

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

**REGULAR BOARD MEETING**

**WEDNESDAY, MARCH 28, 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>

**AGENDA**

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

**1. CALL TO ORDER**

**2. ROLL CALL**

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

*Public comments on Closed Session items will be heard now. Presentations will be limited to a maximum of three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.*

**4. CLOSED SESSION**

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

A. Public Employee Evaluation (Government Code Section 54957)

Title: Superintendent/President, Quarterly Evaluation

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

**6. ROLL CALL**

**7. PLEDGE OF ALLEGIANCE**

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

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

**9. APPROVAL OF AGENDA**

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

**10. RECOGNITION**

A. Acknowledgement of Guests

**11. PUBLIC COMMENTS**

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

**12. CONSENT CALENDAR**

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

**BE IT RESOLVED,**

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

1. That the Governing Board approves the minutes of the Regular Board meeting on February 21, 2018 and of Special Board meetings on March 13, 2018 and March 16, 2018.
2. That the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donors.
3. That the February 15<sup>th</sup> manual payroll in the amount of \$574.70, the February 28<sup>th</sup> regular payroll in the amount of \$2,369,165.28, and the March 9<sup>th</sup> supplemental payroll in the amount of \$45,547.74 be approved.
4. That Commercial Warrants 12372277 through 12372277, 12372946 through 12372988, 12373730 through 12373745, 12374443 through 12374522, 12375240 through 12375240, 12375895 through 12375950, 12376500 through 12376506, 12377965 through 12377996 in the amount of \$1,001,290.94 be approved.
5. That Purchase Orders B1800525 through B1800551 in the amount of \$182,766.31 be approved.
6. That the following budget adjustments in the Restricted General Fund be approved:
 

Net decrease in the 1000 (Certificated Salary) Object expense category	\$ 3,460.00
Net increase in the 2000 (Classified Salary) Object expense category	\$ 18,094.28
Net increase in the 3000 (Benefits) Object expense category	\$ 365.72
Net increase in the 4000 (Supplies) Object expense category	\$ 28,652.61
Net decrease in the 5000 (Other/Services) Object expense category	\$ 53,078.00
Net increase in the 6000 (Capital Outlay) Object expense category	\$ 24,425.39
Net decrease in the 7000 (Other Outgo) Object expense category	\$ 15,000.00
7. That the following budget adjustments in the Unrestricted General Fund be approved:
 

Net increase in the 2000 (Classified Salary) Object expense category	\$ 41,080.10
Net increase in the 3000 (Benefits) Object expense category	\$ 22.10
Net increase in the 4000 (Supplies) Object expense category	\$ 32,296.28
Net decrease in the 5000 (Other/Services) Object expense category	\$ 8,761.72
8. That the following budget increase in the Restricted Fund be approved:
 

Increase of \$596,295.55 in funds received for FY 2017-2018.	
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9. That the following budget increase in the OPEB Fund be approved:  
Increase of \$418,846.00 in expense budget.
10. That the following budget increase in the Debt Service fund be approved:  
Increase of revenue budget of \$1,556.00
11. That the following budget increase in the Building Fund be approved:  
Increase of expense budget of \$435,984.00

B. Faculty Personnel

1. That the Governing Board ratifies the following item(s):
  - a) Grant Equivalency to Minimum Qualifications to Alexandra Daniels Edwards to teach Physical Fitness, effective Spring 2018.
  - b) Grant Equivalency to Minimum Qualifications to Devon Greene to teach Mathematics, effective Spring 2018.
  - c) Each month, individuals are hired as part-time, substitute, and overload. The attached lists include hires for Spring 2018.

C. Classified Personnel

1. That the Governing Board ratifies the following item(s):
  - a) Employment of Leanna Kobaly, Division Office Manager, Physical Science, Range 18, 40 hours per week, 11 months per year, effective March 29, 2018.
  - b) Employment of Kelli Bostwick, Division Office Manager, Social Science, Range 18, 40 hours per week, 12 months per year, effective March 29, 2018.
  - c) Resignation of Johnny Elorza, Health Services Specialist, Student Services, effective March 5, 2018.
  - d) Voluntary transfer of Gladys Samayoa, Library Specialist – Circulation Desk, Library, Range 10, from 16 hours per week to 21.25 hours per week, 8 months and 7 days per year, effective March 29, 2018.
  - e) Establish new position, Categorical Services Coordinator, Veterans Resource Center, 29 hours per week, 11 months per year, effective March 29, 2018. Placement on the salary schedule at Range 17.

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.

E. Volunteers

1. That the Governing Board ratify the individuals listed for volunteer assignments.

**13. NEW BUSINESS**

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

- A. BE IT RESOLVED, that the Governing Board adopts Resolution #2017-2018/110 recognizing Marina High School for providing Early College and Career opportunities to their students, and bestows upon them the Partnership of Education Excellence Award.
- B. BE IT RESOLVED, that the 2017-2018 Monthly Financial Report for the period ending February 28, 2018, be accepted.

C. BE IT RESOLVED, that the Governing Board approves augmenting the independent contract with TMD Creative for professional services as related to strategic marketing consulting, public relations, media planning and related advertising services through June 30, 2018.

D. BE IT RESOLVED, that the following new course and program be approved:

New Course

ENGL 303                      Personalized Reading Instruction

New Program:

Wine Professional Level 1 – Certificate of Training

E. BE IT RESOLVED, that the Governing Board proclaims the week of April 16<sup>th</sup> – 20<sup>th</sup>, 2018 as the “Week of the Young Child.”

F. INFORMATION: *Guided Pathways Spring 2018 – Summer 2019 Work Plan*

G. BE IT RESOLVED, that the Governing Board approves the MOU of January 23, 2018 entitled, “Revised Timelines for Article V: Reclassification and Article VI: Professional and Staff Development” and the Amendment to the MOU dated March 8, 2018 entitled, “Revised Timelines for Article V: Reclassification” between MPCEA #245 and the District.

H. BE IT RESOLVED, that the Governing Board approves the job description for the position of Associate Dean of Human Resources.

I. BE IT RESOLVED, that the Governing Board nominate the following person(s) to serve on the California Community College Trustees (CCCT) Board:

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J. INFORMATION: Calendar of Events.

**14. REPORTS AND PRESENTATIONS**

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

A. Superintendent/President’s Report: Dr. Walter Tribley, Superintendent/President

B. MPC Foundation

1) Report: Ms. Beccie Michael, Vice President of Advancement

2) Monthly Donations: \$13,694.00

C. Academic Senate Report: Dr. Heather Craig, President

D. MPCEA Report: Mr. Kevin Haskin, President

E. MPCTA Report: Ms. Lauren Blanchard, President

F. ASMPC Report: Mr. Stephen Lambert, ASMPC President

G. Academic Affairs Report: Ms. Kiran Kamath, Vice President of Academic Affairs

H. Student Services Report: Mr. Laurence Walker, Interim Vice President of Student Services

I. Administrative Services Report: Mr. David J. Martin, Vice President for Administrative Services

J. Governing Board Comments

1) Community Human Services (CHS) Report

2) Trustee Comments

**15. ADVANCE PLANNING**

- A. Regular Board Meeting, April 25, 2018 at MPC Library & Technology Center
  - 1. Closed Session: 11:00am, Stutzman Room
  - 2. Regular Meeting: 1:30pm, Sam Karas Room
  
- B. Regular Board Meeting, May 23, 2018 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 – Roles and Responsibilities of the Board, date to be determined

**16. ADJOURNMENT**

**17. 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 March 23, 2018*