

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

A regular meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, September 12, 2012, Mendocino College, 1000 Hensley Creek Road, Ukiah CA.

GENERAL MATTERS

Call To Order Trustee Clark, Board President, called the meeting to order at 5:00 PM.

<i>Board Members</i>	President	Joel Clark	present
	Vice President	Paul Ubelhart	absent
	Clerk	John Tomkins	present
	Trustee	Edward Haynes	present
	Trustee	Joan M. Eriksen	present
	Trustee	Janet Chaniot	present
	Trustee	Dave Geck	present

Secretary Roe Darnell, Superintendent/President

Support Staff Gwen Chapman, Executive Assistant II Superintendent/President

Staff Larry Perryman, Vice President of Administrative Services

Representatives

<i>Constituent Representatives</i>	Academic Senate	Steven Hixenbaugh, President
	Classified Senate	Larry Lang, President
	Management/Supervisory/Confidential	Virginia Guleff, President

Public Comments There were no comments from the public.

Agenda Approval M/S/C (Geck/Eriksen) To approve the agenda as amended. Item 4.2 Academic Calendar was removed from the agenda. Item 6.6 Health Benefits Annual Report was moved to follow the consent agenda.

Minutes/Approval M/S/C (Chaniot/Haynes) To approve the minutes of the regular meeting held on August 2, 2012 as presented.

PUBLIC HEARING

The Board opened and closed the public hearing on the Proposed 2012-13 Adopted Budget at 5:17 PM. There were no comments from the public.

CONSENT AGENDA

M/S/C (Tomkins/Chaniot) To approve the Consent Agenda as presented.

Items with an asterisk * were approved by one motion as the Consent Agenda.

Personnel

*Employment –
Short-Term
Employees* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the Short-Term Employees as submitted.

*Employment
Part-Time Faculty* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ the list of Part-Time Faculty as submitted.

Volunteers *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as submitted/presented at the meeting.

Other Items

*Quarterly Fiscal
Status Report* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the report as submitted.

*Donation of
Compost* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept with appreciation the donation of compost from Cold Creek Compost.

ACTION ITEMS

*2012-13 Adopted
Budget* Vice President Perryman reviewed the budget. He commented that the State's budget was based on Proposition 30 passing and the District's budget is based on the State's budget. The budget is also based on no enrollment growth and based on meeting target FTES. This budget does not include any collective bargaining. Staff are working on possible budget solutions in the event that Proposition 30 does not pass.

M/S/C (Haynes/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the proposed Adopted Budgets as presented and shown on Attachments A through J.

*Resolution
09-12-01
In Support of
Proposition 30* M/S/C (Geck/Eriksen) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby support Proposition 30, The School and Local Public Safety Protection Act, which has the official title, "Temporary Taxes to Fund Education. Guaranteed Local Public Safety Funding." on the November 2012 ballot.

Roll call vote:

Trustees Tomkins, Chaniot, Geck, Clark, Eriksen, and Haynes – yes

*Lake County
Center - Change
Order No. 7* M/S/C (Tomkins/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 7 for the Lake County Center project to Wright Contracting in the amount of \$22,329.

INFORMATIONAL REPORTS

President's Report A written report was submitted by Superintendent/President Darnell. The following was offered in addition:

- September 14 is the closing date for Superintendent/President applications.
- The Library/Learning Center Open House is Friday, September 14. Students from the MESA Center will be serving as guides. Presentations will be available in certain areas of the Library. The Culinary Arts students will be providing the refreshments.
- Dean Goff has successfully passed her oral exam for her doctorate program.

Education and A written report was submitted by Deans Rawitsch, Guleff, and Goff.

Student Services Report

Administrative Services Report

A written report was submitted by Larry Perryman, Vice President of Administrative Services.

Measure W Bond Report

Larry Perryman, Vice President of Administrative Services, presented a report and discussed the historical decisions regarding distribution of spending of bond funds. This report was given in response to the Board's request to revisit the reallocation of bond project funds.

He addressed the first adjustment when it was learned that there would be no matching funds from the State for the Library building. The decision to reallocate funds for the Library and other projects was made following a thorough process that included a college-wide forum.

Mendocino College Foundation, Inc.

A written report was submitted by Katie Fairbairn, Executive Director. The following was offered in addition:

- The Foundation has partnered with the ASMC and purchased a texting software program which will be facilitated by Mike Mari in his role as Director of Student Life. Students and staff who "opt in" will be able to receive text messages regarding campus events.

Constituents Report

No written reports were submitted. The following oral reports were given:

- Dean Guleff reported that the M/S/C has donated to the the Adopt- a- 5th Grader program and awarded four scholarships in the amount of \$750 each.
- Steve Hixenbaugh reported that the Academic Senate is working on objectives, recruitment and marketing, and supporting the accreditation process.

Health Benefits

An annual report on the status of the Health Benefit Program was submitted as information. The following was offered in addition:

Karen Chaty reviewed the report highlighting the funds received through the Federal Early Retirement Reimbursement Program.

TIME CERTAIN ITEM – 6:00 PM

Student Survey

Dr. Charles Duffy gave a PowerPoint presentation and reviewed with the Board the findings in the 2011-12 Graduating Student Survey.

TRUSTEE COMMUNICATION

Trustee Reports

Written reports were submitted by Trustees Chaniot and Haynes. Oral reports were given by Trustees Eriksen, Chaniot, Haynes,

Student Trustee Evans arrived at the meeting and advised the Board that she has resigned from ASMC and will no longer be able to be on the Board. She has taken a full-time position that prohibits her attendance at board meetings. The Board complimented Evans on her participation and her positive attitude as a member of the board.

Trustee Self Evaluation

In keeping with Board policy on Board Self-Evaluations, Board President Clark presented the self-evaluation assessment document to the Board. The assessment

document is to be completed by each Trustee and mailed to President Clark by the first week in October.

*Future Agenda
Items*

A list of items for future agendas was submitted for review. The following item was requested:

- A review by staff and possible report on the process of receiving donations in regards to liability issues.

CLOSED SESSION

Board President Clark announced that a Closed Session will not be held.

ADJOURNMENT

M/S/C (Haynes/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 7:10 PM.

Submitted by:

D. Roe Darnell, Superintendent/President
Secretary, Board of Trustees