

**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, February 10, 2016 Mendocino College, 1000 Hensley Creek Road, Ukiah, California.

GENERAL MATTERS

Call To Order Trustee Tomkins, Board President, called the meeting to order at 5:02 PM.

Board Members

President	John Tomkins	present
Vice President	Edward Haynes	present
Clerk	Dave Geck	present
Trustee	Paul Ubelhart	present
Trustee	Marie L. Myers	present
Trustee	Janet Chaniot	present
Trustee	Joel Clark	present
Student Trustee	Nayeli Castaneda	present - arrived at 5:25 pm

Secretary Arturo Reyes, Superintendent/President

Support Staff Mary Lamb, Executive Assistant II to Superintendent/President

Staff Virginia Guleff, Vice President of Education & Student Services (present)

Representatives Eileen Cichocki, Vice President of Administrative Services (present)

*Constituent
Representatives*

Academic Senate	Reid Edelman, President (present - arrived at 5:58 pm)
Classified Senate	David Bushway, President (present)
Management/Supervisory/Confidential	Debra Polak, President (present)

Agenda Approval Board President Tomkins announced item 6.5 would be removed from the agenda. Trustee Haynes requested the President's report be moved before the approval of minutes.

M/S (Clark/Ubelhart) to approve the agenda as amended. The matter was approved via the following vote:

Ayes	Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and Myers
Noes	None
Abstentions	None
Absent	None

Minutes/Approval After discussion, the following action was taken.

M/S (Clark/Myers) to approve the minutes of the regular meeting held on December 9, 2015 as presented. The matter was approved with the following vote:

Ayes	Tomkins, Chaniot, Clark, Geck, Ubelhart and Myers
Noes	Haynes

Abstentions None
Absent None

M/S (Geck/Ubelhart) to approve the minutes of the regular meeting held on January 13, 2015 as presented. The matter was approved with the following vote:

Ayes Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and
 Myers
Noes None
Abstentions None
Absent None

Public Comments

- No comments from the public were made.

PRESIDENT’S REPORT

A written report was presented by Superintendent/President Reyes. The following items were offered in addition:

- Jamar King was introduced to the members of the Board. Mr. King was recently recruited and has signed a letter of intent to play football for the University of Alabama. Mr. King thanked the staff and college community for everything they have done for him during his time at Mendocino College.
- A Board Workshop will be scheduled in the near future which will address Board minutes.

CONSENT AGENDA

M/S (Ubelhart/Clark) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

Ayes Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and
 Myers
Noes None
Abstentions None
Absent None

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 employment of the short-term employees as submitted and presented at the meeting.

*Employment – Part-
Time Faculty*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of the part-time faculty as submitted and presented at the meeting.

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

Promotion - Classified *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the promotion of Kimberly Pinson to Financial Aid Technician effective March 1, 2016.

Employment – Working Out of Classification *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the working out of class compensation for Eileen Lucas and Denice Solgat effective July 1, 2015 until the time a full-time Lake Center Director is hired.

Other Items

Fiscal Report as of December 31, 2015 *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.

ACTION ITEMS

Quarterly Fiscal Status Report – AB 2910 After reviewing the Quarterly Fiscal Status Report for Q-2, the following action was taken:

M/S (Geck/Clark) to accept the report as presented. The motion was approved with the following vote:

Ayes	Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and Myers
Noes	None
Abstentions	None
Absent	None

Board Policy Revisions – Second Reading After reviewing the proposed updates and changes to the Board policies and Procedures, the following action was taken:

M/S (Clark/Myers) to adopt the additions and/or revisions to Board Policy 2305, Board Policy 2310, Board Policy 2315, Board Policy 2320, Board Policy 2330, Board Policy 2710 and Administrative Policy 2320.1, Administrative Policy 2710.1, and Administrative Policy 2712.1 as presented. The motion was approved with the following vote:

Ayes	Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and Myers
Noes	None
Abstentions	None
Absent	None

INFORMATIONAL ITEMS AND REPORTS

Education and Student Services Report A written report was submitted by Virginia Guleff, Vice President of Education and Student Services. The following was offered in addition:

- The Workforce Task Force recommendations will change Career and Technical Education in the same way that the Student Success Act of 2012 changed matriculation.

- As part of the Online Education Initiative, the college is hosting the conference “Building for Excellence: Moving to Canvas & the OEI” on February 20th.

Administrative Services Report

A written report was submitted by Eileen Cichocki, Vice President of Administrative Services. Vice President Cichocki stated she had nothing to add to her report.

Mendocino College Foundation, Inc.

A written report was presented by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc. Executive Director Fairbairn stated she had nothing to add to her report.

Constituents Group Reports

Academic Senate:

A written report was presented by Reid Edelman, Academic Senate President. Academic Senate President Edelman stated he had nothing to add.

Classified Senate:

Classified Senate President Bushway recognized the various members of the classified staff for all their work in getting the semester off on the right foot.

He also mentioned the library at the Coast Center which now has all of their inventory entered into our library inventory system thanks to the dedication of the library staff.

Management/Supervisory/Confidential:

There was nothing to report from the Management/Supervisory/Confidential group.

ASMC:

The statewide Student Senate has received confirmation of their seat on the committee to hire the new State Chancellor.

The Food Pantry will be starting the week of February 17th and will only be available on certain days through the office of Student Services.

TRUSTEE COMMUNICATION

Trustee Reports

Trustee Tomkins:

Trustee Tomkins stated he attended the Board Chair workshop held during the Community College League Annual Legislative Conference. He also stated he will be participating in Excellence in Trusteeship Program.

Trustee Chaniot:

A written report was submitted by Trustee Chaniot. In addition, she provided several documents presented during the recent Annual Legislative Conference which she shared with other Board members.

CLOSED SESSION

The Board adjourned to Closed Session at 6:09 PM. Board President Tomkins announced the board will be only discussing item 8.3 on the agenda during

closed session.

*Report of Action
Taken in Closed
Session*

OPEN SESSION

The Board returned to open session at 6:28 PM with Board President Tomkins reporting the following action taken on the items discussed in closed session:

In closed session and with the following vote, the Board made a determination that under Education Code section 88022, employee number 1046712 is rehabilitated and eligible for district employment.

Ayes	Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and Myers
Noes	None
Abstentions	None
Absent	None

No other action was taken on the items discussed in closed session.

Adjournment

M/S (Clark/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 6:30 PM.

Ayes	Tomkins, Haynes, Ubelhart, Chaniot, Geck, Clark and Myers
Noes	None
Abstentions	None
Absent	None

Submitted by:
Arturo Reyes, Superintendent/President
Secretary, Board of Trustees