

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

Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Tuesday
September 23, 2008

1:30 p.m. -- Closed Session
3:00 p.m. -- Public Session

MINUTES

The President of the Board, Mr. R. Lynn Davis, called the Governing Board meeting to order at 1:30 p.m. Mr. Davis called roll and declared a quorum present. Mr. Davis read the Closed Session statement and reported that the following items would be covered: a. Public Employee Performance Evaluation. Superintendent/President.

At 1:32 p.m., the Open Session adjourned to the Closed Session. The Closed Session adjourned at 2:55 p.m. At 3:05 p.m., the Open Session was called to order by Mr. Davis. Ms. Phillips called roll.

MEMBERS PRESENT: Mr. R. Lynn Davis, J.D., Chair
 Dr. Loren Steck, Vice Chair
 Mr. Charles Page, J.D.
 Mr. Carl Pohlhammer
 Dr. Jim Tunney
 Ms. Eleanor Morrice, Student Trustee

MEMBERS ABSENT: None

STAFF PRESENT: Dr. Douglas R. Garrison, Superintendent/President
 Mr. Carsbia Anderson, Vice President for Student Services
 Mr. Joe Bissell, Vice President for Administrative Services
 Dr. Sharon Colton, Dean of Technology and Media Services
 Ms. Laura Franklin, Dean of Instruction, Economic Development and
 Off-Campus Programs
 Mr. Michael Gilmartin, Dean of Instruction, Occupational and Economic
 Development
 Dr. John Gonzalez, Vice President for Academic Affairs
 Ms. Barbara Lee, Associate Dean, Human Resources
 Dr. Susan Steele, Interim Dean of Instruction, Liberal Arts

Ms. Suzanne Ammons, Administrative Services Office
Ms. Grace Anongchanya, Student Supportive Services Coordinator/
Counselor, TRIO/College Readiness
Mr. Chris Calima, Counselor, Upward Bound Program
Ms. Eileen Crutchfield, TRIO Programs
Ms. Sigrid Klein, Student Services Office
Mr. Richard Montori, Public Information Officer
Mr. Steve Morgan, Director, Facilities, Planning & Management
Ms. Vicki Nakamura, Assistant to the President
Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and the Governing Board
Dr. Rosaleen Ryan, Director, Institutional Research
Mr. Laurence Walker, Associate Dean of Student Services
Ms. Sandra Washington, Counselor, Upward Bound
Mr. Bruce Wilder, Instructional Technology Specialist
Ms. Janine Wilson, Coordinator, Math Science Upward Bound

OTHERS PRESENT: Ms. Katherine Bell
Mr. Joe Demko
Mr. Michael Dickey
Ms. Marilynn Gustafson
Mr. Ken Scates
Mr. Mark VanderZanden

Mr. Davis reported that no action was taken during Closed Session; therefore, there was nothing to report.

Recognition

Mr. Davis asked if there was anyone from the audience who was a visitor and wished to be acknowledged. There was no affirmative response. Mr. Davis noted the donations from the Monterey Peninsula College Foundation for August 2008 were \$35,645.00, and he applauded their efforts on behalf of the College.

Written Communications

Mr. Davis mentioned the following written communications:

- a) The Monterey County Herald, Thursday, August 21, 2008, MPC's English Department Presents a Wide Range of Offerings for Fall, 2008, and Business workshop Tuesday at MPC.
- b) The Monterey County Herald, Thursday, August 21, 2008, GENTRAIN at Monterey Peninsula College, Interdisciplinary Course in Western Culture.
- c) Monterey County Weekly, August 21-27, 2008, Lashandra Batiste, MPC Student.

- d) Monterey County Weekly, August 21-27, 2008, MPC's English Department Presents a Wide Range of Offerings for Fall, 2008 and MPC Serious kick start.
- e) GO!!! The Monterey County Herald, Thursday, August 21-27, 2008, Gustavo Gardenas, MPC Student and MPC Players present Albom's 'Tuesdays With Morrie,' by Kathryn McKenzie Nichols.
- f) GO! Monterey County Herald, Thursday, August 21-27, 2008, Monterey Peninsula College Art Gallery presents "Expansions."
- g) The Monterey County Herald, Friday, August 22, 2008, MPC's English Department Presents a Wide Range of Offerings for Fall, 2008.
- h) The Monterey County Herald, Sunday, August 24, 2008, Lashandra Batiste.
- i) The Monterey County Herald, Monday, August 25, 2008, Miguel Corres.
- j) The Monterey County Herald, Monday, August 25, 2008, The MPC Players present Jeffrey Hatcher and Mitch Albom's "Tuesdays With Morrie."
- k) GO! Monterey County Herald, Thursday, August 28–September 3, 2008, Actors capture heart and intelligence of 'Tuesdays with Morrie', by Barbara Rose Shuler.
- l) GO! Monterey County Herald, Thursday, August 28–September 3, 2008, Arianna Huffington, Ethical Dilemmas on the Campaign Trail, September 8, 2008, 7:00 p.m., Steinbeck Forum, Monterey Conference Center.
- m) A letter from Marilyn K. Shepherd, Ed.D., Superintendent, Monterey Peninsula Unified School District, dated August 29, 2008, thanking Dr. Garrison, Ms. Victoria Phillips, and Ms. Terri Neece for their expeditiously facilitating MPUSD's request for use of facilities.
- n) The Monterey County Herald, Thursday, September 4, 2008, an assortment of small articles.
- o) The Monterey County Herald, Thursday, September 4, 2008, Diggin in.
- p) The Monterey County Herald, Friday, September 5, 2008, LOBOS' TIME IS NOW...READER'S ARRIVAL GENERATES BUZZ ABOUT MPC FOOTBALL.
- q) The Monterey County Herald, Friday, September 5, 2008, Arianna Huffington, September 8, 2008, at 7:00 p.m.
- r) The Monterey County Herald, Sunday, September 7, 2008, MPC takes advantage of miscues, by David Coffin.
- s) The Monterey County Herald, September 9, 2008, Media guilty of being 'partisan' Huffington says politics turned into numbers game, by Kevin Howe.
- t) The Monterey County Herald, September 11, 2008, LIKE THE REAL THING, MANNEQUINS HELP MEDICAL TRAINING, by Kevin Howe.
- u) GO! The Monterey County Herald, September 11, 2008, Plus-sized Neil LaBute's 'Fat Pig' on MPC's Studio Stage Reveals Just How Many People Can Squeeze into a Relationship, by Kathryn Petrucci.
- v) GO! The Monterey County Herald, September 11, 2008, assorted articles.
- w) Monterey County Weekly, September 11-17, 2008, ARIANNA'S ACCENT ON ETHICS IN POLITICS, HUFFINGTON POST CO-FOUNDER VISITS MONTEREY, by Jessica Lyons.
- x) Monterey County Weekly, September 11-17, 2008, Heavy Lifting, MPC attacks obesity issues with Neil LaBute's sharp and sassy Fat Pig, by Walter Ryce.
- y) The Monterey County Herald, Sunday, September 14, 2008, MPC clips Cabrillo.

- z) The Monterey County Herald, September 15, 2008, Roundup...Men's Soccer, MPC 3, DeAnza 2.

Reports and Presentations

Institutional Report: Budget Update – Joe Bissell

Assemblymember John Laird from the 27th District was scheduled to give our Institutional Report; however, he was called to Sacramento because of the State Budget situation and so Mr. Joe Bissell was asked to give a Budget Update. He reported that the enacted budget includes the following features for California community colleges: · A .68% COLA on general purpose apportionments which will mean an additional \$225,000 for MPC. However, funding for categorical programs will remain the same as last year. · Enrollment growth is funded at 2%. · Categorical programs are flat-lined at 2007-2008 levels. · Student fees remain level at \$20 per unit. · \$75 million is provided to partially backfill a property tax shortfall for the 2007-2008 fiscal year. · A new deferral of apportionment payments...January, February, and March will now be paid in April, May, and June. · A \$531,000 cut to the Chancellor's Office budget. · The Competitive Cal Grant program is sustained rather than eliminated as earlier proposed.

Mr. Bissell reported the State Budget bridges a \$15.2 billion budget shortfall through a combination of cuts and borrowing. It makes \$9.7 billion in cuts to numerous program areas. It relies on a grab bag of borrowing and one-time budget maneuvers totaling approximately \$7.5 billion. These provisions include: accelerating payments for tax-filers, individuals and corporations, paying estimated taxes (\$1.3 billion); a two-year suspension on net operating loss tax deduction (\$1.3 billion); changing to an accrual accounting model (\$.4 billion); requiring limited liability corporations to prepay fees (\$336 million); and increased penalties on corporations that underpay taxes (\$.4 billion). The State Budget provides \$58.1 billion for K-12 schools and community colleges under Proposition 98. This funding level just meets the Prop 98 minimum funding obligation. It lays the groundwork for "securitization" of State Lottery funds to provide \$5 billion in each of the 2009-2010 and 2010-2011 State budgets. It includes various budget reforms including: 1) a strengthened rainy-day fund; 2) expanded authority for the Governor to make mid-year budget cuts to State agencies; and 3) expanded authority of the Governor to temporarily suspend COLAs in the event of a fiscal emergency. This Budget also contains a reserve fund of \$1.7 billion.

The Trustees thanked Mr. Bissell for his comprehensive report.

Superintendent's Report:

1. Dr. Garrison reported that his written report which was included in the Board packet will suffice as his report, except he wanted to highlight his trip to CSU Fresno Center for Innovation & Technology with Dr. Diane Harrison, President of CSU, Monterey Bay, and Ms. Mary Ann Leffel. They were investigating the possibility of creating an innovative technology lab that would be created with a federal grant, would be housed on the CSUMB campus, and that we could be a part of.

2. Dr. Garrison also mentioned that the September 16th meeting with the local Superintendents, high school Principals, and MPC administrators was very successful. We are past the meet and greet stage and are really communicating, working on substantive issues, and building relationships. Outreach is happening. The plan is to again meet later in the term or at the beginning of the spring semester.
3. Dr. Garrison also attended the Workforce Investment Board – Overall Economic Development Commission sub-committee meeting on September 16th. The group is focusing on strengthening workforce training through collaboration.
4. Dr. Garrison announced that we will be holding a groundbreaking ceremony on Thursday, October 9th, at 1:30 p.m. on Colonel Durham Road at the MPC Public Safety Training Center. It will be a celebration and fulfillment of the promise of the Bond.
5. Dr. Garrison reported that Consent Agenda items C. 21.a-e are the recommendations of the staff to hire new classified staff for positions that are vital to the College. These are the people who make sure that the lights are on and the College is supported efficiently. “We are bringing in excellent people.”

Vice Presidents’ Reports:

Dr. John Gonzalez: Dr. Gonzalez reported on the following for his area: · He was very pleased with the MPC Education Center. Enrollments are up. We have 719 enrollments; we are only 34 short of tripling our enrollment from Fall 2007, and we are planning for a fourth classroom for the Spring semester. · On the Consent Calendar, the administration is recommending two support positions for the Marina Education Center: the hiring of Georgina Leyva for the Unit Office Manager, and we are recommending the establishment of a new position, Administrative Assistant I. He asked for the Trustees’ support for this resolution. · A number of courses and program changes are on the agenda. This year we are going back and ensuring that courses have been revised. We are using CurricuNET software to help us with the process. · We have asked each of the Co-Chairs to provide an update report about the progress in the writing of the self-study. He reported that he had been appointed to an evaluation team for an accreditation visit at Rio Hondo College. This will be helpful in coming back and providing leadership in terms of preparing for our self-study. On September 16th, he also attended the local Superintendents’/Principals’ meeting. One of the topics was “concurrent enrollment for high school students.” Our interest is in finalizing the program and doing some long-range planning. A memorandum of understanding has been provided to the local superintendents. We also want to make sure that both parties understand the regulations. In the screening process of prospective students, the Education Code says students “... must be able to benefit from the scholastic program.” We are asking them to assist us with the evaluation, with any individuals from high school or lower grades that would like to enroll in MPC classes. As steps to provide information on potential classes we have identified equivalent MPC courses for Advanced Placement (AP) courses. Laura Franklin will take the leadership role for our concurrent enrollment program. · The Carmel Authors Festival is next week and they have made 21 scholarship tickets available to us. Regular attendees pay \$510 to attend.

The Trustees thanked Dr. Gonzalez for his report.

Mr. Carsbia Anderson: Mr. Anderson reported on the following items for his department. · He introduced Ms. Julie Osborne, ASMPC Student Events Coordinator; and Ms. JoAnne Busenbark, Interim Associate Dean of Student Services. Both were welcomed to MPC. · Mr. Anderson also thanked Trustees Davis, Steck, and Tunney for attending Dr. Susan Osorio’s “Going Away” party. Dr. Osorio was very touched and so was he. · Mr. Anderson reported that enrollment is up overall 4.5%. On campus enrollment is up 3.4%. Non-credit enrollment is down a little. The Personal Fitness program at the Monterey Sports Center will end this fall term, and that will impact our enrollment figures. He reported that the Latino enrollment is up 12.7% and the African-American enrollment is up 2.1%. Average enrollment for credit units has increased 4.5% district-wide. In general, students seem to be taking more units. The Enrollment Advisory Committee has developed some goals and strategies to increase enrollments. · Lobo Day was held September 17th, and Club Day is scheduled for September 30th.

At this time in the meeting, Dr. Rosaleen Ryan and Mr. Anderson gave a report on graduation statistics for 2008. MPC had 367 graduates; 251 received Associate of Arts Degrees; 116 received Associate of Science Degrees; and 59 students received certificates. Majors covered a variety of majors including General Studies, Nursing, Administration of Justice, English, etc. Ethnic breakdown includes: 5% African American; 17% Latino; 54% white; and 5% other. Sixty-six percent (66%) were in-district students; 17% were out of district; 10% were spread out throughout the State; and 21 students were out-of-state students. Average GPA was 3.16. They also shared Transfer Agreement information: Ten students completed applications for UCSF and nine were approved. Six students completed and applied for UC, Davis, and six were approved. 21 students completed transfer agreements to San Jose State University and 20 were approved. Five students completed and applied to San Francisco State University and five were approved. One student completed and applied to Santa Clara University and wasn’t approved. Fifty-five (55) students have approved transfer plans. Forty-three (43) applied to UC Berkeley and 16 were admitted. Forty-eight students were admitted to UCSC. Thirty (30) students applied to UCSB and 17% were approved. Mr. Anderson applauded the efforts of Kathleen Baker, Coordinator, Career/Transfer Resource Center.

Mr. Anderson concluded his report by stating that the College hosted the Jazz Festival parking. MST provided shuttle service back and forth to the Fairgrounds. Mr. Anderson said that this was a wonderful community service we provided. Mr. Davis suggested that signs be posted stating that the College donated parking facilities to the Jazz Festival and that the \$10 fee collected went to the Jazz Festival and not to the College.

The Trustees thanked Mr. Anderson for his report.

Mr. Joe Bissell: Mr. Bissell reported on the following topics for his area. · An “Active Shooter” presentation will be offered to campus staff at noon on Wednesday, October 15th, and Tuesday, October 21st, in LF 103 by the Monterey Police Department. An “All User” email will be sent out to all staff inviting attendance. · Mr. Bissell reported that there was an article in The Herald regarding field turf dangers and he had received some calls regarding our field. He reported that he had done some research to find that the claims made in the article were untrue.

· In concluding his report, Mr. Bissell reported that the Los Angeles District had a successful SOLAR power program and he was asked to look into the article for us. He reported that some 20 years ago the district invested their bond funds in solar energy panels and was publicizing the fact that they were enjoying the benefits of their savings.

The Trustees thanked Mr. Bissell for his report.

Academic Senate: Dr. Fred Hochstaedter, President of the Academic Senate, reported on the following activities. · The Senate is working on the planning of Flex Days for the Spring term. · They are working on Distance Education. Dr. Hochstaedter said he would like to bring back to the Trustees in November a couple of items: Student Learning Outcomes and the Academic Freedom policy. · He also suggested that the District and the Academic Senate review the Email/Website policy and work together on updating those policies.

MPCEA: Ms. Brenda Kalina, President of MPCEA reported that they have had two meetings this year. During their general meeting they talked about goals. They want to increase their membership and there has been an increase in fees. They also understand that the Health Services will contract with CHOMP to provide services. She reported that there has been a lot of discussion regarding SLOs.

College Council: There was no College Council report for this month.

MPCTA: There was no MPCTA report for this month.

ASMPC: There was no ASMPC report for this month.

MPC Foundation: Ms. Marilyn Gustafson reported on the following items from the Foundation. · The community theater event was wonderful and the Foundation was very pleased to host. A check was then presented to Gary Bolen for 40% of the ticket sales. · Ms. Gustafson also indicated that the Arianna Huffington lecture was amazing. Ms. Huffington was identified recently as one of the 100 most influential people in the country. The Foundation received very positive feedback from the students and community members. It was a sold-out crowd. It will be rebroadcast on Channel 24 several times. · “Connections” will come out the second week of November and the featured article will be Tom Tonkin. Also included will be an article on Herman Edwards, Coach of the Kansas City Chiefs Football Team. · Ms. Gustafson reported that the strategic fundraising campaign is continuing. We are at 84% of reaching our goal. · Peggy & Jack Baskin are in the process of establishing a new scholarship program for bright, highly motivated, underprivileged women with a strong potential for making a difference. Beginning in 2009, Cabrillo, Hartnell, and MPC will each be invited to select three students (from which one will be selected from each college) to receive a \$10,000 scholarship award to transfer on to a four-year college. Peggy and Jack Downes Baskin have been good and generous friends of the College. · The Foundation hosted a faculty emeriti luncheon on September 15th. Approximately 40 emeriti attended. Dr. Garrison talked about the College and Allye Hobson-Robinson was co-host. · The Academic Senate and the Foundation hosted a reception for new faculty and staff on Friday, September 19th. It was a time to greet people and welcome them to the campus. · In closing her report to the Trustees, Ms. Gustafson noted that Norma Lewis, a good friend

of the College, wanted to donate an indoor 45-inch bronze sculpture to the College and she circulated a picture of the sculpture.

Board Reports: There were no Trustee reports for this month.

Bond Report:

Mr. Joe Demko noted the new Bond Expenditure Report which was included in the Board packet. There is also a report, Cost Control Report, which lists projects: Budget, Current Projection, Variances, and comments. He asked that the Trustees review this report and give him feedback. Mr. Demko then proceeded to project updates. · The contractor is attempting to accelerate the schedule for the New Administration building now that most of the structural issues have been resolved. · Drawings have been approved by DSA for the P.E. Fitness Elevator. Bidding will commence in September and construction will start shortly thereafter. · Construction has begun on the Public Safety Training Center permanent building and it is anticipated that the project will be completed by the Summer of 2009. · An additional modular for the MPC Education Center at Marina has been requested, and it is anticipated the modular will be ready for the spring semester. · The infrastructure project is essentially complete and the contractor is finishing the punch list. · The new Student Services building working drawings have been submitted to DSA and construction is expected to start in the Spring of 2009. We are working on more seismic structure on the building. · Parking Lots A, D, E, & F were ready for the beginning of classes. · The interior seismic work is almost complete for the Gym, and then the exterior seismic work will begin. The acoustical panels installation has begun and will be completed October 15th. The bleachers are being reviewed by DSA and will be installed in December 2008. We are over budget for the interior of the gym, but the exterior budget of the gym is tracking okay.

Mr. Davis asked if any items needed to be removed from the Consent Calendar or if anyone had any comments or questions. Dr. Garrison asked that Consent item #21.f. be removed from the Consent Calendar as the administration has no recommendation for the position of Library System Technology Coordinator.

Consent Calendar

A. Routine Matters:

MSC Steck, Page

08-16

BE IT RESOLVED, That the following routine matters were approved:

1. The Governing Board minutes for the Regular meeting held on Tuesday, August 26, 2008, are approved.

2. The Governing Board accepts \$35,855.00 and other gifts donated to the College with appropriate thanks to the donors.
3. The August 15th Manual Payroll in the amount of \$1,384.32, the August 29th Regular Payroll in the amount of \$1,970,068.69, and the September 10th Supplemental Payroll in the amount of \$58,875.95, be approved.
4. The Commercial Warrants #12653948 through #12654022, #12655136 through #12655175, #12655726 through #12655769, #12656217 through #12656253, #12656954 through #12656997, #12658515 through #12658558, in the amount of \$3,550,735.20, be approved.
5. The purchase orders #900212 through #900391 in the amount of \$6,748,503.12, be approved.
6. The following budget increases in the Restricted General Fund be approved.

Increase of \$89,314.00 in revenue and matching expenses, to reflect funds received for FY 2007-2008.
7. The following budget adjustments in the Child Development Fund be ratified.

Net increase in the 1000 Object expense category	\$1,146
Net decrease in the 2000 Object expense category	\$21,661
Net increase in the 3000 Object expense category	\$531
Net decrease in the 4000 Object expense category	\$46
Net increase in the 7000 Object expense category	\$21,000.
8. The Board ratify the Project Assignment Amendment #10-A (PAA) with HGHB Architecture, Planning, Urban Design, at a fixed fee of \$50,000 in conjunction with the addition to the Automotive Technology Building.
9. The Board ratify the Project Assignment Amendment #14 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services at a not-to-exceed fee of \$20,000 in conjunction with the MPC Supportive Services Testing module.
10. The Board ratify the Project Assignment Amendment #15 (PAA) with HGHB Architecture, Planning, Urban Design, for architectural services in conjunction with renovations to convert the Administrative Services Building to “swing space,” at a fixed fee of \$50,000.
11. The Governing Board ratify the Project Assignment Amendment 12 (PAA) at the fixed fee of \$30,000 with David Foord, for ongoing inspection services in conjunction with the installation of Parking Lots D, E, and F.

12. The Governing Board ratify the Project Assignment Amendment 13 (PAA) at the fixed fee of \$50,000 with David Foord, for ongoing inspection services associated with gymnasium bleachers, restroom, modified flooring, seismic modifications, ramp installation and other necessary work.
13. The Governing Board ratify the Project Assignment Amendment 14 (PAA) at the fixed fee of \$5,000 with David Foord, for ongoing inspection services in conjunction with the baseball field backstop screening to include all structural supports.
14. The Governing Board ratify the Project Assignment Amendment 15 (PAA) at the fixed fee of \$12,500 with David Foord, for ongoing inspection services in conjunction with the installation of upper Parking Lot A.
15. The Governing Board ratify the Project Assignment Amendment 16 (PAA) at the fixed fee of \$15,000 with David Foord, for ongoing inspection services in conjunction with the construction of the transformer and electrical work adjacent to the Fitness Center building.
16. The Governing Board ratify the Project Assignment Amendment 17 (PAA) at the fixed fee of \$18,000 with David Foord, for ongoing inspection services associated with the Siemens Energy Conservation work to include electrical, HVAC motors and controls and related contract work.
17. The Governing Board ratify the Project Assignment Amendment 18 (PAA) at the fixed fee of \$135,000 with David Foord, for ongoing inspection services in conjunction with the Public Safety Training Center at the former Fort Ord.
18. That the following courses and program changes be approved:
 - COOP 91.1, Administration of Justice Work Experience
 - COOP 91.2, Art Work Experience
 - COOP 91.5, Aviation Work Experience
 - COOP 91.6, Biology Work Experience
 - COOP 91.7, Business Work Experience
 - COOP 91.8, Child Development Work Experience
 - COOP 91.9, Communications Work Experience
 - COOP 91.10, Computer Science and Information Systems Work Experience
 - COOP 91.11, Dental Assisting Work Experience
 - COOP 91.12, Drafting Work Experience
 - COOP 91.13, Drama Work Experience
 - COOP 91.14, English Work Experience
 - COOP 91.15, Engineering Work Experience
 - COOP 91.17, Fashion Work Experience
 - COOP 91.18, Fire Protection Technology Work Experience

COOP 91.19, World Languages Work Experience
 COOP 91.20, Health Work Experience
 COOP 91.21, Hospitality Work Experience
 COOP 91.22, Humanities Work Experience
 COOP 91.23, Interior Design Work Experience
 COOP 91.24, Library Services Work Experience
 COOP 91.25, Marine Science and Technology Work Experience
 COOP 91.26, Medical Assisting Work Experience
 COOP 91.27, Nursing Work Experience
 COOP 91.28, Nutrition and Food Work Experience
 COOP 91.29, Oceanography Work Experience
 COOP 91.30, Ornamental Horticulture Work Experience
 COOP 91.31, Physical Fitness Work Experience
 COOP 91.32, Physical Education Work Experience
 COOP 91.33, Photography Work Experience
 COOP 91.34, Political Science Work Experience
 COOP 91.35, Psychology Work Experience
 COOP 91.37, Social Science Work Experience
 COOP 91.38, Women's Studies Work Experience
 COOP 91.39, Human Services Work Experience
 GENT 99.74, Travel Study: Live Drama in Oregon

B. Academic Personnel

19. That the Governing Board approve the academic personnel actions listed to include:
 - a. Resignation of Susan Osorio as Associate Dean of Student Services, effective September 12, 2008.

20. The Governing Board approve the following items:
 - a. Grant Equivalency to Minimum Qualifications to Andrea Coniglio Ibessaine to teach English and Reading courses, effective Fall 2008.
 - b. Grant Equivalency to Minimum Qualifications to Paula Stoddard to teach Child Development courses, effective Fall 2008.
 - c. Grant Equivalency Based on Eminence to Glenda Bernhardt to teach MUSI 22 Chamber Singers, effective Fall 2008.
 - d. Grant Equivalency Based on Eminence to Michael Thomas to teach EMMS Emergency Medical Technician 1: Basic Training, effective Fall 2008.
 - e. Grant Equivalency Based on Eminence to Gary Shapiro to teach DRAM 5 Film Appreciation, effective Fall 2008.
 - f. Grant Equivalency Based on Eminence to Carolyn Taylor to teach POL 5 Politics of Developing Countries, effective Fall 2008.

- g. Grant Emergency Equivalency to Alexis Smith to teach PFIT 30 Introduction to Triathlon Training, effective Fall 2008 only.
- h. Each month individuals are hired as part-time, substitute, and overload. The lists include hires for Summer and Fall 2008.

C. Classified Personnel

- 21. The Governing Board approves the classified personnel actions listed to include:
 - a) Employment of Julie Osborne, Student Activities Coordinator (Service Category 6), Student Services, 40 hours per week, 12 months per year, effective September 24, 2008.
 - b) Employment of Roseann Erwin, Library Circulation Desk Coordinator (Service Category 4), Library, 40 hours per week, 12 months per year, effective September 24, 2008.
 - c) Employment of Carla Robinson, Unit Office Manager, Facilities (Service Category 5), Facilities, 40 hours per week, 12 months per year, effective September 24, 2008.
 - d) Employment of Alvin Covington, Custodian/Pool Operator (Service Category 3), Facilities, 40 hours per week, 12 months per year, effective September 24, 2008.
 - e) Employment of Georgina Leyva, Unit Office Manager, Marina Education Center (Service Category 5) Marina Education Center, 40 hours per week, 12 months per year, effective September 24, 2008.
 - f) Employment of Linda Ransom, Student Financial Services Outreach Advisor (Service Category 4), Student Financial Services, 40 hours per week, 12 months per year, effective October 1, 2008.
 - g) Establish new position, Administrative Assistant II (Service Category 4), Marina Education Center, 19 hours per week, 10.5 months per year, effective September 24, 2008.
 - h) Approval of the job description for Human Resources Specialist – Classified, formerly Personnel Specialist effective September 24, 2008.
 - i) Resignation of Alicia Zanetta, Instructional Specialist (Service Category 3), Reading Center, 12 to 18 hours per week, 10 months and 11 days, effective at the end of the day, September 8, 2008.
 - j) Resignation of Andrea Polanco, Student Financial Services Coordinator (Service Category 5), Student Financial Services, 40 hours per week, 12 months per year, effective at the end of the day, September 12, 2008.

- 22. The individuals on the recommended list (Short Term and Substitute Classified Employees) employed for short term and substitute assignments subject to future modifications, be approved.

New Business

MSC Tunney, Page

08-17

BE IT RESOLVED, That the 2008-2009 Monthly Financial Reports for the period ending August 31, 2008 be accepted.

Mr. Bissell reported that because the State has signed the budget, it will not be necessary to consider New Business item B, authorizing and approving the borrowing of funds for FY 2008-2009; the issuance and sale of a 2008-2009 tax and revenue anticipation note. Therefore, it was pulled from the agenda.

MSC Morrice, Pohlhammer

08-18

BE IT RESOLVED, That the agreement to employ Dr. Douglas Garrison as Superintendent/President of the Monterey Peninsula Community College District effective August 1, 2008, and ending July 31, 2012, be ratified.

Trustee Page said he was very happy that the Board was unanimous in its decision to approve the above resolution.

Motion: Page

Seconded: Pohlhammer, Steck

Ayes: Davis, Morrice

Abstained: Tunney

08-19

BE IT RESOLVED, That the Governing Board approve the use of Professional Personnel Leasing to obtain the services of an Interim Associate Dean of Student Services, and,

BE IT FURTHER RESOLVED, That the Governing Board approve the employment of JoAnn Busenbark as Interim Associate Dean of Student Services through a Professional Services Agreement effective September 22, 2008 through June 30, 2009 or until an Associate Dean of Student Services begins employment, whichever comes first, and,

BE IT FURTHER RESOLVED, That the Governing Board authorize the Vice President for Administrative Services to enter into a Professional Services Agreement with Ms. Busenbark and a contract with Professional Personnel Leasing for an Interim Associate Dean of Student Services.

Mr. Anderson reported that the following resolution is a model of what Napa College and others are doing around the State. It is providing an opportunity for CHOMP to provide educational services to us and for our Nursing School to provide training for our nursing students too. The administration did

discuss this with the CTA group and we will be hiring a Nurse from CHOMP for Fall, Early Spring, Spring, and Summer semesters. The cost will be \$155,000 per year and will provide 40 hours per week service.

MSC Steck, Tunney

08-20

BE IT RESOLVED, That the Governing Board authorize the Vice President for Administrative Services to negotiate and execute a letter of agreement with Community Hospital of the Monterey Peninsula to provide professional services to Student Health Services of Monterey Peninsula College.

ANNUAL UPDATE ON THE EXPENDITURES, FTES,
AND CURRENT STATUS REPORT ON INSTRUCTIONAL
SERVICE AGREEMENTS

INFORMATION

Dr. John Gonzalez, Vice President for Academic Affairs, reported that we are meeting the mandate to provide regular update reports on the status of the District's instructional service agreements (ISA). This report is the latest update for the 2007-2008 academic year. Since the 2006-2007 academic year, the total FTES produced by ISAs has been reduced, from 3,173 to 2,823.75. The source of FTES generated from instructional agreements has also changed. In 2006-2007, 60% of the FTES generated by ISAs came from the personal fitness program. The number is now down to 44%. This was done intentionally to reduce the reliance on this type of contract.

Dr. Gonzalez reported that a new, more reliable type of instructional contract and one that enables the College to exercise substantial monitoring of quality control is the Farmworkers Institute for Education and Leadership Development (FIELD). This contract currently provides an opportunity for the District to offer non-credit English as Second Language courses to agricultural workers, and it can potentially expand to other areas such as hospitality and day laborers. Students who enroll in non-credit ESL classes offered through FIELD may eventually transition into credit and career and technical education courses at MPC. In 2007-2008, 9% of our ISA FTES came from the FIELD contract. This replaced some of the non-credit FTES that were lost as a result of the reduction in the personal fitness program. The other new addition to this area is the South Bay Regional Public Safety Training Consortium. Previously, The District had an instructional agreement with H & K to provide law enforcement courses. That has now been replaced by an agreement with the consortium. The 2007-2008 year was a transitional year; therefore, the FTES generated in this area was split between H & K and South Bay. In 2008-2009, the College will see the complete impact of this change. For 2008-2009, the District has been given a commitment of 273 FTES from participation in the South Bay Consortium. This is a substantial increase over 2007-2008.

Dr. Gonzalez stated that the overall percentage of the College's FTES that were generated in 2007-2008 from ISAs was 34%. This is down from 38% in 2006-2007. Expenditures associated with ISAs, on the other hand, have increased from \$1,980,960 in 2006-2007 to \$2,481,210 in 2007-2008. In 2007-2008, a portion of this increase is due to the increased cost per hour for the non-credit FIELD ISA. Also, the new arrangement with South Bay reduced the College's costs in other non-ISA budgets; therefore, the increase in these expenditures is offset by those savings to some extent.

Dr. Gonzalez reported that it is projected that these trends will persist in 2008-2009. The District will continue to strategically and deliberately reduce the total number of FTES derived from ISAs especially in the non-credit area associated with PFIT. A slight increase in expenditures is projected again due to the growing FIELD ISA and the higher cost per hour associated with this agreement compared to previous non-credit ISAs.

The Trustees thanked Dr. Gonzalez for his report.

REPORT ON STUDENT DEMOGRAPHICS

INFORMATION

Mr. Carsbia Anderson and Dr. Rosaleen Ryan stated that the College's mission statement and institutional goals speak to the commitment to serving our diverse community. The College regularly collects and disseminates information about its student population and the community it serves to determine the degree to which it achieves the institutional goals. Their report today focuses on student demographics---age, ethnicity, city of residence, and educational goals---with a particular focus on the ethnicity of the students both on the main campus and at the Education Center at Marina.

They began their PowerPoint presentation by looking at the headcount of the Monterey campus and Education Center for credit and non-credit. As of this morning, we had a head count of 6,890 credit students at the Monterey campus. At the Education Center we had a head count of 587 students. At the Monterey campus we had a head count of 386 non-credit students. At the Ed Center we had 18 non-credit students. Their second set of slides showed the demographics of where those students reside. For credit students: 19% of our students reside in Monterey; 12% reside in Carmel; 14% reside in Seaside/Sand City; 11% reside in Marina; 11% reside in Pacific Grove/Pebble Beach; and 19% reside in other areas. Our non-credit students reside in the following areas: 18% in Monterey; 22% in Carmel area; 14% in Pacific Grove/Pebble Beach; 5% in Marina, 12% in Seaside/Sand City; 8% live in Salinas; and 21% in other. The next projection they showed was City of Residence for Monterey Campus and Education Center at Marina. Monterey Campus students reside in the following areas: 13% in Marina; 17% in Seaside/Sand City; 19% in Monterey; 12% in Pacific Grove/Pebble Beach; 10% in Carmel; 15% in the Salinas; 14% live in other areas. Education Center students reside in the following areas: 31% in Marina; 17% in Seaside/Sand City; 10% in Monterey; 6% in Pacific Grove/Pebble Beach; 4% in Carmel area; 18% in Salinas; 14% in other areas. The next projection showed Ethnicity of Students – Then & Now. Then: 68% were White; 5% were African-American; 12% were Asian/Filipino/Pacific Island; 12% were Hispanic; and what was left was unidentified. Now. 61% are White; 19% are Hispanic; 5% African-American; 12% are Asian/Filipino/Pacific Island; and what is left are unidentified. The next projection was Ethnicity for Monterey Campus. Students/Community. Students: 57% are White; 19% are Hispanic; 7% are African-American; 14% are Asian/Filipino/Pacific Island. Community: 82% are White; 2% are African-American; 6% are Asian/Filipino/Pacific Island; and 7% are Hispanic. The next projection was Ethnicity – Education Center: 14% were African-American; 15% were Asian/Filipino/Pacific Island; 26% were Hispanic; and 40% were White. Another presentation showed the Median Age by Community by MPC Credit and Non-Credit. The next presentation showed Educational Attainment by Community without HS diploma and with Bachelor Degree. The next presentation showed the Academic Level by Students by Credit Students and by Non-Credit Students. The final presentation was Educational Goals – Students

by Credit/Students and Non-Credit Students. Credit students: 28% were transfer; 10% were for Degree/Certificate; 19% were for Occupational; 27% were for Life-long Learning; and 5% were for Skills Improvement. For Non-Credit Students: 2% were for transfer; 2% were for Degree/Certificate; 20% were for Occupational; 61% were for Life-long Learning; 9% were for Skills Improvement; and 6% were for Other/Undecided.

The Trustees asked Dr. Ryan for this PowerPoint presentation to be emailed to them. Dr. Ryan said she would do so.

Dr. Ryan and Mr. Anderson were thanked for their presentation.

DISCUSSION OF TRUSTEE PROPOSED CODE OF ETHICS

INFORMATION

Dr. Tunney reported that this Code of Ethics policy is for consideration and study at this time and that this will go to the Accreditation Committee on Friday, September 26th, as a “draft.” He added that there is some redundancy in the policy and that he did this purposely. Mr. Pohlhammer reported that the first seven items are Board responsibilities and then the next eight pertain to behavior. Mr. Page wanted to add a #16. “Work closely with the Superintendent/President on all components of the College to ensure a diverse faculty, staff, and student body.” Dr. Tunney said this will start the process. This will go through the shared governance process before it comes back to the Governing Board for a “First” and “Second Reading/Approval.”

DISCUSSION OF TRUSTEE SELF-EVALUATION

INFORMATION

Dr. Loren Steck would like to see the Trustees answer the following questions and have a Study Session where we invite those people the Trustees most frequently work with:

- 1) What is our role?
- 2) What are we doing well?
- 3) What could we be doing better?

Dr. Steck suggested that this would be an anonymous survey and that Dr. Rosaleen Ryan collect the data and compile it for the Trustees. A meeting would occur after the information has been gathered and compiled in November. (It was later decided that the meeting would be held on Thursday, November 13th, from 1:00 – 3:00 p.m. in the Karas Room, if it is available. The room would be set up in a rectangular shape with chairs along the outside of the tables, to accommodate discussion.) It was also decided that the survey questions would be sent to MPC Foundation Board members, MPC administrators, the MPC Citizen’s Bond Oversight Committee members, and to the Outreach Committee.

The Trustees reviewed the Calendar of Events.

Advance Planning

Regular Governing Board meeting: Tuesday, October 28, 2008

Closed Session: 1:30 p.m., Stutzman Seminar Room, Library and Technology Center

Open Session: 3:00 p.m., Sam Karas Room, Library and Technology Center.

Suggested future Agenda items:

1.

Special Governing Board meeting: Thursday, November 13, 2008

Subject: Governing Board Self-Evaluation

1:00 p.m. – 3:00 p.m. – Karas Room, Library and Technology Center

Adjournment

The meeting was adjourned at 5:18 p.m.

Respectfully submitted,

Douglas R. Garrison, Ed.D.
Secretary to the Board