

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES AGENDA - REGULAR MEETING  
Wednesday, March 6, 2013 - 5:00 PM  
Mendocino College - 1000 Hensley Creek Road – Ukiah CA 95482  
Board Room, Room 1060, MacMillan Hall**

**CALL TO ORDER /PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

This time is set aside for general public comments. Additionally, comments may be made at time of discussion of any item. After being recognized by the Chair, those wishing to make comments are asked to stand at the podium, give their name, place of residence and affiliation, if any, and address their comments to the Board President. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. If appropriate, the Board may choose to refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

**1. APPROVAL OF AGENDA APPROVAL OF MINUTES**

- 1.1 Agenda Approval
- 1.2 Approval of Minutes for the regular meeting held on February 6, 2013

**2. CLOSED SESSION**

- 2.1 Public Employee Discipline/Dismissal/Release - GC54957
- 2.2 Conference with Legal Counsel – Anticipated Litigation – GC 54956.9(a) 1 case  
Case names unspecified: Disclosure would jeopardize existing settlement negotiations
- 2.3 Collective Bargaining/Meet and Confer - GC 54957.6  
Designated Representatives: Reyes, Guleff, Perryman, Chaty  
Employee Organizations: MCFT, MPFA, Management/Supervisory/Confidential, MLCCCBU

**PRESENTATION –TIME CERTAIN 6:00 PM**

Representatives of PG&E will present a check to the College for energy improvements to our HVAC system on the Ukiah campus.

**3 & 4 CONSENT AGENDA**

**3. Personnel**

- 3.1 Employment – Short-Term Employees  
Recommendation to ratify a list of short-term employees
- 3.2 Volunteers  
Recommendation to approve a list of volunteers
- 3.3 Employment - Classified  
Recommendation to employ Rose Hernandez as Financial Aid Technician
- 3.4 Employment – Professional Expert  
Recommendation to employ Jennifer Banks as a Professional Expert/EMS coordination – Fire Science
- 3.5 Non-Renewal of Categorically–Funded Faculty Contract  
Recommendation not renew a temporary, non-tenure track faculty contract for Nora Danning
- 3.6 Administrator Contracts  
Recommendation to be made at the meeting
- 3.7 Faculty Contract – Categorically Funded  
Recommendation to approve a faculty contract for Alicia Mendoza, Counselor-CAMP
- 3.8 Professional Development Leave  
Recommendation to be made at the meeting
- 3.9 Faculty Contracts  
Recommendation to be made at the meeting
- 3.10 Change in Assignment - Classified  
Recommendation to ratify the voluntary reduction in hours from Tola Levinson

**4. Other Items**

- 4.1 Fiscal Report as of January 31, 2013  
Recommendation to accept the report as presented
- 4.2 Energy Management System – Accept Project  
Recommendation to accept the completed project from Trinity EMS and Intercounty Mechanical

- 4.3 Library/Learning Center Signage – Authorization to Go to Bid  
Recommendation authorize staff to go to bid
- 4.3 Library/Learning Center AV/Media Equipment – Accept Project  
Recommendation to accept the AV/Media Equipment project

**5. ACTION ITEMS**

- 5.1 Board Meetings – Revised Date for Workshop and Revised Location  
Recommendation hold the May 1, 2013 Board meeting at the Lake County Center  
Recommendation to hold the spring workshop on March 20, 2013
- 5.2 Awarding of Audit Contractor For Fiscal Year Ending June 30, 2013  
Recommendation to award contract to Certified Public Accounting firm Matson and Isom
- 5.3 Willits/North County Center – Change Order No. 3  
Recommendation to ratify Change Order No. 3 in the amount of \$33,732
- 5.4 Lake County Center – Change Order No. 11  
Recommendation to ratify Change Order No. 11 in the amount of \$122,583
- 5.5 Lowery Student Center – Change Order No. 4  
Recommendation to ratify Change Order No. 4 in the amount of \$58,804

**6. INFORMATIONAL REPORTS**

- 6.1 President’s Report  
Superintendent/President informational report
- 6.2 Education and Student Services Report  
Education and Student Services Department informational report
- 6.3 Administrative Services Report
  - 6.3.1 Administrative Services Department informational report
  - 6.3.2 Measure W Bond Report
- 6.4 Mendocino College Foundation, Inc.  
Report on the monthly activities of the Foundation may be presented at the meeting
- 6.5 Constituent Groups Reports  
Reports from constituent groups are presented as information
- 6.6 Health Benefits Report  
Submitted as information

**7. BIG PICTURE**

- FTES – Presentation by Vice President Perryman
  - How FTES is Calculated
  - Enrollment Update

**8. TRUSTEE REPORTS**

Trustees will give a brief report on their activities on behalf of the District

**9. ADJOURNMENT**

**ADA Compliance: Persons with disabilities needing assistance, please notify the Superintendent/President's Office at 468-3071 no later than 24 hours prior to the scheduled meeting. Meetings are held in locations which are wheelchair accessible.**

**Agenda Packet and Supporting Documents Notice: The agenda packet and supporting materials can be viewed in the President's Office, Room 1070, Mendocino College, 1000 Hensley Creek Road, Ukiah CA or on the College's website at [www.mendocino.edu](http://www.mendocino.edu).**

***Future Board Meetings: Regular Meeting – April 10, 2013, 5:00 PM, Ukiah Campus, Room 1060***