

MONTEREY PENINSULA COLLEGE - GOVERNING BOARD OF TRUSTEES

MINUTES:

JANUARY 27, 2021 - REGULAR BOARD MEETING

January 27, 2021 - Regular Governing Board Meeting (Wednesday, January 27, 2021)

Generated by JoRene Finnell on Wednesday, January 27, 2021

Members Present:

- Trustee Rosalyn Green
- Trustee Libby Downey
- Trustee Debbie Anthony
- Vice Chair Loren Steck
- Chair Yuri Anderson
- Mr. David Martin, interim Superintendent/President, Board Secretary

Absent:

- Student Trustee Tenisha Hill

Meeting called to order at 4:04 PM

1. OPENING ITEMS

A. Roll Call for Closed Session

Verbal roll call taken at 2:03pm

B. Public Comments on Closed Session Items

None

2. CLOSED SESSION

A. Conference with Labor Negotiators (Government Code Section 54957.6)

3. RECONVENE TO OPEN SESSION / CALL TO ORDER

A. Roll Call

Verbal roll call taken at 4:04pm

B. Approval of Agenda (revised order): 21:01

BE IT RESOLVED, That the Governing Board approves today's agenda.

Motion by Loren Steck, second by Rosalyn Green.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Loren Steck, Yuri Anderson

Not Present at Vote: Debbie Anthony

C. Report of Action Taken in Closed Session (revised order)

Chair Yuri Anderson reported no action was taken in closed session.

Closed session ended at 3:06pm

D. ACTION: Adopt Resolution No. 21:02 Reaffirming Solidarity with Black and African American Students, Faculty & Staff (revised order) - 21:02

Chair Yuri Anderson read, into the minutes, the Resolution No. 21:02

Public Comment:

- Mr. Larry Walker, Vice President of Student Services, commended the Board on taking the time and acknowledging the African American campus community. He also recognized Mr. David Martin, Superintendent/President, for his leadership and initiative on asking the entire campus (students, faculty, staff) for suggestions, listening and incorporating all into the resolution.

The entire Board agreed with Mr. Walker and commended Mr. Martin, students, faculty and staff for a meaningful comprehensive thoughtful Resolution.

BE IT RESOLVED, that the Governing Board of Trustees adopts Resolution No. 21:02 Reaffirming Solidary with Black and African American Students, Faculty, and Staff.

Motion by Loren Steck, second by Libby Downey.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

E. (REVISED) Lift Every Voice and Sing – “The Black National Anthem”

F. Moment of Silence - Mary Ellen McLean Bryan (faculty), Joe K. Bryant (faculty), Frank Baptista (custodian) (revised order)

- Mr. David Martin, Superintendent/President, honored Mary Ellen McLean Bryand and Frank Baptista.
- Gail Bartow, faculty member, reflected on Mr. Joe Bryant contributions as a faculty member at MPC, students and community.
- Trustee Debbie Anthony added that she had Mr. Bryant as a Geometry teacher in the 60's.

4. PUBLIC COMMENT

A. Public Comment

- Jon Wizard, Seaside City Council Member, submitted a Public Comment on January 24, 2021 on student housing.
- Karen Coppock, Covia Foundation Senior Director, commented about a new affordable housing option for MPC students called Home Match Monterey. It's a service that helps seniors with extra space in their homes and connect them with people seeking affordable housing.

5. ORGANIZATIONS & STAFF REPORTS/PRESENTATIONS

A. ASMPC Report

B. Academic Senate Report

C. MPCEA Report

D. MPCTA Report

E. Superintendent/President's Reports

Mr. David Martin, Superintendent/President, commented on the January Mailbag and highlighted the following:

- Supplemental Retirement - employees have been contacted, deadline is February 10, 2021, results will be presented to the Board at the Feb. 24th meeting.
- Superintendent/President's Open Office Hours have been successful for not only faculty and staff, but students have been participating and voicing needs, concerns, suggestions and ideas.
- AB493 - A new sexual harassment assembly bill will go into effect in January 2022. Once MPC receives legal verbiage from CCLC, MPC will update BPs and APs.
- Marketing Update - a postcard was mailed to the District's communities which are being addressed since face-to-face courses and programs have changed.
- Enrollment Update - is gaining momentum and MPC will be implementing strategies regarding technology, homelessness, food insecurity and other student support services to meet the needs of MPC students.
- Board's Advance Planning Calendar - will be linked to future monthly Supt/President mailbag along with MPC and Board Goals. David reviewed the Advance Planning Schedule and how MPC will be addressing/meeting MPC and Board Goals along with the addition of upcoming webinars that would benefit Trustees.

Mr. Larry Walker, Vice President of Student Services, highlighted the following on his report:

- Job Center / Work Study updates - College Central Network to assist students in finding employment and internships, COOP 91, 92, and Engage Promote Connect (EPC) Grant will be housed at Marina Ed Center will fund a director position dedicated to the work in assisting with job placement and internships.
- General Assistance Emails Requests - the volume has increased but Student Services has successfully replied to students within 48 hours.

Dr. Jon Knolle, Vice President of Academic Affairs provided an enrollment update. As of today (1/27/21) Spring 2021 enrollment has increased by 17% compared to Spring 2020. Dr. Knolle contributed the increase due to staff and faculty contacting students who registered in Fall 2020 but had not registered for Spring 2021. Over 3,000 students received a call from MPC.

Mr. Steve Haigler, Vice President of Administrative Services reviewed the Governors Budget Review.

Ms. Beccie Michael, Vice President of Advancement reported on the grant increases compared to Spring 2020. She provided a comprehensive marketing update including print, TV/Radio ads and website reconstruction.

Trustees provided asked questions and provided feedback.

6. CONSENT CALENDAR

A. Approval of the Consent Calendar - 21:03

Mr. David Martin, Superintendent/President, requested to remove Consent Item F because staff needed to update and will bring it to the February Board Meeting.

Mr. Steve Haigler, Vice President of Administrative Services, clarified Consent Item D

Resolution: Approval of the Consent Calendar

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

B. Minutes from the December 16, 2020 Annual Board Organizational Meeting

Resolution: BE IT RESOLVED, that the Governing Board approves the minutes of the Annual Board Organizational Meeting on December 16, 2020.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

C. Donations

Resolution: BE IT RESOLVED, that the Governing Board accepts the gifts donated to the College with appropriate acknowledgement to the donor.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

D. Action: December 2020 Monthly Financial Statement

Resolution: BE IT RESOLVED, that the 2020-2021 Monthly Financial Report for the period ending December 31, 2020, be accepted.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

E. Action: Accept December and January Monthly Payrolls

Resolution: BE IT RESOLVED, that the December 23, 2020 Regular Payroll, January 8, 2021 Supplemental Payroll be accepted.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

F. Action: Approve December 2020 Purchase Orders

Resolution: Resolution: Be it Resolved, that Purchase Order B21-00291 through B21-00312 in the amount of \$ 518,721.63 be approved.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

G. Action: Approve December 2020 Monthly Commercial Warrants

Resolution: RESOLUTION: BE IT RESOLVED, that Commercial Warrants for December 2020: 12591017 through 12591074, 12592084 through 12592153, 12593789 through 12593851, 12594794 through 12594795, in the amount of \$ 1,051,813.45 be approved.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

H. Action: Approval of Authorized Signatories: Interim Vice President, Administrative Services and Controller

Resolution: BE IT RESOLVED, That the Governing Board approve: *Steven Haigler, Interim Vice President, Administrative Services, to be authorized signatories for the bank card accounts, all expenditure warrants, contracts, and other official documents maintained by Monterey Peninsula College at Union Bank, effective January 28, 2021. *Rosemary Barrios, Controller, to be authorized signatories for the bank card accounts, all expenditure warrants, and other official documents with exception of contracts.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

I. Action: Approve the Contract with Leepfrog Technologies

Resolution: BE IT RESOLVED, that the Governing Board approves the contract with Leepfrog Technologies for online curriculum and catalog management software.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

J. Action: Approve contract with DECCA Design for Branding, Visual Identity, and Communications Strategy consulting services

Resolution: BE IT RESOLVED, the Governing Board authorizes the District to enter into a contract with DECCA Design for Branding, Visual Identity, and Communications Strategy consulting services.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

K. Action: Approve the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding job classification of the Hospitality Laboratory Coordinator.

Resolution: BE IT RESOLVED: That the Governing Board approves Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association (CSEA)- Chapter 245 regarding the job classification of the Hospitality Laboratory Coordinator.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

L. Action: Approve the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding job classification of the Website, Social Media, and Graphic Design Specialist.

Resolution: BE IT RESOLVED: That the Governing Board approves the Memorandum of Understanding (MOU) between Monterey Peninsula Community College District and California School Employees Association, Chapter 245 regarding job classification of the Website, Social Media, and Graphic Design Specialist.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

M. Ratify: Faculty Personnel Actions Access

Resolution: BE IT RESOLVED, that the Governing Board ratifies the faculty personnel actions listed in the table.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

N. Ratify: Management Personnel Actions

Resolution: Be it resolved that the Board ratify the Management Personnel actions listed in the table below.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

O. Ratify: Classified Personnel Actions

Resolution: Be it resolved, that the Board ratifies the Classified personnel actions listed in the below table.

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

P. Ratify: Employment Agreements for Short-Term and Substitute Assignments.

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

Approval of the Consent Calendar **with the removal of Consent Item F.**

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

7. NEW BUSINESS

A. PRESENTATION: Student Homelessness & Hunger

Mr. Larry Walker, Vice President of Student Services, provided the Board with a presentation and was available for questions.

**Trustees would like to add to the Advancing Planning Calendar: Study Session regarding Home Insecurity*

BREAK - 6:00PM - 6:05PM

B. ACTION: Approve Supplemental Addendum to the 2020-2021 MPC Catalog - 21:04

Dr. Jon Knolle, Vice President of Academic Affairs, clarified the process, addendum, credit by exam, and all are retro-active in the 2020-21 Catalog. Dr. Knolle was available for questions.

Resolution: BE IT RESOLVED, that the Governing Board approve and adopt the 2020-2021 Monterey Peninsula College Catalog Supplemental Addendum.

Motion by Loren Steck, second by Libby Downey

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

C. ACTION: Approve New Courses & Programs - 21:05

Dr. Jon Knolle, Vice President of Academic Affairs, provided an overview of new courses and programs. Dr. Knolle was available for questions.

BE IT RESOLVED that the Governing Board approves the new courses and programs as listed.

Motion by Libby Downey, second by Loren Steck.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

D. INFORMATION: Eleven New Administrative Procedures

Mr. David Martin, Superintendent/President, provided an overview and was available for questions.

E. ACTION: Resolution No. 21:07 Designating a Citizens' Bond Oversight Committee (CBOC) for Measure V and Measure I, and Approving Amended and Restated ByLaws Therefor - 21:07

Mr. David Martin, Superintendent/President, provided an overview and was available for questions.

- Creation of a CBOC is a Prop 39 requirement and MPC will be combining the two bonds, Measure V (current) and Measure I (past), into one CBOC committee.
- An Ad Hoc Committee, including two Trustees, will be formed to assist the Superintendent/President to solicit, collect, review, bring to the Board and suggest applicants to the Superintendent/President
- District and Board members solicits community members for specific groups and community-at-large for the CBOC.

BE IT RESOLVED, that the Governing Board of Trustees Approve Resolution No. 21:07 - Resolution of the Board of Trustees of Monterey Peninsula Community College District Designating a Citizens' Bond Oversight Committee for Measure V and Measure I, and Approving Amended and Restated ByLaws Thereof and form a **Board Ad Hoc Committee to assist the Supt/President to review and recommend applicants for the CBOC. Vice Chair Loren Steck and Trustee Debbie Anthony were nominated to be a part of the Ad Hoc Committee for the CBOC to assist in soliciting, collecting, reviewing and suggesting applicants.**

Motion by Yuri Anderson, second by Rosalyn Green.

Final Resolution: Motion Carries

Aye: Rosalyn Green, Libby Downey, Debbie Anthony, Loren Steck, Yuri Anderson

8. TRUSTEE COMMENTS & REPORTS

A. Governing Board Comments

AD HOC UPDATES: NO REPORTS SINCE NONE OF THEM HAVE MET

2021 Board Policies Subcommittee (Trustees Rosalyn Green and Libby Downey):

2021 Monterey County School Board Association Liaison (Trustee Debbie Anthony):

2021 MPC Foundation Representative Director Report (Trustees Rosalyn Green and Alternate Trustee Yuri Anderson):

2021 Community Human Services Report (Vice Chair Loren Steck and Trustee Rosalyn Green):

2021 Board Self Evaluation and Board Goal Development Ad Hoc (June - Dec)

TRUSTEE COMMENTS

- Trustee Libby Downey commented on how much she enjoyed attending the CCLC Trustee Workshop / Legislative Conference. The workshops were well-done and very educational. She commended Trustee Loren Steck for his presentation during the CCLC Workshops.
- Vice Chair Loren Steck reported on Community Human Services (CHS) had a soft grand opening of Casa de Noche Buena, a homeless shelter for women and families with children will be the first of its kind on the Monterey Peninsula. Trustee Steck attended the CCLC Trustee Workshops. He reported on the Student Centered Funding Formula (SCFF) Taskforce will meet on 1/29/21.
- Trustee Debbie Anthony reported on the value of attending the CCLC Trustee Workshop and proud of the MPC Board's participation throughout the workshops and Legislative Conference.
- Trustee Rosalyn Green shared her experiences at the CCLC Trustee Workshops and Legislative Conference. She announced for the second year, CSUMB and NAACP are partnering with events in honor of Black History Month.
- Chair Yuri Anderson commented on CCLC Trustee Workshops, Chair Workshops and Legislative Conference. Provided a reminder of the upcoming Board Retreat on February 11 and 12. She provided the following reminders: Board is to ratify the 2021 Board Goals, MPC Community Partnerships, a Legislative Workshop on 1/29/21 that is open to the public, and sent January birthday wishes to Trustee Rosalyn Green, Senior Executive Assistant to the President, Shawn Anderson and Executive Assistant to the President JoRene Finnell.

9. ADVANCE PLANNING

A. 2021 Advance Planning (Tentative Schedule): Future Topics, Annual Items, and Items for Study Sessions/Retreats

B. Feb. 11 & 12, 2021: Board Retreat

C. Feb. 12 & 15, 2021: MPC Closed - Presidents' Days

D. Feb. 24, 2021: Regular Board Meeting

10. ADJOURNMENT

A. Time Meeting Adjourned - 7:22pm