dr. Jon Knolle, Kiran Kamath, and David J. Martin
5. **RECONVENE TO OPEN SESSION / CALL TO ORDER**
6. **ROLL CALL**  
  
Present:  
Mr. Charles Brown, Vice Chair  
Dr. Margaret-Anne Coppernoll, Trustee  
Ms. Marilyn Dunn Gustafson, Chair  
Mr. Rick Johnson, Trustee  
Dr. Loren Steck, Trustee  
Dr. Walter Tribley, Superintendent/President  
Ms. Golnoush Pak, Student Trustee

**7. PLEDGE OF ALLEGIANCE**

The Board of Trustees recited the Pledge of Allegiance.

**8. REPORT OF ACTION TAKEN IN CLOSED SESSION** – Chair Dunn Gustafson reported that no action was taken in closed session.

**9. APPROVAL OF AGENDA**

Motion Johnson / Second Coppernoll / Carried

2017-2018/71

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

**10. RECOGNITION**

**A. Moment of Silence**

1. Dr. Robert Infelise, MPC Board of Trustees, 1991-2007 – deceased, January 12, 2018  
Chair Dunn Gustafson read comments from former MPC Trustee, Dr. Jim Tunney, in recognition of Dr. Infelise. Chair Dunn Gustafson and Trustee Steck also offered comments honoring Dr. Infelise.

**B. Acknowledgement of Guests**

1. Introductions:
  - a. David Martin, Vice President for Administrative Services
  - b. Steve Napoleon, Director of Marketing and Communications  
Dr. Tribley introduced Mr. Martin and Mr. Napoleon.
2. Recognition:
  - a. Shawn Anderson, Assistant to the Superintendent/President  
Dr. Tribley announced Ms. Anderson’s promotion.

**11. PUBLIC COMMENTS**

- A. Mr. Lewis Leader, Monterey resident, spoke in recognition of Dr. Robert Infelise.

**12. CONSENT CALENDAR**

BE IT RESOLVED,

- A. Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notice of Public Hearings and Proclamations:
  1. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donors.
  2. That the December 22<sup>nd</sup> regular payroll in the amount of \$2,400,862.36, the January 5<sup>th</sup> manual payroll in the amount of \$2,137.12, and the January 10<sup>th</sup> supplemental payroll in the amount of \$40,462.10 be approved.

3. That Commercial Warrants 12360312 through 12360345, 12361129 through 12361227, 12362140 through 12362186, 12363201 through 12363258, in the amount of \$1,282,901.06 be approved.
4. That Purchase Orders B1800459 through B1800480 in the amount of \$249,986.09 be approved.
5. That the following budget increases in the Restricted Fund be approved:  
Increase of \$669,385.00 in funds received for FY 2017-2018.
6. That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net decrease in the 1000 (Certificated Salary) Object expense category	\$ 1,500
Net increase in the 2000 (Classified Salary) Object expense category	\$ 1,000
Net decrease in the 5000 (Other/Services) Object expense category	\$ 1,953
Net increase in the 6000 (Capital Outlay) Object expense category	\$ 407
Net increase in the 7000 (Other Outgo) Object expense category	\$ 2,046
7. That the following budget increases in the Capital Outlay Fund be approved:  
Increase of \$592,828 in revenue  
Increase of \$167,376 in expense

B. Management, Supervisor, Confidential Personnel

1. That the Governing Board approves the following item(s):
  - a) Employment of Shawn Anderson, Assistant to the Superintendent/President, President's Office, 40 hours per week, 12 months per year, effective January 25, 2018.

C. Faculty Personnel

1. That the Governing Board ratifies the following item(s):
  - a) Employment of Laura Cote, full-time, temporary, non-tenure track Theatre Instructor, Column and Step placement pending verification of education and experience, for Spring 2018, effective January 18, 2018.
  - b) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2018.

D. Classified Personnel

1. That the Governing Board ratifies the following item(s):
  - a) Employment of Lynn Anderson, Accounting Specialist, Fiscal Services, Range 12, 40 hours per week, 12 months per year, effective January 25, 2018.
  - b) Employment of Edy Ortega Velasco, Custodian-Lead, Facilities, Range 8, 40 hours per week, 12 months per year, effective January 25, 2018.
  - c) Change in assignment, Christine Ramsey-Wood, Sciences Laboratory Manager, Physical Science, Range 23, 40 hours per week, 12 months per year, to Sciences Laboratory Manager, Physical Science, Range 23, 40 hours per week, 11 months per year, effective August 18, 2017.
  - d) Change in assignment, Timothy McKnew, Sciences Laboratory Manager, Physical Science, Range 23, 40 hours per week, 10 months per year, to Sciences Laboratory Manager, Physical Science, Range 23, 40 hours per week, 11 months per year, effective August 18 2017.

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 ratified.

Motion Steck / Second Coppernoll / Carried

2017-2018/72

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

**13. NEW BUSINESS**

- A. BE IT RESOLVED, that the Governing Board receives the District’s annual Financial Audit Report for the fiscal year ending June 30, 2017.

Motion Brown/ Second Johnson/ Carried. 2017-2018/73

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

Mr. Ryan Milligan, CPA Auditor Manager with the firm of Vavrinek, Trine, Day & Co., presented the Independent Auditor’s report entitled, “Monterey Peninsula Community College District Annual Financial Report: June 30, 2017.” He reported that the audit resulted in three “unmodified” opinions—the highest level of assurance auditors can give—for MPC’s Financial Statements, Federal Awards, and State Awards. / Dr. Tribley noted that the terms of the Board of Trustees, listed on page 70, have changed and need to be updated. / Chair Dunn Gustafson thanked Rosemary Barrios, Controller, and her staff for their work.

- B. BE IT RESOLVED, that the Governing Board receives the District’s Measure I General Obligation Bonds Performance Audit and Independent Auditors’ reports for the fiscal year ended June 30, 2017.

Motion Johnson / Second Steck / Carried. 2017-2018/74

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

Mr. Ryan Milligan presented the Independent Auditors’ reported entitled, “Monterey Peninsula Community College District Measure I General Obligation Bonds, Election 2002 Financial and Performance Audit: June 30, 2017.” He reported that this audit also resulted in an “unmodified” opinion. / Chair Dunn Gustafson commended the Citizens’ Bond Oversight Committee for their oversight of the Bond.

- C. BE IT RESOLVED, that the Governing Board reviews and accepts the MPC Foundation Audit Statements and Management Letters for the years ending December 31, 2015 and December 31, 2016.

Motion Steck / Second Coppernoll / Carried . 2017-2018/75

Student Advisory Vote:	AYE:	Pak
AYES:	5	MEMBERS: Brown, Coppernoll, Dunn Gustafson, Johnson, Steck

NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

D. INFORMATION: Accreditation Recommendations – Progress Report

The Board received from Dr. Tribley a progress report on MPC’s response to accreditation recommendations. The report included MPC’s response to:

- Recommendations to Meet the Standard
- Recommendations to Improve Quality

Dr. Tribley also presented a draft of the Program Assessment Plan to the Board, which was recommended to him by the Learning Assessment Committee on January 22, 2018. He noted that the final plan will be brought to the Board in February for approval. / Dr. Tribley also provided board policies 2005 – Academic Senate and 2010 – Shared Governance to the Board Policies Subcommittee for their initial review. / He reported that the first part of the draft follow-up report to be submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC) will be presented to the Board in February. A special Board meeting needs to be scheduled in mid-March for a final review of the follow-up report to the ACCJC. / The Board offered their congratulations to Dr. Tribley and all who participated in responding to the ACCJC’s recommendations. Dr. Tribley credited the campus community for their extraordinary work to meet ACCJC standards.

E. BE IT RESOLVED, that the 2017-2018 Monthly Financial Report for the period ending December 31, 2017, be accepted.

Motion Steck / Second Coppernoll / Carried. 2017-2018/76

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

F. BE IT RESOLVED, that the Quarterly Financial Status Report for the quarter ending December 31, 2017, as presented on form CCFS 311Q, be accepted and made part of the minutes of this meeting.

Motion Steck / Second Coppernoll / Carried. 2017-2018/77

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

G. BE IT RESOLVED, that the Governing Board approves the Tentative Agreement (TA) between the Monterey Peninsula Community College District and Monterey Peninsula College Employees Association, Chapter #245, dated December 4, 2017, increasing the Classified Salary Schedule by 1%, effective January 1, 2018.

BE IT FURTHER RESOLVED, that the Governing Board approves the Classified Salary Schedule effective January 1, 2018.

Motion Brown / Second Coppernoll / Carried. 2017-2018/78

The revision, reflecting the vote of the CSEA, was approved.

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

- H. BE IT RESOLVED, that the Governing Board approves the Confidential Salary Schedule, effective January 1, 2018 reflecting a 1% increase.

Motion Johnson / Second Coppernoll / Carried. 2017-2018/79

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

- I. BE IT RESOLVED, that the Governing Board approves the Management-Supervisory Salary Schedule, effective January 1, 2018 reflecting a 1% increase.

Motion Brown / Second Steck / Carried 2017-2018/80

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

- J. BE IT RESOLVED, that the Governing Board approves the Administrative Salary Schedule, effective January 1, 2018 reflecting a 1% increase.

Motion Steck / Second Coppernoll / Carried. 2017-2018/81

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

Chair Dunn Gustafson reported that Dr. Tribley is the only administrator whose salary will not increase at this time, as his salary increases only when faculty salaries increase. Trustee Steck noted that this is an unusual practice but was done so at Dr. Tribley's request. / The trustees congratulated the negotiation team: Susan Kitagawa, Laurence Walker, and David Martin. College Employee Association: Kevin Haskin, Sean Willis, and Michelle Brock.

- K. BE IT RESOLVED, that the 2018-2019 nonresident tuition fee for the District be established in accordance with ECS 76140 at \$258.00 per semester unit.

Motion Johnson / Second Steck / Carried. 2017-2018/82

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

- L. BE IT RESOLVED, that the Governing Board declares as surplus the two 2004 GMC passenger vans and direct the disposal of these items in accordance with Board guidelines and Education Code requirements.

Motion Steck / Second Johnson / Carried. 2017-2018/83

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

- M. BE IT RESOLVED, that the Governing Board appoints Mr. David J. Martin, Vice President of Administrative Services, as the District's primary representative and reappoints Dr. Walter Tribley, Superintendent/President, as the District's alternate representative to the Bay Area Community College District's Pool-JPA for Property and Liability, for Monterey Peninsula College, effective February 1, 2018.

Motion Coppernoll / Second Brown / Carried. 2017-2018/84

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

- N. BE IT RESOLVED, that the Governing Board appoints Mr. David J. Martin, Vice President of Administrative Services, as the District's primary representative and reappoints Susan Kitagawa, Associate Dean of Human Resources, as the District's alternate representative to the Northern California Community College Pool-JPA for Workers Compensation, for Monterey Peninsula College, effective February 1, 2018.

Motion Steck / Second Coppernoll / Carried. 2017-2018/85

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

- O. BE IT RESOLVED, that the Memorandum of Agreement with MATE Inspiration for Innovation be approved as proposed.

Motion Brown / Second Coppernoll / Carried. 2017-2018/86



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

- P. BE IT RESOLVED, that the Governing Board approves the Memorandum of Understanding between the Monterey County Office of Education, Quality Matters, and Monterey Peninsula College Child Development Center, for Professional Development Stipend not to exceed \$7,000.00. This agreement for services and compensation of staff time is effective December 1, 2017 to June 30, 2018.

Motion Johnson / Second Brown / Carried. 2017-2018/87

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

- Q. BE IT RESOLVED, that the independent contractor's agreement with Vicki Nakamura for consultant services related to Fort Ord planning issues and special projects, be approved.

Motion Coppernoll / Second Steck / Carried. 2017-2018/88

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

- R. BE IT RESOLVED, that the following new courses be approved:

New Courses

LETP 207	Homicide Investigation
LETP 236	Advanced Officer Skills II

Motion Steck / Second Brown / Carried. 2017-2018/89

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

- S. INFORMATION: First Reading of Board Policies: 3260 – Sustainability; 3280 – Grants; 3300 – Public Records; 3501 – Campus Security and Access; 3503 – Missing Student Notification; 3550 – Drug Free Environment and Drug Prevention Program; 3560 – Alcoholic Beverages; 3710 – Securing of Copyright; 3715 – Intellectual Property; 3720 – Computer and Network Use; 3820 – Gifts; 3900 – Speech: Time, Place, and Manner; 4060 – Delineation of Functions Agreements; 4115 – College Catalog; 6307 – Debt Issuance and Management; 7140 – Collective Bargaining; 7210 –

Academic Employees; 7230 – Classified Employees; 7236 – Substitute and Short-Term Employees; 7250 – Educational Administrators; 7260 – Classified Supervisors and Managers; 7360 – Discipline and Dismissal, Academic Employees; and 7365 – Discipline and Dismissal, Classified Employees

Dr. Tribley reported that we are on the eve of finalizing our follow-up report; therefore, it's important that all of our remaining policies are in review. This group of 23 policies is in various stages of the review process. We've received input from some trustees today and we received some suggested edits in yesterday's meeting of the President's Advisory Group (PAG), as well. In yesterday's PAG meeting, there were two board policies – 3900 Speech: Time, Place, and Manner, and 7360—Discipline & Dismissal, Academic Employees that will be going back through the review process for further discussion. / Chair Dunn Gustafson noted that Trustee Steck had some suggestions for the revision of the board policies and distributed them to the trustees for their review. She also reported that Trustee Steck will be acting in her stead on the Board Policies Subcommittee during her travels in February. / Trustee Brown suggested the addition of cannabis products to Board Policy 3550 – Drug Free Environment and Drug Prevention Program. / Chair Dunn Gustafson recommended that trustees forward any input they may have on these twenty-three policies to Dr. Tribley and Trustees Coppernoll and Steck.

- T. INFORMATION: Administrative Procedures 2410 – Board Policies and Administrative Procedures and 7121 – Recruitment and Hiring: Administrators and Managers

Dr. Tribley noted that these two administrative procedures relate to the ACCJC recommendations. Dr. Tribley reviewed the revisions to Administrative Procedures 2410 – Board Policies and Administrative Procedures.

- U. BE IT RESOLVED, that the Governing Board endorses Carmel Ideas Foundation/Pebble Beach Authors and Ideas Festival, Monterey County Free Libraries, and Sunset Center Classroom Connection as candidates for the 2018 Monterey County School Boards Association Excellence in Education Award.

Motion Steck / Second Johnson / Carried.

2017-2018/90

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

- V. INFORMATION: Calendar of Events – No discussion.

**BREAK: 2:45-3:00 p.m.**

#### 14. REPORTS AND PRESENTATIONS

*Dr. Tribley's report occurred first. The Board then returned to their regular order of reports.*

A. MPC Foundation

- 1) Report: Ms. Beccie Michael, Vice President of Advancement  
The Board received Ms. Michael's report.
- 2) Monthly Donations: \$138,127 (in December 2017)

- B. Academic Senate Report: Dr. Heather Craig, President – No report. / The Academic Senate was congratulated on Flex Day activities, including "Campus Conversation."

- C. MPCEA Report: Mr. Kevin Haskin, President

Mr. Haskin reported that the CSEA ratified their contract and are thankful for the 1% that was offered by the District. / He also reported that the CSEA is representing one member on a disciplinary action. They're working hard to find a solution with the District and are confident that a resolution will be reached.

- D. MPCTA Report: Ms. Lauren Blanchard, President – No report.
- E. ASMPC Report: ~~Mr. Stephen Lambert, ASMPC President~~ Ms. Golnoush Pak, Student Trustee  
Ms. Pak reported that student ID process is working well and that the ASMPC will hold its first meeting this Friday, January 26<sup>th</sup>.
- F. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs  
The Board received Ms. Kamath's report from Dr. Jon Knolle, Dean of Instruction. / Mr. Nick Pasculli of TMD noted that advertising for late start classes has commenced.
- G. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services  
The Board received Mr. Walker's report.
- H. Administrative Services Report: Mr. David J. Martin, Vice President for Administrative Services  
The Board received Mr. Martin's report.
- I. Superintendent/President's Report: Dr. Walter Tribley, Superintendent/President  
Dr. Tribley reported that Mr. and Mrs. Mel and Regina Mason will be the recipients of the 2018 President's Award. / He reported that the Educational Master Plan will commence with the next President's Advisory Group meeting. He noted the many benefits to MPC of an Educational Master Plan. He spoke about the need for us to have a robust community education program, as we start getting funded based on completion. He noted that the educational master plan will trigger other localized plans, such as the Facilities Master Plan, elsewhere on campus. / He reported that the South Bay JPA, of which MPC is the major investor, has been moved from San Jose to Gavilan College, which will be moving to be a Basic Aid District. The South Bay JPA will be facilitating a strategic plan, to be led by Catherine Webb.
- J. Governing Board Comments
  - 1) Community Human Services (CHS) Report – No report.
  - 2) Trustee Comments
    - a) Trustee Steck reported on his attendance at the CCCT Board of Governor's meeting on January 16, 2018. The topics that were discussed included: 1) online college initiative which would be run through the Chancellor's office; 2) governor's budget proposal; 3) California Promise Program; 4) potential consolidation of categorical funds; 5) the chancellor's "Vision for Success." / Dr. Heather Craig commented on acceleration work that is going on at MPC. / Student Trustee Pak spoke about the Los Angeles Trade Technical College's efforts to address student equity gaps.
    - b) Trustee Coppernoll – No report.
    - c) Trustee Johnson – No report.
    - d) Student Trustee Pak – No report.
    - e) Vice Chair Brown expressed concern regarding the PROSPER Act, which reauthorizes programs governed by the Higher Education Act and could be detrimental to community colleges. / He also reported on the Village Project's January 20<sup>th</sup> event at which on a January 20<sup>th</sup> event at which K-4 children were taught about their history, and in which MPC's basketball players participated as mentors. He commended Mr. Larry Walker and Mr. Stan Armstead for their involvement and noted that this is one of the many ways our people interact with young children in the community.
    - f) Chair Dunn Gustafson commended Meg Bolger, the keynote speaker who spoke about gender issues on Flex Day. Chair Dunn Gustafson inquired as to whether or not we have

gender neutral bathrooms at MPC. Dr. Tribley responded that we have several on campus and we need more. / She expressed interest in following the progress of community education as it comes back to MPC. / She inquired as to the status of the Enterprise Resource Planning System (ERP). Dr. Tribley noted that we'll be looking at a strategy for purchasing an ERP, now that we're fiscally solvent. He reported that we need to continue to streamline our procedures to prepare for an ERP. Mr. Martin noted that the ERP is part of the 2018-19 budget development process. / Chair Dunn Gustafson reported that she'll be out of the country from January 26-February 19. She will return on February 20<sup>th</sup>; however, Trustee Brown will chair the February 21<sup>st</sup> Board meeting.

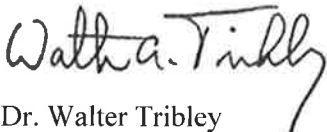
**15. ADVANCE PLANNING**

- A. Regular Board Meeting, February 21, 2018 at MPC Library & Technology Center
  - 1. Closed Session: 11:00am, Stutzman Room
  - 2. Regular Meeting: 1:30pm, Sam Karas Room
- B. Special Board Meeting: Board Study Session – Self-Insurance, March 16, 2018, 12:00 p.m., at MPC Library & Technology Center, Sam Karas Room
- C. Regular Board Meeting, March 28, 2018 at MPC Library & Technology Center
  - 1. Closed Session: 11:00am, Stutzman Room
  - 2. Regular Meeting: 1:30pm, Sam Karas Room
- D. Special Board Meeting: Board Study Session – Roles and Responsibilities of the Board, date to be determined

**16. ADJOURNMENT** – Chair Dunn Gustafson adjourned the meeting at 3:58 p.m.

**17. CLOSED SESSION** – Not required.

Respectfully Submitted,



Dr. Walter Tribley  
Superintendent/President

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

*Posted February 23, 2018*

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. A.2

Superintendent/President  
College Area

### Proposal:

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

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

- Kim D. Rose \$1,000 to fund the Maurine Church Coburn School of Nursing's Rose Scholarship
- Mary Stocker \$500 to the Maurine Church Coburn School of Nursing to provide scholarship assistance to a nursing student

### Budgetary Implications:

None.

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

**Recommended By:** Dr. Walter Tribley, Superintendent/President

**Prepared By:**

Shawn Anderson

Shawn Anderson, Executive Assistant to Superintendent/President and Governing Board

**Agenda Approval:**

Walter Tribley

Dr. Walter Tribley, Superintendent/President

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. A.3

Fiscal Services  
College Area

### Proposal:

Approve the January manual, the January regular, and the February supplemental payrolls.

### Background:

January 12, 2018	Manual Payroll	\$ 635.34
January 31, 2018	Regular Payroll	\$1,805,941.60
February 9, 2018	Supplemental Payroll	<u>\$ 24,753.63</u>
	Total	\$1,831,330.57


### Budgetary Implications:

Budgeted.

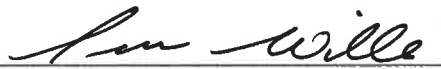
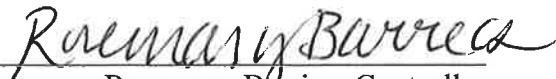
**RESOLUTION: BE IT RESOLVED,** that the:

January 12<sup>th</sup> manual payroll in the amount of \$635.34, the January 31<sup>st</sup> regular payroll in the amount of \$1,805,941.60, and the February 9<sup>th</sup> supplemental payroll in the amount of \$24,753.63 be approved.

Recommended By:

  
\_\_\_\_\_  
David J. Martin, Vice President of Administrative Services

Prepared By:

   
\_\_\_\_\_  
Sean Willis or Gina Davi, Payroll Analyst      Rosemary Barrios, Controller

Agenda Approval:

  
\_\_\_\_\_  
Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

February 21, 2018

Consent Agenda Item No. A.4

Fiscal Services
College Area

Proposal:

Approve Commercial Warrants for January 2018.

Background:

Table with 2 columns: Warrant Number Range and Amount. Includes rows for ranges like 12364914 through 12364938 and a total of \$1,058,307.08.

Budgetary Implications:

Budgeted.

RESOLUTION: BE IT RESOLVED, that Commercial Warrants: 12364914 through 12364938, 12365405 through 12365455, 12366458 through 12366496, 12367194 through 12367234, 12368294 through 12368335, 12369215 through 12369247, 12370567 through 12370571, 12371499 through 12371558 in the amount of \$ 1,058,307.08 be approved.

Recommended By:

Signature of David J. Martin, Vice President for Administrative Services

Prepared By:

Signatures of Veronica Garcia, Accounting Specialist and Rosemary Barrios, Controller

Agenda Approval:

Signature of Dr. Walter Tribley, Superintendent/President



Checks Dated 01/02/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12364914	01/02/2018	AdSpec	01-7600	PV 6889		3,299.02
12364915	01/02/2018	AmeriPride Uniform Services	01-6200	Art-Open order		53.02
12364916	01/02/2018	Anongchanya, Grace	01-5200	PV 6890 MILEAGE 6-25-17 TO 7-16-17		194.74
12364917	01/02/2018	Coronel, Jessica	01-5200	PV 6891 MILEAGE REIMB 12-7-17		21.40
12364918	01/02/2018	Deen, Stephanie	01-4700	PV 6892 REIMB REFRESHMENT FOR WORKSHOP 12-5-17 AND 12-14-17		79.11
12364919	01/02/2018	EDGT	01-4300	PV 6893		125.00
12364920	01/02/2018	Evans, Jacquelynn	01-5200	PV 6894 MILEAGE REIMB 12-1-17 TO TRAVEL PITTSBURG		142.31
12364921	01/02/2018	Fern, Valerie	01-5800	Men's Athletics-Independent Contractor		440.00
12364922	01/02/2018	FHEG MPC BOOKSTORE	01-7600	AUG-OCT 2017		22,578.96
12364923	01/02/2018	Garcia, Kayla	01-5200	PV 6896 TRAVEL REIMB DEC 4-8 2017		50.00
12364924	01/02/2018	Gorbea, Meya	01-4700	PV 6898 REIMB FOR REFRESHMENTS FOR MEETING SEPT-OCT 2017		33.00
12364925	01/02/2018	Gutierrez, Emily	01-4700	PV 6897 REIMB FOR FOOD FOR MEETING 12-1-17		113.05
12364926	01/02/2018	Kitchell CEM	48-5100	Gen. Instit. Bond-Program management		50,505.00
12364927	01/02/2018	Lawrence, James	01-5200	PV 6899 REIMB FOR ATTENDING THE SMOG LICENSING EXAM		157.39
12364928	01/02/2018	Lofgren, Kenneth	01-5100	Gen Instit. Contg-Independent Contractor		305.46
12364929	01/02/2018	LOOMIS	01-5800	Fiscal-open order		1,506.55
12364930	01/02/2018	Nauticus Foundation	01-5200	PV 6900 2017-2018 ITEST SUPPORT FOR MATE MID-ATLANTIC REG		3,900.00
12364931	01/02/2018	Office Depot	01-4300	Physical Science-Open order		31.78
12364932	01/02/2018	PACIFIC GAS & ELECTRIC	01-5500	MPC Ed Center-open order	299.68	
				PSTC-open order	2,749.58	3,049.26
12364933	01/02/2018	Reyes, Justin	01-5100	PV 6901 GUEST LECTURER AUG 18-DEC 15 2017		2,107.50
12364934	01/02/2018	Same Day Shred	01-5100	Fiscal-Open order		60.00
12364935	01/02/2018	School Services of CA-Sacto	01-4500	VP Admin Service-2017-2018 renewal		285.00
12364936	01/02/2018	Shedd Aquarium	01-5200	PV 6902 2017-2018 ITEST SUPPORT FOR MATE SHEDD MIDWEST		4,000.00
12364937	01/02/2018	TMD Creative	01-5800	Instit. & PIO-Marketing consultant		20,810.53
12364938	01/02/2018	US Bank Service Center	01-4500	PV 6903 DECEMBER 2017 STATEMENT		50,060.25
<b>Total Number of Checks</b>					<b>25</b>	<b>163,908.33</b>

Includes checks for only Bank Account COUNTY

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

**Checks Dated 01/02/2018**

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

Fund	Description	Check Count	Expensed Amount
01	General Fund	24	113,403.33
48	Building Fund (M)	1	50,505.00
Total Number of Checks		25	163,908.33
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>163,908.33</b>

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

Checks Dated 01/04/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12365405	01/04/2018	Agriculture Research Foundatio	01-5200	PV 6904 2017-2018 ITEST MATE OREGON REGIONAL ROV PROG		4,000.00
12365406	01/04/2018	AIT5 INC	01-5600	PV 6918		77.01
12365407	01/04/2018	ARIEL THEATRE INC	01-5100	PV 6919		229.56
12365408	01/04/2018	AT&T	01-5500	IT-Open order for MPC phone bills		47.81
12365409	01/04/2018	AT&T	01-5500	Marina Ed-Open order for phone & internet		2,714.56
12365410	01/04/2018	AT&T	01-5500	Marina Ed-Open order for phone & internet		5,349.00
12365411	01/04/2018	AT&T	01-5500	IT-Open order for MPC phone bills		30.81
12365412	01/04/2018	AT&T	01-5500	IT-Open order for MPC phone bills		240.52
12365413	01/04/2018	AT&T	01-5500	IT-Open order for MPC phone bills		3,553.04
12365414	01/04/2018	AT&T	01-5500	IT-Open order for MPC phone bills		917.62
12365415	01/04/2018	AT&T	01-5500	Marina Ed-Open order for phone & internet		2,372.64
12365416	01/04/2018	AT&T	01-5500	Marina Ed-Open order for phone & internet		2,372.64
12365417	01/04/2018	AT&T	01-5500	IT-Open order for MPC phone bills		52.48
12365418	01/04/2018	Cafe of Monterey	01-7600	CARE-Open order-meal plans		2,485.00
12365419	01/04/2018	CHEVRON USA INC	01-5500	PE-Open order	771.25	
				Warehouse-Open order	608.48	1,379.73
12365420	01/04/2018	Cintas Corp #630	01-4500	Custodial-open order	90.13	
				Grounds-Open order	32.01	
				Maintenance-Open order	10.48	132.62
12365421	01/04/2018	COMMUNITY HUMAN SERVICES	01-5300	PV 6914		2,975.00
12365422	01/04/2018	Laura Cote	01-4300	PV 6915		608.10
12365423	01/04/2018	DEPT OF JUSTICE-fingerprint	01-5800	PV 6917		32.00
12365424	01/04/2018	Epico Systems Inc	01-5600	Media Services-SS101 wiring		1,525.00
12365425	01/04/2018	Esna Technologies Inc	01-5600	IS-Cloudlink annual software maint.		5,250.00
12365426	01/04/2018	FEDEX	01-5800	Warehouse-Open order		183.75
12365427	01/04/2018	FLINN SCIENTIFIC	01-4300	Chemistry-Open order		649.20
12365428	01/04/2018	Harlan, Scott	01-5100	MATE-Independent Contractor		2,562.50
12365429	01/04/2018	Jobelephantcom Inc	01-4500	PV 6906		45.00
12365430	01/04/2018	Johnson, Edward	01-5100	Gen Inst. Cont.-Independent Contractor		13,732.73
12365431	01/04/2018	Kai Athletics LLC	01-4500	Men's Athletics-uniforms basketball		165.00
12365432	01/04/2018	KBA Docusys	01-5600	Print Shop-Open order-Maintenance		4,635.39
12365433	01/04/2018	Khan-Bernier	01-5100	MATE-Independent Contractor		6,667.00
12365434	01/04/2018	Man Kyu Kim	01-4300	PV 6916		85.60
12365435	01/04/2018	McKesson Medical Surgical	01-4500	Health Services-Open order		9.72
12365436	01/04/2018	Media Systems Group	01-5600	IS-Hearing Assist System	3,092.73	
			01-6400	One time funds-Karas Room Equipment upgrade	39,739.54	42,832.27

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

ESCAPE ONLINE

Page 1 of 3

Checks Dated 01/04/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12365437	01/04/2018	Mobile Modular Mgmt Corp	01-5600	Gen Inst. Minor Capt inp-Lease of GC restroom		755.82
12365438	01/04/2018	MONTEREY COUNTY HERALD	01-4500	PV 6911		414.30
12365439	01/04/2018	Monterey County Weekly	01-4500	PV 6912	205.00	
				PV 6913	205.00	410.00
12365440	01/04/2018	Monterey Signs Inc	01-5600	Grounds-Open order		190.31
12365441	01/04/2018	Office Depot	01-4300	Grpahic Arts-open order	360.16	
				Phyiscal Science-Open order	71.41	
			01-4500	ARC-Open order	58.69	
				Staff Deiversity-Open order	465.95	
			01-6400	PSTC-Open order	89.26	
			47-4500	ASMP-Open order	74.37	1,119.84
12365442	01/04/2018	PACIFIC COAST BATTERY	01-5600	PV 6907 INV 97155 INV 97600		2,298.96
12365443	01/04/2018	PACIFIC GAS & ELECTRIC	01-5500	Gen Instit Util-Open order	17,194.16	
				Gen Instit. Util.Open order	20,731.87	
			47-5500	Gen Instit Util-Open order	1,170.96	
				Gen Instit. Util.Open order	1,411.89	40,508.88
12365444	01/04/2018	Pacific Telemanagement Service	01-5500	Telecommunication-Open order		53.00
12365445	01/04/2018	Patterson Dental Supply	01-4300	PV 6909	591.37	
				PV 6910	1,595.46	2,186.83
12365446	01/04/2018	Peninsula Business Interiors	01-4500	TRIO-filing cabinets	1,613.65	
			48-5100	Bond FF&E- IT space in MT5	12,081.29	
			48-6200	Bond-Add legs for room MA102	458.10	14,153.04
12365447	01/04/2018	PENINSULA MESSENGER SERVICE	01-5800	Fiscal-open order		376.00
12365448	01/04/2018	Pocket Nurse	01-4300	Medical Assisting-MEDA supplies		293.75
12365449	01/04/2018	CULLIGAN WATER CO	01-4300	Chemistry-Open order		44.00
12365450	01/04/2018	School Services of CA-Sacto	01-4500	VP Admin Service-2017-2018 renewal		285.00
12365451	01/04/2018	Steris Corporation	01-5600	Biology-Maintenance Agreement		3,906.98
12365452	01/04/2018	TBC Communications & Media	01-5800	PV 6905		1,000.00
12365453	01/04/2018	United Parcel Service(UPS)	01-5800	Warehouse-Open order		125.99
12365454	01/04/2018	VERIZON WIRELESS	01-4500	IS-Open order for cell phones	33.99	
			01-5500	IS-Open order for cell phones	748.54	
			39-5500	IS-Open order for cell phones	221.03	1,003.56
12365455	01/04/2018	Vision Technology Solutions	01-5600	PV 6908		9,029.50
<b>Total Number of Checks</b>					<b>51</b>	<b>186,069.06</b>

Includes checks for only Bank Account COUNTY

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

Checks Dated 01/04/2018

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

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
01	General Fund	51	170,651.42
39	Parking Fund (M)	1	221.03
47	College Center (M)	2	2,657.22
48	Building Fund (M)	1	12,539.39
Total Number of Checks		51	186,069.06
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>186,069.06</b>

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## Checks Dated 01/09/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12366458	01/09/2018	ACSIG Dental	01-3400	Gen Instit Support/Ins-Open order		25,436.90
12366459	01/09/2018	American Fidelity Admin Svc	35-5100	Self insurance-open order		786.50
12366460	01/09/2018	AT&T	01-5500	IT-Open order for MPC phone bills		38.84
12366461	01/09/2018	B & H PHOTO/VIDEO	01-6400	Block Grant-Musical Equip		1,980.00
12366462	01/09/2018	Barrie, Bruce	01-5200	PV 6920 MILEAGE REIMB 8-23-17 TO 12-11-17		142.10
12366463	01/09/2018	Brauner-Tatum, Suzi	01-5800	Health Services-Independent Contractor		1,575.00
12366464	01/09/2018	Brown Dr., Deborah	01-5100	Health Services-Independent Contractor		962.50
12366465	01/09/2018	CACHAGUA FIRE DISTRICT	01-5100	PV 6921 FALL 2017 FPTC 214		891.00
12366466	01/09/2018	CDW GOVERNMENT INC	01-6400	Block Grant-22 PCs & monitors		23,981.63
12366467	01/09/2018	Constellation New Energy	01-5500	Gen. Instit. Util.-Open order	14,218.80	
			47-5500	Gen. Instit. Util.-Open order	968.33	15,187.13
12366468	01/09/2018	Heather Craig	Cancelled	PV 6924 TRAVEL REIMB 11-9-17 TO 11-12-17		517.98 *
		Cancelled on 01/22/2018, Cancel Register # AP01232018A				
12366469	01/09/2018	Dimension Data	01-5600	IT-Web EX qoute		366.30
12366470	01/09/2018	Edwards, Kalen	01-5200	PV 6922 MILEAGE REIMB 10-17-17 TO 11-21-17		42.80
12366471	01/09/2018	Escalante, Raymundo	01-5200	PV 6923 MILEAGE REIMB 7-5-17 TO 12-6-17		171.20
12366472	01/09/2018	Gilboa, Roy	01-5200	MATE- 2017 Summer Intern		2,909.77
12366473	01/09/2018	Goodwin, Matthew	01-5100	PV 6925 GUEST LECTURE		3,675.00
12366474	01/09/2018	Huddleston, Peggy	01-5800	PV 6926 OFFICIAL/SCOREKEEPER 12-2-17		60.00
12366475	01/09/2018	IDN-Wilco	01-4500	PV 6927		1,915.36
12366476	01/09/2018	Jobelephantcom Inc	01-4500	PV 6928		8,895.00
12366477	01/09/2018	KBA Docusys, Inc	01-5600	Fiscal-Open order-LEASE		5,323.00
12366478	01/09/2018	Marina Fire Department	01-5100	PV 6928 FALL 2017 FPTC 214		444.00
12366479	01/09/2018	McCreary, Savannah	01-5800	PV 6938 AUG -NOV 2017 SCOREKEEPER VOLLEYBALL		175.00
12366480	01/09/2018	Meyenberg, Justin	01-5100	PV 6930 GUEST LECTURER		1,300.00
12366481	01/09/2018	MONTEREY FIRE DEPARTMENT	01-5100	PV 6929 FALL 2017 SECT 0890		5,489.63
12366482	01/09/2018	Morales, Nancy	01-5200	PV 6931 TRAVEL EXP REIM FOR CONF		18.00
12366483	01/09/2018	MPC District	04-3400	CDC H&W		5,498.66
12366484	01/09/2018	MPC District	01-3400	Health and Welfare		64,785.05
12366485	01/09/2018	MPC District	04-3400	OPED for CDC		750.00
12366486	01/09/2018	MPC District	01-3400	OPEB		6,750.00
12366487	01/09/2018	MPC District	39-3400	OPEB Security		1,500.00

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Checks Dated 01/09/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12366488	01/09/2018	MPC District	39-3400	Securitiy H&W		11,379.50
12366489	01/09/2018	North Bay Rehabilitation	01-5100	PV 6932 FALL 2017 SECT 1248		9,951.25
12366490	01/09/2018	Office Depot	01-4300	Marina Ed-Open order	68.97	
			01-4500	Academic Affairs-open order	90.62	
				Creative Art-Open order	122.37	
				EOPS: Open order	299.86	
				Fiscal - Open order	107.54	
				Print Shop-Open order	523.14	
				VP Student Services-open order	360.51	1,573.01
12366491	01/09/2018	Perez, Gloria	01-5200	PV 6933 REIMB FOR HOTEL FEES OCT 27 2017		184.26
12366492	01/09/2018	Salinas Valley Chamber	01-5300	PV 6934 MEMBERSHIP FEES		2,500.00
12366493	01/09/2018	Standard Insurance Company CB	01-3400	Gen Instit. Support/Insurance - open order		1,387.03
12366494	01/09/2018	Turner, Jared	01-5200	PV 6937 MILEAGE REIMB 8-21-17 TO 11-30-17		275.52
12366495	01/09/2018	Weber, Mary	01-5200	PV 6935 MILEAGE REIMB 9-21-17 TO 11-27-17		54.57
12366496	01/09/2018	Wild Thyme Deli	01-5800	PV 6936		162.58
<b>Total Number of Checks</b>					<b>39</b>	<b>209,036.07</b>

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	1	517.98
Net Issue		208,518.09

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	33	187,635.10
04	Children Center	2	6,248.66
35	Self Insurance Fund (M)	1	786.50
39	Parking Fund (M)	2	12,879.50
47	College Center (M)	1	968.33
Total Number of Checks		<b>38</b>	208,518.09
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>208,518.09</b>

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

Checks Dated 01/11/2018							
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount	
12367194	01/11/2018	Airgas USA	01-4300	Chemistry-Open order		5.15	
12367195	01/11/2018	ARIEL THEATRE INC	01-5100	PV 6942 THEA 65 FALL 2017 SECT 0989		586.46	
12367196	01/11/2018	AT&T Yellow Pages	01-5800	President's Office -open order		190.00	
12367197	01/11/2018	B & H PHOTO/VIDEO	01-6400	Block Grant-Musical Equip		5,580.00	
12367198	01/11/2018	Bolger, Megan	01-5100	PV 6939 KEYNOTE SPEAKER 1-17-18		3,500.00	
12367199	01/11/2018	California Chamber of Commerce	01-4500	PV 6943		318.19	
12367200	01/11/2018	California Janitorial Supply	01-4500	Custodial-Open order		949.57	
12367201	01/11/2018	Campbell, Darby	01-5100	ARC-Independent Contractor		168.00	
12367202	01/11/2018	CCSLI, Inc	01-5100	ARC-Independent Contractor		2,705.31	
12367203	01/11/2018	Central Coast Lighthouse Keepe	01-5100	PV 6944 FALL 2017 SECT 0544		2,682.00	
12367204	01/11/2018	COLLINS ELECTRIC CO	48-6200	Bond-Install light fixtures at Marina Portables		3,756.00	
12367205	01/11/2018	DEPT OF JUSTICE-fingerprint	01-5800	PV 6945		256.00	
12367206	01/11/2018	Dynamic Press	01-4500	PV 6946		29.61	
12367207	01/11/2018	Erickson, Christine	01-5200	PV 6951		57.73	
12367208	01/11/2018	Ewing Irrigation	01-4500	Grounds-Open order		954.03	
12367209	01/11/2018	Faust, Heather	01-5200	PV 6947 TRAVEL REIMB NOV 9-12 2017		517.98	
12367210	01/11/2018	GRAINGER INC-salinas	01-4500	Maintenance-Open order		745.24	
12367211	01/11/2018	Greenwaste Recovery, INC	01-5500	Marina Ed Center-open order		294.25	
12367212	01/11/2018	Hebert, Connie	Cancelled	PV 6948 MILEAGE REIMB AUG-DEC 2017		419.44 *	
		Cancelled on 01/22/2018, Cancel Register # AP01232018A					
12367213	01/11/2018	Hinckley, Bradford	01-5100	PV 6940 AUG 18-DEC 15 2017		540.00	
12367214	01/11/2018	Hope Services	01-5100	PV 6949 FALL 2017 SECT 0706		7,853.00	
12367215	01/11/2018	Hull, Chelsea	01-5100	ARC-Independent Contractor		1,944.00	
12367216	01/11/2018	J.W. Pepper & Son, Inc	01-4300	Music-Folders for Jazz Band		530.58	
12367217	01/11/2018	Jobelephantcom Inc	01-4500	PV 6950		225.00	
12367218	01/11/2018	Joolen, Vincent	01-5200	PV 6952 MILEAGE REIMB 1-9-18		90.10	
12367219	01/11/2018	Man Kyu Kim	01-4300	PV 6953		372.85	
12367220	01/11/2018	Lamp, Robert	01-4300	PV 6954 REIMB 11-20-17		25.28	
12367221	01/11/2018	McDonald, Erik	01-5200	PV 6955 MILEAGE REIMB NOV 27 DEC 21 2017		97.91	
12367222	01/11/2018	MONTEREY AUTO SUPPLY INC	01-4300	PV 6956	8.03		
				PV 6957	120.20	128.23	
12367223	01/11/2018	Monterey City Disposal Inc	47-5500	College Center- Open order		224.26	
12367224	01/11/2018	Odyssey Power	01-5500	Maintenance- Generator Maint. in Admin		795.00	
12367225	01/11/2018	Office Depot	01-4300	Bus & Tech-Open order	244.31		
				PSTC-Open order	130.22		
			01-4500	A&R- Open order	101.08		

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Checks Dated 01/11/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12367225	01/11/2018	Office Depot	01-4500	Academic Affairs-open order	123.50	599.11
12367226	01/11/2018	PACIFIC GAS & ELECTRIC	01-5500	Gen Instit. Util.Open order	139.96	
			47-5500	Gen Instit. Util.Open order	9.53	149.49
12367227	01/11/2018	ReliaStar Life Insurance Co	01-3400	PV 6957		2,463.10
12367228	01/11/2018	Scudder Roofing	48-6200	Bond Infrastrure IV-New roof & gutters		59,480.00
				Marina Ed		
12367229	01/11/2018	Singh,Damanjit	01-5200	PV 6941 TRAVEL REIMB CONF SAN JOSE		324.96
				JAN 4-5 2018		
12367230	01/11/2018	United Parcel Service(UPS)	01-5800	Warehouse-Open order		34.02
12367231	01/11/2018	VAVRINEK TRINE DAY & CO	01-5700	VP of Admin Svc-Audit/G.O. Bond		40,600.00
12367232	01/11/2018	VENTEK INTERNATIONAL INC	39-5800	Parking-Open order		261.25
12367233	01/11/2018	Virtual VRI	01-5100	ARC-Independent Contractor Agreement		400.00
12367234	01/11/2018	Wecker, Sabine Grinstein	01-5100	ARC-Independent Contractor		1,130.50
<b>Total Number of Checks</b>					<b>41</b>	<b>141,983.60</b>

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	1	419.44
Net Issue		<u>141,564.16</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	36	77,833.12
39	Parking Fund (M)	1	261.25
47	College Center (M)	2	233.79
48	Building Fund (M)	2	63,236.00
Total Number of Checks		<b>40</b>	<b>141,564.16</b>
Less Unpaid Sales Tax Liability			<u>.00</u>
<b>Net (Check Amount)</b>			<b><u>141,564.16</u></b>

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## Checks Dated 01/18/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12368294	01/18/2018	AmeriPride Uniform Services	01-6200	Art-Open order		53.02
12368295	01/18/2018	Bates, Wendy	01-5200	PV 6940 CASH ADV Foothill 1-26-17		160.00
12368296	01/18/2018	BOG California Community Coll	01-5300	PV 6963		5,900.00
12368297	01/18/2018	CALIFORNIA AMERICAN WATER CO	01-5500	Gen Instit. Util-Open order	17,777.77	
			47-5500	Gen Instit. Util-Open order	1,210.70	18,988.47
12368298	01/18/2018	The Chronicle of Higher Ed	01-4500	PV 6961		3,935.00
12368299	01/18/2018	Cintas Corp #630	01-4500	Custodial-open order	422.70	
				Grounds-Open order	96.03	
				Maintenance-Open order	31.44	550.17
12368300	01/18/2018	Crutchfield, Eileen	01-4700	PV 6939 REIMB FOR FOOD ORIENTATION 1-10-18		69.98
12368301	01/18/2018	Dauphin Island Sea Lab	01-5200	PV 6941 2017-2018 ITEST SUPPORT MATE ROV		4,000.00
12368302	01/18/2018	Dimension Data	01-5100	IT-Discovery for Storage Migration		2,935.87
12368303	01/18/2018	E3 Robotics	01-5200	PV 6942 2017-2018 ITEST SUPPORT MATE ROV		4,000.00
12368304	01/18/2018	Edges Electrical Group	01-4500	Maintenance-Open order		92.71
12368305	01/18/2018	Facilities Planning Consulting	01-5100	PV 6943		425.00
12368306	01/18/2018	FHEG MPC BOOKSTORE	01-7600	PV 6944 INV 18143, 18237		3,336.14
12368307	01/18/2018	Friends of Thunder Bay Nat Mar	01-5200	PV 6945 2017-2018 ITEST SUPPORT MATE ROV		4,000.00
12368308	01/18/2018	Elroy Gardenhire	01-4700	PV 6946 REIMB VETERANS ORIENTATION 1-11-18		51.05
12368309	01/18/2018	Greenwaste Recovery, INC	01-5500	Marina Ed Center-open order	294.25	
				PSTC-open order	663.17	957.42
12368310	01/18/2018	Home Depot Credit Services	01-4500	Maintenance-Open order		596.82
12368311	01/18/2018	Jobelephantcom Inc	01-4500	PV 6947		4,700.00
12368312	01/18/2018	Knolle, Jon	01-5100	PV 6948 REIMB DEC 7-8 2017		222.95
12368313	01/18/2018	LOOMIS	01-5800	Fiscal-open order		1,445.43
12368314	01/18/2018	Marina Coast Water District	01-5500	Marina Ed Center-Open order	976.73	
				PSTC-open order	1,064.93	2,041.66
12368315	01/18/2018	Mid Coast Fire Brigade	01-5100	1246.73		1,246.73
12368316	01/18/2018	Monterey City Disposal Inc	01-5500	Gen Instit Util-Open order		1,791.16
12368317	01/18/2018	Monterey County Regional Fire	01-5100	PV 6950 FALL 2017 SECT 0903 AND SECT 0588		9,398.75
12368318	01/18/2018	MONTEREY REGIONAL WASTE	01-5500	Gen Instit. Util-Open order		31.53
12368319	01/18/2018	MPC District	01-5100	PV 6951 FALL 2017 ISA UNIT FEES		33,534.00
12368320	01/18/2018	MPC Federal Student Financial	01-5800	PV 6952 FALL 2017 R2T4		113.00

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Checks Dated 01/18/2018							Expensed Amount	Check Amount
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment				
12368321	01/18/2018	Musson	01-5600	PV 6953			1,375.00	
12368322	01/18/2018	Office Depot	01-4500	Matriculation-Open order			57.55	
12368323	01/18/2018	Outreach Dept-Sch Freshwater	01-5200	PV 6954 2017-2018 ITEST SUPPORT			4,000.00	
				MATE ROV				
12368324	01/18/2018	PACIFIC GAS & ELECTRIC	01-5500	MPC Ed Center-open order		429.19		
				PSTC-open order		2,431.88	2,861.07	
12368325	01/18/2018	Peninsula Pool Service	01-4500	Custodial-open order			648.81	
12368326	01/18/2018	PENINSULA WELDING SUPPLY	01-4500	Maintenance-Open order			19.80	
12368327	01/18/2018	RB Productions	01-5100	PV 6955			200.00	
12368328	01/18/2018	Ryan, Rosaleen	01-5200	PV 6964 REIMB OCT 25-28 2017			238.41	
12368329	01/18/2018	SEASIDE FIRE DEPT	01-5100	PV 6956 FALL 2017 FPTC 213			1,701.33	
12368330	01/18/2018	Sinclair, Timandra	01-5100	MATE-Independent Contractor			1,583.20	
12368331	01/18/2018	Spence, Luke	01-5200	PV 6957 MILEAGE REIMB 8-29 TO 12-5-17			120.94	
12368332	01/18/2018	Spiering, Blake	01-5200	PV 6958 CASH ADV 1-26-18 SJCC			180.00	
				COLLEGE				
12368333	01/18/2018	Steel-Freitas, Seth	01-5100	PV 6959			880.00	
12368334	01/18/2018	Stern, Jack H.	01-5100	PV 6960 INV 08773, 08774			180.00	
12368335	01/18/2018	Zande, Jill	01-5200	PV 6962 CASH ADV FOR STUDENT			300.00	
				TRAVEL NEW ORLEANS FEB 6-8 2018				
<b>Total Number of Checks</b>						<b>42</b>	<b>118,922.97</b>	

Includes checks for only Bank Account COUNTY

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	42	117,712.27
47	College Center (M)	1	1,210.70
Total Number of Checks		<b>42</b>	<b>118,922.97</b>
Less Unpaid Sales Tax Liability			<b>.00</b>
<b>Net (Check Amount)</b>			<b>118,922.97</b>

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## Checks Dated 01/23/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12369215	01/23/2018	ALAMEDA COUNTY SCHOOLS	01-3400	Gen Instit Support/Ins-Open order		2,330.30
12369216	01/23/2018	Alliant Insurance Services Inc	35-5100	Self Insurance-open order		4,166.67
12369217	01/23/2018	American Fidelity Admin Svc	35-5100	Self insurance-open order		786.50
12369218	01/23/2018	BMI	01-5100	PV 6979		1,465.48
12369219	01/23/2018	California Janitorial Supply	01-4500	Custodial-Open order		145.18
12369220	01/23/2018	Carolina Biological Supply	01-4300	Life Science-instructional supplies		1,101.47
12369221	01/23/2018	CCSLI, Inc	01-5100	ARC-Independent Contractor		2,309.05
12369222	01/23/2018	CDW GOVERNMENT INC	01-4500	A&R- plantronics headset		298.05
12369223	01/23/2018	Cristobal, John	01-5200	PV 6965 MILEAGE REIMB AUG 21-DEC 13 2017		282.48
12369224	01/23/2018	De Soto, Alethea	01-4700	PV 6966 REIMB FOR FOOD FOR ISP ORIENTATION 1-12-18		66.16
12369225	01/23/2018	Deaf & Hard of Hearing Srv Ctr	01-5100	ARC-Independent Contractor Agreement		6,686.00
12369226	01/23/2018	Gardner, Matt	01-5100	MATE-Independent Contractor		4,292.00
12369227	01/23/2018	Hebert, Connie	01-5200	PV 6967 MILEAGE REIMB AUG 22-DEC 12 2017		136.96
12369228	01/23/2018	Hernandez, Yesenia	01-5100	Student Equity-Independent Contractor		960.00
12369229	01/23/2018	Hope Services	01-5100	PV 6980		1,216.00
12369230	01/23/2018	Irvine, Erin	01-5100	PV 6972 MUSICIAN DEC 13 & 14 2017		180.00
12369231	01/23/2018	Jobelephantcom Inc	01-4500	PV 6970	1,413.78	
				PV 6975	15.00	1,428.78
12369232	01/23/2018	Khan-Bernier	01-4500	PV 6968 REIMB FOR SUPPLIES 8-5-17		25.50
12369233	01/23/2018	McKesson Medical Surgical	01-4500	Health Services-Open order		85.72
12369234	01/23/2018	McShane, Laura	01-5100	PV 6974 MUSICIAN DEC 7, 13 AND 14 2017		270.00
12369235	01/23/2018	Nelly Group, LLC	01-5100	MATE-Independent Contractor		1,666.66
12369236	01/23/2018	PACIFIC GAS & ELECTRIC	01-5500	Gen Instit. Util.Open order	37,665.93	
			47-5500	Gen Instit. Util.Open order	2,565.13	40,231.06
12369237	01/23/2018	PAST Foundation	01-5200	PV 6969 2017-2018 ITEST SUPPORT MATE		3,990.00
12369238	01/23/2018	Patterson Dental Supply	01-4300	PV 6977		1,267.13
12369239	01/23/2018	Sarkar, Nandita	01-5100	MATE-Independent Contractor		619.50
12369240	01/23/2018	Schneiderman, Dr Scott	01-5800	PV 6978 23 SPORTS PHYSICALS		460.00
12369241	01/23/2018	Scholz, Pamela	01-5100	PV 6973 MUSICIAN DEC 7, 13 AND 14 2017		270.00
12369242	01/23/2018	Sysco Food Service of SF	04-4500	Children's Center - Open order	84.39	
			04-4700	Children's Center - Open order	1,491.50	1,575.89
12369243	01/23/2018	Telemetryapp Services Inv	01-5600	PV 6976		810.00

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

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<b>Checks Dated 01/23/2018</b>						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12369244	01/23/2018	Turner, Jared	01-5200	PV 6971 MILEAGE REIMB DEC 4-14 2017		46.55
12369245	01/23/2018	United Parcel Service(UPS)	01-5800	Warehouse-Open order		118.77
12369246	01/23/2018	Valley Pacific Petroleum Serv	01-5500	Grounds-Open order		674.98
12369247	01/23/2018	Weldon Williams & Lick, Inc	39-4500	Parking-Open order for direct fulfillment		697.40
<b>Total Number of Checks</b>					<b>33</b>	<b>80,660.24</b>

Includes checks for only Bank Account COUNTY

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	29	70,868.65
04	Children Center	1	1,575.89
35	Self Insurance Fund (M)	2	4,953.17
39	Parking Fund (M)	1	697.40
47	College Center (M)	1	2,565.13
Total Number of Checks		<b>33</b>	80,660.24
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>80,660.24</b>

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

ESCAPE ONLINE

**Checks Dated 01/25/2018**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12370567	01/25/2018	Cummins-Allison Corp	39-5600	PV 6981		452.70
12370568	01/25/2018	Don Chapin Company	01-5100	PV 6981		14,219.77
12370569	01/25/2018	Geo H Wilson Inc	01-5100	PV 6982		5,119.69
12370570	01/25/2018	Monterey Signs Inc	01-5600	PV 6983		256.80
12370571	01/25/2018	SJ Ferrante Builders	48-6200	PV 6984		1,553.20
<b>Total Number of Checks</b>					<b>5</b>	<b>21,602.16</b>

Includes checks for only Bank Account COUNTY

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	3	19,596.26
39	Parking Fund (M)	1	452.70
48	Building Fund (M)	1	1,553.20
Total Number of Checks		<b>5</b>	<b>21,602.16</b>
Less Unpaid Sales Tax Liability			<b>.00</b>
<b>Net (Check Amount)</b>			<b>21,602.16</b>

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

## Checks Dated 01/30/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12371499	01/30/2018	A Shade Above	01-4500	Gen Instit & Marina Ed-shades		1,280.00
12371500	01/30/2018	Abacherli Fence Co.	01-5500	PV 7000		3,860.00
12371501	01/30/2018	ABBOTTS PRO POWER	01-5600	Grounds-open order		195.97
12371502	01/30/2018	ACCCA	01-5200	PV 6992		225.00
12371503	01/30/2018	AmeriPride Uniform Services	01-6200	Art-Open order		106.04
12371504	01/30/2018	APPLE COMPUTER INC	01-6400	Graphic Arts-28 Apple computers		3,332.00
12371505	01/30/2018	Armstead, Stan	01-4700	PV 6985 REIMB FOR MEALS FOR SPECIAL EVENT		59.81
12371506	01/30/2018	AT&T Yellow Pages	01-5800	President's Office -open order		192.52
12371507	01/30/2018	AT&T	01-5500	IT-Open order for MPC phone bills		47.83
12371508	01/30/2018	AT&T	01-5500	IT-Open order for MPC phone bills		34.89
12371509	01/30/2018	AT&T	01-5500	IT-Open order for MPC phone bills		252.72
12371510	01/30/2018	AT&T	01-5500	IT-Open order for MPC phone bills		3,563.60
12371511	01/30/2018	AT&T	01-5500	IT-Open order for MPC phone bills		1,053.84
12371512	01/30/2018	AT&T	01-5500	Marina Ed-Open order for phone & internet		2,372.64
12371513	01/30/2018	ATI Nursing Education	01-4300	Nursing-ATI Teas (computer tests)		1,450.00
12371514	01/30/2018	BayCare Behavioral Health	01-5100	Health Services-Independent Contractor		1,647.61
12371515	01/30/2018	Berg, Keith	01-5200	PV 6986 MEAL ADVANCE 2-3-18 AMERICAN RIVER, 2-10-18 REEDLEY		360.00
12371516	01/30/2018	Big Sur Fire Brigade	01-5100	PV 7001 FALL 2017SECT 0610		432.35
12371517	01/30/2018	Bookmark	01-4300	Music-Sheet music		98.97
12371518	01/30/2018	California Janitorial Supply	01-4500	Custodial-Open order		185.68
12371519	01/30/2018	CASFAA	01-5200	PV 6987 TAX TRAINING WORKSHOP REGISTRATION AND MEAL MONEY	175.00	
				PV 6987 TAX TRAINING WORKSHOP REGISTRATION AND MEAL MONEY	175.00	350.00
12371520	01/30/2018	CCEMC	01-5200	PV 6988 REGISTRATION FOR SPRING 2018 REGIONAL WORKSHOP		80.00
12371521	01/30/2018	CDW GOVERNMENT INC	01-6400	Distance Ed-Monitors for LTC317		1,043.68
12371522	01/30/2018	Cintas Corp #630	01-4500	Custodial-open order	242.44	
				Grounds-Open order	32.01	
				Maintenance-Open order	10.48	284.93
12371523	01/30/2018	Crutchfield, Eileen	01-5200	PV 6989 CASH ADV STAFF ATTENDING 2-9-18 LAS POSITAS COLLEGE		109.00
12371524	01/30/2018	Dance Kids of Monterey County	01-5100	PV 7002		2,130.00
12371525	01/30/2018	DEPT OF JUSTICE-fingerprint	01-5800	PV 6993		288.00
12371526	01/30/2018	Dimension Data	01-5600	IT-Web EX quote		366.30
12371527	01/30/2018	Edges Electrical Group	01-4500	Maintenance-Open order	66.51	

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

ESCAPE ONLINE

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Checks Dated 01/30/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12371527	01/30/2018	Edges Electrical Group	01-6400	Gen Instit Contg-Banner Arms for lamp posts	6,809.69	6,876.20
12371528	01/30/2018	Fastenal Company	01-4500	PV 7003		532.85
12371529	01/30/2018	Finnell, JoRene	01-4700	PV 7011		36.99
12371530	01/30/2018	Gage, Bryan	01-5100	PV 6990		480.00
12371531	01/30/2018	GAVILAN PEST CONTROL	01-5500	Grounds-Open order		680.00
12371532	01/30/2018	Grasmuck, Karoline	01-4300	PV 6994 OSHA RENEWAL 2018 REIMBURSEMENT		219.00
12371533	01/30/2018	Hanford Fire Department	01-5100	PV 7004		868.63
12371534	01/30/2018	Johnson, Edward	01-5100	Gen Instit Cont-Independent Contractor		14,015.49
12371535	01/30/2018	KBA Docusys	01-5600	Print Shop-Open order-Maintenance		1,974.42
12371536	01/30/2018	KI INC	01-6400	Gen Instit Contg-Tables for Karas Room		1,555.72
12371537	01/30/2018	Lang Dental Equipment	01-4300	PV 7005		180.00
12371538	01/30/2018	Martin, David	01-5200	PV 6995 REIMB FOR 1-17-18 WORKSHOP		232.74
12371539	01/30/2018	McKesson Medical Surgical	01-4500	Health Services-Open order		210.70
12371540	01/30/2018	Mobile Modular Mgmt Corp	01-5600	Gen Inst. Minor Capt inp-Lease of GC restroom		755.82
12371541	01/30/2018	MONTEREY COUNTY HERALD	01-4500	PV 6996 ACCT 2141513		1,298.02
12371542	01/30/2018	MPC TRUST FUND	01-7600	PV 6991		13,550.00
12371543	01/30/2018	Office Depot	01-4300	Life Science-Open order	131.64	
				Marina Ed-Open order	704.92	
				Physical Science-Open order	396.73	
			01-4500	A&R- Open order	42.62	
				ARC-Open order	87.05	
				Creative Art-Open order	71.02	
				Facilities- Open order	167.02	
				Fiscal - Open order	396.37	
				Health Services-Open order	499.42	
				Human Resources-Open order	219.92	
				Marina Ed-Open order	99.94	
				Matriculation-Open order	1,217.08	
				Print Shop-Open order	598.20	
			01-6400	PSTC-Open order	201.39	
			04-4500	Children's Center-Open order	278.94	5,112.26
12371544	01/30/2018	OMEGA INDUSTRIAL SUPPLY	01-4500	PV 7006		61.17
12371545	01/30/2018	PACIFIC GAS & ELECTRIC	01-5500	PV 6998		40.08
12371546	01/30/2018	PACIFIC REPERTORY THEATRE	01-5100	PV 7008		6,960.36
12371547	01/30/2018	Patterson Dental Supply	01-4300	PV 7007		219.54

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



Checks Dated 01/30/2018						
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12371548	01/30/2018	Peninsula Business Interiors	01-4500	IT-Reissued B1800405 to PBI	2,740.83	
			01-6400	Gen Instit Contg-Furniture for PRIE offices	12,837.59	15,578.42
12371549	01/30/2018	Peninsula Pool Service	01-4500	Custodial-open order		216.39
12371550	01/30/2018	Daniel Phillips	01-5200	PV 7012 FEB 3 LANEY COLLEGE, FEB 6 2018 MISSION COLLEGE		600.00
12371551	01/30/2018	Pocket Nurse	01-4300	Nursing-Instructional supplies		183.00
12371552	01/30/2018	CULLIGAN WATER CO	01-4300	Chemistry-Open order		44.00
12371553	01/30/2018	The RP Group	01-5200	PV 7009 REGISTRATION FEES APRIL 11-12 2018		1,500.00
12371554	01/30/2018	Smith, Joan	01-4300	PV 6997 REIMB JANUARY 12 AND 16 2018		75.19
12371555	01/30/2018	Sysco Food Service of SF	04-4500	Children's Center - Open order	27.85	
			04-4700	Children's Center - Open order	632.67	660.52
12371556	01/30/2018	TMT Enterprises	01-4500	PV 7010		2,213.07
12371557	01/30/2018	United Parcel Service(UPS)	01-5800	Warehouse-Open order		41.28
12371558	01/30/2018	US Bank Service Center	01-4500	PV 6999 JANUARY 2018		34,686.83
<b>Total Number of Checks</b>					<b>60</b>	<b>137,062.07</b>

Includes checks for only Bank Account COUNTY

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
01	General Fund	59	136,122.61
04	Children Center	2	939.46
Total Number of Checks		<b>60</b>	<b>137,062.07</b>
Less Unpaid Sales Tax Liability			<b>.00</b>
<b>Net (Check Amount)</b>			<b>137,062.07</b>

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

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. A.5

Fiscal Services  
College Area

**Proposal:**

It is proposed that the Board of Trustees approves the January 2018 Purchase Orders, Numbers B1800481 through B1800524.

**Background:**

Purchase Orders B1800481 through B1800524 were produced in January 2018. These orders totaled \$473,462.22 in college expenditures. The list of Purchase Orders is attached.

**Budgetary Implications:**

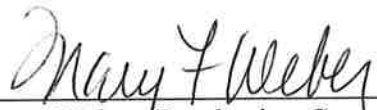
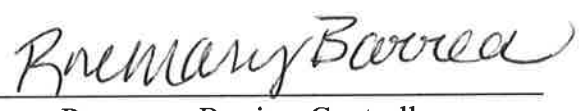
Budgeted.

**RESOLUTION: BE IT RESOLVED**, that Purchase Orders B1800481 through B1800524 in the amount of \$473,462.22 be approved.

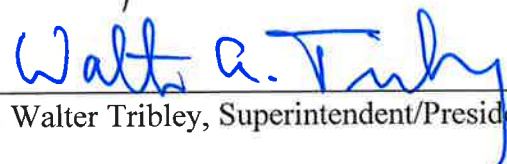
**Recommended By:**

  
\_\_\_\_\_  
David J. Martin, Vice President of Administrative Services

**Prepared By:**

   
\_\_\_\_\_  
Mary Weber, Purchasing Coordinator      Rosemary Barrios, Controller

**Agenda Approval:**

  
\_\_\_\_\_  
Dr. Walter Tribley, Superintendent/President

(See Last Page) \*\*\*

Board Meeting Date February 21, 2018

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B18-00481	APPLE COMPUTER INC	031	Graphic Arts-28 Apple computers	01-6400	41,532.05
B18-00482	Yesenia Hernandez	057	Student Equity-Independent Contractor	01-5100	4,800.00
B18-00483	West Marine Pro	047	MATE-Bilge pump motors/Seamate store	01-4500	23,760.00
B18-00484	Mountain Medical	051	Adapted PE-exercise equipment	01-6400	6,144.38
B18-00485	DENOYER GEPPERT SCIENCE CO	045	Block Grant-Life Science Anatomy parts	01-6400	13,050.00
B18-00486	Pocket Nurse	045	Block Grant-Manikans for Medical Assisting	01-6400	2,863.08
B18-00487	JH Technologies	045	Block Grant-PM visit for 139 microscopes in LS	01-6400	12,160.00
B18-00488	D3 Sports Inc	051	VP Student Serv-68 jackets for PE	01-7600	2,046.24
B18-00489	VAVRINEK TRINE DAY & CO	022	VP of Admin Svc-Audit/G.O. Bond	01-5700	40,600.00
B18-00490	BullEx	086	Block Grant-Adv Fire Training Props for PSTC	01-6400	21,730.35
B18-00491	Carolina Biological Supply	045	Life Science-instructional supplies	01-4300	1,101.47
B18-00492	Pocket Nurse	048	Nursing-Instructional supplies	01-4300	183.00
B18-00493	Peninsula Business Interiors	080	Contig.-Furniture for HS	01-6400	3,546.67
B18-00494	Office Depot	038	Health Services-Open order	01-4500	1,000.00
B18-00495	Office Depot	039	Humanities-Open order	01-4300	1,000.00
B18-00496	Gardner, Matt	047	MATE-Independent Contractor	01-5100	12,876.00
B18-00497	Khan-Bernier	047	MATE-Independent Contractor	01-5100	20,000.00
B18-00498	Johnson, Edward	022	Gen Instit Cont-Independent Contractor	01-5100	96,900.00
B18-00499	R.J. Leahy	031	Art-Open order	01-4300	400.00
B18-00500	OTTO FREI	031	Art-Open order	01-4300	400.00
B18-00501	RIO GRANDE TOOLS	031	Art-Open order	01-4300	1,000.00
B18-00502	CDW GOVERNMENT INC	021	Distance Ed-Monitors for LTC317	01-6400	1,043.68
B18-00503	HOBART SALES AND SERVICE	021	swp-local-work tables and chairs for HOSP	01-6400	17,939.88
B18-00504	Leisure West Camper Shells	086	Instructional Equip-Steel Carport	01-6400	11,315.44
B18-00505	Athletics Unlimited	051	Men's Athletics-T-shirts	01-4500	610.42
B18-00506	ATI Nursing Education	048	Nursing-ATI Teas (computer tests)	01-4300	1,450.00
B18-00507	Simpson, Dylan	047	MATE-Spring Internship	01-5200	12,000.00
B18-00508	RAPID PRINTERS	051	PE-business cards with logo	01-4300	78.30
B18-00509	Pocket Nurse	048	Nursing-Simi Stands & Chester Chests	01-6400	5,039.35
B18-00510	CDW GOVERNMENT INC	039	IELM-Update ESL Lab	01-6400	8,962.82
B18-00511	Epico Systems Inc	039	IELM-Installation of B1800510 & wiring	01-6400	8,170.00
B18-00512	KaTom Restaurant Supply	086	PSTC-Ice maker	01-6400	3,756.54
B18-00513	Ewing Irrigation	052	Grounds-Open order	01-4500	1,000.00
B18-00514	Same Day Shred	080	Fiscal Services-Open order	01-5100	200.00
B18-00515	Kitchell CEM	022	Gen. Instit. Bond-Program Mngmt Serv	48-5100	70,300.00

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

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

ESCAPE ONLINE

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(See Last Page) ***		Board Meeting Date February 21, 2018			
PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B18-00516	CAE Healthcare	048	Nursing-1 year premier Assurance for CAE Lucina	01-6400	9,328.00
B18-00517	Office Depot	040	HR-Open order	01-4500	500.00
B18-00518	Gina Maqusi	059	ARC-ASL Interpreting	01-5100	3,000.00
B18-00519	4imprint	057	Student Success & Equity-Polo shirts	01-4500	795.56
B18-00520	Oceanside Photo & Telescope	053	Physics-Telescope parts	01-4300	2,333.11
B18-00521	Keenan & Associates	022	WC run off claims 17-18	69-5100	5,500.00
B18-00522	CDW GOVERNMENT INC	085	Marina Ed-2 HP printers	01-4500	538.27
B18-00523	Peninsula Pool Service	052	Custodial-Open Order for pool chemicals	01-4500	2,500.00
B18-00524	Central Coast Media Enterprise	040	HR-Name tag	01-4500	7.61
<b>Total Number of POs</b>			<b>44</b>	<b>Total</b>	<b>473,462.22</b>

**Fund Recap**

Fund	Description	PO Count	Amount
01	General Fund	42	397,662.22
48	Building Fund (M)	1	70,300.00
69	Workers Compensation Fund	1	5,500.00
		<b>Total</b>	<b>473,462.22</b>

Information is further limited to: Purchase Orders starting with text between B18-00481 and B18-00524

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

ESCAPE ONLINE

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Board Meeting Date

Consent Agenda Item No. A.6

Fiscal Services

College Area

### Proposal:

Approve budget adjustments for the period of January 1, 2018 through January 31, 2018.  
(Fiscal Year 2017-2018).

### Background:

Please see attached budget revision documents.

### Budgetary Implications:

#### Fund 01 (Restricted General Fund)

Net increase in the 1000 (Certificated Salary) Object expense category	\$29,464
Net increase in the 2000 (Classified Salary) Object expense category	\$15,713
Net increase in the 3000 (Benefits) Object expense category	\$12,750
Net increase in the 4000 (Supplies) Object expense category	\$ 1,331
Net increase in the 5000 (Other/Services) Object expense category	\$27,340
Net decrease in the 7000 (Other Outgo) Object expense category	\$86,598


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

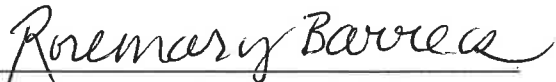
Net increase in the 1000 (Certificated Salary) Object expense category	\$29,464
Net increase in the 2000 (Classified Salary) Object expense category	\$15,713
Net increase in the 3000 (Benefits) Object expense category	\$12,750
Net increase in the 4000 (Supplies) Object expense category	\$ 1,331
Net increase in the 5000 (Other/Services) Object expense category	\$27,340
Net decrease in the 7000 (Other Outgo) Object expense category	\$86,598

Recommended By:

  
David J Martin, Vice President for Administrative Services

Prepared By:

  
Linda Martin – Accounting Specialist III

  
Rosemary Barrios – Controller

Agenda Approval:

  
Dr. Walter Tribley - Superintendent / President

BUDGET REVISIONS  
 January 1, 2018 -January 31, 2018  
 Fund 01 (Restricted General Fund) Fiscal Year 2017-18

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
				3,500.00		(3,500.00)	Transfer funds from the Student Equity department, textbooks/supplies budget to specialists/workshops budget. To cover budget overages.  Reduction to: 01-0050-1-6300-1330-7600-000-96-7602  Addition to: 01-0050-1-6300-1330-5100-000-96-5139
	10,317.67	352.61	4,401.18	(15,071.46)			Transfer funds from the Student Health Service department, miscellaneous expenses budget to non-instructional overtime, hourly substitutes, benefits and office supplies budget. To cover budget overages.  Reduction to: 01-0007-1-6440-1430-5800-000-80-5804  Addition to: 01-0007-1-6440-1430-2300-000-80-2303 01-0007-1-6440-1430-3320-000-80-2303 01-0007-1-6440-1430-3340-000-80-2303 01-0007-1-6440-1430-3520-000-80-2303 01-0007-1-6440-1430-3620-000-80-2303 01-0007-1-6440-1430-2300-000-80-2308 01-0007-1-6440-1430-3340-000-80-2308 01-0007-1-6440-1430-3520-000-80-2308 01-0007-1-6440-1430-3620-000-80-2308 01-0007-1-6440-1430-4500-000-80-4525
			(820.00)	820.00			Transfer funds from the ICT & Digital Media department, instructional material budget to dues and membership budget. To cover budget overages.  Reduction to: 01-0090-1-0700-0113-4300-000-98-4312  Addition to: 01-0090-1-0700-0113-5300-000-98-5325
			(2,250.00)	2,250.00			Transfer funds from the Barnet-Segal grant, Nursing department, instructional material budget to personal service contract budget. To cover budget overages.  Reduction to: 01-0030-1-1200-1211-4300-000-98-4312  Addition to: 01-0030-1-1200-1211-5100-000-98-5165
11,302.49		1,992.64				(13,295.13)	Transfer funds from the Extended Opportunity Programs and Services (EOPS) department, textbooks/supplies budget to non-teaching Dean salary and benefits budget. To cover budget overages.  Reduction to: 01-0007-1-6430-1464-7600-000-50-7602  Addition to: 01-0007-1-6430-1464-1200-000-50-1203 01-0007-1-6430-1464-3120-000-50-1203 01-0007-1-6430-1464-3340-000-50-1203 01-0007-1-6430-1464-3520-000-50-1203 01-0007-1-6430-1464-3620-000-50-1203
7,852.95		1,384.46				(9,237.41)	Transfer funds from the Student Success (noncredit) department, textbooks/supplies budget to non-teaching Dean salary and benefits budget. To cover budget overages.  Reduction to: 01-0050-1-7000-1306-7600-000-79-7602  Addition to: 01-0050-1-7000-1306-1200-000-79-1203 01-0050-1-7000-1306-3120-000-79-1203 01-0050-1-7000-1306-3340-000-79-1203 01-0050-1-7000-1306-3520-000-79-1203 01-0050-1-7000-1306-3620-000-79-1203

BUDGET REVISIONS  
 January 1, 2018 -January 31, 2018  
 Fund 01 (Restricted General Fund) Fiscal Year 2017-18

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT. SALARIES	CLASS. SALARIES	BENEFITS	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	OTHER OUTGO	
				35,841.60		(35,841.60)	Transfer funds from the Student Success (credit) department, textbooks/supplies budget to contract service budget. To cover budget overages.
							Reduction to: 01-0050-1-7000-1305-7600-000-78-7602
							Addition to: 01-0050-1-7000-1305-5100-000-78-5145
10,308.39	5,395.81	9,020.64				(24,724.84)	Transfer funds from the Student Equity department, textbook/ supplies budget to hourly non-teaching, hourly student helper and benefits budget. To cover budget overages.
							Reduction to: 01-0050-1-6300-1330-7600-000-96-7602
							Addition to: 01-0050-1-6300-1330-1400-000-96-1403
							01-0050-1-6300-1330-3120-000-96-1403
							01-0050-1-6300-1330-3340-000-96-1403
							01-0050-1-6300-1330-3520-000-96-1403
							01-0050-1-6300-1330-3620-000-96-1403
							01-0050-1-6300-1330-2300-000-96-2302
							01-0050-1-6300-1330-3620-000-96-2302
29,463.83	15,713.48	12,750.35	1,331.18	27,340.14	0.00	(86,598.98)	TOTALS

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Board Meeting Date

Consent Agenda Item No. A.7

Fiscal Services

College Area

### Proposal:

Approve budget adjustments for the period of January 1, 2018 through January 31, 2018.  
(Fiscal Year 2017-2018).

### Background:

Please see attached budget revision documents.

### Budgetary Implications:

#### Fund 01 (Unrestricted General Fund)

Net increase in the 2000 (Classified Salary) Object expense category	\$4,000
Net increase in the 3000 (Benefits) Object expense category	\$180
Net decrease in the 4000 (Supplies) Object expense category	\$2,500
Net decrease in the 5000 (Other/Services) Object expense category	\$1,680

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

Net increase in the 2000 (Classified Salary) Object expense category	\$4,000
Net increase in the 3000 (Benefits) Object expense category	\$180
Net decrease in the 4000 (Supplies) Object expense category	\$2,500
Net decrease in the 5000 (Other/Services) Object expense category	\$1,680

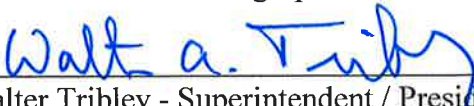
Recommended By:

  
David J. Martin, Vice President for Administrative Services

Prepared By:

   
Linda Martin – Accounting Specialist III      Rosemary Barrios – Controller

Agenda Approval:

  
Dr. Walter Tribley - Superintendent / President



BUDGET REVISIONS  
 January 1, 2018 -January 31, 2018  
 Fund 01 (Unrestricted General Fund) Fiscal Year 2017-18

1000	2000	3000	4000	5000	6000	7000	EXPLANATIONS
CERT.	CLASS.	BENEFITS	SUPPLIES	OTHER	CAPITAL	OTHER	
SALARIES	SALARIES			SERVICES	OUTLAY	OUTGO	
	4,000.00	180.00		(4,180.00)			Transfer funds from the Distance Education department, computer software budget to non-instructional hourly temporary and benefits budget. To cover budget overages.
							Reduction to: 01-0020-0-6130-1130-5600-000-00-5643
							Addition to: 01-0020-0-6010-1551-2300-000-00-2306 01-0020-0-6010-1551-3340-000-00-2306 01-0020-0-6010-1551-3520-000-00-2306 01-0020-0-6010-1551-3620-000-00-2306
			(2,500.00)	2,500.00			Transfer funds from the Athletics-Mens department, uniforms budget to contract services budget. To cover budget overages.
							Reduction to: 01-0007-0-6960-1405-4500-000-00-4553
							Addition to: 01-0007-0-6960-1405-5500-000-00-5513
0.00	4000.00	180.00	(2500.00)	(1680.00)	0.00	0.00	TOTALS

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Board Meeting Date

Consent Agenda Item No. A.8

Fiscal Services  
College Area

### Proposal:

Approve budget adjustment for the period of January 31, 2018.  
(Fiscal Year 2017-2018).

### Background:

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


### Budgetary Implications:

#### Fund 01 (Restricted Fund)

Net increase in the 2000 (Classified Salary) Object expense category	\$84,884
Net increase in the 3000 (Benefits) Object expense category	\$11,953
Net increase in the 4000 (Supplies) Object expense category	\$2,004
Net increase in the 5000 (Other/Services) Object expense category	\$124,841
Net increase in the 6000 (Capital Outlay) Object expense category	<u>\$101,908</u>
Total increase in expense lines budgeted	\$325,590

- RESOLUTION: BE IT RESOLVED**, that the following budget increases in the Restricted Fund be approved:  
Increase of \$325,590.00 in funds received for FY 2017-2018.

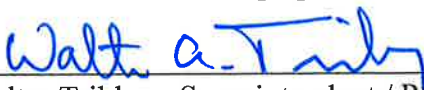
Recommended By:

  
\_\_\_\_\_  
David J. Martin, Vice President for Administrative Services

Prepared By:

   
\_\_\_\_\_  
Linda Martin – Accounting Specialist III      Rosemary Barrfos – Controller

Agenda Approval:

  
\_\_\_\_\_  
Dr. Walter Tribley - Superintendent / President

BUDGET INCREASES  
 January 1, 2018-January 31, 2018  
 Fund 01 ( Restricted Budget) Fiscal Year 2017-18

EXPLANTIONS	AMOUNTS	AMOUNTS
To setup revenue and expense for Mate ltest to realign the budget for 2017-2018.		
Total Revenue:	52,821.00	
Total Expense:		52,821.00
To setup revenue and expense for local program received for the Fashion department.		
Total Revenue:	2,000.00	
Total Expense:		2,000.00
To setup revenue and expense for the Fashion department deferred revenue carryover funds from 2016-2017.		
Total Revenue:	4.00	
Total Expense:		4.00
To setup revenue and expense for the Nursing department deferred revenue carryover funds from 2016-2017.		
Total Revenue:	568.00	
Total Expense:		568.00
To setup revenue and expense for the Adult Education block grant deferred revenue carryover funds from 2016-2017.		
Total Revenue:	36,500.00	
Total Expense:		36,500.00
To setup revenue and expense for local grant from the Knox Foundation 2017-2018.		
Total Revenue:	24,617.00	
Total Expense:		24,617.00
To setup revenue and expense for the Physical Plant and Instructional Support deferred revenue carryover funds from 2016-2017.		
Total Revenue:	101,340.00	
Total Expense:		101,340.00
To setup revenue and expense for the federal grant for the Access Program 2017-2018.		
Total Revenue:	6,740.00	
Total Expense:		6,740.00
To setup revenue and expense for the Adult Ed Data and Accountability grant deferred revenue carryover funds from 2016-2017.		
Total Revenue:	29,000.00	
Total Expense:		29,000.00
To setup revenue and expense for the state grant Adult Educational MPC 2017-2018.		
Total Revenue:	72,000.00	
Total Expense:		72,000.00
<b>TOTAL INCREASES</b>	<b>325,590.00</b>	<b>325,590.00</b>

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. B

Human Resources  
College Area

**Proposal:**

To approve the Management, Supervisor, Confidential personnel actions shown in the table below.

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of Savoula Judy, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective February 22, 2018.	Included in budget
b)	Resignation for the purpose of Retirement	Resignation of Joseph L. Noell, Systems and Programming Manager, Information Systems, effective April 30, 2018 for the purpose of retirement.	N/A

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

- a) Employment of Savoula Judy, Human Resources Specialist, Human Resources, 40 hours per week, 12 months per year, effective February 22, 2018.
- b) Resignation of Joseph L. Noell, Systems and Programming Manager, Information Systems, effective April 30, 2018 for the purpose of retirement.

Recommended By:   
Susan Kitagawa, Associate Dean of Human Resources

Prepared By:   
Kayla Garcia, Human Resources Analyst

Agenda Approval:   
Dr. Walter Tribley, Superintendent/President

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. C

Human Resources  
College Area

### Proposal:

To approve the Faculty personnel actions shown in the table below.

### Background:

Item	Action	Details	Fiscal Implication
a)	Employment (list attached)	Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2018.	Included in budget

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

- a) Each month individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2018.

Recommended By:

Susan Kitagawa  
Susan Kitagawa, Associate Dean of Human Resources

Prepared By:

Kayla Garcia  
Kayla Garcia, Human Resources Analyst

Agenda Approval:

Walt A. Tribley  
Dr. Walter Tribley, Superintendent/President

**Monterey Peninsula College**  
Part-time, substitute, and/or overload  
February 21, 2018

**B-1 Teaching With Benefits**

Ballard	Carrie	PERS
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# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. D

Human Resources  
College Area

### Proposal:

To ratify the Classified personnel actions listed in the table below.

### Background:

Item	Action	Details	Fiscal Implication
a)	Employment	Employment of Paulina Prado, Bilingual Admissions & Records Specialist, Student Services, Range 10, 40 hours per week, 12 months per year, effective February 22, 2018.	Included in budget
b)	Employment	Employment of Natalie Galvan, Categorical Services Coordinator, TRIO, Range 17, 24 hours per week, 9 months per year, effective February 22, 2018.	Restricted Funds
c)	Employment	Employment of Donna Teresa, Library Specialist – Technical Services, Library, Range 17, 40 hours per week, 12 months per year, effective March 1, 2018.	Included in budget
d)	Employment	Employment of Katherine Haskin, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year, effective February 22, 2018.	Included in budget
e)	Resignation	Resignation of Ian Sanchez, Automotive Laboratory Manager, Automotive Technology, effective January 23, 2018.	N/A
f)	Resignation for the purpose of Retirement	Resignation of Joan Smith, Administrative Assistant I, English Study Skills Center, effective May 29, 2018 for the purpose of retirement.	N/A

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

- a) Employment of Paulina Prado, Bilingual Admissions & Records Specialist, Student Services, Range 10, 40 hours per week, 12 months per year, effective February 22, 2018.
- b) Employment of Natalie Galvan, Categorical Services Coordinator, TRIO, Range 17, 24 hours per week, 9 months per year, effective February 22, 2018.
- c) Employment of Donna Teresa, Library Specialist – Technical Services, Library, Range 17, 40 hours per week, 12 months per year, effective February 22, 2018.
- d) Employment of Katherine Haskin, Library Circulation Desk Coordinator, Library, Range 17, 40 hours per week, 12 months per year, effective February 22, 2018.
- e) Resignation of Ian Sanchez, Automotive Laboratory Manager, Automotive Technology, effective January 23, 2018.
- f) Resignation of Joan Smith, Administrative Assistant I, English Study Skills Center, effective May 29, 2018 for the purpose of retirement.

**Recommended By:** Susan Kitagawa  
Susan Kitagawa, Associate Dean of Human Resources

**Prepared By:** Kayla Garcia  
Kayla Garcia, Human Resources Analyst

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



# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. E

Human Resources  
College Area

**Proposal:**

To ratify the employment of the individuals on the attached list for short-term and substitute assignments.

**Background:**

Education Code 88003 authorizes the Governing Board to hire short-term and substitute employees to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. Employment of the individuals on the attached list is consistent with District policy and Education Code provisions.

**Budgetary Implications:**

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

**RESOLUTION: BE IT RESOLVED**, that the individuals on the recommended list (Short-Term and Substitute Employees) employed for short-term and substitute assignments, subject to future modifications, be ratified.

Recommended By:

*Susan Kitagawa*  
Susan Kitagawa, Associate Dean of Human Resources

Prepared By:

*Kayla Garcia*  
Kayla Garcia, Human Resources Analyst

Agenda Approval:

*Walter A. Tribley*  
Dr. Walter Tribley, Superintendent/President

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

**BOARD  
AGENDA:  
February 21, 2018**

<b>ADMISSIONS &amp; RECORDS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Prado	Paulina	Substitute – Admissions & Records Specialist	\$15.64	2/12/2018	2/21/2018	Unrestricted	40 Hrs per Week
<b>AUTOMOTIVE TECHNOLOGY DEPARTMENT</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Donohoe	Kevin	Professional Expert	\$2,500.00	2/22/2018	5/31/2018	Restricted	4 Hrs per Week
<b>DISTANCE EDUCATION</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Redman	Alexander	Instructional Technology Specialist	\$21.03	1/22/2018	5/25/2018	Unrestricted	8 temporary additional hrs per week
<b>HUMAN RESOURCES</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Harbert	Natasha N.	Substitute – Human Resources Specialist	\$19.73	2/1/2018	2/05/2018	Unrestricted	29 Hrs per Week
<b>STEM</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Aguilar	Carlos	College Assistant X	\$17.00	1/19/2018	1/26/2018	Restricted	9.5 Hrs per Week
Inman	Paige A.	College Assistant X	\$17.00	2/5/2018	5/25/2018	Restricted	9.5 Hrs per Week
Mayfield	Margy L.	Professional Expert – Nursing	\$69.20	1/22/2018	5/24/2018	Restricted	50 Hrs Total
<b>READING CENTER</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Esterline	Patricia	Instructional Specialist	\$23.47	1/29/2018	5/18/2018	Restricted	8 temporary additional hrs per week

Kloth	Linda	Instructional Specialist	\$21.03	1/29/2018	5/18/2018	Restricted	8 temporary additional hrs per week
Penn	Amanda	Instructional Specialist	\$19.06	1/29/2018	5/18/2018	Restricted	8 temporary additional hrs per week
Speights-Carroll	Denina	Instructional Specialist	\$19.06	1/29/2018	5/18/2018	Restricted	8 temporary additional hrs per week
Stillinger	Susan	Instructional Specialist	\$24.17	1/29/2018	5/18/2018	Restricted	8 temporary additional hrs per week
<b>STUDENT SERVICES</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Valdes Valdes	Melissa	Early Childhood Playground Asst. 1	\$12.00	2/6/2018	3/9/2018	Restricted	20 Hrs per Week
<b>THEATRE ARTS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Mattos-Hughes	Gloria C.	Costume Designer	\$1,400.00	2/26/2018	5/11/2018	Unrestricted	11 Hrs per Week
Phelps	JoAnne	Costume Assistant	\$800.00	2/26/2018	5/11/2018	Unrestricted	6 Hrs per Week
Radley	John	Stage Manager	\$1,200.00	3/26/2018	5/11/2018	Unrestricted	15 Hrs per Week
Reed	Debbie	Costume Assistant	\$400.00	2/26/2018	5/11/2018	Unrestricted	3 Hrs per Week
<b>TRIO</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>POSITION</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATES FROM: TO:</b>		<b>TYPE OF FUNDS</b>	<b>HOURS</b>
Galvan	Natalie	Substitute – Categorical Services Coordinator	\$18.59	2/15/2018	2/21/2018	Restricted	24 Hrs per Week

# Monterey Peninsula Community College District

## Governing Board Agenda

February 21, 2018

Consent Agenda Item No. F

Human Resources  
College Area

### Proposal:

To ratify the individuals listed for volunteer assignments.

### Background:

The following individuals have been processed as volunteers to perform supplemental services beyond those offered by District employees. According to Board Policy 5800 Volunteer Service, these individuals have completed the volunteer approval process and shall be covered by the District's institutional liability and worker's compensation insurance programs.

Last Name	First Name	Department/Event	Service From:	Service To:
Beck	Nolan A.	Library	2/22/2018	6/30/2018
Coon	Kevin A.	PSTC	2/22/2018	6/30/2018
Dankworth	Andrew J.	PSTC	1/26/2018	6/30/2018
Ellis	Kenny C.	PSTC	1/26/2018	6/30/2018
Garza	Liliana K.	PSTC	2/22/2018	6/30/2018
Hutchison	Trevor D.	PSTC	2/22/2018	6/30/2018
LaMacchia	Ignatz B.	PSTC	2/22/2018	6/30/2018
Mattman	Jake C.	PSTC	1/26/2018	6/30/2018
Sabillo	Rica	Nursing	2/22/2018	5/25/2018
Stefani	Edward W.	PSTC	2/22/2018	6/30/2018
Sundgren	Evan D.	PSTC	2/22/2018	6/30/2018

### Budgetary Implications:

N/A

**RESOLUTION: BE IT RESOLVED**, that the Governing Board ratify the individuals listed for volunteer assignments.

**Recommended By:** Susan Kitagawa  
Susan Kitagawa, Associate Dean of Human Resources

**Prepared By:** Kayla Garcia  
Kayla Garcia, Human Resources Analyst

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