

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

Monterey Peninsula College
980 Fremont Street
Monterey, California 93940

Tuesday
January 27, 2009

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

MINUTES

The Chair of the Board, Dr. Jim Tunney, called the Governing Board meeting to order at 1:30 p.m. Trustee Tunney called roll and declared a quorum present. Dr. Tunney read the Closed Session statement and reported that the following items would be covered: a. Public Employee Discipline/Dismissal/Release/Complaint. b. A Particular Student Discipline Matter. c. Public Employee Evaluations: Faculty: Interior Design, COOP, English (two positions), Counselor, Dental Assisting, Anthropology, Physical Education/Baseball, Economics, English and Study Skills Center, EOPS, Women's Programs, Physics, Library, Anatomy and Physiology, Automotive Technology. d. Public Employee Evaluation: Superintendent/President Quarterly Evaluation.

At 1:32 p.m., the Open Session adjourned to the Closed Session. The Closed Session adjourned at 2:55 p.m. At 3:02 p.m., the Open Session was called to order by Dr. Tunney. Ms. Phillips called roll.

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

MEMBERS ABSENT: Mr. Carl Pohlhammer

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. Karen Engelsen, Dean of Student 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. Rosemary Barrios, Fiscal Services
Dr. Caroline Carney, Social Sciences Division Chair
Mr. Richard Montori, Public Information Officer
Mr. Steve Morgan, Director, Facilities, Planning & Management
Ms. Vicki Nakamura, Assistant to the President
Ms. Julie Osborne, Student Activities Coordinator
Ms. Victoria Phillips, Executive Assistant to the Superintendent/
President and the Governing Board
Dr. Rosaleen Ryan, Director, Institutional Research
Mr. Damanjit H. Singh, Computer Science
Ms. Kali Viker, Human Resources

OTHERS PRESENT: Mr. Joe Demko
Mr. Michael Dickey
Mr. Bill Rauch
Mr. Ken Scates

Dr. Tunney reported that Trustee Pohlhammer is recovering at home from a viral infection and pneumonia. He also reported that he visited Carl Pohlhammer, Sue Skipper, and Robert Infelise at Westland House in Monterey. He also inquired about the health of Bill Hobbs. Dr. Caroline Carney reported that he has reduced his teaching load this semester as he is still recovering from his fall.

Recognition

There were no special visitors today.

Mr. Carsbia Anderson recognized Coach Mike Rasmussen who was voted Coast Conference Coach of the Year. In addition, he recognized those team members who were selected to the All-State Football Team: Freshman Quarterback: Brian Reader, who just signed with the University of Idaho. Linebacker and Conference Defensive Player of the Year: Obed Lologo. Defensive Back: A.T. Aoelua. And Kicker: Chris Pinto. Mr. Anderson said he was very proud of this team and for their accomplishment of a 10-0 season.

Dr. John Gonzalez introduced Mr. Damanjit Singh, new Computer Science and Information Systems instructor. Mr. Singh earned a Bachelor of Science Degree from Birla Institute of Technology in India. He is currently enrolled at the University of Maryland University College pursuing a Master of Science Degree in Computer Systems Management. In addition to his Bachelor's Degree, Mr. Singh has earned a number of certificates including: Certified Information Systems Security Professional; Security Administrator; Systems Engineer from Microsoft; Microsoft Certified Professional + Internet; Cisco Networking Academy Levels 1 – 4; Cisco Certified Network Professional; Certified Wireless Network Professional; Computer and Network Forensics; and Hacker Techniques, Exploits & Incident Handling. For the last four years, Mr. Singh has been an Associate Professor at College of Southern

Maryland where he has been the course manager for security courses and program manager for the AAS Degree in Information System Security. He has also played the role of administrator, curriculum lead and instructor for the Cisco Academy Program. In addition, Mr. Singh also held the position of Network Security Instructor at the CHUBB Institute, as well as technology instructor networking at Middlesex County College in New Jersey.

Dr. Tunney recognized the December donations received by the Monterey Peninsula College Foundation of \$30,900.00, and he thanked the Foundation for their work on behalf of the College.

Comments from Visitors

Dr. Caroline Carney commented on the two resignations in her division. The first is Dr. Marianne Ide who is presently teaching at an international school. Dr. Carney said that this is a tremendous loss for not only her personally, but for her division, and for MPC. She thanked the administration and the Trustees for the opportunity given Marianne to try something new. The second is the resignation of Ms. Carolyn Griffin in Women's Programs. We will miss Carolyn. A book with pictures of students and staff is being prepared, and it will be ready next week. Dr. Carney invited people to the Women's Center to sign the book, as it will be given to Carolyn as a memento of her time here with us.

Ms. Vicki Nakamura reported that the Management and Supervisors group are selling \$1 or 6 for \$5 raffle tickets as a fundraiser. All proceeds will go to a scholarship fund established by the Management/Supervisor Group to benefit MPC students and classified staff. The prize will be a five course meal for six, plus an MPC theater evening on Friday, May 15th. The drawing will be held and winner notified on April 24, 2009. Tickets may be purchased from Vera Coleman, Claudia Martin, Joe McCarley, Steve Morgan, Lynn Noell, Cathy Nyznyk, Pete Olsen, Natalie Rodda, Rosaleen Ryan, Art St. Laurent, and herself.

Written Communications

Dr. Tunney mentioned the following written communications:

- a. The Monterey County Herald, Thursday, December 11, 2008, Your Town, Monterey, MPC Elects Board Members.
- b. Monterey County Weekly, December 11-17, 2008, Merry Christmas, George Bailey at MPC.
- c. GO! The Monterey County Herald, December 11-17, 2008, 'Life' radio...MPC Theatre's 'Merry Christmas, George Bailey' is a stage production of the radio production of 'It's a Wonderful Life,' by Lily Dayton.
- d. GO! The Monterey County Herald, December 11-17, 2008, assorted articles.
- e. The Monterey County Herald, Friday, December 12, 2008, 17 MPC players earn first-team honors, Herald Staff Report.
- f. The Monterey County Herald, Sunday, October 26, 2008, Passing the Test...MPC Defense Stymies DeAnza to Keep Lobos Undeafated, by Jerry Stewart.
- g. The Monterey County Herald, Monday, December 22, 2008, two letters to The Editor. One from Wies Norberg, Carmel, and the other from Elaine Giampietro, Monterey.

- h. The Monterey County Herald, Monday, December 22, 2008, Local Roundup...Lobos erupt for 91, Herald Staff Report.
- *i. A letter to Paul Lee, Mary Nelson and Andre Adam dated December 23, 2008, from Bert Cutino, CEC, AAC, HOF, Co-founder/COO, The Sardine Factory Restaurant, expressing his thoughts about lunch, congratulating Mary Nelson on her retirement and giving permission to call on him when we need him.
- *j. A letter from Jackie Wendland, Director of Grants and Donor Advisor Services dated December 31, 2008 to Dr. Douglas R. Garrison regarding the Nellie Irons Orr Scholarship Fund that they administer for MPC for scholarships.
- k. The Monterey County Herald, Thursday, January 1, 2009, Local Roundup, MPC rally falls short, Herald Staff Report.
- l. The Monterey County Herald, Friday, January 2, 2009, State of the ARTS...The Flagging Economy Puts in Serious Doubt The Future of Local Nonprofit Arts and Cultural Groups, by Kathryn McKenzie Nichols.
- m. The Monterey County Herald, Tuesday, January 6, 2009, Talks & Lectures, January 7, Free Gentrain lecture on “Beginning Genealogy, Insights into Your Family.”
- n. The Monterey County Herald, Thursday, January 8, 2009, Women’s Basketball, Cabrillo 83, MPC 66. Men’s Basketball, San Jose 75, MPC 54.
- o. The Monterey County Herald, Friday, January 9, 2009, Local Roundup...Four Lobos Make All-State in Football, Herald Staff Reports.
- p. Monterey County Weekly, January 8-14, 2009, assorted articles.
- q. Monterey County Weekly, January 8-14, 2009, Expect the best...Experience the best at MPC, Luke Matthews, MPC Student.
- r. The Monterey County Herald, Sunday, January 11, 2009, Letter to the Editor, MPC rebuilding plan relies on state funds, Jim Tunney, MPC Board Chairman.
- s. The Monterey County Herald, Wednesday, January 14, 2009, “MPC is a good place to start before heading off to a university.” Rick Barlow, MPC student.
- t. The Monterey County Herald, Thursday, January 15, 2009, Women’s Basketball, San Jose 64, MPC 33. Men’s Basketball, Cabrillo 74, MPC 54.
- u. The Monterey County Herald, Tuesday, January 20, 2008, THE RIGHT STUFF...After Phenomenal Season at MPC, Reader Headed to Idaho.

Reports and Presentations

Institutional Report: Governor’s Proposed 2009-2010 Budget – Mr. Joe Bissell

Dr. Garrison commented before Mr. Bissell spoke that we don’t know for sure what the final resolution will be for the State budget, but we do have some projections. Uncertainty is the issue we are dealing with right now.

Mr. Bissell noted that MPC’s current year budget looks like this:

- We will have a loss of interest income of approximately \$300,000.00.
- We will have a FTES base reduction for underage students.

- We will have FTES reported at P-1 basically flat. We are still seeing an overall decline in enrollment despite successful efforts at building the credit program.
- We will have a potential property tax shortfall.
- We will need to adjust adjunct salary budgets.
- We need growth efficiency.
- Other measures to be taken. Dr. Garrison has a 13 point plan.

Mr. Bissell said he still thinks the District will be okay because of the Trustees' planning with a 10% Reserve, and the fact that we can count on generating more FTES through the South Bay Regional Public Safety Training Consortium.

Mr. Bissell commented on the Governor's January proposed budget. He reported that this year's budget is far more advantageous to community colleges than to K-12 or UC or CSU. The Governor's mid-year plan is to eliminate the 0.68% COLA. Transfer of categorical allocations will be possible with no dollar limit. He will defer \$230 million payments from January and February to July. For the 2009-2010 Fiscal Year, the plan is: • No COLA (5.02%). • 3% growth. • Some categorical growth. • No change in student fees. • Continue transfer of categorical allocations with no dollar limit. • Replace lottery revenue pursuant to securitization. • Sponsor legislation to address property tax uncertainty. • Suspend reimbursement of State mandates. • Defer \$200 million July apportionment until October.

The Community College Deferrals Proposal transfers \$430M from 2008-2009 to 2009-2010. \$230M to be received in July and \$200M to be received in October. The lack of State budget suspends all apportionment payments.

Mr. Bissell reported on the trend lines for the year broken down by month. Academic employees do not get their check in December; they are paid in January. In looking at the trend lines, we would need to dip into our Reserves in December by \$4 million. We would not need to go into TRANS or borrow from an agency.

The Board thanked Joe Bissell for his report.

Dr. Tunney said other businesses and colleges are cutting staff and yet we are not; and that's a good thing.

Superintendent's Report:

Dr. Garrison reported that he will let his written report, which was included in the Board packet, stand as presented except he wanted to add a few comments as follows:

1. Dr. Garrison reported that he and Joe Bissell served on a panel at the ACCCA Budget Workshop to give a perspective on the fiscal situation of community colleges and "How to Avoid Being a Casualty." They hoped to educate the college community by saying.... "Don't act like you are one." Their comments were well received. He said it was interesting to hear how other colleges are responding to this fiscal situation.

2. Dr. Garrison reported that he and Joe Bissell met with Assemblymember Bill Monning to invite him to speak to the Trustees at one of their monthly meetings. He also took the opportunity to talk about the Governor's proposed budget as it relates to education and community colleges in particular, and about carrying legislation forward for us.

3. Dr. Garrison reported that ninety (90) members of the College staff took part in a daylong emergency training session on Monday, January 26. After the Virginia Tech incident we had a number of meetings on campus to prepare ourselves should an emergency occur. The District will be eligible for FEMA reimbursement as a result of the session. We have made lots of progress in incremental stages. We have installed a notification system on campus. We have organized building response teams. We had a system in place, but many people were not aware of the procedures should an emergency occur. We intend now to take it to another level. We will get more and more people involved. It was a worthwhile training effort as it is our responsibility to be prepared.

Vice Presidents' Reports:

Carsbia Anderson, Vice President for Student Services: Mr. Anderson spoke about several topics. • Carolyn Griffin, in Women's Programs, who is retiring and who has helped many of our students with her scholarship essay writing workshop. Many of our scholarship recipients have taken her workshop. • He also spoke about Dr. Marianne Ide who is an exceptional teacher and who served as faculty advisor for ASMPC. • Mr. Anderson reported that he and Mr. Larry Walker visited the Herman Miller Showroom and were impressed by the wall systems on display. They are thinking of using those systems for the new Student Services building. • Mr. Anderson noted that 38 students received \$50 gift certificates from Project Santa at Christmas. We were able to fund every request and still have money left for next year's requests. He thanked everyone who donated money/gifts for their generosity. • February 18th is Lobo Day which will showcase clubs and service organizations. • Mr. Anderson attended the Martin Luther King parade held in Seaside. He added that the Student Financial Aid staff also attended. • Last Friday evening he attended the American Legion Marina installation dinner. Laura Franklin was there representing MPC. • Our current enrollment figures are looking good. Non-duplicate enrollment is up by 4%. Total units enrolled are up 6.8% more than previously. Our students are taking more classes. We are still building more FTES. • Mr. Anderson concluded his report by stating that we are looking forward to another successful spring semester.

The Trustees thanked Mr. Anderson for his report.

Mr. Joe Bissell, Vice President for Administrative Services: Mr. Bissell reported that the cell tower was placed at the end of the Dance Studio rather than the community stadium as originally planned. He distributed a picture of the cell tower. He reported that MST bus service is now coming up on campus every 15/20 minutes. The students have been informed, and, hopefully, will make good use of it.

The Trustees thanked Mr. Bissell for his report.

Dr. John Gonzalez, Vice President for Academic Affairs: Dr. Gonzalez reported on several topics. • The Marina Educational Center enrollment. In Spring 2008, we had 303 students enrolled and for Spring 2009, we have 644 students - a considerable increase. However, comparing it to Fall enrollment 2008, we have a small decrease, as we had 719 students enrolled. However, we are expecting more students to enroll during late registration. • Dr. Gonzalez reported that we mailed and distributed 23,000 Schedule of Classes to Marina residents. Our class offerings have been diversified. And we have introduced a mini-learning center component for tutorial assistance. • Dr. Gonzalez reported that he has been working with the Division Chairpersons and the Deans on the Fall 2009 Schedule of Classes. Rather than just redoing the schedule “as is” each semester, we are trying to build a schedule using the entire grid of available classrooms and times so that the schedule is spread out and not impacted on specific days and times. This will help alleviate the congestion of classes at certain times of the day and make more efficient use of our classrooms. • Dr. Gonzalez gave an Accreditation Progress Report. We are writing our self-study. We are asking the Standards Co-Chairs to submit their contributions to the Co-Editors: Diane Boynton and John Gonzalez. He thanked the Trustees who have been involved in serving on the Standards Committees for their work. • Dr. Gonzalez also reported that the draft of the Substantive Change Proposal Report was submitted in January. There are four components: 1) Development of the Education Center. 2) Expansion of the Business Division. 3) South Bay Partnership. 4) Partnership with FIELD. The plan is to submit the Substantive Change Report to our Board at the February 24th meeting. The Committee of the Commission for Substantive Change will review it at their March 17th meeting. • The Curriculum Advisory Committee has been very busy. There is a lengthy list of new courses on today’s meeting agenda. In November, Michael Gilmartin submitted 971 courses that had not been revised in the last six years. A number of those courses have not been offered in the last three years. There are approximately 425 courses in the pipeline. • Dr. Gonzalez reported that during Flex Days, our keynote speaker will be Dr. Vincent Tinto, who will speak on Student Retention and Persistence. Dr. Gonzalez said he had heard him speak before and recommended him to everyone.

Trustee Davis was complimentary about the Marina brochure and wondered what impact it had on the students of the area. He wondered where they would go, if we weren’t there. Of course, there is no data to let us know for sure, but Mr. Montori said that he thought it had significant enrollment impact for the Marina area.

The Trustees thanked Dr. Gonzalez for his report.

Academic Senate: No report for this month.

MPCEA: No report for this month.

MPCTA: No report for this month.

ASMPC: Mr. Michael Dickey, ASMPC Council member, reported that ASMPC has been very busy. He reported that the Bus Pass and Food Bank Committee have been combined into one Student Benefits Committee. The Constitution and Bylaws Committee is now the Governing Documents Committee and the Election Committee has been turned into a sub-committee of the Governing Documents Committee that will only become active during the Spring Semester. The Open Forum Committee has been merged with the Public Relations Committee. The IT Committee and Student Body Card Committee have been merged to create a general Technology Committee. And the Budget Committee has been renamed the Budget Advisory Committee. They have been working on the 2008-2009 budget. Their Council approved their official Oath of Office, which will be administered on February 2nd at 2:45 p.m. in front of the Library, and will be followed by a small reception. On March 16, 2009, the Student Senate for California Community Colleges is hosting a rally in Sacramento opposing future budget cuts to California community colleges. ASMPC will be attending this event and bringing as many students, faculty, staff, and concerned individuals as possible to join thousands of others marching on the Capitol building. The Students are thinking about increasing their Student Body Fee from \$8 to \$10 to provide more benefits to students. Five new Council members have been added. An ASMPC election will be held on April 22nd, to coincide with the ASMPC Earth Day Sustainability Fair.

College Council – No report this month.

MPC Foundation: No report this month.

Board Reports: Trustee Steck said that the written report for Community Human Services which was at their desk and on the table for anyone to pick up, would serve as his report this month.

Bond Report:

Mr. Joe Demko reported on construction projects:

- Construction on the new physical education elevator has begun and completion is anticipated in the summer of 2009.
- Work continues on the Public Safety Training Center. The first building will be completed in May 2009, and the second in the Summer 2009.
- The additional MPC Education Center. Temporary modular is in place. The MPC Education Center permanent buildings design is underway and the Architect will submit the drawings to DSA in January 2009. Bidding is anticipated in the Summer 2009.
- Infrastructure Phase I and Phase II projects have basically been completed. Infrastructure Phase III has begun and includes data cabling, the PE elevator project, bridge removal and remaining site work (lighting, parking lots, and sidewalks). Over the holiday break, 27 additional spaces have been added to Parking Lot B. Remaining parking lots will be upgraded next summer. The campus data cabling backbone is progressing as scheduled.
- The new Administration Building flooring is being put in. The contractor should be commended for making up for lost time with bad weather conditions. Now we are trying to prepare a punch list of items.
- An accessible walkway to the Baseball Field is completed. Installation of the new backstop is awaiting DSA approval of the design and the work will be completed when the baseball season is over.
- The Gym upgrade is complete with the

exception of the seismic upgrade, which will be completed by the beginning of February. • The architect is preparing drawings for the Auto Technology Building classroom addition to the existing structure. It is anticipated that classroom construction will begin in Summer 2009 and finish in December 2009. • Family and Consumer Science Building renovation includes replacing doors, counter tops, shelving and selected lighting, along with upgrades of data and plumbing. It will be complete at the end of January.

The Trustees thanked Mr. Demko for his report.

At this time in the meeting Dr. Tunney asked, in consideration of architect Ken Scates' time, if New Business item H could be discussed at this time. All the Trustees agreed to do this.

DESIGN REPORT ON EDUCATION CENTER AT MARINA

INFORMATION

Mr. Bissell introduced Mr. Ken Scates, architect, who spoke about the Education Center in Marina. Mr. Scates reported that eighty additional parking places are planned for the site. There is a quadrangle plan and it looks great. The buildings and landscape screens have been planned to address the prevailing winds. They have created an outdoor space. Phase 1 will have a couple of points of access and there are drop off points with a bus stop. There will be a formal entrance into the complex. The complex is broken into a series of one story buildings. There are approximately 12,000 square feet of enclosed space. There will be eight classrooms, with a ninth classroom about half the size of the others, and there will be a multi-purpose room. There will also be rooms for storage and mechanical devices. There are 12 acres total; four acres are being improved. The buildings are being set in a courtyard style. There will be connecting walkways. Some of the roofs will be pitched. Because of the climate of fog and winds in Marina, it is planned to have living walls wind screening. Monterey Pine trees will also be planted. The courtyard will have a Monterey Cypress tree. We will utilize a native microplanet with low maintenance vegetation and pathways. The climate is different from our main campus. There will be no turf. We will use a wood fiber/cement mixture for the exterior walls. Trustee Page said he read an article in Sunday's edition of the New York Times of a new product that looks like wood, but is a composite of other materials.

Mr. Scates said his firm has hired a consultant to study wind generators and photovoltaics at the Marina site. We had talked earlier about putting a windmill at the site to generate energy, but we don't have the data to support it. Presently there is no tax advantage for photovoltaics, and the cost is prohibitive. However, there is great symbolism with windmills and photovoltaics and they tend to stand out.

Mr. Bissell said the District wants to start construction in July.

The Trustees thanked Mr. Scates for his presentation.

Dr. Tunney asked if there were any comments and/or additions to the Consent Calendar. There were no additions, but Mr. Davis did want to call special attention to the gift of \$20,000.00 to the Maurine Church Coburn School of Nursing, from Bill and Rita Patterson, The Knox Foundation. And, he did

want to pay special recognition, gratitude and respect, to Dr. Marianne Ide and Ms. Carolyn Griffin for their service and dedication to the students and community of MPC. They will be missed.

Consent Calendar

A. Routine Matters:

MSC Page, Steck

08-44

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

1. The Governing Board minutes for the Regular meeting held on Tuesday, November 25, 2008, and Tuesday, December 9, 2008, are approved.
2. The Governing Board accepts \$54,020.00 and other gifts donated to the College with appropriate thanks to the donors.
3. The December 5th Manual Payroll in the amount of \$6,447.40 and the December 10th Supplemental Payroll in the amount of \$69,142.69, and the December 30th Regular Payroll (classified) in the amount of \$799,900.42, and the January 2nd Regular Payroll (cert/adjunct) in the amount of \$1,511,494.13, and the January 9th Supplemental Payroll in the amount of \$48,400.37, be approved.
4. The Commercial Warrants #12674379 through #12674489, #12675810 through #12675887, #12677246 through #12677300, #12679446 through #12679519, in the amount of \$2,410,507.06, be approved.
5. That Commercial Warrants #12680625 through #12680684, #12681639 through #12681682, #12682307 through #12682359, #12683396 through #12683430, #12684238 through #12684287, #12685201 through #12685297, in the amount of \$3,237,142.32, be approved.
6. The purchase orders #900676 through #900771 in the amount of \$1,367,146.51, be approved.
7. That purchase orders #900772 through #900882 in the amount of \$1,621,624.47, be approved.
8. The following budget adjustments in the Restricted General Fund be ratified:

Net increase in the 2000 Object expense category	\$10,469
Net decrease in the 3000 Object expense category	\$ 3,469
Net decrease in the 7000 Object expense category	\$ 7,000.

9. That the following budget adjustments in the Restricted General Fund be approved:

Increase of \$59,715 in revenue and matching expenses to reflect funds carried forward from FY 2007-2008.

Decrease of \$4,000 in revenue and matching expenses, to reflect funds received for FY 2008-2009.

10. The following budget adjustments in the Unrestricted General Fund be ratified:

Net increase in the 1000 Object expense category	\$13,039
Net increase in the 2000 Object expense category	\$ 2,121
Net increase in the 3000 Object expense category	\$ 4,095
Net increase in the 4000 Object expense category	\$ 4,163
Net increase in the 5000 Object expense category	\$27,225
Net increase in the 6000 Object expense category	\$ 3,807.

11. The following course(s) and program changes be approved:

ANTH 2L, Laboratory in Biological Anthropology
ENGL 5, Introduction to Great Books
ENGL 16, Shakespeare Visions: Film and Text Comparison
LETP 60, Probation Officer Core
LETP 255, Public Safety Dispatch Update
LING 25, Introduction to Gender and Language
MUSI 99.11, Travel Study: Choral Music of Ireland and Wales
WOMN 25, Introduction to Gender and Language
WRLD 4B, The Roman Empire (14 A.D. to 600 A.D.)
WRLD 401, Prehistory and Earliest Civilizations (to 1200 B.C.)
WRLD 402, Foundations of the Classical World (1200-500 B.C.)
WRLD 403, The Golden Age of Greece (500-300 B.C.)
WRLD 405, The Christian and Islamic Medieval World I (400-1100 A.D.)
WRLD 406, The Medieval Renaissance (1100-1350)
WRLD 407, The Renaissance (1350-1520)
WRLD 416, An Introduction to the Civilization of India
WRLD 417, An Introduction to the Civilization of China
WRLD 418, An Introduction to the Civilization of Japan
WRLD 419, An Introduction to the Civilization of Africa
WRLD 420, An Introduction to the Civilization of Russia
WRLD 421, An Introduction to the Civilizations of the Middle East
WRLD 422, An Introduction to the Civilizations of Latin America
WRLD 423, An Introduction to the Civilizations of Scandinavia
WRLD 424, Colonial America (1500-1770)
WRLD 425, Revolutionary America (1770-1800)

WRLD 426, The Early American Republic (1800-1850)

WRLD 427, America Divided (1850-1880)

WRLD 428, America Coming of Age (1880-1920)

WRLD 429, America in a Global Crisis (1920-1945)

WRLD 430, America in Revolt (1945-1970)

WRLD 431, Contemporary America (1970-Present)

B. Academic Personnel

12. The Governing Board approve the academic personnel actions listed to include:
- a) Employment of Terrie Spritzer, Learning Assistance Instructor, Column and Step pending verification of education and experience, effective Spring 2009 semester only.
 - b) Authorize three (3) fulltime, tenure track replacements for Political Science Instructor, Fashion/Hospitality Instructor and Medical Assisting Instructor.
 - c) Grant Equivalency Based on Eminence to Marcus Evans to teach AUTO 106: Automotive Brake Systems & Safety, effective Spring 2009.
 - d) Grant Equivalency Based on Eminence to Thomas Rettenwender to teach INTD 62: Sustainable Building Design, effective Spring 2009.
 - e) Grant Equivalency Based on Eminence to Roger Reed to teach HLTH 205: Cardio-Pulmonary Resuscitation for Health Professionals and HLTH 5: Advanced First Aid and Emergency Care, effective Fall 2008.
 - f) Grant Equivalency Based on Eminence to Kara Kuvakas to teach GEOG 2: Introduction to Physical Geography, effective Spring 2009.
 - g) Grant Equivalency Based on Eminence to John Provost to teach HIST 2: History of Asia, effective Spring 2009.
 - h) Grant Equivalency Based on Eminence to Charles Omstead to teach AUTO 160: Supervised Automotive Trade Experience, effective Spring 2009.
 - i) Grant Emergency Equivalency to Tad Masek to teach ENGR 52: Introduction to MATLAB, effective Fall 2008 only.
 - j) Accept the resignation of Marianne Ide, Political Science Instructor, effective December 16, 2008.
 - k) Accept the resignation of Joyce Treulieb, Math Learning Center Coordinator, effective December 19, 2008.
 - l) Each month individuals are hired as part-time, substitute, and overload. The recommended lists include hires for Fall 2008, Early Spring 2009, and Spring 2009.

D. Classified Personnel

13. The Governing Board approve the classified personnel actions listed to include:

- a) Employment of Gaozong Thao, Matriculation Services Specialist, Senior (\$2,668/month), Counseling, 40 hours per week, 12 months per year, effective January 28, 2009.
- b) Employment of Danielle Hodgkins, Student Financial Services Coordinator (\$3,022/month), Student Financial Services, 40 hours per week, 12 months per year, effective January 28, 2009.
- c) Employment of Jorge Magana, Student Financial Services Coordinator (\$17.44/hour), Student Financial Services, 19 hours per week, 12 months per year, effective January 28, 2009.
- d) Employment of Shane Whitman, Instructional Specialist (\$16.58/hour), Reading Center, 18 hours per week, 10.5 months per year, effective January 29, 2009.
- e) Employment of Olivia Cessa, Administrative Assistant II (\$16.06/hour), Marina Education Center, 19 hours per week, 10.5 months per year, effective January 28, 2009.
- f) Approve continuation of unpaid leave of absence requested by Jacquelyn Evans, Job Placement Specialist, Supportive Services, 10 hours per week of Ms. Evans' scheduled 40 hours per week starting January 1, 2009 and ending February 27, 2009.
- g) Resignation for the purpose of retirement of Carolyn Griffin, Re-Entry and Multicultural Resource Center Coordinator (\$4,230/month), Women's Studies Department, 40 hours per week, 12 months per year, effective at the end of the day on January 19, 2009.
- h) Resignation for the purpose of retirement of William D. Cates, Administrative Assistant I (\$19.33), Creative Arts Department, 15 hours per week, 11 months per year, 16 years, 2 months, 21 days, effective at the end of the day on February 15, 2009.

14. 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 Page, Steck

08-45

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

Mr. Joe Bissell introduced Bill Rauch, working partner in Vavrinek, Trine, Day & Co., who highlighted salient points of the annual Financial Audit Report for the fiscal year ended June 30, 2008. As he began his presentation, it was discovered that the Trustees did not have their Report; it was not included in the Board packet. At this point, it was decided that Mr. Rauch would continue, but that the

item would be held over until the February 24th meeting for action. Mr. Rauch reported that the financial opinion was materially clean. Mr. Rauch asked that when the Trustees did receive the report that they pay particular attention to pages 4-12 of the Audit Report. Auditors looked at Student Financial Aid closely, especially such things as federal loans and Pell Grants. The auditors also looked at the Marine Technology Education Grant. The District received an unqualified opinion. There were some recommendations in the report; some of these recommendations have been partially implemented by the District already and some minor findings will be implemented. Overall, Mr. Rauch said the Report was very good.

New Business C, District's Measure I General Obligation Bonds Performance Audit and Independent Auditors' reports for the fiscal year ended June 30, 2008, was held over to the February 24, 2009 Governing Board meeting for the same reason; the Audit Report was not included in their Board packet. The item was tabled for this meeting and will be placed on the February 24th, Governing Board meeting agenda for action.

Mr. Bissell urged the Trustees to approve the following resolution as they are almost done with the project.

MSC Steck, Morrice 08-46

BE IT RESOLVED, That the Governing Board ratify the contract for Parking Lot B improvements with Don Chapin Company in the amount of \$94,200 as the lowest responsive and responsible bidder.

MSC Morrice, Steck 08-47

BE IT RESOLVED, That the Governing Board approve the voluntary Student Representation Fee of One Dollar (\$1.00), effective Fall 2009 semester.

Mr. Bissell reported that Monterey Peninsula College has been using the statewide average in the past and it is recommended that the current average, \$190, be adopted as the non-resident fee for 2009-2010. Monterey Peninsula College is currently charging \$181. Hartnell College charges \$208 for non-resident tuition. Cuesta College charges \$194 for non-resident tuition. Gavilan College charges \$194 for non-resident tuition.

MSC Page, Steck 08-48

BE IT RESOLVED, That the 2009-2010 non-resident tuition rate for the District be established in accordance with ECS 76140 at \$190 per semester unit, with no fee for capital outlay.

REVIEW OF RECOMMENDATIONS AND COMPLIANCE ISSUES CITED BY THE STUDENT SERVICES PROGRAM

REVIEW AND TECHNICAL SITE VISIT TEAM

INFORMATION

Mr. Anderson introduced Mr. Larry Walker who reported that a Technical Site Visit Team conducted a visit on April 3-4, 2008. The site team consisted of six members from different colleges and the Chancellor's Office. The categorical programs visited included CalWORKS, DSPS, EOPS/CARE, and Matriculation (credit and non-credit). Interviews with key individuals, both from the programs as well as others on campus, were conducted to obtain further insight as to the integration of the programs on campus.

Mr. Anderson reported that while the team gave categorical programs and MPC a very positive and favorable evaluation, the site visit resulted in a few compliance issues as follows: • CalWORKS: Remove three positions (Financial Aid Advisor, Work Study Coordinator, and Child Development Specialist) from budget. • EOPS/CARE: Remove Financial Aid Director position from EOPS Program Plan and Budget. Cease the practice of "services only" to timed-out students. Seek a waiver for tutoring services. Refrain from issuing payments to the Cafeteria utilizing the practice of rounding up to \$5.00. • DSPS: Provide wheelchair accessibility to offices and to the bathrooms located in the Gym. Review the lack of confidentiality in the current office space and implement strategies to ensure confidentiality.

Mr. Anderson and Mr. Walker assured the Trustees that the categorical programs and the College have addressed these recommendations and compliance issues, and a letter was sent to the Chancellor's Office outlining the proposed actions.

Although there were no compliance issues for her area, Dr. Karen Engelsen reported that the review made her area focus on what they do. We want to make certain that the information we give to the State is accurate for maximum funding. We want to make certain that our communications with students are friendly and easy to read. Dr. Engelsen invited everyone to Dr. Vincent Tinto's reception tomorrow at 7:30 a.m. in the Stutzman Seminar Room. She has heard him speak before and he is highly respected in his field.

Dr. Tunney, on behalf of the Governing Board, thanked everyone who participated in the preparation of the report, the visit, as well as those who took measures to correct situations in their areas.

REVIEW OF GOVERNING BOARD POLICY 1000, GOVERNING BOARD CODE OF ETHICS AND CONDUCT

INFORMATION

Dr. Garrison explained that this policy will go through the shared governance process and then will come back to the Trustees for final approval once it has been recommended by all constituency groups.

REVIEW OF GOVERNING BOARD POLICY 1007, SPECIFIC DUTIES AND RESPONSIBILITIES OF THE GOVERNING BOARD

INFORMATION

Dr. Garrison said that this policy will go through the shared governance process and then will come back to the Trustees for final approval once it has been recommended by all constituency groups. With regard to New Business item K, nomination to be a candidate for the California Community College Trustees Board, no one wanted to be a nominee.

With regard to New Business item L, expulsion of MPC student #5473, the Governing Board pulled this item since they took action on the matter during Closed Session and reported out at the beginning of the meeting.

CALENDAR OF EVENTS

INFORMATION

The Trustees reviewed the Calendar of Events. Dr. Tunney reminded everyone that Flex Days starts tomorrow at 8:15 a.m. and that the presentations begin at 9:00 a.m. in LF 103.

Advance Planning

Regular Governing Board meeting: Tuesday, February 24, 2009.

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.

It was suggested by Dr. Tunney that the March and May meeting be held in Marina and Seaside during the evening. The rest of the Trustees were in agreement and the administration will work out the arrangements and will post the notices. We will seek the cities' help in identifying qualified candidates to run for the MPC Governing Board in 2009.

Suggested future Agenda items:

1. District's annual Financial Audit Report for the fiscal year ended June 30, 2008.
2. District's Measure I General Obligation Bonds Performance Audit and Independent Auditors' Reports for fiscal year ended June 30, 2008.
3. Substantive Change Proposal.
4. Governing Board Policy 1005.
5. Governing Board Policy 1009.

Adjournment

The Open Session was adjourned at 5:11 p.m.

Respectfully submitted,

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